

**AURORA TOWN PUBLIC LIBRARY  
BOARD OF TRUSTEES**

September 23, 2014

At the request of the board chair, the meeting convened at 4:00pm.

Present: Deborah Carr-Hoagland, George Oliver, Alice Askew, Al Fontanese, Carol Griffis and Director Rob Alessi

1. Comments from the audience: none
2. Minutes of the meeting, June 24, 2014 were approved as submitted. (AA, AF)
3. Treasurer's Reports & Monthly Financial Statements: June, July & August 2014 were approved as submitted. (GO, AF)
- 4 Director's Reports for June, July & August 2014 were reviewed and approved. (CG, AA)
5. Reports of Interest
  - A. *Friends* Semi-Annual Meeting will be on Wednesday, October 15 at 10:00am.
  - B. Future NYS Library Construction Grant: Rob has written to Town Supervisor James Bach detailing needs for building repairs/improvements. Some projects are eligible for State funding (requiring matching funds from the Town) and some are not.
  - C. Rob designed descriptive labels for the printers marks in the stained glass in the library windows. Each small sign gives the date and a little history. The signs were made at CEN and installed this morning. He plans to do similar labels for the fine art which we own.
  - D. George recently attended a meeting of the working group which is a sub-committee of the B&ECPL trustees focusing on the long-term stability of the library system.
6. Personnel
  - A. Maria Pitt began her retirement last week.
  - B. Kathy Brogan will take her place as Sr. Library Clerk starting on Oct.6. We look forward to a smooth transition.
  - C. Jill Manuel retired at the end of July.
  - D. Sarah Slade was promoted to pt clerk-typist.
  - E Kit Pitkin, Sr. Page, resigned, effective this coming Friday the 26th. Sue Maraszek was hired as a Sr. Page effective Oct 4.
  - F. Mark Nowak (Sr. Page) resigned at the end of the summer to return to school.

## 7. Old Business

A. & B. Revised by-laws and Conflict of Interest Policy were discussed at the June meeting. Motion made to finalize the revised by-laws and the Conflict of Interest Policy (AF, AA). Approved. (see June 24)

C. Rob purchased 5 new e-readers with the last of the 2013 Senator Patrick Gallivan NYS Technology Grant. They are: *Barnes & Noble Glow Light*, *Kindle Fire HDX*, *Google Nexus*, *iPad Air*, and *Samsung Tablet*. Staff will use them to become familiar with a variety of eReader/tablet devices and in turn will then be using them for patron instruction and assistance at the service desk.

D. Magazine and DVD shelf units were delivered today. It will be a big job to put them together. *Friends* have agreed to pay for the magazine units. We are paying for the DVD shelving.

## 8. New Business

A. We have another Sen. Gallivan Technology Grant for 2014 (\$2,500). Rob will be working with CEN to identify any technological updates and/or enhancements needed. Using Central's training team, Rob is booking as many tech classes as the schedule allows.

B. Columbus Day will no longer be a staff holiday per recent contractual agreements. A motion (AA, AF) made and approved that ATPL will be closed for 2014 as scheduled and open on Columbus Day beginning in 2015. The library will continue to remain open on Election Day as scheduled as we also serve as a polling place.

C. Insurance Policy: It has come to Rob's attention that the employee theft/crime policy which ATPL has through Traveler's may be a duplication of the policy which B&ECPL funds for the entire system. The discussion is tabled pending further study. Rob will enquire as to what kind of coverage the Town has for us at ATPL. We'd like to have any questions cleared up before there is any call for using insurance.

D. The Chamber of Commerce is in the process of issuing a new area map. It was decided that ATPL will not purchase an ad.

E. We need to know if the Town or Fire Department have a recommendation or desire to have an AED (Automated External Defibrillator) at this location.

F. The furniture in the children's area is getting worn out. Julia is researching available options for appropriate replacements.

Meeting adjourned (AA, DCH) at 5:35pm

Carol Griffis, secretary.

Next regularly scheduled meeting: October 28, 2014 at 3:30 pm.