

Webster Public Library
Board of Trustee Meeting Minutes
June 8, 2022

In Attendance: Amy Crumley, Adam Traub, Mary Alice Moore, Dan Ammon, Peter Knapp, Sarah Stein, Peg Ehmann and Eileen Brookins

Absent: Jen Mitchell, Matt Clark

Guests: Ginny Nguyen, Town Board Liaison

Amy called the meeting to order at 7:00 pm

Public Comment: There were no public comments.

Approval of the Minutes: Upon review and motion with a second the Board unanimously approved the minutes of May 11, 2022.

Agenda Review: There were no changes made to the agenda

Correspondence: There were no correspondences shared

Approval of Bills and Financial Report: Upon review and a motion with a second the Board unanimously approved the payment of the bills for \$56,047.77. Rent, taxes and CAM charges were not paid this month. A payment of \$11,635.04 was made for 2021 underpayment of CAM charges. The first cost-share payment of \$31,577 was paid to MCLS. The second payment is due in December. The revenue fee for May was \$3,417.42.

Report from the Friends of the Webster Public Library: Peg reported that the spring book sale raised a total of \$7428. This included membership, tote bag sales and book sales. The lobby store continues to be successful raising over \$2000 in May. The Friends next membership meeting will be held July 20th at 2 pm in the Community Room.

Report from the Town Board Liaison: Ginny reported that the town continues to be working on the distribution of monies from the ARPA (American Rescue Plan Act) Relief Funding with an expectation of finishing in July. Last month the Sandbar Project broke ground with work continuing. The area has one way traffic due to construction in the area. The town is working on a comprehensive plan for the budget.

Director's Report: Adam reported that the Summer Reading program is just around the corner; this year's theme is "Oceans of Possibilities". Adults are invited to kick off summer reading at 1 PM on Tuesday June 21st in the library, while all are welcome at Charles E. Sexton Park at 5 PM on Thursday, June 23rd with crafts, storytime and special guests. Work commenced on cleaning up items in preparation for removing fines for juvenile and young adult materials. Adam

had a walk through the library with representatives from the Webster Police Department, Fire Department and Human Resources to discuss plans and tools to respond to active violence. The police department will be following up to schedule training in the upcoming weeks. The library will serve as a polling site for the Primary and General Elections. Hosting the elections requires the library open on days and times it is not normally open. The primary elections begin on Saturday, June 18th and continue through Tuesday, June 28th. Staff will be adjusting their schedules to accommodate the additional hours the library is open. The United Church of Christ, located at 570 Klem Rd, is again including the library program Book Box as one of the efforts they raise money for with the summer Caring Concert Series. The Gate Swingers will be performing. Outdoor story time has begun. This week had 70 participants in attendance. Selected Statistics: Days open: 24; Circulation: 32,628 (-1%); Door Count: 12,946 (40%); Reference Questions: 511 (+6%).

Personnel Report: There were no personnel changes to report.

Action Requested: Upon review and a motion with a second the Board unanimously approved the request for closure of the library for up to three hours for staff training with Webster Police Department, date to be determined within the next two months.

Discussion Wreaths Across America: The Friends of the Webster Public Library will review the program.

Discussion Book Challenge: Upon the library team's review of the book based on library policy and procedures, a written response was sent to the patron by Adam.

The next meeting of the Webster Public Library Board of Trustees will be August 10, 2022 at the Webster Public Library.

The meeting was adjourned at 7:47 pm.

Respectfully submitted,

Eileen Brookins
Secretary