

**Webster Public Library**  
**Board of Trustee Meeting Minutes**  
**March 10, 2021**

**In Attendance:** Amy Crumley, Terry Bennett, Mary Alice Moore, Mary Carlin, Jen Mitchell, Dan Ammon and Eileen Brookins.

**Guests:** Tom Flaherty, Town Supervisor; John Cahill, Town Board Liaison; Shana Lynott, Assistant Director/Early Learning Librarian; Karen Stoddard, Friends of the Webster Public Library Liaison

**Absent:** Julieann Angie

Amy called the meeting to order at 7:02 pm. Amy welcomed Tom Flaherty, the Town Supervisor to the meeting.

**Public Comment:** Due to COVID 19 virus and NY State on Pause, the Board of Trustees Meeting was held as a video conference. There were no public comments.

**Approval of the Minutes:** Upon review and motion with a second the Board unanimously approved the minutes of February 10, 2021.

**Agenda Review:** Upon review no changes were made to the agenda.

**Correspondence:** The February 26th Virtual NY State Library Advocacy Day was a success. The online format allowed a larger number of people to participate and share their support for libraries with their legislators.

Jason Poole, Children's Services Librarian, will be a presenter at NYLA's Focus on Friends Webinar Series, Friendly Partnerships Strengthen Communities on March 11, 2021. Jason will present his work on the summer "BookBox for Kids and Teens" initiative. Jason started this successful program several years ago in order to bring books to readers unable to visit the library.

**Report from the Friends of the Webster Public Library:** Karen reported that the Friends' The Lobby Sale earned \$1391.40 from cash sales for the month of February. The Friends will begin an outdoor Pop-Up Book Sale beginning in May similar to the one the Friends ran last summer. Karen will attend the NYLA's Focus on Friends Webinar tomorrow. The Friends participation with Sustainable Shelves continues to be successful. Sustainable Shelves purchases discarded books from the library and the Friends. They provide boxes, pick-up and free shipping to send the books to their organization. The faithful Friends volunteers and sorters make it possible for these programs to be successful.

**Report from the Town Board Liaison:** John reported that the town has recently hired a new Police Chief, Dennis Kohlmeier and a new town engineer. The sewage treatment project work

continues with the Village and the Town meeting next month to decide on the regionalization of the sewage project.

**Director's Report:** The seed library has re-opened for the season. Webster is one of the few libraries in NY State with this service. It is a very popular program started by Assistant Director/Adult Services Librarian Doreen Dailey. Seeds for herbs, flowers, and vegetables are available for patrons to take, along with growing instructions. Patrons are encouraged to harvest seeds and share them with the library. Zoom Gardening programming has also been scheduled.

Saturday hours will begin on March 20, 2021. The library will be open from 11-3pm. The library hours may expand in the fall to include additional Saturday hours as well as some evenings.

Media and Adult Programming Librarian Sue Del Pozzo and the staff have organized a new service, Binge-Bags. These bags contain several DVD's on one topic such as Harry Potter, James Bond, or romantic comedies along with a bag of popcorn.

The MCLS office will be offering two Trustee zoom training sessions this spring: MCLS, Finances Explained and The Racial Equity Justice Initiative Project. Registration information will be available soon.

**Approval of Bills and Financial Report:** Upon review and a second the Board unanimously approved the payment of the bills for February in the amount of \$77,281.43. This amount includes two payments of \$35,092.49 for February and March rent, taxes and CAM fees. This amount includes an increase of \$60.58 in rent charges. In addition, \$60.58 was paid as an adjustment for January rent. The fee revenue for February was \$2,828.77. The year to date spending through March had not been updated as of today's meeting.

**Approval of HVAC Bid:** Upon review and motion with a second the Board unanimously approved the acceptance of the bid from Monroe Piping and Sheet Metal for the amount of \$88,438. The bid will be forwarded to the Town Board for approval.

**Long Range Plan Discussion:** A discussion was held on the recently adopted Long Range Plan for the library. Topics discussed were: customer service, space and environment, Friends of the Library, community connections, diversity and inclusion, marketing, the facility and funding.

The meeting was adjourned at 8:25 pm.

The next meeting of the Webster Public Library Board of Trustees is April 14, 2021 at 7pm.

Respectfully submitted,  
Eileen Brookins  
Secretary

