

Lancaster Public Library
Board of Trustees
Meeting Minutes
March 14, 2024

- I. Roll Call- President Gary Howell, Vice President Jan Yarborough, Treasurer Ken Graber , Secretary Kristyn Wind, Library Director Kara Stock, Friends President Donna Stempniak, Trustee Sue Jacobs, Trustee Barb Tamol, Councilwoman Studley
- II. Call to Order- called to order at 4:05pm by Howell
- III. Approval of the agenda- approved as amended, 1st Yarbrough, 2nd Howard, unanimous
- IV. Review and approval of the January 12, 2023 minutes- 1st Graber, 2nd Howell, unanimous
- V. Report of the Director- 120 attendees at the Wacky Science Program. The Buffalo Science Museum is coming to talk about the eclipse. 19 attendees at teen painting night. 22 prom dresses were given away.
- VI. Public Comment- Donna Stempniak on behalf of the Friends of the Library- 5 new people attended the friends meeting. Next meeting is April; 11th at 7pm. Book sale April 27th – 28th . Chicken BBQ May 19th, Rib Dinner July 21st
- VII. Monthly Financial Report
 - A. February Report approved- 1st Graber, 2nd Howell, unanimous
 - B. Audit Report- tabled
 - C. Town Budget Report- reviewed
 - D. 2023 System Paid Budget Analysis- reviewed- 1st Tamol, 2nd Yarborough, unanimous
- VIII. Old Business
 - A. ACT Meeting Saturday, March 9, 2024- President Howell attended and reviewed information from the meeting.
 - B. Building Maintenance
 - a. Bathroom Heaters- April 1st start date for the project
 - C. Approve Payment of Fees for ACT Meeting \$60.00- approve retroactively- 1st Graber, 2nd Yarborough, unanimous
 - D. Staff Room Renovations- further discussed options, will be getting more information
 - E. Director’s Evaluation- completed
- IX. New Business
 - A. Procurement Policy- 1st Jacobs, 2nd Wind, unanimous
 - B. 2023 Annual Report to the Community- reviewed, 1st Yarborough, 2nd Howell, unanimous
 - C. Return to System Payment \$3,581.17- motion to pay, 1st Graber, 2nd Tamol, unanimous
 - D. Annual Sales Tax \$297.00- motion to pay, 1st Tamol, 2nd Howell, unanimous
 - E. Volunteer Gifts, Tote Bags \$77.89- motion to purchase, 1st Yarborough, 2nd Wind, unanimous
 - F. Sign Language Kit \$257.42- motion to purchase, 1st Yarborough, 2nd Tamol, unanimous
 - G. New Staff Desk Floor Mats \$270.95- motion to purchase, 1st Wind, 2nd Tamol, unanimous
 - H. Pruners \$59.52- motion to purchase, 1st Yarborough, 2nd Graber, unanimous

I. Lancaster Youth Bureau Trivia Contest, April 18, 2024- team formed

J. Check to Friends- replacing a check accidentally made out to the library meant for the friends, approved, 1st Tamol, 2nd Wind, unanimous

X. Adjournment 4:59pm- 1st Tamol, 2nd Yarborough, unanimous