

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
July 12 , 2018
Secretary's Report

Present: Penny Wolfgang , Jeffrey Voelkl, Marjorie Franknecht, Carolyn Giambra, Philip Casilio
Marilyn Feuerstein, Michele Iannello-Ward

Excused Absence: Francina Spoth

Unexcused Absence : Crista Stoklosa

Also Present: Roseanne Butler-Smith, Donna Kerr, Kathleen Berens Bucki

1) Call to Order

Meeting called to order by Mr. Voelkl at 4:18 pm at the Audubon Library. Mr. Voelkl noted that Trustee Stoklosa was not in attendance.

2) Approval of Minutes

The minutes of the April 19, 2018 meeting were approved . Motion by Ms. Wolfgang and seconded by Mr. Casilio. All approved.

The minutes of the May 17, 2018 meeting were approved. Motion by Ms. Iannello-Ward and seconded by Ms. Giambra. All approved.

The minutes of the June 5, 2018 meeting were approved. Motion by Ms. Franknecht and seconded by Ms . Iannello-Ward. All approved.

3) Approval of Agenda

The agenda for today's meeting was approved.

4) Public Comment

None at this time.

5) President's Report

Mr. Voelkl noted the statue donated to the Amherst Public Library-Williamsville Branch-will have an official unveiling on August 7 in the pocket park next to Williamsville Library .

Ms. Butler-Smith noted there were delays in getting the statue mounted due to an insurance that needed to be in place. Moses Insurance Group found one vendor that would insure a single piece of art. Cost was \$125.00 per year. The statue is on a concrete pedestal to protect it from snowblowers and people walking on it.

Ms. Butler-Smith noted that we own the statue not the Buffalo and Erie County Library system. Ms. Butler-Smith explained the asset report for Amherst Public Library that she files for NY State will have the statue reported as belonging to our libraries.

Mr. Voelkl invited all Board members to attend this dedication.

6) Trustees' Report

A.)Trustee, Michele Iannello-Ward regarding Judge John P. Lane

Ms. Iannello-Ward reported that Judge John P. Lane , deceased, may have been on a library board at one time and was an enthusiastic user of libraries. He left \$200 to the Buffalo and Erie County Public Library System. Ms. Iannello-Ward suggested we honor Judge Lane with a plaque or name a room in his honor.

Ms. Butler-Smith explained we don't own the building –the Town of Amherst owns it so they choose who gets naming rights.

Ms. Wolfgang asked to table the discussions at this time. Ms. Iannello-Ward seconded the motion.

7) Town of Amherst Council Members Report

Nothing at this time.

8) Director's Report

A) Partnership programming with the Amherst Senior Center-Nickel City Reptiles on July 18.

Ms. Butler-Smith noted the partnership with the Senior Center to offer programs to a larger audience. The Senior Center's community room holds larger groups than the Audubon Library can accommodate. Approximately 200 people have signed up to attend the event.

B) Town Supervisor's Department Heads Meetings

Ms. Butler-Smith reported that the Department Head meetings have been productive and resolutions to issues have been forthcoming.

9) Finances

A.)2018 Budget-

i.) Accept 2018 Budget-BECPL and Amherst Public Library

Ms. Butler-Smith explains the tentative budget was given at the beginning of the year.

She presented the final budget that needs to be reviewed and approved at this meeting.

Ms. Butler-Smith explained the revenue numbers to Board members.

Vote taken-6 ayes, 0 nays. Mr. Voelkl will sign the Budget Contract.

ii.)County Budget Bills Paid-vote taken- 6 ayes, 0 opposed.

All approved.

iii.)Williamsville Bills Paid-vote taken-6ayes, 0 opposed.

All Approved.

iv.) Other Bills Paid – vote taken-6 ayes,0 opposed.

All approved.

B.)Town of Amherst Budget-

i.) Matter of outstanding bills- Tabled discussion until Board Liaison, Ms. Spoth, is present.

ii.) Transfer of \$50,000 –HVAC project for the Eggertsville-Snyder Library –
Ms. Butler-Smith explained the need to set aside the budget money for a new HVAC system.

iii.) 2019 Budget Request- Ms. Butler-Smith has an upcoming meeting with the Town Comptroller and Town Supervisor to discuss the budget.

iv.) 2019-2024 CIP plan- The Library expansion plan was mentioned in Capital Improvement Plan.

C) Donations-

Ms. Butler-Smith gave the Board members pictures of the items she is purchasing for Eggertsville Library and Audubon Library using money given in memory of two longtime employees that passed away in the past year. Mr. Voelkl questioned whether we should hold off on the Audubon purchase until we have an expansion plan. Board members felt we should proceed with the purchase.

Ms. Butler-Smith noted donations from the Meer Family and the Schorr family and how it would be spent according to the families' wishes.

D) Bullet Aid-

Amherst Library received \$13000 from Assemblyman Ray Walter . Money will be used to fund Sunday hours at Clearfield Library in 2019 as well as extend Thursday hours of public service to 5 pm at Clearfield Library in 2019.

E) 2019 County Budget Request-

The 2019 budget will stay status quo with no major changes other than the additional hours mentioned above in Bullet Aid .

F) Library Construction Grant-Main Library @ Audubon-

Paperwork needed for the expansion must be must be filed by September 6, 2018.

A meeting with a representative of the Amherst Board will be meeting with the Central Library Board with a presentation of the expansion plans.

Ms. Butler-Smith reminded the Board that the Town of Amherst must sign off that they will have their share of the money needed for expansion. The Town is responsible for the same amount as awarded in the grants and any additional costs above the awarded grant amounts.

Mr. Voelkl announced that Supervisor Kulpa's architectural firm is donating the expansion plans for free. Mr. Voelkl mentioned that Senator Ranzenhofer has secured a \$400,000.00 grant for the infield area between the Senior Center and Audubon Library. Mr. Voelkl offered to present the plans to the Central Library Board. Ms. Butler-Smith offered to do the required paperwork . No date set at this time.

10) Buildings

i.) Security Cameras-Ms. Iannello-Ward offered to have someone come in to assess

security needs and costs. Ms. Butler-Smith said 3 bids were required .
Discussion ensued.

ii.) HVAC at Clearfield-Ms. Butler-Smith said the Town was aware of the need for a new system because the computer system is no longer programmable. Ms. Butler-Smith is looking at alternatives for repairs.

11) Unfinished Business

None at this time.

12) New Business

A.) Hours of Operation for 2019- Ms. Butler-Smith announced new hours for Clearfield Library will be Sundays 1-5 PM and Thursdays until 5 pm.

B) Staff Training-Ms. Giambra suggested Narcan staff training. Ms Butler-Smith noted a union issue with that. Discussion ensued.

C) Emergency Library Opening-Ms. Giambra commended Ms. Butler-Smith on opening Audubon Library on the Sunday in June that experienced high temperatures.

D) Glen Park Art Festival – July 28 & 29- Ms. Butler-Smith asked Trustees to sign up to Work on Sunday, July 29.

E) Clearfield Statistics- Ms. Butler-Smith announced Clearfield had the highest circulation day recently with checkouts topping 2000-higher than Central Library .

13) Correspondence

Ms. Butler-Smith spoke about the Summer Youth Program we are involved with at Audubon Library. We have 2 students working for the summer.

14) Next Board Meeting-September 12 @ Clearfield Library @ 4:15 pm

15) Adjournment- 5:50 PM –Motion to adjourn –Jeffrey Voelkl , seconded by Marilyn Feuerstein.

i.)County Budget Bills