

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
December 13, 2017
Secretary's Report

Present: Elizabeth Hofmeister, Jeffrey Voelkl, Julie Anain, Carole Giambra
Excused Absence: Penny Wolfgang, Marjory Zelman, Marjory Franknecht
Also Present: Roseanne Butler-Smith, Donna Kerr, Deborah Bruch Bucki,
Amy Alexander, Joan Elizabeth Seamans

1) Call to Order

Meeting called to order by Mr. Voelkl at 4:19 pm at Audubon Library.

2) Approval of Minutes

The minutes of the November 14, 2017 meeting were tabled until the next meeting.

3) Approval of Agenda

The agenda for today's meeting was unanimously approved.

4) Public Comment

Two members of the public were in attendance-Joan Seamans and Amy Alexander -to get an idea what the Board of Trustees meetings encompass, and to give a brief introduction of themselves

5) Unfinished Business

A.) Clearfield Sunday Hours-Ms. Butler-Smith reported that she received a call from the Williamsville PTSA informing her they have \$1000 left in the Sunday hours budget. Ms. Butler-Smith noted the funds will pay for Sunday hours in January 2018.

Ms. Butler-Smith also noted the Town of Amherst is re-allocating \$3000 from the annual Library budget to use for staffing needs at Clearfield Library for Sunday open hours in 2018.

Monies will be allocated from the BECPL budget also to help fund Sunday hours at Clearfield.

Further discussion ensued.

B) Ms. Butler-Smith handed out a pamphlet of operating hours for the four Amherst Libraries. Ms. Butler-Smith discussed the concerns throughout the System involving too many staffers in buildings when not open to the public. To address these concerns, Ms. Butler-Smith is adding open hours at Eggertsville-Snyder Library beginning January 2018. Eggertsville -Snyder Library will be open Mondays and Wednesdays noon-8 and Fridays 10-6. No additional staffing cost will be incurred. Discussion ensued.

6) President's Report

A) Executive session called at 5:08 pm. Mr. Voelkl motion, Ms. Hofmeister seconded
Board meeting resumed at 5:25 pm.

The Director was asked to invite all candidates to the next APL Board meeting.

7) Town of Amherst Councilmember's Report

A) Parking Lot Task Force- Ms. Bucki handed a memorandum to the Board members with suggestions and notes from the last Task Force meeting .Discussion ensued.

Ms. Bucki also handed out a copy of Resolution 2017-1204 pertaining to next years' budget for the Town of Amherst. Ms. Bucki also noted a resolution passed that allows for the plumbing work at Clearfield Library to be paid.

8.) Trustees Report

Nothing to report at this time.

9.) Director's Report

A.)Gala Update-Ms. Butler-Smith announced the Chili-Cook-Off will be held at the Irishman Restaurant on January 28, 2018. The Gala is February 9, 2018.

Mr. Voelkl spoke about the financial commitment of all Board members for the Gala such as tickets @ \$30 each and each Board member contributes \$20 towards a raffle basket donated to the event. Board members help network within the community to increase our donors and sponsors. Further discussion ensued.

B.) Employee update-Ms. Butler-Smith announced the death of Charles Schorr, a longtime employee of the Amherst Public Libraries. Mr. Schorr's family requested donations in his memory be sent to the Amherst Library. Ms. Butler-Smith will use the memorial funds as a donation to the Gala and to the purchase of new book trucks for Williamsville Library. Mr. Schorr had worked at Williamsville Library as well as Audubon Library.

C.)Letters received at Amherst Libraries-Ms. Butler-Smith noted three Amherst Libraries had received letters from a prison in Texas and all had similar questions in them. After some research, Ms. Butler-Smith was informed that all libraries in Erie County received similar letters. Institution librarians will answer the letters. Ms. Butler-Smith informed the Board that their request for information cannot be denied.

10.) Finances

A.) 2017 Budget- Handouts given listing all bills for the County, Williamsville and all others. Vote to pay bills was tabled due to lack of a quorum. Emails will be sent out to all Board members for a vote to pay the bills.

Ms. Butler-Smith did note the bill for Betsy Ross Costumes was for the purchase of a Santa suit that will be used for years to come for programs at the four libraries.

11.)Buildings

A.)Ms. Butler-Smith announced the Library Foundation sent a check of \$536 for garden expenses at Amherst Libraries. Ms. Butler-Smith has chosen to use the endowment to make a Victory Garden at Clearfield Library in celebration of the 100th anniversary of WWI.

B.)Plumbing Issues at Clearfield library were discussed. Ms. Bucki entered a Resolution at the Town Board meeting to have Kimil Construction paid for emergency work done at Clearfield Library just a day after the contract with Kimil Construction had expired. Other building issues were discussed.

12.)New Business

Mr. Voelkl requested that Ms. Butler-Smith sign a contract for a statue being donated to Library to be place in the Williamsville Pocket Park, once the check is received from the Roth's.

13) Correspondence

Ms. Butler-Smith announced the next ACT meeting will be on January 20, 2018. Location To be determined.

14) Next Meeting

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for January 16, 2018 at 4:15 pm. Location to be announced.

15) Adjournment-

Mr. Voelkl motioned the meeting to adjourn at 5:30 pm.