

Board Minutes: April 22nd, 2022 (makeup meeting from previously scheduled April 12th meeting)

Present: Dave Dewey, Sue Ruestow, Ann Zieno, Pat Smith, Lisa Sellen, Beth Paine

Absent: Ken Howard, Nancy Hornung

Meeting called to order at 4:00 p.m.

Special session for Sidney Memorial Parking Lot construction bids. The following bids were opened at 4:30 pm on April 12th:

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|----------------------|-----------|
| Kelly Asphalt | \$126,727 |
| Buckley's Excavation | \$142,039 |
| Fuller Paving | \$112,875 |
| Lancaster Inc. | \$154,900 |
| Stevens Excavating | \$132,250 |

The three lowest bidders were contacted by Principle Engineers to submit updated bids. Kelly Asphalt and Fuller Paving submitted updated bids:

| | |
|---------------|----------|
| Kelly Asphalt | \$60,484 |
| Fuller Paving | \$94,550 |

Sue Ruestow made a motion to reject the updated bids. Second by Pat Smith; motion carried.

Due to the increase in materials costs for the parking lot project, it was decided to request a 1-year extension for the NY State Construction Grant.

Minutes:

Motion by Pat Smith to accept the minutes of the March 8th meeting. Second by Sue Ruestow; motion carried.

Correspondence:

We received an email from the Sidney Central School District stating the no one had picked up petitions to run for the open Board Trustee seat for 2022-2027.

We received the Four County Library System Automation Fee schedule options for 2023-2025, to either be paid annually or to cover a 3-year term. Sue Ruestow made a motion to accept the 3-year fee schedule. Second by Ann Zieno; motion carried. The new cost will be for \$22,360 each year.

Personnel:

Two of our student employees will be leaving for college in August. We have listed the Library Page openings.

We relisted the Weekend Cleaner and Part-time Library Clerk positions.

Beth will be increasing Cassandra Hunter's hours to 40 hours/week to allow her more time to plan for and implement her new tech open hours and programs. Lauren Womelsdorf hours will be increased to over 20 hours per week. She is registered to take the Library Clerk civil service exam on May 21, 2022.

Financial:

Lisa Sellen made a motion to accept the \$400 gift from the Friends of the Libraries to pay for Sidney Center and Masonville Branch Libraries video circuits. Second by Sue Ruestow; motion carried.

Check numbers 12605-12638 were reviewed.

Pat Smith made a motion to accept the Board Claims in the amount of \$13,714.13. Second by Lisa Sellen; motion carried.

Building & Grounds:

The Sidney Library roof continues to have issues with leaking. Newbauer was contacted to assess the problem and give an estimate for repair, but we have not heard back.

Sue Ruestow made a motion to accept the grounds maintenance contract from Jess Howe's for May-October 2022 with the price increase from \$80/month to \$100/month. Second by Ann Zieno; motion carried.

Sue Ruestow made a motion to continue our flood insurance with Selective Insurance at the same coverage as the previous year at the increased price from \$3,845 to \$4,480. Second by Pat Smith; motion carried.

Unfinished Business:

None.

New Business:

Beth will be reviewing and updating some of our policies and procedures, as well as creating some new policies.

Beth has received information regarding a new patron counting system. This discussion was tabled until the May 10th meeting.

Friends of the Libraries:

The Friends have approved the funding request for our 2022 Summer Reading Program. They also approved funding for more pizzas for our Teen Night program.

The Friends Grand Book Sale will be in the Smart Community Room on April 28, 29, and 30.

The Friends brought in cookies for the staff for National Library Week.

Other:

Marta Genaro will be the exhibiting artist in the Community Room for May and June of 2022.

Average daily patron count for Monday through Saturday is up to 75/day and continues to rise.

The Sidney Library will be hosting the NY State Immigration History display during the month of August. This is supplied by the South Central Regional Library Council.

During the 4CLS April Director's meeting a presenter from Wowbrary, a nonprofit company that creates library newsletters to send to patrons showing new library materials, went over their offerings. Beth has chosen to discontinue LibraryAware and switch to Wowbrary due to the much lower price and it being much more user friendly.

The Cornell Cooperative Extension Master Gardeners will be doing a gardening series on April 26th, May 3rd, and May 10th.

Beth completed the 2021 Annual Report to the Community and these brochures will be available to patrons starting on April 22nd.

Minecraft Club is still getting more participants than available devices, so Beth is repurposing some of our older laptops so that they can accommodate the overflow. The time is also being extended to 3:00-5:00 pm.

Beth has cancelled the USA Today subscription due to the large increase in cost and low patron usage statistics.

The Sidney Center Branch closed early on 3/3/22 and was closed on 3/5/22 due to a staff member being quarantined.

Motion to adjourn at 5:13 pm by Sue Ruestow; second by Ann Zieno. Motion carried.