

Webster Public Library
Board of Trustee Meeting Minutes
April 13, 2022

In Attendance: Amy Crumley, Adam Traub, Mary Alice Moore, Dan Ammon, Peter Knapp, Sarah Stein, Jen Mitchell, Matthew Clark, Peg Ehmann and Eileen Brookins

Absent: Marge Gascon, Friends of the Webster Public Library Liaison

Guests: Ginny Nguyen, Town Board Liaison; Doreen Dailey, Assistant Director/Adult Services Librarian

Amy called the meeting to order at 7:00 pm.

Public Comment: Due to the COVID 19 virus, the Board of Trustees Meeting was held as a video conference. There were no public comments.

Approval of the Minutes: Upon review and motion with a second the Board unanimously approved the minutes of March 9, 2022 as amended.

Agenda Review: Action request on approval of a door installation and repair project was removed from the agenda.

Correspondence: Amy shared an article introducing the WPL new library director, Adam Traub, in the recent edition of the Webster Today magazine.

Report from the Friends of the Webster Public Library: The FWPL will have a book sale beginning May 12th through the 14th. FWPL Members will be invited to a members only sale on May 11th. Volunteers are needed to work the sale. Please contact Mary Alice Moore if you are able to volunteer. Thanks to the hard work and dedication of the Friends volunteers and sorters, the Lobby Book Store continues to be very successful. The Lobby Book Store sales totaled \$2682.35 for the month of March.

Report from the Town Board Liaison: Ginny reported that she is available to advocate for the library.

Director's Report: Since the HVAC project came in under budget, Assistant Director Doreen Dailey has been receiving quotes on a construction project that would replace old lighting with more efficient LED lighting. A small committee, led by Linda Liddle, focused on a new furniture layout to provide a better patron experience, including moving furniture to better suit the cultures that have arisen in various places. MCLS offered two opportunities to take advantage of E-Rate reimbursements to upgrade our Wireless Access Points and Network Switches at a steep 85% discount. The Town has made available to the library free COVID testing kits to share with the community. They will be available at the circulation desk. Assemblyperson Jen Lunsford also has offered free COVID testing kits to the library to share with the community.

Approval of Bills and Financial Report: Upon review and a motion with a second the Board unanimously approved the payment of the bills for March in the amount of \$84,033.38. Rent, taxes and CAM charges of \$36,942.79 were paid this month for both March and April. Rent,

CAM and taxes will increase beginning in April. Rent will increase a total of \$17,097, CAM charges will increase a total of \$1,687.56 and taxes will increase a total of \$162.74 for the year. The revenue fee for March totaled \$3,489.90.

Discussion: Upon review and a motion with a second the Board unanimously approved the Annual Report to New York State.

Discussion: Upon review and a motion with a second the Board unanimously approved the LED lighting project to replace outside security lights and lighting in the Early Learning Center, not to exceed \$12,000.

Discussion: Upon review and a motion with a second the Board unanimously approved the E-Rate upgrade of Wireless Access Points and Network Switches through MCLS for \$938.04 and \$2,607.60 respectively (Total \$3,545.64).

Discussion: Upon review and a motion with a second the Board unanimously approved the amendments to the Rules of Conduct.

Discussion: Dan led a discussion on Board Accountability. The discussion will continue next month.

Discussion: Adam led a discussion on Fine Elimination for J/YA materials. The discussion will continue next month. Questions may be submitted to Adam before next month's meeting.

Discussion: Adam led a discussion on Book Challenges referencing a recent webinar by Stephaine Cole Adams. The discussion will continue.

Discussion: Amy led a discussion concerning the recent announcement that the plaza is for sale. This makes the Town's offer to purchase the library moot.

The next meeting of the Webster Public Library Board of Trustees will be May 11 at 7pm at the Webster Public Library

The meeting was adjourned at 8:30.

Respectfully submitted,

Eileen Brookins
Secretary