

LAKESWOOD MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

June 18, 2020

(Meeting held online via ZOOM due to NYS restrictions on group gatherings)

MINUTES

I. CALL TO ORDER/ROLL CALL

President Mary McCague called the meeting to order at 6:35 pm.

Attending: Board Members Mary McCague, Carrie Brown, Bill Burley, Karen Dennerlein, Cilla Menzies, Nancy Padak, Mary Seger, Apryl Troutman, Sharon Witchey, Lisa Yaggie and Library Director Shannon Taylor. *Absent:* Bob Lingle,

II. SECRETARY'S REPORT

Approval of May 14, 2020 minutes was moved by Mary McCague, seconded by Nancy Padak and passed by unanimous voice vote.

III. BOARD ELECTIONS

Mary McCague noted that both Karen Dennerlein and Sharon Witchey had chosen not to serve another term and stated what a great loss both will be to the board. She also showed the bottles of bubbly that each will receive as one of their parting gifts.

A. Re-election of board members

Cilla made a motion to re-elect Lisa Yaggie and Apryl Troutman to serve another 3-year term on the library board. She was seconded by Mary McCague and the motion was approved by unanimous voice vote.

B. Election of officers for 2020-21

Mary Seger announced that she would be stepping down as secretary but that Carrie Brown had graciously agreed to step up in her place. All other officers indicated their willingness to serve another one-year term.

Mary Seger then made a motion that the board elect the following slate of officers to serve in 2020-21: Mary McCague, President; Nancy Padak, Vice President, Apryl Troutman, Treasurer, and Carrie Brown, Secretary. It was seconded by Lisa Yaggie and approved unanimously by voice vote.

C. New board members

Cilla announced that she had contacted both Amy Anderson and Amanda Gesing and they each had indicated their willingness to serve on the LML board. It was decided that Amanda's concerns about possible schedule conflicts in the fall were not a serious concern. Shannon will send each an application so that they can attend the July meeting and be voted in.

Cilla mentioned that Amy felt teaching young people how to be safe online would be a valuable service for the library to provide and everyone was very enthusiastic about that idea.

VI. OLD BUSINESS

A. GiveBig CHQ

Sharon said that although she would no longer be on the board, she was very willing to lead the GiveBig campaign in 2021 and to mentor a new board member who could then take over for her in 2022.

She felt that the 11-day timeframe this year was too long and she concentrated on the 3 days that she ran special promotions. She said she thought Fun on the Fifth could have been better but it did well enough. The online revenues generated by GiveGab totaled \$3,939.11. LML's 25 donors on the final day also merited an CRCF award of \$314.47 and an additional \$20 was also received by check for a grand total of \$4,273.58. (The GiveBig LML page reports \$4,274.00 but that reflects almost \$21 in credit card fees and does not reflect the \$20 check, so it all almost balances out.)

She also thanked Shannon for social media support and Emric Taylor for tech support and Jodi Swanson for her email support of the campaign. She concluded by saying that she felt it was important that we visibly demonstrate we use the funds generated by GiveBig for our stated purpose: the purchase of new computers.

B. Legal Issues

Mary McCague said Marty Idzik had recommended that the board engage attorney Andy Fleming in Hamburg to represent the library in ongoing litigation. She and Nancy hope to meet with him next week. In the meantime, the two of them are going through the complaint to address all of the claims that have been made. In response to a question from Lisa, she said that it is very likely that some written statements from individuals will be required.

In response to a question from Nancy, she said that the recent unemployment claim is also being disputed.

VII. NEW BUSINESS

A. Prendergast

Mary McCague said she had sent a letter to the director of Prendergast Library on behalf of the LML board and staff congratulating her on the recent successful 259 vote for library funding.

B. Re-opening

Shannon announced that, unless the board had any objections, she proposed to re-open the library on July 1. She stated that the staff is comfortable with that date as well. The main issue is social distancing and as a result, the meeting rooms will not be available for use and regular programs will continue to be offered online instead of at the library. Computer will be available only on a sign-up basis and time will be limited. She said she would contact Aspire to let them know of these restrictions.

Nancy asked how we would notify the community and Bill volunteered to prepare a press release. In closing, Shannon noted that Hazeltine is opening Monday.

C. Fundraisers

Cilla shared her huge disappointment with the **Food for Thought To Go** catering situation. She is planning to hold a de-briefing session with Kurt in the next day or two. He has already submitted an invoice which includes no discount, including the one he had said would kick in if we sold more than 60 meals and we of course sold more than 3 times that amount. She also reported that there seemed to be a breakdown in communication between Sam and Sasha at Bag & String about keeping track of paired wine sales for the event. Sam said he would look back 2 weeks at wine sales of the ones he chose for pairing and would make a donation to the library based on those figures.

Looking to the future, the idea of a **food truck event** was presented by Bill Burley. He knows a food truck owner, Deanna Scott, who has a new truck and who he thinks would be willing to work with us on an event. He suggested keeping the menu simple, with just 4 or 5 items, and doing pre-sales as well as sales on-site. Mary McCague said it would be a great way to use the large space behind library.

Finally, Mary McCague noted the great job the Ambassadors did at the takeout event. The board agreed that all four should receive \$15 gift cards for Ryder's Cup.

D. Disaster Plan Amendment

Nancy Padak requested board approval for a small amendment to the LML Disaster Plan, as follows:

IN CASE OF WEATHER EMERGENCIES OR OTHER EMERGENCIES

In cases of emergency, whether medical or natural, the Library Director will inform the Board of recommended responses. Board action is required for a) unusual closings and b) recommendations involving expenditures.

Mary McCague seconded by Mary Seger moved to accept the policy amendment as written and approval was unanimous by voice vote.

E. Online Auction

Carrie Brown suggested that the board consider doing an online auction to replace the live silent auction usually held at the Fall Fundraiser. Everyone responded positively to the idea and felt it should be held in September, around the time the fundraiser would normally be held. Mary Seger said she would send Carrie a list of last year's auction items and all board members were encouraged to think of ideas for auction items.

VIII. ADJOURNMENT

Mary McCague, seconded by Cilla, moved to adjourn the meeting at 7:16 pm.

Respectfully submitted,
Mary Seger, Secretary

Next Board Meeting: Thursday, July 9 at 6:30 pm.