

**CLARENCE TOWN LIBRARY
BOARD OF TRUSTEES MINUTES
June 25, 2018**

Present: Monica Mooney, Judy Hilburger, Joan Schultz, Marge Ebersole, Anita Ballow, Michele Mogavero

Excused: Carey Shoemaker, Michael Rockwell, Christopher Greene

Minutes: Minutes from May 21, 2018 approved. *Motion: M. Ebersole; 2nd J. Schultz. Unanimous.*

President's Report:

- **Friends** - Judy noted that the group is solvent and has paid for many summer programs. However, due to the small number of group members, which is also aging, they are looking at ways to increase volunteer members. The group will also pay for the refurbishing of the walkways. This is a very expensive and involved process.
- **ACT** - N/A

Approval of Claims:

- The board reviewed checks written for May/June for both the County and Trustee accounts.
- A motion was made to approve the Abstract of Audited Vouchers for County Checking Account: 18C through 27C - *Motion: A. Ballow; 2nd J. Schultz. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees Checking Account: 24T through 28T - *Motion: J. Schultz; 2nd A. Ballow. Unanimous.*

Director's Report:

- **Budget** - There is currently a shortfall due to the librarian trainee position. A check for \$1,080.88 was sent to the B&ECPL to cover part of these costs.
- **Circulation and Statistics** - Circulation across all libraries is down with a 10% decrease this past month in our library alone. Computer usage and Wi-Fi is also down. On a positive note, meeting room usage, as well as children's (5 and under) (28%) and adult programming (89%) are all up.
- **Programs** - On May 31st all the kindergarten classes from the four Clarence elementary schools visited the library for a tour as well as to participate in activities in the Children's Reading Garden - including painting rocks. On June 15th, Monica and Amy visited Harris Hill E.S. and visited all four kindergarten classes to promote reading and the library's summer programs. Monica also visited Assemblyman Norris's office as well as Senator Ranzenhofer's office to promote summer programming. The OWL program will be starting shortly and there is currently a committee looking at developing new library cards and promoting an increase in card holders. August 13 will be the date for the end of summer celebration and picnic with carnival games, food trucks and other activities.

- **Issues** - The a/c was down for almost a week and is still not operating properly. The main drive needs to be replaced and the library is currently using a/c that does not require the drive.
- **Children's Reading Garden** - Gabe Krantz finished his Eagle Scout project and his sign and fairy garden is now located near the front entrance. Gabe will be fixing the sign to replace the word "center" with "garden" shortly. Clarence Center students painted rocks which can now be found in the garden. Additional plantings will take place around the newly installed sign. Michele asked about the possibility of moving the garbage can, currently located adjacent to the new fairy garden, across the walkway, as it's not only distracting, but can be hazardous to children visiting the fairy garden due to smells, insects, etc.,

Public Comment:

- None.

Unfinished Business:

None.

New Business:

- Discussion took place regarding the purchase of an AED for the library. It was agreed that we need to have something like this available in the event of an emergency. Monica will look at purchasing the unit from the American Red Cross as they not only had the best price, but could also offer training for staff. *Motion: M. Mogavero; 2nd J. Schultz. Unanimous.*
- Chris emailed the group and stated that he will be meeting with highway superintendent Dussing to discuss repairing and repaving the driveway through the traffic circle.

Next Meeting and Adjournment:

- Our next meeting will be held on Monday, September 24th at 7:15 p.m. The public is invited to attend. This meeting was adjourned at 9:05 p.m. *Motion: J. Schultz; 2nd A. Ballow. Unanimous.*

Submitted by: M. Mogavero