

DRAFT

**AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Wednesday, October 9, 2013**

Secretary's Report

Present: Julie Anain, Marjorie Franknecht, Elizabeth Hofmeister, Barbara Robshaw
Excused Absence: Jeffrey Voelkl, Marjorie Zelman
Also: Roseanne Butler-Smith, Sara Edwards

- 1) Call to Order
Barbara Robshaw called the meeting to order at 4:26 PM in the community room at the Eggertsville-Snyder Library.
- 2) Approval of Minutes
On motion by Marjorie Franknecht and a second by Elizabeth Hofmeister, the minutes of the September 11, 2013 meeting were approved.
- 3) Approval of Agenda
On motion by Marjorie Franknecht and a second by Elizabeth Hofmeister, the agenda for today's meeting was approved.
- 4) Public Comment
None
- 5) President's Report
Tabled
- 6) Finances
 - A) The Amherst Public Library has requested extra funding to cover the cost of additional staffing needed at Audubon while a staff member is on sick leave. The B&ECPL Board of Trustees must approve this request. The possible revamping of hours at Amherst Libraries due to budgetary considerations was discussed.
 - B) Kandy Svec and Tracy Draksic hosted a successful Yoga Fundraiser on Sunday, September 29, 2013 at the Audubon Library. Proceeds from the event were donated to the Amherst Public Libraries.
 - C) The Director gave each board member a calendar indicating holiday dates in 2014 when the Amherst Libraries would be closed. On a motion by Marjorie Franknecht, seconded by Barbara Robshaw, the calendar was unanimously approved.
- 7) Director's Report
 - A) The Central Library Human Resources department will conduct staff training for all Amherst Public Library employees who interact with the public.
 - B) There are currently four student interns from UB working at Amherst Libraries.

C) Two Summer Reading receptions were held at Audubon:

Senator Michael Ranzenhofer hosted a reception for participants in the Senate Summer Reading Program for children grades K through 12.

Assemblyman Ray Walter hosted an award ceremony for elementary and middle school students who completed in the NYS Summer Reading Challenge.

D) A Girl Scout working toward a Silver Award has been volunteering at Williamsville and Audubon. She worked on the Battle of the Books program and will be helping with the Trunk or Treat program.

E) The Love Your Village, Love Your Library Gala will be held on February 7, 2014.

8) New Business

The Board reviewed and voted to approve Amherst Public Library policies.

Elizabeth Hofmeister moved and Julie Anain seconded a motion to approve the Rules of Conduct.

Barbara Robshaw moved and Marjorie Franknecht seconded a motion to approve the Gift and Donor policy.

Elizabeth Hofmeister moved and Julie Anain seconded a motion to approve the Confidentiality of Library Records policy.

Julie Anain moved and Elizabeth Hofmeister seconded a motion to approve the Collection Development policy.

9) Unfinished Business

A grant request will be submitted for necessary repairs at the Eggertsville Library and the upgraded telephone system at the Audubon Library.

10) Correspondence

The Director received notification that an ACT meeting will be held on November 9, 2013; location to be announced at a later date.

11) Next Meeting Date

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for Tuesday, November 12, 2013 to be held at the Williamsville Library at 4:15 PM.

12) There being no further business, on motion by Marjorie Franknecht with a second by Julie Anain the meeting adjourned at 5:35 PM