

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

A regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on June 6, 2018, at the North Collins Public Library. Due notice to trustees, public notice to the Eden-North Collins Pennysaver, and a posting in the North Collins Library.

**The following members were present:**

Anne Maggio, Bonnie Noto, Sue Alessi, Sarah Friedrich, Patti Dole and Jennifer Schiffman.

**Also attending:** Jacob Rachwal – Library Manager

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

**Approval/Changes to Minutes from 4/11/18:** NONE.

**Motion:** Sarah Friedrich, 2nd: Patti Dole, **APPROVED**

**DIRECTORS REPORT**

**Staffing**

- Alexandria Dotegowski has been hired as a Sr. Page.

**Excess Furniture**

- The process of removing excess furniture is ongoing.

**Funds from Elected Officials**

- Sen. Patrick Gallivan has secured \$2,500 for our library to use for technology purposes. Discussion ensued on possibilities to spend these funds. The question of using it for computer desks was discussed. Jacob will inquire.
- We received \$500 from Erie County Legislator John Mills to be used for general purposes. This was a gift because he will not be sponsoring his annual hot dog roast this year. Jacob sent a thank you.

**Library Building/Grounds**

- A group of students from North Collins High School came on May 11th and mulched our grounds as a part of Eagle Energy Day. Thanks to Clerk/Typist Brenda Jagow for organizing the project.
- A leak developed on the faucet in the janitor's closet. The leak became a steady stream and a worker from the town came to fix the problem. The faucet is out of date and he is looking into a solution. In the meantime, the faucet is out of order.
- The pillars are in need of new paint at the main entrance.
- Many of the bushes are in sad condition, we may want to consider new landscaping next year.

**Programming**

- Many new programs have been attempted in the last month to varying degrees of success. Large turnout for animal themed events. We also had a big turnout for Conversation on School Districts sponsored by County Executive Mark Poloncarcz.

- Summer reading program is coming up. The theme this year is “Libraries Rock.” Sr. Library Clerk Alice Yoder has been busy planning these sessions

## **OLD BUSINESS**

### **Library Charter**

-Patti Dole reported that she has nothing new to report at this time.

### **Procurement Policy**

- Motion to approve

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

### **Library Open Hours**

- Tabled until next meeting.

### **Computer Desks**

- Jacob reported that the quote was \$9,165 and that funds from the library Year End Appeal may be used. The board agreed that we should move ahead with the purchase.

### **Meeting Room Paint**

- It was agreed to not paint the meeting room at this time.

## **NEW BUSINESS**

### **Maintenance**

- Jacob reported that our warranty with Imperial Door for the entrance doors is coming up. We received a contract to renew the warranty. It was decided that the cost was too high.

### **Meeting Room Policy Review**

- Jacob presented the Meeting Room Policy for review. He stated that he updated the format but didn't change any of the substance of the policy.

**Motion:** Sarah Friedrich, 2nd: Patti Dole, **APPROVED**

### **Investment Policy**

- Jacob presented the Investment policy for review to be approved at the next meeting.
- Anne requested that we have a binder of policies that can be reviewed and approved annually together rather than piecemeal.

### **Hot Dog Roast**

- Will be sponsored by the North Collins Library Foundation on May 20, 2018 from 4pm – 7pm.
- Bonnie will provide the grill.
- It will be presented in conjunction with our summer reading kickoff program presented by Cris Johnson.

### **Motion to Close:**

**Motion:** Patti Dole, 2nd: Jennifer Schiffman, **PASSED**

**Next Meeting:** Wednesday, August 1 at 5:30pm