

**Approved**

**LIMA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**

June 10, 2025

**PRESENT: Trustees: Debby Lund (chair), Jon Grasso, Teri Kruk, Leta Button, Pradeep Jangbari**

**Library Manager:** Leslie Reyman

**Town Board:** Ron Blodgett

**Friends Group:** None

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Meeting called to order at 6:35 pm by Chairperson Debby Lund.

Minutes from May 13, 2025 as corrected approved. Pradeep Jangbari moved to approve corrected minutes, Jon Grasso seconded. All in favor; none opposed.

Vouchers 55-62 approved. Jon Grasso moved to approve, Pradeep Jangbari seconded. All in favor, none opposed.

**Budget Line Adjustments**

The following budget line adjustments were made. Motion made by Pradeep Jangbari, seconded by Teri Kruk. All in favor, none opposed.

Move the following amounts from L7410.412 Videos to the designated accounts:

\$2,250 to account L7410.431 Telephone Expense

\$102.78 to L7410.2 Library Equipment

\$200.00 to L7410.21 Computer Services

## **Activity of the Friends Group**

Friends group did the spring clean-up around the Library building. The patio was cleaned and new furniture for the patio area has been purchased by the Friends.

## **Report of Siemens Project**

Trustee Pradeep Jangbari reported that three projects are slated for the Library building. Timeline for completion is estimated to be 8 weeks and work will be coordinated with Library director. Project includes

1. So-called envelope insulation improvement
2. All lights to be switched to LED.
3. Addition of EV charging stations.
  - a. Town will pay the \$3600 fee. The Library Board will set the rate to charge users.

## **Library Manager Evaluation**

Board reviewed Library Manager's performance with Manager Leslie Reyman. Discussion of areas for focus going forward included communication with Board, focus on budgeting and process, staff evaluations, utilization of various community focused information portals; highlights of work-to-date included stabilization of staff resources and morale, and relationship with Friends group.

## **Library Manager's Report**

Livingston County gives an annual grant to OWWL which, in turn, gets disbursed to the individual libraries usually totaling \$13000.00

Farmers' Market starts June 24. The Friends group paid for the Library's vendor fee.

Summer reading program begins July 1 and runs through August 3.

Manager Reyman will serve as a facilitator for an IDEA (Inclusion, Diversity, Equity, Accessibility) meeting to be held in Lima this coming Friday.

Manager Reyman and library staff are creating programming for National Good Neighbor Day, Sept. 27, 2025.

Manager Reyman attended a LGBTQ+ library conference in Dallas in May.

#### Update on Carpet Project

Carpet project is targeted to begin August 11 with the packing up of books, furniture and other materials. The library will be closed the weeks of August 11<sup>th</sup>, 18<sup>th</sup>, and 25<sup>th</sup>. The Board and Manager discussed expenses that might pop up during the project. After discussion, the following motion was made by Teri Kruk and seconded by Leta Button: "The library manager is authorized to spend up \$3,500 to manage the moving of books, supplies, and shelves during the recarpeting of the library in August." All in favor, none opposed.

The Board also discussed the Scutt Room and whether to include it in the carpeting project as it was not included in the original estimate. Teri Kruk moved that the Scutt Room NOT be included in the carpeting project; Leta Button seconded the motion. All in favor; none opposed.

The Board also discussed the chairs in the Scutt Room and stated that the chairs should not be disposed of as there is not funding to replace them.

Manager Reyman reviewed with the Board the different floor layouts that she and the Library staff had put together, with Option 1 as the staff preference. The Board agreed. Pradeep Jangbari moved to accept the Option 1 layout; Jon Grasso seconded. All approved; none opposed.

#### Miscellaneous Matters

Sidewalk slope. Pradeep is looking at options for a more permanent fix to the recurring problem with the sidewalk slope.

President Lund reminded Trustees of their annual Continuing Education training requirement.

Manager Reyman has prepared a Report to the Community which she reviewed with the Board.

Phone Service change. Tabled further discussion until September meeting.

Manager Reyman will be ordering new computers this week which will ready for installation in August.

Further discussion of the staff policy protocol for any interactions with ICE tabled to a later meeting.

Teri Kruk moved to go into Executive Session, Leta Button seconded. All in favor; none opposed. Teri Kruk moved to go out of Executive Session; Pradeep Jangbari seconded. All in favor; none opposed.

Following Executive session the Board moved to move library manager from provisional status to permanent status and to give the library manager a 2% raise in the proposed budget. Teri Kruk moved; Leta Button seconded. All in favor; none opposed.

Following Executive Session the Board agreed to move \$5,000 from the gifts/donations line to Staff wages, and to approve the budget as approved by the Town. Teri Kruk moved; Leta Button seconded. All in favor; none opposed.

Meeting adjourned at 8:35 pm.

Submitted by Teri Kruk.