

Clarence Public Library
Board of Trustees Minutes
May 18, 2015

Present: Monica Mooney, Judy Hilburger, Anita Ballow, Mike Rockwell, Marjorie Ebersole, Joan Schultz
Secretary's Report: Motion to Accept- M. Rockwell, 2nd – C. Shoemaker, Unanimous

President's Report:

- The Friends: had a successful book sale and made over \$3,500.00. A date is already set for the Fall book sale- October 20-24. Two bikes will be purchased to raffle during the summer. The candy bars selling well, typically bring in about \$300 per month.
- ACT meeting: Mike and Judy attended the ACT meeting in Hamburg. Ken Stone reviewed finances. Trustees are covered by an umbrella policy from Central. The new Hamburg library is wonderful, very colorful and creative, large space for computer use.

Director's Report: *See Monica's report for additional information.*

- Circulation is down system wide, but again, WiFi/computer usage is up and attendance is up.
- Had AC problems again, discovered a control problem that has been corrected.
- Flight 3407 committee- looking into setting up a information kiosk to be put in the back of the library. The committee will purchase 66 bricks and work with the Friends to select the company.
- Monica raised the idea of using the back door to access the memorial outside, is this feasible? It does raise security concerns. For now, the door remains an emergency door.
- The kick-off for summer programs begins on June 25th, and is part of the "Every Hero Has a Story" reading theme. The programs run through August 12.

Public Comment: none.

Unfinished Business

- A motion was made to accept the procurement policy as given to us by Central Library, which would in turn govern the procurement made by the Clarence Library- J.Schultz, 2nd- M. Ebersole; Unanimous
- A motion was made to give Monica a budget, not to exceed \$7,000.00, in order to begin the informal bidding process for the Children's reading garden, which will include drawn plans and maintenance for 1 year- M. Ebersole, 2nd-A. Ballow
- The Board began to review and comment on the Long Range plan, discussed and revised the mission statement. The Board will review the documents for further discussion at next month's meeting.

New Business

- Service Improvement request for 2016 budget- Monica asked for 3 extra hours, for 4 evenings a week, and a second request for part time/19 additional hours, especially since we lost our technology trainer this past year.
- A motion was made for the general approval of the Flight 3407 Memorial at the Clarence Library, but the Board was hesitant to approve this item until more detailed information had been provided. Monica will go back to the Flight 3407 Committee for more specific data.

Next Meeting Date: June 22, 2015

Motion to Adjourn: A.Ballow, 2nd – M. Ebersole, Unanimous