

Lancaster Public Library

Board of Trustees

Meeting Minutes

April 8, 2021

Meeting via Zoom

ID# 613 774 4639

- I. Roll Call - B. Tamol, S. Jacobs, G. Howell, J. Yarborough, K. Wind, K. Graber, K. Stock (Library Director), D. Stempniak (Friends liaison), B. Leary (Town liaison)
- II. The meeting was called to order at 4:03 p.m.
- III. The agenda was reviewed and approved. MSP - Graber, Yarborough. Vote - unanimous
- IV. The March meeting minutes were reviewed and approved. MSP - Yarborough, Wind. Vote - unanimous
- V. Report of the Director - The Library participated in the village Easter Scavenger Hunt with 300 children participating at set intervals. Meghan has set up a “story walk” in the library based on “ The Very Hungry Caterpillar” participants follow directions to get “food” to feed their caterpillar. March saw 24 children and 23 adults receive new cards.
- VI. Public Comment - Donna informed the board that the Friends will host the first chicken BBQ on May 23, 2021. There will be 200 dinners at \$12.00 each, drive thru only, until they are gone. Kits for the Children’s Garden are available at the Library. Seed kits include one for the child to keep and one to be put in the Children’s garden. Membership letters have gone out.
- VII. Monthly Financial Report-
 - A. March report reviewed and approved. MSP- Graber, Yarborough. Vote - unanimous.
 - B. CD 046 due 5/24/21 - Jan will look into getting info on any actions the board may be able to make to increase the return.
 - C. Motion to replenish petty cash with \$150. MSP - Tamol, Howell. Vote - unanimous
- VIII. Old Business -
 - A. Building Maintenance update - Light bulbs replaced in front of building. Fence owners have replaced the fencing, the highway department has checked the parking lot and will repair, and the Town has been out to check the gutters.
 - B. 200th Anniversary Update - As per committee meeting on 3/25/21, The \$200 donation from B.Leary will be used to purchase 200 - \$1.00 gift certificates from Frosty’s, each week of summer 20 certificates will be hidden in the stacks for patrons to find, Thank you Bob! Reading logs are available now for different age groups, 20 books read equals a raffle ticket for a Kindle. Next committee meeting is 5/06/21 at 6:30 p.m.

- C. The board approved the Public Health Emergency Operation Plan Resolution. MSP - Jacobs, Howell. Vote unanimous.
- IX. New Business -
- A. In person programming may start as early as the end of May or beginning of June. Area will be designated in the Children's non-fiction section. Lego Club and storytime will be offered with a maximum of five children with one caretaker each allowed. To maintain social distancing Josh will make hula hoops to designate each area. Additional staff will be needed to discourage patrons not to congregate during programs. Approval of the expenditure of \$22.95 for polyethylene pipe (for hula hoops), MSP - Graber, Yarborough. Vote - unanimous
- B. State Report reviewed and approved. MSP - Tamol, Howell. . Vote - Ayes -6, Nays - 0
- C. Summer Programming Plans - Children's reading log, 10 books equals one prize, prizes will be on display for the patron to choose from. Bingo Board for adults with a chance to win a fitbit. Summer reading raffles will also include the chance to earn raffle tickets(age groups upto 12 years old 1 raffle ticket for every 5 books read, 13 -17 years old 1 raffle ticket for every 3 books read) for themed prizes. The themes are Camping Fun, Make a Splash, Game On and On the Move.
- D. The board approved the expenditure of \$602.73 for Summer Programming Prizes. MSP - Jacobs, Yarborough. Vote - unanimous
- X. Adjournment - The meeting was adjourned at 4:47 p.m. MSP - Graber, Jacobs. Vote - Unanimous.

Respectfully submitted,
Barbara Tamol
Secretary