

**LIBRARY BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING MINUTES  
September 23 at 7:30 PM**

Meeting Called to Order 7:36 pm.

**Present:** A. Moss, L. Stutz, E. Hobson (Director), M. McNamara (Friends), T. Gordon, A. Hendele

**Absent:** N. Sullivan (Trustee Liaison), J. Golde, L. Barrett, M. Ghiorse,

**Teen Librarian**

Allee Manning, who joined the Library as the Teen Librarian in May, joined the meeting to meet Board members. She thanked the Friends for the resources they provided. She outlined her approach to working with teens as one of empowering them and giving them voice. She invited Trustees to email her if they have questions or ideas at [amanning@wlsmail.org](mailto:amanning@wlsmail.org).

**Approval of Minutes**

L. Stutz motions, A. Hendele seconds to approve the June minutes.

**WLS IT Service Level Agreement**

This agreement was provided in response to PLDA's concerns about IT costs and service levels.

E. Hobson indicated that the Library may pull out of the wireless services later, but since it's unclear when the new system will be ready, it makes sense to sign the agreement so we are not left without service. She also indicated that WLS upgraded access ports and the wireless has improved.

WLS is no longer offering web hosting, but did not reduce the price because they said this service had been offered as "a favor" and we had not been charged. The Village says that we can get hosting from our Microsoft 360 contract, so there is no impact on expense.

E. Hobson recommended signing the agreement. It:

- Reflects no service changes
- Commits the Library for one year from December 2021 to December 2022.

The Board unanimously approved the agreement.

**NY State Education Department State Aid Assurances Form**

This form outlined assurances related to the grant the Library received to upgrade HVAC and install an automatic door opener. E. Hobson indicated that the Village provided a letter, as required by the form, stating that the Library has full use of the building for the duration and purposes of the grant.

E. Hobson read the assurances fully, and the Board unanimously approved signing the form.

**Director's Report**

- Trustees read the Director's report prior to the meeting.

- E. Hobson drew Trustees' attention to the picture of Allee Manning who biked around town on Labor Day talking to teens. She signed up 11 teens for library cards that day. She also mentioned that Children's Village signed up 17 staff members for library cards, thanks to Liberty Barrett's connections there.

#### **FINANCE COMMITTEE**

- The Finance committee report was tabled until the next meeting since M. Ghiorse was unable to attend the meeting, and there was no pressing business.

#### **REPORT FROM THE FRIENDS OF THE DFPL**

- M. Mcnamara reported that plans are set for the Book Sale on Sunday.
- Friends are looking forward to the Library purchasing the portable audio system that the Friends are funding.
- Mary's Yarns is doing a Giving Tree in December.
- There will be a quilt raffle on December 4.
- The Friends are planning a holiday-themed event for sometime in December.

#### **PERSONNEL COMMITTEE**

- A. Hendele to update performance review form to make sure it reflects E. Hobson's updated job description.

#### **TRUSTEE SEARCH COMMITTEE**

- We need to find three new trustees, and that will be a priority in the next couple months.
- Candice Sherman is set to be interviewed by the Nominating Committee of the Village. The plan will be to induct her in January so that she will have a full term, but encourage her to attend meetings as a member of the public prior to that.
- A. Moss to send blurb to E. Hobson for A. Fassman to include in the Mayor's Newsletter.

#### **OTHER MATTERS**

- Board voted unanimously to accept the donations from the Southlawn Book Group.
- A. Moss requested that the funds be used to expand the Library's collection on BIPOC history and acquire books by diverse authors.
- Board is considering eliminating fines for overdue books. Discussion was tabled until the next meeting since so many trustees were absent. E. Hobson to research on how this has affected other libraries.

#### **Reports/Announcements**

- Next regular meeting is scheduled for October 21 at 7:30 pm; committee work to continue as needed.
- Remaining board meeting dates for 2021 are as follows: 10/21, 11/17, 12/15; all at 7:30 pm

#### **Adjournment 8:47**