

Cheektowaga Public Library

-----Board of Trustees-----

Julia Boyer Reinstein Library

*Administration Office
1030 Losson Road
Cheektowaga, NY 14227*

At a regular meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. NY, held at the Julia Boyer Reinstein Library, 1030 Losson Road, in said town, on Wednesday, October 18, 2017 at 4:00 p.m., there were:

Trustees:

Mark E. Weber
Chairman

PRESENT: *Mark E. Weber, Chairman
Judith M. Mietlicki, Vice-Chairman
Angela M. Yates, Secretary-Treasurer
Christine Cywinski, Trustee*

Judith M. Mietlicki
Vice-Chairman

EXCUSED: *Deborah E. Cope, Trustee*

Angela M. Yates
Secretary-Treasurer

ALSO *Glenn Luba, Director*
PRESENT *Jill Ptak, Recording Secy.*

Deborah E. Cope
Trustee

Christine Cywinski
Trustee

*On a motion by Chairman, Mark E. Weber
second by Vice-Chairman, Judith M. Mietlicki at
4:00 pm meeting was called to order.*

The minutes of the last regularly scheduled meeting, September 20, 2017 were approved unanimously under motion duly made and carried.

Glenn Luba
Director

Item#01: Treasurer's Report: The Board of Trustees' bank statement was presented. The Cheektowaga Library's spending is in line with and on target for the 4th quarter of the current year. On a motion by Chairman, Mark E. Weber second by Vice-Chairman, Judith M. Mietlicki to accept treasurer's report. Unanimously approved under motion duly made and carried.

Item#02: Statistics: Circulation at JBR and REI for September was as follows:

September 2017
JBR -4.9% ***REI*** -1.9 %

**At both locations circulation is down. There was some brain storming on some ideas. There have been weeding projects underway to make room for newly ordered items coming in. We will continue on-going incentives for library material check-outs. And lastly, we will try to display our collection in a positive welcoming way.

OLD BUSINESS

Item #03: Construction Grant status: It is official that the Julia Boyer Reinstein Library is being granted 100% of the Construction Grant that Director, Glenn Luba requested. This means that 75% of the total cost will be covered by this grant.

Item #04: JBR Roof Update: Now that there is official word of approval of the grant money, the roof project will be planned out in coordination with Director, Glenn Luba, the Town of Cheektowaga, and the Construction companies. No action was taken.

Item #05: JBR HVAC System Update: With official grant money in place, this project now needs to be coordinated with Director, Glenn Luba, the Town of Cheektowaga, and the HVAC companies. No action was taken.

Item #06: Exterior Building Lights Update: An electrician has recently been hired onto the Town staff. At JBR the building lights need adjusting and at REI extra-lighting needs to be installed. No action was taken.

Item #07: Glass wall project: The legalities and funding source of this project need to be further discussed. No action was taken.

Item #08: Ongoing Policy Reviews: This is an on-going project. No action was taken.

NEW BUSINESS

Item #09: Personnel Updates: Joanne Raczka , the new FT Library Clerk at JBR, adds her knowledge to our staff and our library in a positive way. A Children's Librarian PT for programming at REI has been posted.

Item #10: ACT Meeting: The next ACT meeting is being held on October 4, 2017 at the Hamburg Library.

Item #11: Suburban Pest Control: Suburban Pest Control was called in at REI to take care of a situation that arose on October 21, 2017.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 4:45 pm.

The next regularly scheduled meeting will be held on November 15, 2017 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:
Jill Ptak, Recording Secretary