

Approved

LIMA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

December 10,2024

PRESENT: Trustees: Debby Lund (chair), Shirley Caccamise, Jon Grasso, Teri Kruk; absent excused Leta Button
Library Manager: Leslie Reyman
Friends Group: None
Town Board: None
Other: None

Meeting called to order at 6:30 p.m. by Chairperson Debby Lund.

Minutes of the previous Board meeting dated November 13, 2024 reviewed and corrections noted and made. September 25, 2024 reviewed. Shirley Caccamise moved to approved minutes; Jon Grasso seconded; all in favor; none opposed.

Vouchers 134-148 reviewed and approved by the Board for submission to the Town. Teri Kruk moved to approve; Jon Grasso seconded. All in favor, none opposed.

Written Friends of the Library Report submitted.

Library Manager's Report

- Steve Werner (aka Santa) is providing his holly-jolly services to the Library Storytime free of charge. The Board thanks Santa and promised to leave extra cookies, milk and carrots this year!
- The Storytime is ongoing. Usually 1-3 children, but never the same children. The staff has worked out a good coverage schedule for story time. The manager and staff are talking about perhaps adding a different day of time to see if there would be increased attendance.
- The outside lights have been fixed.
- Library Manager attended the Lima Town Christmas party.
- Library Manager reported that one of the employees will be out for a while due to a car accident. Staffing coverage has been handled via regular staff and a substitute.

- Fire alarm has been acting up. Johnson Controls will be coming out to assess the situation.
- OWWL is sponsoring a 2025 system-wide Library Tour game. Participants can collect a sticker by visiting each of the OWWL libraries. Patrons who collect stickers from all the libraries in the system will receive a gift bag and if they have visited all 42 libraries, they will receive a Golden Library card. The Library Tour game will be publicized on Facebook and in the Penny Saver. The game will run throughout 2025.
- Carpet replacement project. The Board and Manager discussed the two estimates in hand and agreed that we should secure a 3d estimate. Manager Reyman will undertake to do so. She will also get estimates for removal of the books, storage and subsequent reshelving so that the Board can determine overall feasibility of using outside contractors for such work.
- The Town grant for HVAC report is ongoing.
- Manager Reyman successfully submitted a grant request for \$700 from Livingston County to help defray cost of the chair rail in the Scutt Room.
- The Board and Manager discussed the status of the Memorial Reserve account. The current balance shows to be \$2,000; the Board thought this seemed low. Manager Reyman will investigate further.
- Two computers and one laptop have been ordered. The Board discussed and approved the surplussing of one of the old computers to an existing employee after all library and proprietary software has been removed.
- Library is considering changing garbage pickup provider given issues of timeliness and dependability with current provider.
- Board discussed cost of the Library phone bill. The provider has raised its price to \$15 per line and the Library needs the current 4 lines that it has.

Staff Wages. Board discussed staff wages in light of the change in the NYS minimum wage going to \$15.50 effective January 1, 2025. The following motion was made by Teri Kruk, seconded by Debra Lund, all in favor and none opposed:

If all current employees who are presently making \$15.00 per hour move to the new NYS minimum wage of \$15.50 per hour, then Michelle Rohrbach and Audrey Griffin will have their wages each adjusted \$0.50 per hour.

Officers for 2025. President: Teri Kruk nominated Debby Lund to continue as President of the Board of Trustees; Jon Grasso seconded the nomination. All in favor, none opposed. Vice President: Debby Lund nominated Jon Grasso to con-

tinue as Vice President of the Board of Trustee; Teri Kruk seconded the nomination; all in favor, none opposed. Secretary: Debby Lund nominated Teri Kruk to continue as Secretary of the Board of Trustees, Jon Grasso seconded the nomination; all in favor and none opposed.

It was also discussed and will be further discussed at the January 2025 meeting that Leta Button should provide special focus on the financials of the Library.

Special Recognition. The Board moved unanimously to recognize the significant and valuable service provided by Shirley Caccamise to the Lima community during her 18 years on the Board of Trustees. Shirley's experience, counsel, wise leadership will be greatly missed, and provides those members continuing on with a high standard to maintain and uphold. Many, many thanks to Shirley.

Teri Kruk moved to close the meeting, seconded by Jon Grasso; all in favor, none opposed.

Next meeting January 8, 2025.