

Meeting of the Board of Directors, Wayland Free Library
Monday, November 15, 2021.

Present: Kay Thomas, Library Director Hope Decker, Nancy Rieglesperger, Kevin Kilbourne, Paula Fox, Lynnette McAllister, Elise Clark, Jean McMillan, Marty Kimmel
Absent: Amber Flanigan

Kay called the meeting to order at 5:30.

Secretary's minutes for last meeting were discussed. Nancy made the motion to accept. All in favor,

Treasurer's report (attached)

President's report:

Kay noted that long time staff person, Eleanor Dudley passed away over the weekend. Her passing will be noted on our web page.

Director evaluations have been completed by the board. The board president will go over them with the director, followed by signing a one year contract with Hope.

Board member replacement: Several names were suggested for replacement of Marty Kimmel and Jean McMillan at the end of their term this year. Elise Clark will be starting a new term going into the new year.

A motion was made by Jean McMillan to give a bonus of \$500 to each staff person in appreciation of their work and loyalty over the past year. This is a one time payment. Lynnette seconded and all were in favor. Lynnette asked if this dispersal could be done before Thanksgiving to express the board's appreciation. Kay will discuss with Kim L. and Amber as to the appropriate steps to take.

Beginning in 2022, all board members will be required to complete a 2 hour in service program each year. The logistics will be arranged through STLS.

Director's Report:

Ryan Vogt gave a presentation in September with regard to a career in STEM field.

Michelle Maker is currently working with STEAM/craft projects.

The library will be participating in Christmas in Wayland both at the library with the kick off of the book sale and a "light up" craft project at their booth on Main St. Kevin will provide the dowels.

"A Taste of..." Program is proving to be well received.

Library hours will be increased on Monday and Tuesday to a 7 pm closing.

The new website is up and running.

Snowplowing is being handled by Kevin Kilbourne. Hope will contact Leon about shoveling.

Policies:

Circulation policy: Kevin made the motion to accept the policy, seconded by Paula. Carried.

Copying/Faxing policy: Nancy made the motion to accept. Seconded by Elise. Carried.

Hope informed us of a matching grant (\$3,565.50) for updating and expanding Public Computing Equipment. She also has worked with Cohocton Public Library to obtain a Libraries Transforming Communities (LTC) grant of \$3,000.

Susan and Christian Mazzola will be making a donation to the library in memory of his mother, former director Agnes Mazzola.

Hope is currently working on an arts grant, kids' programs and re-introducing story times. She will be facilitating a mentorship program for new career Kenyan librarians. She will also be doing community focus groups and interviews utilizing the LTC grant, as well as hiring a youth services specialist.

Hope is also participating with the Association for Rural and Small Libraries Conference, New Mexico Tools in Action and PLIX- Public Library Innovation Exchange.

Old business: all old business was covered under the president and director areas.

New business:

Community welcome/orientation/resources might be made available through the library.

Marty moved to adjourn at 6:35 pm.

Next meeting in January: TBD

TREASURERS FINANCIAL REPORT

Wayland Free Library

Monthly Treasurers Report
For Month Ending October 31, 2021

Beginning Checking Balance (September 30,2021) \$24,749.83

Income (Deposits)

<u>Date</u>	<u>Amount</u>	<u>Description</u>
10/4/21	\$100.00	\$50 Cash \$50
10/26/21	\$1,047.95	\$47.95 donation \$1,000 from Baird & Co. Inc
10/29/21	\$10,000	transfer from savings

Total Income (Deposits) \$11,147.95

Expenses (Checks and Debits that have cleared by date cleared)

<u>Date</u>	<u>Amount</u>	<u>Description</u>
10/1/21	\$125.78	#5475 Frontier
10/7/21	\$604.18	Tax Impnd (Payroll taxes)
10/7/21	\$1,558.55	Payroll
10/12/21	\$199.50	#5477 Doyle Security
10/12/21	\$88.74	#5478 Wells Fargo Fin Service
10/12/21	\$430.03	#5479 Card member service
10/12/21	\$101.26	#5480 Ingram Library Services
10/14/21	\$583.46	Tax Impnd (Payroll taxes)
10/14/21	\$1,407.80	Payroll
10/21/21	\$530.37	Tax Impnd (Payroll taxes)
10/21/21	\$1,322.87	Payroll
10/22/21	\$120.00	#5482 Kevin Ayers
10/25/21	\$277.75	#5488 Ingram Library Service
10/25/21	\$810.00	#5485 Main Street America Group
10/25/21	\$3.89	#5487 Baker & Taylor
10/25/21	\$558.61	#5489 Ingram Library Service
10/26/21	\$517.88	#5486 NYSEG
10/28/21	\$592.46	Tax Impnd (Payroll taxes)
10/28/21	\$1,536.67	Payroll
10/29/21	\$51.43	#5483 Gardiner's/Capital Office Supply Co.

Total Expenses (Checks and Debits) \$11,421.13

Ending Checking Balance (August 31, 2021) \$22,890.75



Five Star Bank

Date 10/29/21
Account Number_

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606400
12

WAYLAND FREE LIBRARY
101 W NAPLES ST
WAYLAND NY 14572-1333

31775653

CHECKING ACCOUNTS

WAYLAND FREE LIBRARY

Total Value Business			12
Account Number	606400	Statement Dates	10/01/21 thru 10/31/21
Beginning Balance	23,163.93	Days in the Statement Period	31
3 Deposits/Credits	11,147.95	Average Ledger	19,421.13
20 Checks/Debits	11,421.13	Average Collected	19,388.87
Service Charge	.00		
Interest Credited	.00		
Ending Balance	22,890.75		

DEPOSITS AND CREDITS

Date	Description	Amount
10/04	DEPOSIT	100.00
10/26	DEPOSIT	1,047.95
10/29	MISC CREDIT	10,000.00

WITHDRAWALS AND DEBITS (NON CHECK)

Date	Description	Amount
10/07	TAX IMPND wayland Free Lib 116-0919787 CCD	604.18-
10/07	PAYROLL wayland Free LibPPD	1,558.55-
10/14	TAX IMPND wayland Free Lib 116-0919787 CCD	583.36-
10/14	PAYROLL wayland Free LibPPD	1,407.80-
10/21	TAX IMPND wayland Free Lib 116-0919787 CCD	530.37-
10/21	PAYROLL wayland Free LibPPD	1,322.87-
10/28	TAX IMPND wayland Free Lib 116-0919787 CCD	592.46-
10/28	PAYROLL wayland Free LibPPD	1,536.67-



Five Star Bank

Date 10/29/21 Page 1
Account Number_ 756252075

WAYLAND FREE LIBRARY
101 W NAPLES ST
WAYLAND NY 14572-1333

31775654

S A V I N G S A C C O U N T S

WAYLAND FREE LIBRARY

Statement Savings			0
Account Number	756252075	Statement Dates	10/01/21 thru 10/31/21
Beginning Balance	113,774.39	Days in the Statement Period	31
Deposits/Credits	.00	Average Ledger	112,806.64
1 Checks/Debits	10,000.00	Average Collected	112,806.64
Service Charge	.00	Interest Earned	3.83
Interest Credited	.00	Annual Percentage Yield Earned	0.04%
Ending Balance	103,774.39	2021 Interest Paid	47.70

WITHDRAWALS AND DEBITS (NON CHECK)

Date	Description	Amount
10/29	MISC DEBIT	10,000.00-

DAILY BALANCE INFORMATION

Date	Balance	Date	Balance
10/01	113,774.39	10/29	103,774.39

INTEREST RATE SUMMARY

Date	Rate
9/30	0.040000%

E N D O F S T A T E M E N T



Five Star Bank

Date 10/29/21
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WAYLAND NY 14572-1333

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