

OFFICIAL

LIMA PUBLIC LIBRARY BOARD MEETING
December 15, 2021

PRESENT: Trustees: Shirley Caccamise, Cathy VanHorne, Chris Preston
Sharon Neenan, Debbie Lund

Absent: None

Library Manager: Megan McLaughlin

Friends Group: Barb Brenner

Town Board: Bruce Mayer

Meeting was called to order at 10:30 by Chairperson, Shirley Caccamise.

MINUTES FOR NOVEMBER 17, 2021: Motion made by Chris Preston, seconded by Debbie Lund to approve the minutes with the following correction: Label the minutes **Official** from Unofficial. Motion carried.

VOUCHERS 110 to 121, for November, were reviewed, signed and submitted.

Friends of the Library: Reported by Barb Brenner

- They held a very successful fall cleanup
- December Christmas concert was very successful with 27 patrons in attendance.
- The membership renewal program is now in process
- They now have "Friends" business cards. They will be putting them out at the Farmers' Market
- Barb handed out a copy of the events for the first quarter of 2022. They will be having: Food Preservation, kids events, and nutrition, just to mention a few.

OLD BUSINESS:

Governor Hochal has reinstated a mask requirement for all indoor public places beginning Monday, December 13, 2021. This includes all library staff and patrons (including children over the age of 2) regardless of vaccination status. Livingston County is not enforcing this rule. The Lima Library will be enforcing this rule and will have masks on hand to offer for patrons to use.

NEW BUSINESS:

Megan reported that Shirley Caccamise and Catherine VanHorne need to renew their Oath of Office. This will need to be sent to the Lima Town Board for their Organizational meeting in January 2022.

MOTION

Motion made by Debbie Lund, seconded by Chris Preston to approve the Oath of Office, taken by Shirley Caccamise and Catherine VanHorne and send on to the Lima Town Board for their Organizational Meeting in January 2022. Motion carried.

Megan said that we have a new policy, drafted by PLS, to review and approve. It is the First Amendment Audit Policy. It is in response to a rise in First Amendment Audits, nationwide and in the surrounding area. Our Patron Code of Conduct Policy adopted in 2017, will work in conjunction with this.

MOTION

Motion made by Cathy VanHorne, seconded by Debbie Lund to approve and support the First Amendment Audit Policy that will work in conjunction with our Patron Code of Conduct Policy. Motion carried.

Megan, the Library Manager, will post "Employees Only" signs of the doors to the Library Office, for the 5th Amendment.

Discussion was held regarding what to purchase with the donation money received in Remembrance of Mary Tremer and Joyce Rapp. Tabled until next month.

Interviews for our new Trustee, to replace Chris Preston on her retirement from the Board, will be held on Saturday, December 18, 2021.

Bruce reported that the Town Board has not yet made a decision regarding the Charging Station.

MOTION

Motion made by Debbie Lund, seconded by Cathy VanHorne to approve the various account transfers for budget purposes at the end of the fiscal year. (see attached sheet - page 4) Motion carried.

MOTION

Motion made by Debbie Lund, seconded by Chris Preston to move the remaining insurance money, \$23,822, from the roof repair, transferred into Facility Maintenance Reserve. Motion carried.

Motion to adjourn at 11:15 am.

Next Meeting: Wednesday, January 19, 2022

Accounts that are affected by the motion to transfer monies. (Page 3)

Lima Public Library

1872 Genesee Street
P.O. Box 58A
Lima, New York 14485-0858
(585) 582-1311 - P
(585) 582-1701 - F

The motion to approve amending the 2021 budget by

**1. Directing \$23,822 from L7410.469 to Facility Maintenance Reserve making that
Reserve Total: \$60,160.71**

2. Directing from L1990.4 Contingency \$5126

L7410.2 Library Equipment \$150

L7410.1 Computer Services \$200

L7410.4 Library Contract \$292.36

L7410.413 Periodicals \$208.99

L7410.414 Downloadable Audiobooks \$500

L7410.415 Ebooks \$500

L7410.43 Office Supplies \$1079.18

L7410.435 Travel/Continuing Ed \$173.72

L7410.439 Equipment Repair/Maint \$1015.00

L7410.45 Utilities \$1177.83

L7410.451 Custodial Supplies \$3368.01

L7410.452 Building Supplies \$745.68

L7410.469 Building Services \$706.46

L7401.900 Other Misc. \$20.00 (Total: \$15,263.23)

to:

L7410.41 Books \$12,379.74

L7410.412 Videos \$886.36

L7410.429 Program Supplies \$323.25

L7410.431 Telephone Expense \$177.22

L7410.433 Postage/Freight \$3.00

L7410.434 Publicity/Printing \$46.16

L9010.8 Retirement \$1447.50 (Total: \$15,263.23)

was made on December 15, 202