

LIBRARY BOARD MINUTES

The meeting of the Parma Public Library Board was held on Tuesday, August 2, 2016 at the Parma Public Library.

PRESENT: Pat O'Leary (President), Roz Lipomi (Acting Director), Alice Maxwell, Mari Crumb, Mary Jane Skarzynski, and Linda Kirchgessner (Board Members) ABSENT: Marcia Doles (Friends Liaison)

MINUTES: Mary Jane moved to approve the July minutes with one correction—Alice was absent from the July meeting. Alice seconded and the minutes were approved.

BILLS: Frontier: \$202.98 R.G. & E: \$703.37 Total: \$5,750.02

Mari moved to pay the bills. It was seconded by Alice and passed.

FRIENDS' REPORT: No Friends' Report as Marcia is absent.

NEW BUSINESS: Roz is making a request of the Friends to pay 1/2 the cost of the library garden plantings. \$18.22 is due to the Hilton Garden Club. The club also maintains the garden for the season.

OLD BUSINESS: The search for a door counter continues. Becky has contacted one company which has an involved system to count patrons that includes statistical analysis software. The Board is requesting a wider range of estimates for the counter. We would like to consider some simpler options.

We are still in need of a window washer for the Library windows. Roz is investigating who other businesses in the village use for this service.

We are in compliance with the stipulations of the NYS Grant to cover summer hours.

The HVAC project remains unfinished. Pipitone has given two different quotes for the thermostat installation. (To Roz-\$200-\$400 and To Jim-\$600-\$700) Also, there is a sporadic clanging sound in the ceiling when the unit is turned on. The Board is anticipating a report from Jim about these concerns and the money involved.

The Patron Behavior Policy has been updated with the statement concerning parent notification when a minor is banned from the Library.

DIRECTOR'S REPORT: There continues to be concern about the staffing needs at the Library. A page position has not been filled, Mikayla's position is still open, and Grace has cut her days from 3 to 1/week for the remainder of her time. These openings, coupled with our two maternity leaves, have put a strain on the rest of the staff, especially in the summer vacation months.

The Board is looking forward to further discussion of the Library II positions upon Becky's return.

The next regular board meeting will be Tuesday, September 6 at 1:00.

A motion to adjourn was made by Alice, seconded by Mary Jane and passed. The meeting was adjourned at 3:00.

Respectfully submitted,

Linda Kirchgessner, Secretary