

**OFFICIAL**

LIMA PUBLIC LIBRARY BOARD MEETING  
November 16, 2022

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

**Absent:** Teri Kruk

**Library Manager:** Megan McLaughlin

**Friends Group:** Barb Brenner, Chris Preston

**Town Board:** Leta Button

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

**MINUTES FOR September 21, 2022:** Motion made by Sharon Neenan, seconded by Cathy VanHorne to approve the minutes as written by Debbie Lund, with the correction of Cathy's last name from VanHouten to VanHorne. Motion carried.

**VOUCHERS** 102 to 112 for September, and 113 to 123 for October were reviewed, signed and submitted.

**Friends of the Library: Reported by Barb Brenner**

\*The Friends Group purchased a display sign, to announce information of things going on in the library. It is placed at the corner of W. Main St. and Genesee St. There has been great, positive feedback on the sign.

\*The Friends Group has changed the date of their monthly meetings from the 2nd Tuesday to the 3rd Tuesday of each month.

\*Megan Knopf won the raffle from the Farmers Market drawing.

\*Very successful Leaf Clean Up with the help from the Village Crew. Barb took a basket of snacks over to the crew to thank them for their help.

\*The Intro to Canning had 4 people attend.

\*The Friends Group took part in the Rotary Trunk/Treat at the Town Hall. They gave out candy, books and fliers with info on upcoming programs at the library.

## **Friends Group (cont)**

\*The following programs were offered:

- Swing Dance was a big hit with 26 people in attendance.
- Fermentation had 5 in attendance
- Roller Coaster Marbles had 11 in attendance
- Author talk had 6 people participate
- Cyber Security had 15 people in attendance

\*The Friends Group will have a float in the Lima Christmas Parade the Saturday after Thanksgiving. They have purchased 2 vinyl banners to use on the float.

\*On December 5 they will hold another Swing Dance. And on December 19 Eric Baker's Band will present their Christmas Program from 6:30 to 8:00 pm. And on December 3 they will hold a "Kids Making Greeting Cards" program.

\*They have several new programs set up for 2023 and on February 23rd they are hosting a "Meet the Mayor of Lima" night.

## **OLD BUSINESS:**

### **MOTION**

Motion made by Cathy VanHorne, seconded by Debbie Lund to approve the **Circulation Policy**, with updated Fines and Fees amended, to be effective January 1, 2023. Motion carried.

### **MOTION**

Motion made by Debbie Lund, seconded by Cathy VanHorne to approve **The Request for Consideration of Materials Policy**, a new policy for the library. Motion was carried.

\*Megan reported that there was nothing new to report on the Library Gables or the Changing Station situation.

## **NEW BUSINESS:**

\*Megan reported that there was a huge response from the community on the OWWL Great Give Back campaign. The Lima Primary School was the recipient of this campaign and they were delighted to receive all that was collected.

## **NEW BUSINESS (CONT)**

\*Megan informed the Board that Santa would make an appearance at the Library on Wednesday, December 14th at 10:30 am.

### **MOTION**

Motion made by Cathy VanHorne, seconded by Debbie Lund to approve the **Computer and Internet Use Policy**. Motion carried.

### **MOTION**

Motion made by Debbie Lund, seconded by Shirley Caccamise to approve the **Confidentiality of Records Policy**. Motion carried.

\*Megan submitted, to the Board, the **Dates of Library Closing for 2023**. Discussion was held on Halloween closing at 5:00 pm. This was tabled for discussion at a later date. All other dates were approved.

\*Megan submitted, to the Board, the **Voucher Signing Dates and Library Board Meeting Dates**. Board approved all dates with the addition of a meeting to be held on June 14th to work on the budget for 2024.

\*Megan reported that beginning in January 2023 the library is excited to announce that they will be offering Story Hour again, in a new format. The new Story Time will be a monthly theme with a new book each week and a craft that can be completed at the library or at home. We are looking forward to this new format.

There will also be a winter time in-person Story Hour offered by the Friends Group for the months of January, February and March. Mallory will be presenting this Story Hour on Mondays at 10:30 am. The Friends Group will offer the in-person Story Hour and the Library Staff will be offering the take-home Story Time, each group supporting the other.

\*Megan is working on putting together a monthly Newsletter for the library.

Motion to adjourn the meeting at 12:10 pm.

**Next Meeting: Wednesday, December 21, 2022 at 10:30 am.**