

Minutes of the Board of Trustees of the Angola Public Library Meeting

Tuesday, February 5, 2013

Meeting opened at 7:20 p.m. by President Jack Kuebler. Present: Mari Grennell, Sally Needham, Sandy Hooge, Diane Volker, Donna Nagel, Mary Truby. Absent: Jackie Haderer.

Acceptance of the Agenda. Motion to accept made by Sandy Hooge, seconded by Sally Needham. Approved.

Library Activity Report:

- a. Programs-children's programs start 2/13. Waiting on wi-fi to schedule computer classes. Checkers-free program from central library. Froggy in March.
- b. Central news-census report sent to all.
- c. Staff report-nothing new-everyone is okay
- d. Circulation report-circulation up, computer usage down, door count down.
- e. Purchases and needs-we have a new printer.
- f. Additional proposal status.

Acceptance of minutes of the previous meeting. Motion made to accept by Donna Nagel, seconded by Diane Volker. Approved.

Treasurer's Report, Village Account Report: Jackie Haderer not here to give report.

Correspondence: Mary Jean Jakubowski says we should apply for grant. Legislator Mills contacted central. He thinks we need a lift. Proposed spot at stairway into the new room. Talk to Lori Szczywyek (sp) about possible grant. Mary will contact Mary Jean. Legislator Mills is looking for a date for the hot dog sale. Mary will pick a date on a Friday at the end of July. Try to connect it to a program. 7/26 (?)

Old Business:

- A) Building Project
 - 1) State Library Grant-nothing yet
- B) Library District MOU
 - 2) Rural coalition-still trying to get MOU's more individualized. Voting now moved to 2014.
- C) Fund Raiser Plans
 1. Building Fund Campaign: continues. Need press release and photos out from ribbon cutting. Still looking for \$135,000.00 to cover bond for addition. Still need furnishings, etc.
 2. Regular fundraising,
 - 3) Harvest Dinner: November 2, 2013. Vote to continue. Motion by Diane Volker, seconded by Donna Nagel. Approved.

New Business

- a. Rules for use of Children's Room: type up preliminary list.
- b. Furnishings for Children's Room: Do we need children's sized furniture.
Mary thinks we do not. Suggestions: folding tables, cart for frig, storage cabinets, coat rack, boot tray, bench for storage, countertop with storage.
Possibly a mural made by high school art students. Cheryl Delano memorial funds: chair. Suggestion of rocking chair and mats to be kept in corner.
Dedication plaque on chair.

Motion to adjourn. Sandy Hooge. Approved.

Next meeting: Thursday, March 14, 2013 at 4 p.m.

Submitted by,

Mari Grennell

Secretary

Suggested Rules for Use of Children's Room

Request form.

Staff can enter during any meeting.

Fee for for-profits organizations, such as Weight Watchers.

No fee for non-profit organization, such as Boy Scouts, Red Hats

Room must be left in same condition as found.

No storage for groups.

No smoking-it is a government building.

Any damages are the responsibility of the group who occurs them.

No games of chance.

ANGOLA LIBRARY BOARD OF TRUSTEES MEETING MARCH 14, 2013

President Jack Kuebler, Sally Needham, Sandy Hooge, Mary Truby, Diane Volker, Carole Kin. Mari Grennell arrived a bit later. Sandy Hooge moved to accept the Agenda, seconded by Sally Needham, motion carried.

Diane Volker moved to accept the minutes of the previous meeting, seconded by Jack Kuebler, motion carried.

TREASURER'S REPORT AND VILLAGE ACCOUNT none in Jackie Haderer's absence

CORRESPONDENCE We all received an e-mail regarding the Trustee's workshop. Also correspondence from Rep. Mills suggesting we seek funding for the lift from Central Library funds, or contact Lori Szewczyk.

PROGRAMS A pre-school program is in progress. We will have a program based on the "Froggie" books. A wellness program will be held on March 24 from 2 to 4 PM.

CENTRAL NEWS business cards for trustees were sent from Central and passed out. Mary Jean Jakubowski requests we continue to contact our legislators protesting the removal of \$4 million from the budget.

Mary asked about the progress of the wi-fi in the new room. Linda Giancarlo is pursuing it, and Mary will contact her to ask her to get in touch with Central.

CIRCULATION is up for items going out, down five% for people coming in, and down 25% for computer use.

PURCHASES AND NEEDS Discussion of furniture for the new room. Mary Truby would like us to purchase 40 chairs and a couple of tables for now. We will discuss further at the next meeting.

MEETING WITH VILLAGE BOARD March 9: It was proposed we put a flyer in the Penny Saver requesting donations. Right now we feel it is too expensive to justify given the expected return from donations. Discussed the idea of a plaque with names of donators.

ELECTIONS Jack's term is up. Sally took over the meeting and opened nominations. Jack was nominated for another term by Sandy, seconded by Mari. No other nominations. Secretary cast one unanimous ballot for Jack as trustee. The following were elected by unanimous ballot, as there were no other nominations: President, Jack Kuebler, Vice-President, Sally Needham, Secretary, Mari Grennell, who accepted with the stipulation that we have someone fill in for her the next three months, and Treasurer, Jackie Haderer.

NEXT MEETING will be Tuesday April 16 at 4PM, as a regular meeting and one to decide on furniture for the new room.

Sandy moved to adjourn, seconded by Sally, meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA LIBRARY BOARD OF TRUSTEES MEETING APRIL 16, 2013

PRESENT: Jack Kuebler, Carole Kin, Donna Nagel, Mary Truby, Diane Volker, Mari Grennell, Jackie Haderer.

President Jack Kuebler opened the meeting at 4:05 PM. Donna Nagel moved to accept the Agenda, seconded by Mari Grennell, motion carried. Mari moved to accept the minutes of the previous meeting, seconded by Mari, motion carried.

Jackie Haderer presented Treasurer's reports for November through March. Diane Volker moved to accept, seconded by Mari, motion carried.

CORRESPONDENCE Linda Giancarlo had a quote for \$1925.00 to install the wifi drops. An e-mail from Ken Stone at Central Library that they are holding grant funds to reimburse when the bill is paid. A lengthy letter from Phyllis O'Donnell of Cheektowaga stating the reasons why they are unhappy with the plan to create a Special Library District. A letter received from the Town of Evans that we will be getting a check for \$2,000.00.

PROGRAMS Mary showed pictures of the Jelly Bean contest winner and the Preschool program, which she also put in the Penny Saver. The Preschool program goes till May 8. We are going to have a Superhero program. There are three children interested in the Battle of the Books program so far. We need at least two more, and an adult to be the Leader. Ken Stone said the construction grant awards will be in late May or early June.

STAFF No problems.

CIRCULATION is down.

FURNITURE We appreciate that Mari and her husband donated two tables for the new room. Discussion of the purchase of chairs with nothing decided.

NEXT MEETING will be Thursday May 2 at 4PM.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MAY 2, 2013

PRESENT: Jack Kuebler, Diane Volker, Donna Nagel, Sally Needham, Jackie Haderer, Carole Kin, Mary Truby

Jack Kuebler opened the meeting at 4:03PM. Diane Volker moved to accept the Agenda, seconded by Donna Nagel, motion carried. Donna moved to accept the minutes of the previous meeting, seconded by Jackie Haderer, motion carried.

TREASURER'S REPORTS Jackie presented the Treasurer's reports for April. Diane moved to accept, seconded by Sally Needham, motion carried. A check for \$2,250.00 was received from the Town of Evans. We also received a check for \$267.00 from the proceeds of the Town Hall Dress Down Day. The CD for the Building Fund is \$1,084.18, with interest to date of \$33.14. We agreed to just let it roll over.

CORRESPONDENCE Another long letter from the Trustees at Cheektowaga, their response to the Central Library's response to their previous letter regarding their thoughts on the Special Library District Plan. An e-mail announcing the Rural Coalition will meet June 17 at 6:30 in Boston (NY.)

PROGRAMS There will be one more Pre-school program, which was well received, then Superheroes will start in May.

CENTRAL NEWS Mary talked to Carol Batt regarding ideas to use the remaining money from the Gates grant and the money from Mr. Gallivan. We may get new computers.

STAFF Had to call police to remove a 14 year old boy who cannot be in the library unaccompanied, because he stole a video.

CIRCULATION is up a little, but still slow.

PURCHASES Mary ordered two chairs for us to evaluate to see about purchasing for the new room.

GRANT STATUS We will hear in late May or early June.

Afghan raffle tickets are in and distributed to those who wanted to sell them. We agreed to raffle the bike Kathy Kuebler donated. The bike will be displayed in the Library, and the winning ticket will be drawn at the Hot Dog sale on July 26.

NEW BUSINESS We discussed the rules for use of the new room, and the application form, based on what the Central Library uses. A few changes were made, and Jack will scan and re-type them.

NEXT MEETING will be Tuesday June 4 at 6PM.

Respectfully submitted, Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING JUNE 4, 2013

PRESENT: Jack Kuebler, Donna Nagel, Diane Volker, Jackie Haderer, Mari Grennell, Sally Needham, Carole Kin, Mary Truby.

Jack Kuebler opened the meeting at 4:02PM. Diane Volker moved to accept the Agenda, seconded by Donna Nagel, motion carried. Jackie Haderer moved to accept the minutes of the previous meeting, seconded by Sally Needham, motion carried. Jackie presented the Treasurer's report. Also told us the CD at the Credit Union is \$1104.08. Mari Grennell moved to accept, seconded by Sally, motion carried.

CORRESPONDENCE Our contract for this year was received. It is the same as last year. We decided Hug Your Library Day will be Tuesday, June 25 at 4:30PM.

PROGRAMS Mary Truby reported that only one showed up out of those who signed up. There will be a Charlie and Checkers program, with magic and balloons, on Saturday June 15, for ages 6-12. She sent flyers to various schools, the CAO, and other locations, and would like to have at least 15 children show up. There will be a Summer Reading for Teens program available. The new Pre-school program starts June 26.

Jackie requested that we add a line to the Agenda for a report on Village happenings by our liaison, Carole Kin, and Jack will add it for the next meeting,

STAFF All going well.

CIRCULATION still down.

PURCHASES Thirty additional chairs were ordered for the new room, for \$887.36, and have arrived. All are pleased with them.

GRANT Additional information was requested and supplied by us. No further news on the status.

A bike was donated by Kathy Kuebler for a fundraiser raffle.

USE OF FACILITY FORMS were e-mailed or distributed for Trustees to read and make any changes or corrections.

Sally Needham discussed ideas for the Historical Society's memorial for Cheryl Delano. We would like the chair she showed us. The remainder of the money will go toward a coat rack for the new room.

HOT DOG SALE will be Friday July 26.

We agreed not to hold meetings in the summer unless necessary.

NEXT MEETING will be Thursday September 19 at 6PM.

Sally moved to adjourn. Meeting adjourned.

Respectfully submitted,

Diane Volker.

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AUGUST 29, 2013

PRESENT: Jack Kuebler, Sally Needham, Mary Truby, Sandy Hooe, Donna Nagel, Diane Volker, Carole Kin.

Jack Kuebler opened the meeting at 6PM. Sandy Hooe moved to accept the Agenda as written, seconded by Diane Volker, motion carried.

Mary Truby reported that Clarence Library won the Battle of the Books. Our Preschool program will begin September 25. Kids are still getting stickers for books read to put toward prizes. Computer classes will begin in December. A children's "love that dog" program will be October 21, and a children's Halloween program October 25.

CENTRAL NEWS We purchased a projector that hooks up to the computer with a portion of grant money, and nine new computers will be arriving also.

STAFF everything is good.

CIRCULATION is down for items checked out and also computer use.

Donna Nagel moved to accept the minutes of the previous meeting as written, seconded by Sally Needham, motion carried.

TREASURER'S REPORTS Sandy Hooe moved to accept, seconded by Diane Volker, motion carried.

CORRESPONDENCE Thank you notes were received from Charlie and Checkers, and also one from Jack thanking Mary and staff for their help with the Hot Dog Sale and Bike Raffle.

MOU A decision needed to be made by September 15 whether to sign on. A quorum was present, and a vote taken. Results were four to one in favor of signing the MOU. Jack signed it and will send in a copy.

We received a check for most of the Grant money toward the new room, in the amount of \$106,714.00. Donna made a motion to apply it to the village loan. Diane seconded, motion carried.

FUNDRAISING On July 26, we made \$100.00 on the Cookie Sale, received \$143.00 in donations, \$189.00 on the Bike Raffle, and \$4.60 on bottle refunds, totaling \$436.00. We received a check from Legislator Mills for \$1131.00 from the Hot Dog Sale, for a grand total of \$1567.00.

Rules for use of the new Meeting room were reviewed. Diane moved to accept as written, seconded by Sally, motion carried. Donna moved to accept the application from the Red Hat Society to use the room one Monday a month (Mary Truby will find out which one). Sandy seconded the motion, motion carried.

NEXT MEETING will be Tuesday October 1 at 6PM.

Sandy moved to adjourn, seconded by Diane, meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING OCTOBER 3, 2013

PRESENT: Jack Kuebler, Mari Grennell, Donna Nagel, Carole Kin, Jackie Haderer, Mary Truby, Sandy Hooge, Sally Needham, Diane Volker.

Jack Kuebler opened the meeting at 6:30 PM. Jackie Haderer moved to accept the Agenda, seconded by Diane Volker, motion carried.

PROGRAMS Mary Truby reported that we will have two children's programs, Love That Dog (Clifford) and a Halloween Party. The Library held a program with bookmarks and Stickers for books read, for prizes. Also she placed in the Angola Penny Saver an article that Destiny Weyland of Angola received a \$10 gift card in the Central Library's "Kids Online Summer Reading Challenge" and one mentioning Angola's winner, Kathy DeGroat, of the adult reading contest, "Beach Reads."

Mary reported that the Lake Shore Art department contacted her. They are having students make art from books, and will donate it to our library. Also they would like to give art works for display, rotating schools' pieces.

Circulation is down. Door count is down 6.4%, and computer use down 9.9%. No new purchases, but we received a bulletin board from Central for the new room.

Donna Nagel moved to accept the minutes of the previous meeting as written, seconded by Sally Needham, motion carried.

TREASURER'S REPORTS Jackie Haderer presented the Treasurer's reports. Two checks were given to the Village of Angola from grant money received. One for \$21,282.05, and the other for \$106,714.00, toward paying off the bond for the new room. We are waiting for the last 10% of the grant money to be issued. Diane moved to accept the reports, seconded by Sally, motion carried.

Plans were discussed for the Harvest Dinner on November 2, and tickets are now available for sale, at \$20.00 each, with no presale discount this year.

NEXT MEETING will be Tuesday November 5 at 6PM.

Mari Grennell moved to adjourn, seconded by Sally, meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING DECEMBER 3, 2013

PRESENT: Jack Kuebler, Mari Grennell, Diane Volker, Donna Nagel, Mary Truby, Sally Needham, Carole Kin.

Jack opened the meeting at 6:07PM. Donna moved to accept the Agenda, seconded by Diane, motion carried. Mari moved to accept the minutes of the previous meeting as written, seconded by Sally, motion carried.

CORRESPONDENCE The following were received: A letter from the Penny Saver regarding our ad for the little phone book. An 1/8 page ad is \$225.00 for the Town of Evans book. A thank you for saving paper for the Schmidt School recycle program. A request to take an ad for the High School Musical program book.

PROGRAMS A children's pre-school program is being held from November 13 to December 11. On December 1, 60 adults and children participated in the Graham cracker house program by Explore and More. A Halloween party was held. A computer basics class will be held December 5th. On November 14 a class from the Waugh school came in to get library cards, make an ornament, and familiarize themselves with the library. There will be a class on how to borrow books for e-readers.

STAFF All is ok.

CIRCULATION is kind of slow except for movies.

PURCHASES AND NEEDS We received another anonymous donation of \$10,000.00 for furnishings.

GRANT We owe \$11,858.00 as the final balance due on the building. The grant owes us the same amount. Diane moved to approve drawing a check for that amount to pay the village, seconded by Donna, motion carried.

A discussion of a patron complaint was held. Jack will draft a letter responding to the complaint for our review.

The wires in the new room have still not been covered for the wifi. Also Mary said there is a stain in the bathroom where the soap dispenser is leaking, and a light out. Carole will contact Ray Ashton to attend to these things.

Diane moved to take a 1/8 page ad for \$225.00 for the phone book, seconded by Donna, motion carried. Donna moved to take a ¼ page ad in the musical program for \$40.00, seconded by Sally, motion carried. We will include the library hours.

NEXT MEETING will be January 7 at 6PM.

Respectfully submitted, Diane Volker