

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, January 10, 2018 at 4:00 p.m., there were:

Trustees:

Mark E. Weber
Chairman

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

Judith M. Mietlicki
Vice-Chairman

EXCUSED: *Deborah E. Cope, Trustee
Angela M. Yates, Secretary-Treasurer*

Angela M. Yates
Secretary-Treasurer

***ALSO
PRESENT*** *Glenn Luba, Director
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, November 15, 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 November and December was as follows:

<i>November 2017</i>		<i>December 2017</i>	
JBR	-4%	JBR	+5%
REI	-8.7%	REI	-1.5%

Item #03: Correspondence: A letter was received from former Board Member, Phyllis O'Donnell. Vice-Chairman, Judith M. Mietlicki read the letter aloud to those gathered. Phyllis expressed her gratitude for a holiday arrangement of flowers and all the well wishes she received.

NEW BUSINESS

Item #04: ACT Mtg Jan 20 City of Ton: The next ACT Meeting is being held on January 20th at the City of Tonawanda Library.

Item #05: Meeting with Paul Piwowarski, Town Engineering: Director Glenn Luba will meet with Paul Piwowarski from the town Engineering office to discuss the grant application and more about the specs of the projects. No action has been taken.

Item #06: Meetings with Graybar Lighting specialist Ton Meisner: Director Glenn Luba is in discussions regarding rebates in which the library may be eligible for National Grid and NYSEG based rebates on lighting updates planned for both JBR and REI. No action was taken.

Item #07: 2018 Board meeting schedule: Meetings are scheduled as follows: April 18, May 16, June 20, July 18, September 19, October 17, and November 28. All will be held at the Julia Boyer Reinstein Library at 1030 Losson Rd at 4:00pm except May and September which will be held at Anna Reinstein on Harlem Rd. On a motion by Chairman, Mark E. Weber second by Vice-Chairman, Judith M. Mietlicki to accept the 2018 Board Meeting schedule. Unanimously approved under motion duly made and carried.

Item #08: 2018 Holidays: This year Christmas Eve and New Year's Eve fall on a Monday. Past practice was to close on these days for staff family time. On a motion by Chairman, Mark E. Weber second by Vice-Chairman, Judith M. Mietlicki to accept being closed for the 2018 holiday eves. Unanimously approved under motion duly made and carried.

Item #09: Officer elections: Every Board members current position is satisfactory. The Board will remain status quo. On a motion by Chairman, Mark E. Weber second by Vice-Chairman, Judith M. Mietlicki to accept the Board's status quo on officers. Unanimously approved under motion duly made and carried.

Item #10: Trustee Christine renewal letter: Trustee Christine Cywinski's term has ended December 31, 2017. She will be receiving a renewal letter from the Town of Cheektowaga to renew her position on the Cheektowaga Public Library Board of Trustees soon. No action was taken.

Item #11: Staff gathering MLK Day: There will be a staff gathering at the Anna Reinstein Library on Monday, January 15, 2018.

Item #12: Peter Schiffmacher 3D Map: Peter Schiffmacher, from itours360VR, contacted Director Glenn Luba to discuss an innovative new software that allows our library to be virtually visited online via our website. This software allows visitors to explore the library three dimensionally and gives great details. Director Glenn Luba will send all the trustees an email with a link to view this virtual tour for future discussions on how it might aide the library.

OLD BUSINESS

Item #13: Construction Grant: No action has been taken.

Item #14: JBR Roof update: This project is on hold until the mechanical grant is complete. No action has been taken.

Item #15: JBR HVAC system update: No action has been taken.

Item #16: Exterior Building lights update: Still in discussions with Graybar about lighting options and rebates at JBR and REI. No action was taken.

Item #17: Glass wall project: No action was taken.

Item #18: Ongoing Policy reviews: This is an on-going project. No action was taken.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 4:40 pm.

The next regularly scheduled meeting will be held on April 18, 2018 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:
Jill Ptak, Recording Secretary