

LIBRARY BOARD MINUTES

The meeting of the Parma Public Library Board was held on Tuesday, August 7, 2018 at the Parma Public Library.

PRESENT: Pat O'Leary (President), Roz Lipomi (Adult Services Librarian), Alice Maxwell, Linda Kirchgessner, Kay Melvin (Board Members), Doreen Hoy (Friends Liaison) and Linda Judd (Parma Town Board Liaison)

ABSENT: Leslie Boedicker (Director), Mary Jane Skarzynski

PREVIOUS MINUTES: Alice moved to approve the minutes. Kay seconded and all approved.

<u>BILLS:</u>	R.G. & E: \$792.69	Spectrum: \$52.45	Total:
	\$18,548.41		

Alice moved to pay the bills. This motion was seconded by Linda and passed unanimously.

FRIENDS of the LIBRARY REPORT: The treasurer is opening up a separate bank account for any funds donated to the Friends that are earmarked for a new library. There will be a Volunteer Appreciation Breakfast on Saturday, September 8th at 9:00. This will be held at the Hilton Family Restaurant. All the Mainly Books volunteers are invited. There is a signup sheet in the store.

DISCUSSION with PUBLIC or EMPLOYEE VISITORS: Linda Judd shared her involvement with the Cornell Agriculture Literacy Week. She is the liaison for this group and offered her assistance in presenting some "Ag based" programs in the Library. (i.e. books, Arts & Crafts, adult programs) This is a great resource for our community.

COMMUNICATIONS: none

NEW BUSINESS: Leslie contacted an engineering firm, the MRB group, to get information on a feasibility study for a new Parma Public Library. After a thorough discussion, the Board voted (Alice moved, Kay

seconded, all in favor) to table the decision to hire his group until next month. This will give us time to read all that the study entails, investigate the required time line for building a new Library, and continue the search for a site. The cost of this study is \$8,950. Linda Judd (our Town Board Liaison) will ask the Planning Board for a time line from Parma to assist our Board in making decisions regarding the building of a new Library.

Pat updated the Board on the progress of the Needs Assessment committee. There are approximately 15 people on the committee. There have been two meetings to date with an upcoming meeting at the end of August. Strengths and weaknesses of our present facility have been discussed, as well as obstacles to building a new library. Causeway has been hired through a grant to coordinate a survey of the public to explore the various needs of the community.

UNFINISHED BUSINESS: The roof grant is written and Leslie is waiting for a SAM from the Federal government. She will then send the grant to Sally Snow and on to NYS. At this time we only have one bid, but that is enough to submit the grant. We are still waiting on Dennis for a second bid.

Stocks update-The information that Frontier requested (again) has been notarized and sent.

DIRECTOR'S REPORT: Emily Bishop (a former volunteer) has joined the Library staff as a page. She will be working a maximum of 15 hours per week. Welcome, Emily!

The budget sheet and stats for July will be available in our mailboxes next week.

Leslie is recovering at home and doing well.

ANNOUNCEMENTS: none

A motion to adjourn was made by Alice, seconded by Linda and passed.
The meeting was adjourned at 2:35 p.m.

The next regular board meeting will be Tuesday, September 4 at 1:00
p.m.

Respectfully submitted,

Linda Kirchgessner, Secretary