

**MINUTES OF THE MEETING OF THE
TOWN OF NORTH COLLINS PUBLIC LIBRARY
BOARD OF TRUSTEES**

(2/7/18)

A regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on February 7, 2018, at the North Collins Public Library, due notice to trustees, official public notice to the Eden-North Collins Pennysaver, and a posting in the North Collins Library.

The following members were present:

Jim Mardino, Anne Maggio, Bonnie Noto, Sue Alessi, Sarah Friedrich, Patti Dole, Tina Cosandier, Jennifer Schiffman. Also attending: Jacob Rachwal

Call to order:

Sue Alessi called the meeting to order at 5:30 pm.

Approval/Changes to Minutes from 1/11/18: none, approved as read

Election of Officers:

President: Sue Alessi

Vice President: Bonnie Noto

Secretary: Anne Maggio

Treasurer: Jim Mardino

Motion: Anne Maggio, **2nd:** Jennifer Schiffman, **PASSED**

New Manager:

Jacob Rachwal was welcomed as the new Library Manager. He started on 2/4/18.

Bank Accounts:

Sue Alessi discussed the need to remove Kim Nobles from the bank accounts and add Jacob Rachwal. Sue proposed a resolution and it was adopted.

Motion: Sue Alessi, **2nd:** Jim Mardino, **PASSED**

Open Hours:

Discussion of the current open hours of the library was brought up. The idea of having standard hours for the entire year instead of different hours for the summer was discussed. It was decided that Jacob would put together a questionnaire for the public and this would be distributed and discussed in the future. No further action was taken.

Meeting Room Rug:

We are still awaiting another quote for the rug. The idea of having laminate installed instead was also brought up. No further action was taken.

Library Charter:

Correspondence with our attorney was brought up. Patti will call him to clarify matters. No further action was taken.

Managers' Report:

- I started as Library Manager on Sunday, 2/4. The staff and community has been very welcoming. I am settling in very well.
- I received a welcome email from Mary Jean Jakubowski on 2/5.

Statistics:

Type	January			Year to Date		
	2018	2017	Change	2018	2017	Change
Circulation	1648	2100	-21.5%	1648	2100	-21.5%
Library Visits	1,140	1,301	-12.4%	1,140	1,301	-12.4%
Computer Use	166	217	-23.5%	166	217	-23.5%
WIFI	241	368	-34.5%	241	368	-34.5%

Expenditures:**County Funds**

Date	Transaction	Amount
12/19/17	DJ Armbruster	30.00
1/4/18	DJ Armbruster	30.00
1/10/18	Gui's Lumber	24.56
1/10/18	Eden /North Collins Pennysaver	57.50
1/16/18	DJ Armbruster	30.00
1/12/18	ACT	20.00
1/30/18	DJ Armbruster	30.00

Private Funds

Date	Transaction	Amount
1/7/18	Three Star Restaurant	160.00
1/10/18	Mountain Glacier	22.79

Upcoming Events:

- February 13th – Indoor Kids Winter Global Games (CEN)
- February 21st – Niagara Aquarium Touch Tank
- Friday's (ongoing) – Story time with Miss Alice

Output Measures:

Discussion of ways to improve output measures ensued. Suggestions for future programs were discussed. More events are being planned for the future.

Motion to Close:

Motion: Patti Dole, **2nd:** Bonnie Noto, **PASSED**

Next Meeting: Wednesday, April 4th at 5:30pm

North Collins Library
Board of Trustees Financial Authorization

The Board, by a vote of 7 - 0, adopted the following resolution on the 11th day of January, 2018 at a meeting held by the Board of Trustees of the North Collins Library (Board).

WHEREAS, Jacob Rachwal was hired for the position of Library Manager as of February 6, 2018.

NOW THEREFORE BE IT RESOLVED THAT Jacob Rachwal should be assigned the authority to perform financial transactions on behalf of the North Collins Library.

NOW THEREFORE BE IT RESOLVED THAT Kimberly Nobles shall no longer have the authority to perform financial transactions on behalf of the North Collins Library.

The motion to approve this Resolution was made by Sue Alessi.

JAMES MARDINO seconded the motion to adopt the Resolution. The vote result as follows:

In Favor 7

Opposed - 0 -

Abstentions _____

CERTIFIED BY:

Anne Marie Maggio
Secretary of the North Collins Library Board of Trustees

Print Name: Anne Marie Maggio