

**Webster Public Library
Board of Trustee Meeting Minutes
May 12, 2021**

In Attendance: Amy Crumley, Terri Bennett, Mary Carlin, Jen Mitchell, Dan Ammon, Julieann Angie and Eileen Brookins

Guests: Peg Ehmann, Friends of the Webster Public Library Liaison; Jason Knapp, John Kelly

Absent: Mary Alice Moore, Trustee; John Cahill, Webster Town Board Liaison

Amy called the meeting to order at 7:02 pm.

Amy welcomed Jason Knapp and John Kelly 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 April 14, 2021.

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

Correspondence: The Staff Newsletter was shared with the Trustees.

Report from the Friends of the Webster Public Library: Peg reported that the Friends were beginning their Pop-Up Books Sales tomorrow, May 13th. The sales will run on alternating Thursdays and Saturdays weather permitting over the summer. The public has been generous with their donations to the Friends and the Friends are excited to offer the book sales to the community.

Report from the Town Board Liaison: John Cahill submitted the following report by email: The Town hopes to be in contact with the plaza owner next week to discuss future plans for the library. The Village of Webster has moved up the deadline for the presentation of the Regional Sewage Treatment Plant Working Group to both Village and Town Boards.

Director's Report: Terri reported the Children's Room Staff have begun presenting an Outdoor Story Time at Harmony Amphitheater off Phillips Rd every Tuesday and Thursday at 9:30 am. Hoopla is now available for library patrons. Hoopla is a digital media service offered by the library. The service allows patrons to use their library card to borrow movies, music, audiobooks, ebooks, comics and TV shows to enjoy on a computer, tablet, phone or TV. The Webster Art Show is on display at the library until the end of the month. The REJI [Racial Equity Justice Initiative] project is offering a Trustee training session via Zoom May 13th at 6:30. The session will feature Jason Poole who is a member of the committee. The State Education Department

has provided a waiver for the minimum standard hours the library is open during the pandemic. Webster Library is currently open 45 hours. After Labor Day the Webster Public Library will expand their hours to Mondays - Thursdays 9 am-8 pm, Friday and Saturday 11 am-5 pm. The library will be open 56 hours [1 hour more than mandated]. MCLS has decided to lift the quarantine process for library materials. As a result the Community Room will be open for meetings after the primary election's early voting is completed in June. MCLS has announced that the system cost shares will be reduced by 4.3% for 2022. The cost shares are based on population. The results of the 2020 census are not available as of yet and may affect the cost shares fee. The HVAC project is temporarily on hold as the Town helps the library acquire a structural engineer to review the plans at the request of the plaza owner. The HVAC system recommended is heavier than the existing system. Terri has also requested a one year extension for the construction grant from NY State.

Approval of Bills and Financial Report: Upon review and a second the Board unanimously approved the payment of the bills for April in the amount of \$9,666.75. As a result of the way the billing cycle fell for April, May rent was not included. The Board bills for June will include a payment for both May and June rent, taxes and CAM charges. The revenue fee for April was \$3,887.68. Year to date spending through December 2020 [Budget Report 2020] has been updated by the town. Spending for 2020 totaled \$1,680,262 about 90% of what was budgeted. The 2021 revised library budget totals \$1,884,410. This represents a 1.1% increase from the previous year. The Library year to date spending through March totals \$410,599, about 21% of the total expected.

Board of Trustee Expansion: Upon review and motion with a second the Board unanimously approved the expansion of the Library Board of Trustees from 7 to 9 members.

The meeting was adjourned at 7:30 pm.

The next meeting of the Webster Public Library Board of Trustees will be an in person meeting in the Community Room at the library on June 9th at 7 pm. Participants will be expected to comply with all CDC guidelines.

Respectfully submitted,
Eileen Brookins
Secretary