

Lyme Free Library
April 15, 2024
Board Meeting Minutes

Board Meeting: April 15, 2024; The meeting was called to order at 6:00 pm.

Present: Doug Warneck, John Rusho, Barb Peck, Tina Hunt, Judi Bates, Melissa Koffs, Heidi Bernier, and Patti Hughes, Library Director

Absent: Julie Grieco

Secretary's Report:

- A motion to approve the March 11, 2024 Board Meeting Minutes was made by Judi; seconded by Melissa. All were in favor and the motion carried.

Treasurer's Report: Judi presented the February and March 2024 Treasurer Reports:

A motion to approve the March and April 2024 Treasurer's Reports was made by Heidi; seconded by Melissa. All were in favor and the motion carried.

President's Report:

- Doug thanked the Trustees who dug up the plants affected by the ramp construction.
- A letter requesting Cape Vincent Correctional Facility inmates' assistance on August 8th moving books for the annual Book Sale, will be processed by Doug.

Library Director's Report:

- Materials are ready for this year's Tiny Art Show incorporating the theme of "Under the Sea."
- Patti is researching heavy duty holders for outdoor lawn signs.
- Heidi Heisler recently attended a day-long summer reading workshop training.

A motion to approve the purchase of a \$50.00 gift card given in thanks to Heidi Heisler for attending the summer reading workshop was made by Melissa; seconded by Heidi. All were in favor and the motion carried.

A motion to approve the purchase of a \$50.00 gift card given to Yvonne for volunteering library services during Patti's recent absence was made by Melissa; seconded by Heidi. All were in favor and the motion carried.

- Judi expressed the need for assistance with this year's Raffle Gift Baskets. Julie and Melissa will assist Judi in soliciting and preparing gift baskets for the annual Raffle. The baskets will be displayed at the upcoming Victorian Tea.
- Commemorative plaques have been ordered for the outdoor bench and Adirondack chairs.
- Tammy Sharlow, Jesmore & Associates, will process payment for the new Children's Room bookshelves.
- Patti reminded all regarding the upcoming Library vote scheduled for May 21st from 7:00 am to 8:00 pm at Lyme Central School. Patti noted several signs of library support have been placed throughout the Town.
- Judi will attend the Lyme Central School Awards Banquet on June 17th to deliver LFL's annual scholarship to Kirsten Widrick. The scholarship amount remains \$200.00.
- Several items have been secured for the annual Silent Auction.
- Plans were discussed regarding the upcoming Village of Chaumont anniversary celebration.
- The schedule to assist with the upcoming Victorian Tea was set as:
 - Decorating – Friday, May 16th at 2:00 pm
 - Table Set Up – Saturday, May 17th at 4:00 pm – Barb, Tina & Judi
 - Food Set Up – Sunday, May 19th at 11:30 am – Melissa, Heidi & Julie

Committee Reports:

Buildings & Grounds:

- Construction of the new handicap ramp is underway and on schedule. To date, two installment payments have been made. A third payment will be issued upon completion of the framing.
- A building permit was secured from the Village of Chaumont. The permit fee was waived by the Village.
- Jenis Construction will clear debris from the gutters at no charge.
- No word has yet been received regarding the outcome of the NCLS Construction Grant application.
- Minor repairs were completed to the old furnace.
- Doug reminded Patti Staff has the authority to order minor repairs.

Old Business:

A motion to approve a \$175.48 quote of 12 models and 24 motors for John's upcoming Rocketry program was made by Melissa; seconded by Doug. All were in favor and the motion carried.

New Business: None

Executive Session: None

Adjournment:

- A motion to adjourn the meeting at 6:45 pm was made by Judi; seconded by John. All were in favor and the motion carried.

Next Meeting: Monday, May 13, 2024

Submitted by: Barb Peck