

Clarence Public Library
Board of Trustees Minutes
September 26, 2016

Present: Monica Mooney, Judy Hilburger, Michael Rockwell, Marjorie Ebersole, Carey Shoemaker, Michele Mogavero, Joan Schultz, and Councilman Chris Greene

Secretary's Report: Motion to Accept Minutes from 6/27: M. Mogavero, 2nd - C. Shoemaker Unanimous

Motion to Accept Minutes from 8/04: M: Ebersole, 2nd - C. Shoemaker Unanimous

President's Report:

- Good summer of sales, Friends are solvent.
- Act meeting is October 15th at the Lancaster Public Library.

Director's Report *See Monica's report for additional information.*

- A shortfall has necessitated the use of Article 22. Central will provide funds to cover a shortage due to a "catastrophic surgery"
- Please refer to Monica's report for the list of needed repairs with details for the building and grounds. Both a necessary ground bar and an outside camera for the Children's Garden will be presented to the Town Board by our liaison, Councilman Chris Greene for approval to provide funding. A motion was made for a resolution for payments to be allowed in advance of the Board's audits of the following:
 - o Southeast Works (monthly cleaning service)
 - o Hector's Hardware (maintenance supplies)
 - o Office Max/Office Depot (office supplies)
 - o Amherst Alarm (annual service bill)
 - o Aqua-Systems of WNY (bi-annual sprinkler set up and close up for season))
 - o Trost Fire Equipment (annual inspection of sprinklers)
 - o Postmaster General

Motion to accept: M. Magavero, 2nd - J. Schultz Unanimous (M. Ebersole will check the payments made, initialize and date)

Public Comment - None

Unfinished Business

- No changes will be made to the investment policy until First Niagara Bank finishes the conversion to Key Bank.
- Petty cash to be discussed at next month's meeting.

New Business

- Hadley Exhibits has looked at the library blueprints and proposed a new location (pillar area) that would be better shielded from the sun. The Board will consider Hadley's new location preference after they prepare an actual plan.
- A motion to approve the contract for the Children's Garden concrete pad and walkway by AC Architectural Concrete for \$6450, funds to be spent from the Trustees Memorial account.

Motion to accept: J. Schultz, 2nd - M. Ebersole Unanimous

- A motion to approve a contract for carpet cleaning and stain repellent by Cinta's for \$1872.80.

Motion to accept M. Rockwell, 2nd - C. Shoemaker Unanimous

- Need to amend Investment policy to Key Bank because of their purchase of 1st Niagara Bank.

Motion to accept: M. Ebersole, 2nd M. Rockwell Unanimous

Next Meeting Date: October 24, 2016

Motion to Adjourn: M. Ebersole 2nd - J. Schultz, Unanimous

Respectfully submitted by: J. Schultz