Clarence Public Library  
Board of Trustees Minutes  
September 26, 2016

Present: Monica Mooney, Judy Hilburger, Michael Rockwell, Marjorie Ebersole, Carey Shoemaker, Michele Mogavero, Joan Schultz, and Councilman Chris Greene

Secretary’s Report: Motion to Accept Minutes from 6/27: M. Mogavero, 2nd - C. Shoemaker Unanimous
Motion to Accept Minutes from 8/04: M. Ebersole, 2nd - C. Shoemaker Unanimous

President’s Report:
• Good summer of sales, Friends are solvent.
• Act meeting is October 15th at the Lancaster Public Library.

Director’s Report  See Monica’s report for additional information.
• A shortfall has necessitated the use of Article 22. Central will provide funds to cover a shortage due to a “catastrophic surgery”
• Please refer to Monica’s report for the list of needed repairs with details for the building and grounds. Both a necessary ground bar and an outside camera for the Children’s Garden will be presented to the Town Board by our liaison, Councilman Chris Greene for approval to provide funding. A motion was made for a resolution for payments to be allowed in advance of the Board’s audits of the following:
  o Southeast Works (monthly cleaning service)
  o Hector’s Hardware (maintenance supplies)
  o Office Max/Office Depot (office supplies)
  o Amherst Alarm (annual service bill)
  o Aqua-Systems of WNY (bi-annual sprinkler set up and close up for season))
  o Trost Fire Equipment (annual inspection of sprinklers)
  o Postmaster General
Motion to accept: M. Magavero, 2nd - J. Schultz Unanimous (M. Ebersole will check the payments made, initialize and date)

Public Comment - None

Unfinished Business
• No changes will be made to the investment policy until First Niagara Bank finishes the conversion to Key Bank.
• Petty cash to be discussed at next month’s meeting.
New Business

- Hadley Exhibits has looked at the library blueprints and proposed a new location (pillar area) that would be better shielded from the sun. The Board will consider Hadley’s new location preference after they prepare an actual plan.

- A motion to approve the contract for the Children’s Garden concrete pad and walkway by AC Architectural Concrete for $6450, funds to be spent from the Trustees Memorial account.
  
  Motion to accept: J. Schultz, 2nd - M. Ebersole  Unanimous

- A motion to approve a contract for carpet cleaning and stain repellent by Cinta’s for $1872.80.
  
  Motion to accept M. Rockwell, 2nd - C. Shoemaker  Unanimous

- Need to amend Investment policy to Key Bank because of their purchase of 1st Niagara Bank.
  
  Motion to accept: M. Ebersole, 2nd M. Rockwell  Unanimous

Next Meeting Date: October 24, 2016

Motion to Adjourn: M. Ebersole 2nd - J. Schultz, Unanimous

Respectfully submitted by: J. Schultz