

**Wolcott Public Library
Board of Trustees Meeting
November 16, 2022**

Board Members Present: Bob Reed, Steve Monroe, Terry Van Fleet, Bobby-Jo Mendenhall, Deb Lewis, Ginny Keenan, Bookkeeper-Kristl Spalding, Director- Dottie Patt

Call to order – The meeting was called to order at 6:32 pm by President Bob Reed.

Minutes of the last meeting – Minutes of the October meeting were reviewed. A motion was made by Terry and seconded by Bobby-Jo to approve the minutes. Motion carried.

Treasurer's Report – The October financial reports were reviewed. Nothing unusual noted, meeting budget. Motion made by Terry to approve the October 2022 expenditures and seconded by Bobby-Jo. Motion carried.

Circulation report – The October circulation reports were reviewed. The total circulation was 1574 and electronic books/audio and/or magazines checked out was 262.

Library Director Report:

Induction Cooktop & Photo scanner – Dottie shared with the Board members that some libraries have purchased induction cooktops to offer programs and photo scanners as a new service to library patrons. The advertised price of an induction cooktop is \$52-\$147, and photo scanners are \$364-\$449. The idea of a 3-D printer was also discussed. The Board members will think about these for the future.

Gutter Cleaning – Dottie reported the library's lower gutters have been cleaned out for fall.

Bicycle rack – Bob reported he has spoken to the father interested in helping the library get one installed. More to come.

Weeding policy – Dottie and Deb are checking on policies from other libraries regarding weeding out old books from the library. Currently, Dottie stated she discards books that have not been signed out for 4+ years. She also mentioned the Williamson library's policy is very good.

First Amendment Audit Policy – A correction to the policy was suggested to change the sentence under Protocol in the second paragraph to, "by calling Dottie". Motion made by Terry and seconded by Bobby-Jo to approve the policy. Motion carried.

Old Business

Proposition amount for 2023 – The library reviewed a draft budget for 2023 by Kristl. Based on this a motion was made by Steve and seconded by Bobby-Jo to ask for an additional \$3,000 from the previous year for a total of \$132,000 for the proposition amount for 2023 to cover increases in expenses including salaries required by state law.

Digital literacy grant – Ginny reported the library's 6-week digital literacy programs ends tonight. The feedback from the participants has been positive and they have learned from the programs. The next 6-week digital literacy programs will be offered at the library in February-March 2023.

Library name change progress – Dottie reported there is no update at this time.

Recommended policy checklist – Dottie reported she and Deb have continued to work on this and there is quite a bit of work to do. The Patron Policy Handbook by the Williamson library is quite in-depth. The Board might want to review the table to contents to see all their policies. Dottie said she will make it available to Board.

New Business

Library Participating in Wayne County libraries contest – Dottie stated the library will have a display about the Wayne County Business Council in the Stacks Gingerbread House tour that the OWWL libraries are involved with and will advertise it in the Shopper. Three \$50 Wegmans gift cards will be as prizes in the contest.

Date of next meeting – **The next Board of Trustees meeting will be held on Wednesday, December 21, 2022, at 6:30 p.m.**

The meeting was adjourned at 7:22 pm.

Respectfully submitted,
Ginny Keenan, Board Secretary