

Lancaster Public Library
Board of Trustees
Meeting Minutes
Thursday, April 16, 2015
3:00 PM.

I. Roll Call: Suzanne Jacobs, Barbara Tamol, Gary Howell, Jan Yarborough, Kristyn Wind, James Stelzle (Library Director), Donna Stempniak (Town Board Liaison)

II. Call to Order: President Jacobs called the meeting to order at 3:07 pm.

III. Approval of and/or changes to the agenda: Additions - VI. Financial Statements, D. Checking Account - MSP Yarborough, Howell

IV. Review and approval of the March 19 Meeting Minutes: Accepted as presented. MSP Tamol, Yarborough

V. Report of the Director: March patron count was up and circulation was down. Director Stelzle is on a committee studying statistics to determine who is coming to the libraries, why, and how they are using it.

The Friend's of the Lancaster Library received a \$400.00 donation from the sale of deceased Friend's President Sheila Gibbs's books. The Board will send a thank you letter to her daughter. Suggestions were taken for memorial purchases to be made from donations made in Ms. Gibbs name. The funds are in the hands of the Friends group. They are seeking input.

VI. Financial Statements:

- A. CD 042: CD 042 was reinvested in a 36 month CD with an interest rate of 0.80 percent.
- B. Volunteer Appreciation Gifts - VOTE: The Board approved the purchase of Volunteer Appreciation gifts. Yarborough, Tamol - Vote Unanimous
- C. Investment of Funds: Investment of Funds was delayed until the transfer of checking account monies from Evans Bank to the Bank of Akron is finalized.
- D. Checking Account: The board moved to have the treasurer withdraw \$40,000.00 from the Evans Bank checking account and transfer the funds to a checking account with the Bank of Akron, and designate the treasurer and library

director as signatories to that account. MSP: Jacobs, Yarborough - Vote: Unanimous

VII. Public Comment: None

VIII. Old Business:

- A. Building Maintenance Report: The town was contacted regarding the installation of tract lighting in the lobby. The electrician has yet to visit the library. The town informed the library that sealing roof leaks is on the schedule of jobs to be done. An energy savings audit of library lighting was conducted. Repairs to the broken shaft in the furnace were not completed.
- B. Construction Grant Report: The town will supply matching funds towards the completion of the new parking lot.
- C. State Report - VOTE: A motion was made to approve the 2014 New York State Report: MSP Jacobs, Tamol - Vote: 5 yeas 0 nays
- D. Tract Lighting: See VIII. Old Business, A. Building Maintenance Report
- E. Book Sale: The Library is ready for the book sale.
- F. Celebration: The library's charter with New York State was formalized 100 years ago this coming September. The Library building was opened 40 years ago. To honor these events, the library will hold a celebration in September. The board discussed various celebration options. A committee will be set up to organize the event.

IX. New Business

- A. Act Meeting Report: The annual ACT (Association of Contract Libraries) was held at the Central Library. The library gave a presentation on old science equipment and a presentation on the contents of the library website. The next ACT meeting is scheduled on May 2, 2015 at the Hamburg library.

X. Adjournment: The meeting was adjourned at 4:38 pm. MSP Howell, Unanimous second.

Respectfully Submitted

Gary S. Howell, Secretary