

Lancaster Public Library
Board of Trustees
Meeting Minutes
Thursday, November 16, 2017
3:00PM

I. Roll Call - Sue Jacobs, Gary Howell, Jan Yarborough, Kristyn Wind, James Stelzle (Library Director), Al Martin (Trustee Emeritus) and Matt Walter (Town Board Liaison)

II. Call to Order - Gary Howell called the meeting to order at 3:02 PM.

III. Approval of and/or changes to the Agenda – Add IX. E) Return to System; move VIII. C) Retirement Activities to IX. F). MSP Jacobs, Yarborough Vote: Unanimous.

IV. Review and Approval of the October 19, 2017 Meeting Minutes – Minutes approved as presented. MSP Jacobs, Terranova Vote: Unanimous.

V. Report of the Director – October was a busy month with many programs. The Library I position was posted today. Program offerings may slow down for 1-2 months until this position is filled and the new person begins. Programs provided by outsiders will continue. Gutters were cleaned which alleviated the problem with water in the basement. Humidity in the library is much better. A portion of the donations made to the library in memory of Dominic Terranova will be used to purchase children's books.

VI. Financial Statement

A. Monthly Financial Report – MSP Yarborough, Jacobs to accept the October Financial Report. Vote: Unanimous

B. Disposition of CD 1283 – Sue rolled it over at the Bank of Akron for 12 months.

VII. Public Comment – In the future, we may have a new Town Board Liaison.

VIII. Old Business

A. November ACT meeting – Gary, Sue and Jan attended the meeting which was held at the Hamburg Library. Libraries shared their ideas for fund raising and for increasing their visibility in the community.

B. Long-Range Plans – Four goals were discussed. We will wait for input from our new director before finalizing our long-range plans.

IX. New Business

A. Extend Friday Library Hours – We discussed changing the time of opening the library on Fridays from 10:00AM to 9:30 AM. We will wait for input from the new director before making a decision.

B. Director Selection – The Board will hire Kara Stock as the new director of the Lancaster Public Library. MSP Howell, Jacobs Vote: Unanimous.

C. Plastic Toilet Paper Dispenser Keys - MSP Howell, Yarborough to allow purchase not to exceed \$12.00.

D. 2018 Board Officer Selection – Officers will retain their current office for an additional year.

E. Return to System – Jim presented the “System Paid” Budget Analysis and reported that we are in good shape.

F. Retirement Activities - A party will be held on Dec. 11 in honor of Jim and Gwen, both of whom are retiring in December. Staff, volunteers, board members and directors of the Friends Group are invited. Orazio’s will cater the event. MSP Jacobs, Yarborough to expend funds not to exceed \$1000 for the party.

X. Adjournment: The meeting was adjourned at 4:55 PM. MSP Vote: Howell, Wind Vote: Unanimous.

Respectfully Submitted
Jan Yarborough, Secretary