

## **LIBRARY BOARD MINUTES**

The meeting of the Parma Public Library Board was held on Tuesday, May 7, 2019 at the Parma Public Library.

**PRESENT:** Leslie Boedicker (Director), Roz Lipomi (Adult Services Librarian), Alice Maxwell, Mary Jane Skarzynski, Linda Kirchgessner, Kay Melvin (Board Members ), Doreen Hoy (Friends Liaison) and Linda Judd (Parma Town Board Liaison)

**ABSENT:** Pat O'Leary (President)

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

**BILLS:** R.G. & E: \$--no bill      Spectrum: \$186.36      Total: \$7,735.19

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

**FRIENDS of the LIBRARY REPORT:** The Friends gave Amy \$1,425 for the Summer Reading Program. The Village Treasure Trek, which Mainly Books participated in, was not well-attended due to the terrible (snowy) weather. The Friends are in need of more volunteers. The April Book Sale brought in \$640.70 and \$100 in membership.

**DISCUSSION with PUBLIC or EMPLOYEE VISITORS:** none

**COMMUNICATIONS:** none

**NEW BUSINESS:** The Board received the Customer Service Policy to take home and read. This document will be discussed and voted upon next month.

Leslie has been selected to present the program: Yoga & Books & Kids, Oh my! at the NYLA 2019 Conference in Saratoga. She will provide the financial details next month when she has more information.

**UNFINISHED BUSINESS:** Robin's promotion from page to clerk has to wait until the Civil Service Exam for Senior Clerk is offered. She has received full-time status, benefits and a pay increase to \$1.25/hour. Her title will change pending the outcome of the exam.

**Local History:** The Local History Collection Mission Statement and the Local History Collection Policy were approved unanimously after being moved by Alice and seconded by Kay.

**Personnel Rules:** The updated version of the Personnel Rules of the Parma Library is being examined by the town and will be discussed again at the next Board meeting, pending the town's findings. The current version is in place temporarily. The goal is a cohesive employee handbook for all town workers.

**Library of the Year 2019:** The Brockport Seymour Library won the Library of the Year 2019. Roz was nominated in the Librarian of the Year category! This decision is made by the Rochester Regional Library Council. (RRLC)

**Roof:** Work on the roof has started but it is being slowed by the wet weather. There have been two leaks in the meeting room ceiling but not much damage was done. The ceiling shows the stains.

**Nancy Ingraham:** Nancy's plaque has been hung near the book display area. This display will change seasonally, featuring various topics that are of interest to the community. Books will be pulled from Central to round out the display. This month's topic is "Foraged Foods."

**Digital Grant Update:** The NYS Historic Newspaper website link is listed on the Local History page of the Parma Public Library website but the Hilton Record is not yet available. The delay is due to a backlog by the digitizers.

**Causewave Grant:** We have received a second Causewave Grant through RRLC of \$3150. After paying our share (\$800), our net is \$2,350. This will be used to rebrand our library--figuring out who we are, why we are here and our vision for the future.

**M&T CDs:** Two CDs from M&T have come due. Kay moved and Alice seconded to have Linda investigate and change to a better rate, if available. All in favor. After meeting

with M&T, the CDs are now locked in for 15 months at a yield of 2.2. (Previous terms were 13 months at 0.15)

**DIRECTOR'S REPORT:**

**2019 Budget:** Two lines (480.00 and 9040) remain in the red.

The MRB Feasibility Study PowerPoint presentation has been delayed until June due to the unavailability of the Town Board.

**Stats:** Our stats look good for April. Our total circulation and door count are up and there was a huge surge in total computer sessions. (+315)

**ANNOUNCEMENTS:** none

A motion to adjourn was made by Alice, seconded by Linda and passed. The meeting was adjourned at 2:50 p.m.

The next regular board meeting will be Tuesday, June 4, 2019 at 1:00 p.m.

Respectfully submitted,  
Linda Kirchgessner, Secretary