

Lyme Free Library

June 13, 2022

Board Meeting Minutes

Board Meeting: June 13, 2022; The meeting was called to order at 6:00 pm.

Trustees Present: Doug Warneck, Melissa Koffs, John Rusho, Barb Peck, Judi Bates, Mary Hyde, Susan Tontarski and Patti Hughes, Librarian. Not present: Joy Seymour

Treasurer's Report:

- Financials - The Treasurer's Report was presented by Judi; Motioned to be accepted by Mary, seconded by Melissa – Motion carried.

Secretary's Report:

- The Secretary's Report was motioned to be accepted by Melissa, seconded by Susan; Motion carried.

President's Report: Doug reported the application for grant funding is in process. A motion to approve applying for the 2022 NCLS Construction Grant was made by Barb and seconded by Judi. The motion carried.

Librarian's Report:

- The library funding vote passed 151 to 22, the highest percentage of all NCLS libraries.
- Cathy Gallagher will get back to us regarding providing items for the Library's bake sale.
- Pictures of Silent Auction items have been posted on both the Library's website and Facebook page.
- The Story Walk Book is complete and will be displayed on the Library's lawn this week.
- Ellen Wiseman's book signing is scheduled for August 31st. As Patti may not be available that evening, Mary and Judi agreed to host.
- Book Sale tables will be set up Wednesday, August 10th at 2:00 pm; boxes of books will be moved at 10:00 am on Thursday, August 11th. Books will be sorted by Board Members at 11:00 am that day.
- Patti relayed a need for signs to publicize upcoming Bottle & Can Drives; A motion was made by Judi and seconded by Melissa to order 10 signs at a cost of no more than \$25.00 each. The motion carried.
- Stewart's Signs has been contacted regarding creating a replacement sign for the Library. Quotes will also be retained from at least one other source.
- Patti relayed a need for additional bookshelves in the Children's area; A motion was made by Judi and seconded by Melissa for the purchase of two bookshelves through Amazon at a cost of \$200.00 each. The motion carried.
- Barb Peck agreed to chair this year's annual Mail Appeal Campaign. She will work with former Board Member, Pam Oxenford. Patti will order needed supplies.

Committee Reports:**Anniversary:**

- The Committee plans to meet soon.

Nominating:

- Barb will check with Karen Knox to determine if she is still interested in joining the Board.
- Doug reported another individual, Linda Laduke, is also interested in a Board position.

Buildings & Grounds:

- C Clear Company will power wash the Library on June 18th at 8:00 am.
- Doug will contact Guardian about spraying for insects after the power washing is complete.
- Doug negotiated a propane cost with Superior at \$2.399 per gallon.
- The Construction Grant will include the costs associated with a new handicap ramp, sign, and refurbished parking lot. The grant must be submitted by August 16th. Photos of affected areas are required. Melissa will ask her husband to take the photos. The grant will cover anywhere from 75 to 90% of the cost. The grant must be secured with a 50% match.
- John completed the installation of the window shades and will install more as needed.

Old Business:

- A discussion ensued regarding the placement of the new Adirondack chairs in memory of Past Board President, Jim Valentine. All agreed tie downs were not needed and would impede lawn mowing.
- Patti received a corrected bill for the Library copier.
- The children's rocketry program is scheduled for Saturday, August 6th (rain date: August 7th). John will pick up needed supplies. The first session will be held at the Library with the actual flights to be held at the Route 12E recreation area. Patti will submit the information to the Lyme Light. The program will be available for youth ages 10 through 12; sign-ups at the Library.

New Business: None**Executive Session:** None

Adjournment: The meeting was motioned to be adjourned at 7:00 pm by Melissa; seconded by John; the Motion carried.

Next Meeting: Monday, July 11, 2022

Submitted by: Barb Peck