

Lancaster Public Library

Board of Trustees

Meeting Minutes

February 11, 2021

Meeting via Zoom

Meeting ID: 316 774 4639

- I. Roll Call – B. Tamol, S. Jacobs, G. Howell, J. Yarborough, K. Graber, K. Wind, K. Stock (Library Director), D. Stempniak (Friends Liaison), B. Leary (Town Liaison)
- II. Meeting called to Order at 4:03 p.m.
- III. Agenda approved as submitted, MSP – Howell, Yarborough. Vote – unanimous
- IV. January meeting minutes approved as submitted, MSP – Graber, Wind. Vote – unanimous
- V. Report of the Director – Kara informed the Board that as of 1/26/21, the library has reopened with curbside pickup still an option. As of 2/08/21 the library is open and meeting the State minimum of 55 hours. Virtual programming and crafts are still a big hit! A total of 214 craft kits have been distributed in the month of January.
- VI. Public Comment – B. Leary has offered to put in a resolution with the Town Board for new fencing. D. Stempniak brought news from the Friends about membership renewals being mailed in March. The Friends are also hoping to have Chicken BBQ fundraisers on Sundays in May, July18, and September.
- VII. Financial Reports –
 - A. January Report – Approved as submitted, MSP – Yarborough, Wind. Vote – unanimous
 - B. CD 045 – Has been rolled over at Bank on Buffalo
 - C. Update on Sunday Payment from Friends – 2020 payment sent to Central.
 - D. System Paid Analysis Report was provided to all Trustees.
- VIII. Old Business –
 - A. Reminder to turn in Conflict of Interest paperwork to Kara.
 - B. General Election Update – B. Leary has put forth B. Tamol and S. Jacobs for endorsement by the Lancaster Republican Party.
 - C. Open Meeting Policy – Adopted as submitted on 2/11/2021. MSP – Tamol, Howell. Vote – unanimous
 - D. Debit Card Policy – Adopted with the following amendment, under F the procedure is described as follows,
 1. Funding approval from Board,
 2. Debit listed as such on monthly financial report,
 3. Debits are subject to monthly audits. MSP – Howell, Yarborough. Vote – unanimous
 - E. Wallace meeting on 1/29 and Gallivan meeting 2/11 – Both seemed supportive and understanding about the needs of the library.

- F. Director's Performance Evaluation – The Committee met and completed the form, will meet with Kara next week to finalize. Approval tabled until March meeting.
- G. Furnace Filter Update – Expenditure in the amount of \$78.79 was approved. MSP – Howell, Tamol. Vote – unanimous. Further purchases may be eligible to come out of the Library line in the Town Budget. B. Leary let Kara know whom to speak to.
- H. 200th Anniversary Budget and Ideas –
 - 1. 200,000 books read by patrons to celebrate 200 years, prizes to be awarded.
 - 2. Banner on front of Library
 - 3. Update Library History Booklet
 - 4. Ask patrons to submit favorite library memories and/or photographs
 - 5. B. Leary offered to donate \$200 for “search for \$1 “in the Library.
- IX. New Business
 - A. Motion to expend the remainder of the Monica Wallace Grant in the amount of \$783.97 plus shipping for purchase of items for the Children's area. MSP - Yarborough, Graber. Vote – unanimous
 - B. Motion to expend \$1,205.55 from private funds to purchase Large Print material (in remembrance of Dominic Terranova) and Children's materials (in remembrance of Mary Terranova) approved. MSP – Yarborough, Tamol. Vote – unanimous
 - C. Motion to expend \$20 for payment of 20 -21 ACT dues approved. MSP – Jacobs, Graber. Vote – unanimous
 - D. Motion to expend \$225.50 for Spine Labels approved. MSP – Wind, Tamol. Vote – unanimous
 - E. Motion to expend \$226.26 for purchase of Spring Reading Prizes approved. MSP – Yarborough, Graber. Vote – unanimous
 - F. Motion to expend \$31.99 for a tripod approved. MSP – Howell, Tamol. Vote – unanimous
 - G. Motion to expend \$164.31 for Family Learning Interest Kits approved. MSP – Graber, Yarborough. Vote – unanimous
 - H. Return to System Invoice has not been received and was tabled until the March meeting.
- X. Motion to adjourn meeting at 5:16 p.m. approved. MSP – Howell, Graber. Vote – unanimous.

Respectfully submitted,
Barbara Tamol
Board of Trustees Secretary