

**AURORA TOWN PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**

February 27, 2014 at 3:30pm

Present: Director Rob Alessi, George Oliver, Alice Askew, Al Fontanese, Carol Griffis

Excused: Deborah Carr-Hoagland

1. Comments from the audience: none
2. Minutes of the regular meeting, December 17, 2013 were approved as written. (AF, GO) Note the meeting scheduled for January 28, 2014 was cancelled due to weather.
3. Treasurer's Reports & Monthly Financial Statements, December 2013 and January 2014 were approved as submitted. (CG, AF)
4. Director's reports, December 2013 and January 2014. Reviewed and discussed (GO, AF).
5. Reports of Interest –
  - a. Furnace room reorganization has been completed. We are grateful for the timely and efficient work done by Mike Bove.
  - b. ACT-George & Alice plan to attend the annual meeting on Saturday, March 22. Al & Carol will let Rob know.
  - c. Staff name tags – In view of the fact that patrons have less interaction with staff now that they can check out their own materials, it has been decided that it might be helpful to have staff wear name tags. Tags for full time staff and librarians will include their full names, PT will only have first name, and volunteers, no name, just 'volunteer'.
  - d. Personnel training regarding sexual harassment and workplace violence was recently conducted for library directors. This is mandatory for county employees & will be scheduled for all staff in the near future. It will be online.
  - e. Newspaper box – Mike Bove installed a *Buffalo News* box near the back door this morning. The carrier had fallen on front steps some time ago and recently the papers have arrived wrinkled or damp. The *News* provided box.
  - f. Audit – The Erie County Comptroller's office has notified B&ECPL that there will be an audit of the entire Library system for the period of January 1, 2011 through December 31, 2013.
  - g. Focus groups – Libby Post, consultant to B&ECPL, is holding meetings with patrons asking their opinions. The one in February at ATPL was with parents and there may be one in March for teens.
  - h. NYS proposed cuts to Library Aid may mean a \$120,000 loss to B&ECPL budget.
  - i. System fundraising in 2013 resulted in \$260,000 of donations. ATPL share will be \$860 for Children's programs from the Bestsellers Fundraiser.
6. Personnel - Katelyn Kenefick will be our newest PT page.
7. Old Business
  - a. NYS Construction Grant (2012) projects - Roof payments: Rob is trying to straighten out billing from Town. He has also submitted estimates for fire safety improvements. Masonry project quotes will be submitted soon. Any remaining funds may be used for window replacement pending Town and State approval.
8. New Business
  - a. In recognition of the NYS increase in minimum wages, B&ECPL will continue to keep wage rates for pages and senior pages modestly above the minimum.
  - b. 2013 Contract Extension and 2014 Budget Schedules were briefly discussed.
  - c. Nominations for officers- We expect to have the Annual Meeting in March unless financial report is not complete. In this case it will be held in April. George is willing to assume the Treasurer's position.

Motion to adjourn 5:00 (AA, CG).

Next regularly scheduled meeting: Tuesday, March 25, 2014 at 3:30pm.

Carol Griffis, secretary

DRAFT