

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, January 20, 2016
Secretary's Report

Present: Marjorie Franknecht, Carolyn Giambra, Elizabeth Hofmeister, Ronald Kern,
Ramona Popowich, Jeffrey Voelkl, Marjorie Zelman
Also: Roseanne Butler-Smith, Sara Edwards
Excused: Julie Anain,

1) Call to Order

Mr. Voelkl called the meeting to order at 4:15 PM in study room two at the Audubon Library.

2) Approval of Minutes

On a motion by Ms. Franknecht and a second by Ms. Zelman, the minutes of the meeting held on November 18, 2015 were approved.

3) Approval of Agenda

On a motion by Mr. Voelkl and a second by Ms. Zelman, the agenda for today's meeting was approved.

4) Public Comment

None.

5) Director's Report

Mr. Voelkl reported that Barbara Robshaw resigned from the Board effective December 31, 2015 and that the Board is grateful for her many years of dedicated service.

The Director informed the Board that the Amherst Public Library Charter indicates a five member Board of Trustees and the bylaws state a seven member Board. Discussion ensued. A motion to change the charter was made by Ms. Franknecht, seconded by Ms. Hofmeister. The Board unanimously agreed the charter should be changed to specify a seven member Board. The Director will notify the NYS Department of Education to change the charter and take the necessary steps needed to accomplish this change.

6) Trustee's Report

The Board unanimously elected the following officers:

President	Jeffrey Voelkl
Vice President:	Marjorie Zelman
Treasurer:	Marjorie Franknecht
Secretary:	Elizabeth Hofmeister

Future meeting dates and locations were selected as follows:

Wednesday, February 17, 2016	Clearfield Library
Wednesday, March 30, 2016	Eggertsville Library
Wednesday, April 26, 2016	Williamsville Library
Tuesday, May 25, 2016	Audubon Library
Wednesday, July 13, 2016	Clearfield Library

7) Finances

Two staff members retired in January, 2016. This necessitates a payout of expenditures which were not budgeted for. The Central Library has a provision to assist financially when a contract library is faced with unanticipated expenditures and this process will cover the cost of these retiree payouts.

Sandra Booth retired as branch manager at Clearfield and will take on the duties of branch manager at Williamsville on January 25, 2016 working approximately sixteen hours weekly.

The Director will be moving two regular part time librarians to full time positions at Audubon and Clearfield branches eventually restoring three more librarians to full time status.

Ms. Zelman and Librarian Mr. Arnold will be the new cosigners on the Amherst Public Library bank accounts.

Audubon Library will again receive funds for the gardens courtesy of the Bobinski gift to the Library Foundation of Buffalo and Erie County.

8) Buildings

The carpet at Clearfield will be replaced this year.

The town of Amherst will be moving the fire inspection and fire alarm monitoring to their Central Alarm System at some future date.

9) Gala Fundraiser

Discussion ensued regarding sponsors and donors to the fifth annual "Love Your Village, Love Your Library" event. The theme of this year's Gala is "The Mad Hatter Returns." Gift baskets for the basket raffle are needed along with items for the silent auction.

The Chili cook off at the Irishman restaurant took place on January 31, 2016 with proceeds benefiting the Williamsville Library.

10) Board Policies

The Whistle Blower and Conflict of Interest policies that the board voted in at the November, 2015 meeting will be sent to the secretary.

11) New Business

The 2015 year end system statistics have been compiled and show circulation of materials at many libraries decreased. The Audubon branch maintains its #2 position as the second highest in circulation in the B&ECPL system: however, circulation is down 6% from last year. The decrease

in circulation is due in part to eBranch and downloadable eBooks, Audio books and Video. Clearfield ranks at #4, Eggertsville-Snyder at #11 and Williamsville at #28.

12) Unfinished Business

The December performance of A Christmas Carol generated over \$700.00 in funds for the Williamsville branch.

13) Correspondence

An ACT meeting will be held on February 6, 2016 at the Central Library.

14) Next Meeting

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for Wednesday, February 17, 2016 at the Clearfield Library.

15) Adjournment

There being no further business, on a motion by Ms. Zelman, seconded by Ms. Hofmeister, the meeting was adjourned at 5:12 PM.