# Lodi Whittier Library Board of Trustees
# May 14, 2024 Meeting Minutes

## Call to order 6:31 pm

The Lodi Library Board of Trustees monthly meeting was held at the library.

## Attendees

Members in attendance: Beth Bevars, Director; Karel Titus, Diana Lyttle, John Henderson, Lorraine McCue, Anna Holmberg, Jack Burrows, Susie VanRiper

Not present: Karen Shepherd.

## Approval of Agenda

Motion to approve agenda: Lorraine

Seconded by: Diana

Motion carried? Unanimously

## Approval of Minutes

Motion to approve minutes: Diana

Seconded by: Karel

Motion carried? Unanimously

## Statements of conflict of interest:

No trustee stated a conflict of interest.

## Public Comment

No members of the public were present.

## Treasurer's Report

Current expenses were reviewed. NYSEG and Nexamp charges continue to be a concern. Micci will look into why Nexamp was over $700 last month.

Motion to pay the bills and approve all expenses as presented to be paid: Susie

Seconded: Jack

Motion carried? Unanimously

## Director's Report

Beth presented the director's report, including:

- Circulation/Usage Stats (April 2024)
    - Library stats are stable. Programming stats continue to rise.
- Personnel Matter: Beth submitted her letter of resignation as Director. She will work until September 28th but is willing to step down earlier if a new Director is hired and trained before that time. The Board will meet with Sarah in the next few weeks to discuss the transition.
- Sexual Harassment Prevention Training due June 1st. Trustees must complete the training and submit verification that they've done so by June 1.
- Approval to offer ChromeBook Cart to other libraries: The Board gave approval for Beth to offer this unused piece of furniture to other system libraries.
- Grants Received - Delavan and Rosen/Community Foundation grants have been awarded and accepted. Both grants are for programming - adult and youth.
- Summer Tutoring Intensive Program (July 8 - August 8): This program will be offered by Jody Latini, MTSS Coordinator at SSCS, to local students who need reading tutoring. Jody will be paid through the Rosen grant. Details are yet to be worked out.
- Library is the SSCS Summer Food Pickup Point (July 1 - August 2; Tuesday & Thursday 11:30-12:30 in the lower lot) Adam Snell, SSCS Food Manager, reached out to the Library. We are more than happy to be the pickup spot for all SSCS families who register!

## Old business

- HRA Update: Anna has been in discussion with our insurance agent and has now been referred to someone at TASC. IRS regulation review has revealed additional obstacles. She will continue to explore the possibilities.
- Lights replaced in the Library: Jack reported that all lights but 2 have been replaced by Pleasant Valley Electric. Pat and Kevin, the electricians, did an excellent job. The final 2 lights will be in as soon as they arrive.
- Vehicle Charging Station: Diana reported that a plan is in place to bring electric vehicle chargers to the Library. A contract is pending and will be sent to John for his review, and signature.

  Motion to accept the project proposal as written and submitted by JACOMD on 4/10/24: Susie

  Seconded: Lorraine

  Motion Carried? Unanimously

- School Vote May 21st 1:00 - 8:00 at Elementary School: All are reminded to get out and vote on the 21st.

## New Business

- Pavilion/Food Pantry: Karel and MC French, former Library Board member, have been considering the possibility of constructing a joint-use building in the lower parking lot that would be used by both entities. MC has drafted a letter to Sarah Glowgoski, FLLS ED, to explore the possibility of receiving NYS Construction Grant aid in building a pavilion/food pantry. The Board viewed the site, discussed the project and will await Sarah's reply.

Motion to adjourn: Susie

Seconded: Lorraine

Motion carried? Unanimously

The next meeting will be held on Tuesday, June 11, 2024 at 6:30pm

## Adjourned at 7:49pm

| | | |
|---|---|---|
| **Name: Beth Bevars** | | |
| **Title: Acting Secretary** | | **Date of approval** |