

**Lancaster Public Library
Board of Trustees
Meeting Minutes
Thursday, September 8, 2022**

1. Roll Call: Suzanne Jacobs, Gary Howell, Kristyn Wind, Ken Graber, Kara Stock (Library Director), Donna Stempniak (Friends President)

II. Call to Order: The meeting was called to order at 4:04 PM

III. Approval of and/or changes to the agenda: The agenda was accepted as presented. MSP Graber, Howell, unanimous

IV. Review and approval of the meeting minutes of August 11, 2022: The minutes were accepted as presented. MSP, Graber, Jacobs, unanimous

V. Report of the Director: Battle of the Books Teams came in 1st and 4th place. Summer Reading Bingo had 2 winners. One Hundred eighty children submitted Summer Reading logs. Summer reading raffle ended on August 13th. The Village Scavenger Hunt was a success. Other programs included Crafternoons, Drop-in Legos, Kidding around Yoga, Lego Club, and more.

VI. Public Comment: Friend's President Donna Stempniak discussed the September mini book sale.

VII. Monthly Financial Report:

- A. The Financial Report was accepted as presented. MSP Jacobs, Howell, Unanimous
- B. CD 1283 and #7632 will be reinvested for 12 months. MSP Howell, Graber, Unanimous
- C. The Town quarterly budget was reviewed
- D. Mileage Reimbursements were approved as presented. MSP Graber, Howell, Unanimous.
- E. A Bequest from the estate of Beverly Panten in the amount of \$103,864.29 was acknowledged

VIII. Old Business:

Building Maintenance Update

- 1. Staff Room Renovation – The town will not accept the one submitted bid. They want the town engineer to lower costs. The proposals include not removing ceiling tiles, painting bathroom tiles, no new toilet and sink, and not redoing the pantry. Potential bidders must visit the site and provide drawings of renovations.
- 2. Elevator – There is an electronic components shortage, and the contractor is waiting for Controllers.
- 3. Air conditioning and furnace – The town approved a new furnace for the library and a new air conditioner of the community room.

New Business

- A. Display Case for Relic. A case will be purchased for \$127.85. MSP Jacobs, Graber, Unanimous
- B. Pumpkin Decorating Prizes will be purchased for \$132.25. MSP Howell, Graber, unanimous

- C. Halloween Party materials will be purchased for \$301.32. MSP Graber, Jacobs, unanimous
- D. Door Counter will be purchased for \$167.94

Adjournment: Meeting was adjourned at 4:55 PM. MSP Howell, Graber, Unanimous

Respectfully submitted by,

Gary Howell