

**Unapproved: OFFICIAL**  
**LIMA PUBLIC LIBRARY BOARD MEETING**

March 25, 2026

Approved:

**PRESENT:**

**Trustees:** Chair Teri Kruk  
Pradeep Jangbari  
Jon Grasso  
Debby Lund

**Absent:** Leta Button

**Library Manager:** Leslie Reyman

**Friends Group:** Eric Baker

**Town Board:** Ron Blodgett, Liaison & Christopher Doe

**MEETING:** The meeting was called to order at 6:30 p.m. by Chairperson Teri Kruk.

**MINUTES:** February 25, 2026, minutes were reviewed. D. Lund moved to approve the minutes. P. Jangbari seconded the motion. All were in favor.

**VOUCHERS:** Vouchers were reviewed and accepted: February 2026: #18-29. D. Lund moved to approve, P. Jangbari seconded the motion. All were in favor.

Discussion of the vouchers:

- Cost of replacement of furnace filters was a significant amount of building maintenance budget line.
- Telephone budget line is significant as well. Manager Reyman noted the library is switching phone providers and there will be cost savings. She is working with Frontier to complete the switch. Leslie noted land line must kept for the fire alarm system.

**Friends of the Library:** V. P. Eric Baker said the Friends have several upcoming events.

- April 25<sup>th</sup>: Lima Volunteer Day will take place at the Town Hall. The Friends anticipate having a booth. People may sign up to help with various not-for-profit groups.
- May 2<sup>nd</sup>: Spring clean-up day at the library.
- July 31 & August 1<sup>st</sup>: the annual book sale will take place during the Crossroads Festival. Book sorting will be June 6<sup>th</sup>.
- Erie Canal has traveling exhibits, and educator talks available from their Syracuse office. The Friends are looking into collaboration to host the exhibit and talks. They will talk with the Historical Society to see if they would be interested in co-sponsoring.
- At the request of the Library Board, the Friends will provide a \$125 gift card for food for staff appreciation the week of National Library Week in April.

**Library Manager's Report:**

- Circulation is down slightly from last year: about thirty books
- New phone system installation is delayed until next week as phones are on backorder.
- Leslie is working on the State Report due in by April 16th. Baker & Taylor, now defunct, owned the software needed for on-line submittal. A new company bought the rights and is revising the form. New York State is aware of the problem. Ingrams did not get the rights to the report.

### **E. V. Charging Stations:**

- R. Blodgett asked if the E. V. chargers were being used. Leslie noted she was only aware of one user so far. It took 30 minutes and four dollars to charge.
- Jonathan Cates, Town Supervisor, is the administrator and tried the stations. C. Doe noted it was slow and Jon had trouble accessing the Q. R. code to start the process.
- P. Jangbari noted the bollards are in the way making it difficult to engage with the Q.R. code and the equipment. He further noted the signs indicating the charge speed had not been affixed to the stations. Siemen's will be notified to correct this before a completed project sign-off.
- E. Baker wondered if it's possible to upgrade the slower charging stations to faster times in the future. P. Jangbari said all stations should be able to run at the same time. He thought upgrading should be possible in the future, but we can get a positive answer. He suggested four vehicles should be plugged in at the same time and test that four can charge at one time before final sign-off.
- R. Blodgett asked how the public is being advised of the availability of the charging stations. C. Doe said the stations are on listed on many of the E. V. apps sites. R. Blodgett suggested some type of signage at the library would be a good idea as well. D. Lund noted J. Cates, Town Supervisor, mentioned at a Siemen's meeting that he was looking into such signage.

### **Solar Panel Installation:**

- D. Lund attended the Siemen's meeting on the panels and said Siemen's project manager has the site plans and was reviewing them with the subcontractor.
- Trees on the south bank of the library will need trimmed to sixty feet for the array to be most effective. At the meeting, questions arose as to where the sixty feet measurement is taken from. M. Miller will ask about this and get back to everyone.
- The project will only be on the south facing roof and will not impact the heat tape along the front of the building.
- Start date on installation has not been determined yet but should be next month, or possibly May depending on the weather.

### **Town Liaison Report:**

- R. Blodgett noted the west corner of the building sidewalk still needs repaired. He suggested epoxy with sand mixed in. D. Lund said Highway Superintendent S. Parslow had looked at it early in the winter and suggested cold patch might work best. He will look into getting the repairs completed.

### **Miscellaneous:**

- Incident Report Form is available for staff should anyone have an accident on library property. Staff will receive training.
- Scutt Room Application Form: Leslie noted she always talks to those applying for use of the Scutt Room. The form will be filled out should any issues arise and for data purposes.

### **Policy Review:**

1. Personnel Policy – Chair Teri Kruk noted the current version is from 2016. The Board worked on the update last summer but never finalized the process.

-Chairperson T. Kruk suggested the Board reaffirm the existing policy with the goal of completing the revision in May or June. She will produce a revision for review at the May or June meeting.

-D Lund moved to approve the 2016 version of the Personnel Policy with a second from J. Grasso. All were in favor.

2. Sexual Harassment Policy: This policy is required for the annual report. D. Lund moved to approve the policy as presented with a second from J. Grasso. All approved and the motion passed.

3. Financial Oversight and Audit Policy: Manger L. Reyman provided a copy she had this type of policy. While not required by New York State, she has been advised that it is in the library's best interest to have one.

- Ater discussion, the Board agreed the policy is more than our library needs and a simplified version would be more advantageous. D. Lund will revise the handout and have a simplified version ready for review at the May or June meeting.

4. Future Policy Revision: P. Jangbari suggested that in the future, everyone take over 2-3 policies, revise them and bring them before the Board for approval.

With no further issues to discuss, P. Jangbari moved to close the meeting at 7:31 p.m. J. Grasso seconded the motion. All were in favor.

**Next Meeting: April 22, 2026, at 6:30 p.m. – Scutt Community Room**