

LBL January 25, 2021 Minutes

Attendance: Byrnes, Sullivan, Strauss, Smart, Richardson, Johnson.

Guests: D. Barber, S. McDowell

Pledge: yes

The main purpose of this meeting is to determine what projects we will take on for the library going forward.

Reports:

Treasurer: Our total assets for the MML account for the year are \$49,273.61. We need to re-balance this account so we can lock in the gains for the year. We can put any excess amount into our Capital Fund.

Our liquid assets are \$19,453.20. This is a huge overage for us and is primarily because we took advantage of the government employee funding loan as a result of the Covid virus. Our budget for next year is coming out to be -\$10,000. So we need to find money to balance the budget for 2021. Instead of asking the public for a budget increase, we are thinking that we will use some of our liquid assets to fund next year's library budget.

The reason next year's budget is -\$10,000 is:

- OCPL is reducing payments for library fees,
- Our candy money has dropped because we have fewer patrons visiting the library. - Our Community Council Room has not been booked because people are not going to group events. Consequently, we aren't collecting fees for it's usage.
- Historical Society hasn't yet given us a check for last year and the check for this year is due too. They will take care of this when they return from Florida.
- By law, we are required to increase the salary of our staff until it reaches \$15 an hour. 67% of library budget goes to salaries.
- Friends have not been able to fundraise for the library because folks aren't looking to go out to rummage sales, etc.
- Our custodial supplies budget has gone way up because of the need to sterilize surfaces several times a day.
- Our broadband fees have increased because we upped the speed of our broadband.

We have tried to economize, but we may want to use the overage from last year to help fund this year. Also, a donor has generously offered to pay property acquisition fees and any other projects/activities that the library might need money to fund. We have \$3135.00 left over after we took care of lawyer and title fees for property acquisition.

MOTION: Dick S moves that we transfer the \$3135 into the Capital Fund. Mindy seconds the motion. VOTE: Unanimous in favor of motion

MOTION: Tim motions that we NOT ask the community for a budget increase. Jan seconds the motion. VOTE: Unanimous in favor of motion.

Our annual meeting will be moved to March in the hope that the Covid virus will have died down enough for us to safely invite participants.

MOTION: Mindy motions to approve the 2021 budget with a footnote to be added. Dick seconds the motion. VOTE: Unanimous in favor of motion.

We will invite Chris DiCola to meet with us to discuss the MML account and how we can re-balance it so that we can take the gains and put it to use for the library.

Director's Report:

- Circulation was up during the month of October and November but no one stayed in the library.

- Spectrum increased our bandwidth so the Internet is faster.

- Friends were able to get donations from companies in the area for the Christmas baskets.

- Nicole Speech has joined the staff and will work on Monday nights for the library. - Linda has purchased some Wonderbooks for kids. They are electronic books with a rechargeable port and can be used by children alone or with their parents. - The Central Library plans to reopen on February 8th.

- We started our new hours. We are open until 7pm on Mondays and are open on Fridays until 4pm.

MOTION: Jan motions to accept the reports. Dick seconds. VOTE: unanimous

Agenda 2: Shall we ask the community for an increase of the budget? Answer: No increase for taxpayers.

Agenda 3: Shall we cut back our hours to save money? Answer: No. We want patrons to come to the library often.

Agenda 4: Shall we renew energy purchasing service? Answer: Yes. It is a good way for us to save money by purchasing energy at lower rates.

MOTION: Dick motions to keep the energy purchasing service. Mindy seconds. VOTE: Unanimous.

Dick gave the trustees an excellent training on what the expectations are for a trustee on the Board. Good Job! Thank you, Richard! Dick will provide trustee training for our new Board members on January 30th at 10 am. Linda will let Elbridge know so their new trustees can participate too.

Ideas/Plans for moving the library forward in 2021

- Explore establishing term limits for trustees
- Replace 10 windows in the library. Comfort Windows \$11,000, House of Windows and Doors \$7,500.
- Can we occasionally move our Board Meetings from 6:30 on Monday to 5:30 on Monday? Everyone says they can make either time on most Mondays.
- Addition for library to expand past pole barn.
- Update policies and procedures.
- Add the ability to meet electronically in the by-laws
- Fix windows and ceiling?
- Access to the Historical Museum?
- Repair sidewalks, drainage, cracks.
- Shall we move Linda's office to the Ramsdell small meeting room? If we do this, there will be no private place for patrons to use. We agreed that we need to provide more meeting rooms.

MOTION: Dick moves that we adjourn the meeting @ 8:30 pm. Loretta seconds. VOTE: Unanimous.