

Lancaster Public Library
Board of Trustees
Meeting Minutes
Thursday, March 19, 2015
3:00PM

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

II. Call to Order: President Jacobs called the meeting to order at 3:18 PM.

III. Approval of and/or changes to the agenda: The following items were added to section IX. New Business. D. The purchase of headphones - E. Celebration - F. System Trustee Liaison. MSP Yarborough, Tamol

IV. Review and approval of the February 19, 2015 meeting minutes: The minutes were accepted as presented. MSP Tamol, Jacobs

V. Report of the Director: January was a slow month mostly due to extreme weather. The town is in the process of repairs to the furnace. There is a delay due to the need to order a shaft. The old wallpaper in the front entrance was stripped away and new wallpaper was pasted up. The hallway ceiling and non-papered walls were freshly painted.

VI. Financial Statements:

- A. CD#042 matures April 6, 2015: A motion was made to allow the treasurer to use her judgment to get the best deal, either rolling over or renewing CD042 at the highest rate possible. MSP Howell, Yarborough
- B. Investment of Funds: Based on financial uncertainties, investment of funds was moved forward until May.

VIII. Old Business:

- A. Automated Telephone System Bids: Two bids were received, one from Comptel and one from Mac Source. The expense may be covered by future grants. The item was tabled until the perimeters of a possible 2016 grant from New York State Senator Patrick Gallivan are known.
- B. Building Maintenance Update: The town may replace the library's furnace. The electric meter on the house slated for demolition to increase the size of the parking lot was removed. A request was sent to the town to repaint the downstairs hallway. It was suggested that private funds be used to paint that hallway if the town doesn't. The roof still leaks in certain spots. The leaks are now worse due to thawing ice.
- C. Long-Range Plan Vote: A motion was made to accept the new Long-Range Plan. MSP Yarborough, Wind

- D. National Historic Register: As of February 17, 2015, the Lancaster Public Library building is listed on the National Register of Historic Places.
- E. New Laptops: The laptops purchase with money from New York State Senator Patrick Gallivan's grant arrived and are in use.
- F. Fundraiser: The Friend's library fundraiser is set for March 21, 2015. The Friend's, library board, and staff are working hard to make it a success.
- G. Book Sale: Details of the April book sale are being worked out. Letters to second-hand book dealers were sent out.
- H. Construction Grant Update: No new information is available.

IX. New Business:

- A. Materials for Summer Programs vote: A motion was made to allow the library staff to spend up to \$500.00 on materials needed for the summer programs. MSP Jacobs, Howell
- B. State Report: Moved to April
- C. Track Lighting for Foyer: The library Director was asked to discuss the matter with the town.
- D. Headphones: A motion was made to allow the library Director to purchase two cases of earphones from the Dollar Tree store, not to exceed \$120.00. MSP Howell, Yarborough
- E. Celebration: On September 6th, the Lancaster Public Library's charter with New York State will be 100 years old. The Library Building is now 40 years old. The Library Board is planning a celebration. President Jacobs suggested asking Trustee Emeritus Al Martin, former Trustee Betty Wechter, and current Trustee Mary Terranova to put together an historic presentation.
- F. System Trustee Liaison: The B&ECPL board decided to assign their board members to be liaisons to contract libraries.

Adjournment: The meeting was adjourned at 4:30 PM. MSP Howell, Tamol
Respectfully Submitted:

Gary S. Howell, Secretary