

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING JANUARY 5, 2016

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

Jack opened the meeting at 6:10PM. Mari moved to accept the Agenda, seconded by Barb, motion carried. Mari made a motion to accept the minutes of the previous meeting as written, Barb seconded, and the motion carried. Treasurer's reports for September through November were presented. Sally moved to accept, seconded by Diane, motion carried.

CORRESPONDENCE A letter was received from Sean requesting he be allowed back in the library and to use the computers. A discussion followed. Sally moved that we allow him back, until such a time as he is charged with something, with a warning to be careful about what he's watching. Diane seconded, motion carried. A letter was received asking us to take an ad in the program for the High School play. Barb moved we take a 1/4 page ad for \$40.00, seconded by Diane, motion carried. A notice was received regarding the ACT Workshop on February 6.

PROGRAMS The ebook one was well attended, and worthwhile according to Jack, who attended. He asked the tech person to pass on our feelings that we should get credit for ebooks downloaded. All sessions are booked for the program with the computer trainer. Lego club going well.

CENTRAL NEWS None.

STAFF Mary announced her plan to retire as Director at the end of March, barring any problems.

CIRCULATION Poor, at other libraries.

PURCHASES Mary has not heard back yet about the chairs she wants to purchase.

NEW BUSINESS Barb asked about new batteries for the laptops. Mary said we actually could use new laptops, and she will look into pricing and funds available.

Jackie Haderer, Sally Needham, and Sandie Hooge's terms as directors are expiring. Mari moved that we reelect them all for another five year term, seconded by Barb, motion carried. Jack instructed the Secretary to cast one ballot to elect them. They will need to get sworn in, and the newly elected officers will have to take the oath, at the Village Hall.

Sally nominated Jack for the office of President of the Board. No other nominations. Barb moved to close the nominations, seconded by Mari, nominations closed. The Secretary cast one ballot to elect Jack. Sally nominated Barb for Vice-President. Barb nominated Sally, who declined. Diane moved to close the nominations, seconded by Mari. Jack instructed her to cast a single ballot to elect Barb. Marie nominated Diane for Secretary. Barb moved to close the nominations, seconded by Mari. Jack cast one ballot to elect Diane. Sally nominated Jackie for Treasurer. Diane moved to close nominations, seconded by Barb. A single ballot cast to elect Jackie Treasurer.

NEXT MEETING will be February 2.

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

Respectfully submitted, Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING FEBRUARY 2, 2016

PRESENT: Jack Kuebler, Barb Schmitt, Jackie Haderer, Sandie Hooge, Sally Needham, Carole Kin, Mary Truby, Diane Volker.

Jack opened the meeting at 6PM. Sandy moved to accept the Agenda, seconded by Sally, motion carried. Barb moved to accept the minutes of the previous meeting as written. Sally seconded, motion carried. Jackie presented the Treasurer's report December. Diane moved to accept, seconded by Sandie, motion carried.

CORRESPONDENCE We received a notice that ACT dues of \$20.00 are due. Jackie will pay them. A notice of prices for the ad for the local phone directory was received. We were notified that the Main Library Board will be meeting here in Angola on Thursday September 15 from 3:00 to 6:30.

PROGRAMS The preschool story time will resume on February 10 at 6:30. A hands on Computer Workshop on tracking your families roots with Ancestry Library Edition, a database available at any public library online, will be held February 23 from 2 to 4PM. Lego club will meet February 29, 6:30 to 7:30 PM. Judy Woodman put together a very nice brochure on our library, which we reviewed. It looks great, except a few names of Board members need to be corrected.

STAFF Nothing new.

CIRCULATION Still down.

PURCHASES Mary reported she tried to get money for laptops from Central, but we will have to purchase them with our money.

NEW BUSINESS Mary has a meeting downtown February 11 to discuss her retiring. She will call Jack with a definite date afterwards. Sandie made a motion to purchase an ad in the Evans phone directory for \$235.00, seconded by Sally, motion carried.

OATHS Everyone but Jackie, who was out of town, has taken care of this.

NEXT MEETING will be March 1.

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

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MARCH 1, 2016

PRESENT: Jack Kuebler, Barb Schmitt, Sally Needham, Mary Trupp, Diane Volker, Mari Grennell.

Jack opened the meeting at 6:03 PM. Mari moved to accept the Agenda, seconded by Sally, motion carried. Sally moved to accept the minutes of the previous meeting as written, seconded by Barb, motion carried. There was no Treasurer's report, as Jackie is out of town.

CORRESPONDENCE none

PROGRAMS Barb reported she attended the genealogy program, and it was good. Sally said the Senior Coloring club has started, and seventeen attended the first one on February 26. It will be every Friday at 11:00AM. March 14 will be Book a Technology Trainer. Preschool Story time began February 10. Lego Club will be March 28, from 6:30 to 7:30 PM.

CENTRAL NEWS Central said we can buy laptops with the Bullet Aid money. Six laptops will be between \$3500.00 and \$4,000.00. A trustee from the system board, Michael Amodeo, will be contacting us to visit and attend one of our board meetings. The Hot Dog sale will be July 8, from 11AM to 2PM. Wondermakers will be coming in August.

STAFF Mary will be retiring March 30.

CIRCULATION Still down.

PURCHASES WE need new laptops.

OLD BUSINESS Mari moved to purchase six new laptops at a cost not to exceed \$4,000.00. Barb seconded, motion carried.

NEW BUSINESS Mary will be retiring in March, after 43 years. Mari moved to accept, with regret, Mary's letter of retirement, seconded by Barb, motion carried. The board received resumes from three applicants forwarded by Human Resources. After reviewing the applicants' resumes, we decided to offer the job to Jennifer Page, who is local and has worked at the

Angola Library in the past. She has also worked at other branches, and is recommended by Mary as a good choice. We decided there was no need for an interview, and Jack will offer her the job.

NEXT MEETING will be April 5.

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

Respectfully submitted, Diane Volker.

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING APRIL 5, 2016

PRESENT: Jack Kuebler, Jennifer Page, Diane Volker, Sally Needham, Jackie Haderer, Mari Grennell, Sandie Hoogie, Barb Schmitt.

Jack opened the meeting at 6:02PM, and welcomed Jennifer Page, our new Library Director. Barb moved to accept the Agenda, seconded by Mari, motion carried. Mari moved to accept the minutes of the previous meeting as written. Sally seconded, motion carried. Jackie presented the Treasurer's reports for January and February. Sandy moved to accept, seconded by Diane, motion carried.

CORRESPONDENCE Jennifer said she received a phone call from Stephan Mychajliw's office, saying if we have any fundraiser events to notify them and they will publicize on their website. An email notice of the ACT Meeting April 9 in Clarence was received.

PROGRAMS There will be a program regarding apps for tablets and phones on Thursday April 14 from 3 to 5PM if at least five people sign up.

CENTRAL No News.

STAFF All is well.

CIRCULATION Still down for the year, including computer use, but wifi is up.

PURCHASES AND NEEDS The computer chairs are getting worn and stained.

OLD BUSINESS The computers are ordered and we are waiting for them to come in.

NEW BUSINESS We discussed what to do for Mary Truby's retirement event. We will invite the staff, Village officials, John Mills, Mary and her husband and any family she'd like included. Mary will contact the Colony Restaurant for availability for Sunday May 1 or April 24 and pricing etc. She will also look into a gift card for two nights at the Seneca Niagara Hotel for a gift to be purchases from our Private Funds. Jack will take care of invitations. Board members are putting in \$25.00 each as a gift of cash from the Board.

NEXT MEETING will be May 3.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MAY 3, 2016

PRESENT: Jack Kuebler, Jennifer Page, Carole Kin, Jackie Haderer, Mari Grennell, Diane Volker.

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

TREASURER'S REPORT Jackie presented the report for March. Mari moved to accept, seconded by Jack, motion carried. The CD will rollover automatically on May 11 if we don't say otherwise. Jackie also said she has a bill for \$544.70 for expenses for Mary Truby's retirement dinner.

CORRESPONDENCE None.

PROGRAMS Alleging fine. Lego Club attendance jumped from 6 to 12.

CENTRAL Jenn has received a bill for the new lapyops, which should be arriving soon. We will pay the bill after they arrive. The System board will hold their meeting here on Thursday September 15 at 4:00. They've reserved the room the 3 to 7PM. They have requested hot water, coffee, snacks, and an extension cord and seating for at least 17 around a large table. Jenn reported that she claimed our location on Google, so now it shows the exact location and hours. She needs a better picture to post.

STAFF All happy. We were pleased to see the attended Mary's dinner.

CIRCULATION Holding even.

PURCHASES AND NEEDS More Legos are needed for the club. Jen said a set of 790 pieces is \$55.00, and one with 1500 pieces is \$100.00

OLD BUSINESS Jackie thanked everyone who helped, especially Mari for planning.

NEW BUSINESS Mari moved to let the CD roll over, seconded by Jack, motion carried. Jack moved that we purchase two lego sets of 1500 pieces, and two large Lego people sets. Jackie seconded, motion carried. Jack moved to reimburse Mari for the \$544.70 in expense for Mary's dinner. Jackie seconded, motion carried.

HOT DOG SALE will be July 8 from 11-2. We will also sell cookies and brownies.

HARVEST DINNER will be October 22.

CONCERNS Mari asked Jennif she was happy she had given up her other job and joined us as Director, and she said "Yes!"

NEXT MEETING will be Juny 7

Diane moved to adjourn, seconded by Mari.

Respectfully submitted,
Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING JUNE 7, 2016

PRESENT: Jack Kuebler, Carole Kin, Jennifer Page, Sally Needham, Jackie Haderer, Barb Schmitt, Sandie Hoogie, Mari Grennell, Diane Volker

Jack opened the meeting at 6:00PM. Diane moved to accept the Agenda, seconded by Barb, motion carried. Mari moved to accept the minutes of the previous meeting, after correcting the spelling of Jack's last name. Jackie seconded, motion carried. Jackie presented the Treasure's report for April. Sandia moved to accept, seconded by Sally, motion carried.

CORRESPONDENCE: A thank you note to the Board was received by Mary Truby, for her retirement party and gift.

PROGRAMS: The Lego Club membership has increased to fourteen.

CENTRAL: The laptops have arrived at Central, with Windows 10 operating system. Central is in the process of updating their system so they can set up the computers. The Bookmobile will be in our area on the first and third Thursdays of the months, from 5 to 8PM. They will be at the Town Hall, the South Creek Pool, Lake Erie Beach Park, Evans Town Park, and Brant on various Thursdays. They will also display the flyers from our Library.

STAFF Mary Truby is now on the payroll in Jen's former position and will fill in as needed.

CIRCULATION is way down but wifif use is up 122%.

PURCHASES AND NEEDS The new computers have arrived at Central. The additional Legos and Lego people have arrived.

OLD BUSINESS Jack thanked Mari Grennell for the wonderful job she did planning the retirement party and for coming up with the gift idea.

NEW BUSINESS

HOT DOG EVENT July 8, from 11 to 2. Posters being worked on, will be done once we get a picture of Linda Giancarlo. We will get a tent for shade for the Cookie and Brownie sale. Jack would like the antique fire truck parked nearby to attract attention. Mari will bring their popcorn machine so we can also sell popcorn. Volunteers so far for cookie, Joanna Sack, Diane Volker, Sally Needham, and Sandie Hoogie, and Barb Schmitt and Mari Grennell for brownies. Book Club will be asked next month.

The Book Sale will be July 7, 8, and 9. Jen will contact the Boy Scouts for help carrying boxes of books.

The rental of Evans Center Fire Hall for the Harvest Dinner October 22 has been confirmed.

NEXT MEETING will July 5.

Meeting adjourned at 6:40

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING JULY 5, 2016

PRESENT Jack Kuebler, Carole Kin, Barb Schmitt, Jennifer Page, Jackie Haderer, Diane Volker, Sandie Hoogie, Sally Needham

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

TREASURER'S REPORT Jackie presented a report of the Private Funds account, which showed a donation of \$100.00 from the Garden Club. Sandy moved to accept, seconded by Sally, motion carried.

CORRESPONDENCE The contracts from Ken Stone arrived.

PROGRAMS Lots of programs: Used Book Sale, July 7, 8, and 9; the Hot Dog Fundraiser will be July 8; Preschool Storytime will be Wednesdays June 22 to July 27; Book a Technology Trainer, July 16; Wondermakers, August 13; Mike Randall and Friends, July 28. These are listed on the Library website, and will be on Facebook, and also in a full page ad in the Pennysaver.

CENTRAL No word yet on new computers.

STAFF All doing well.

CIRCULATION Not much changed

PURCHASES AND NEEDS The roof leaked, needs to be looked into.

HOT DOG EVENT July 8, all set to go. Tables will be set up on the sidewalk. Jackie said the afghan will be done for display, and raffle tickets will be sold.

HARVEST DINNER October 22, arrangements all set.

NEW BUSINESS Jack read the resolution of agreement to contract with Central Library. Sandy moved that we are in agreement, seconded by Barb, motion carried.

NEXT MEETING August 2.

Sandie moved to adjourn. Meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AUGUST 2, 2016

PRESENT: Jack Kuebler, Carole Kin, Mari Grennell, Sally Needham, Diane Volker.

Mari moved to accept the Agenda, seconded by Sally, motion carried. Jack moved to accept minutes of the previous meeting as written, seconded by Sally, motion carried. There was no Treasurer's report.

CORRESPONDENCE Jack received an email from Jennifer Page on Library status, as she is on vacation. All of the computers have been updated to Windows 10 and Microsoft 2016. We now have 6 new laptops which should be ready for the public Monday or Tuesday. The hot dog sale raised \$1405.00. The cookie sale raised \$59.00, and book sale \$661.80. July 27 one of the sump pumps died and flooded part of the basement. The Village came right away and cleaned up the water, and said they will be replacing both pumps. They also said the leak in the roof has been fixed. Ray has not gotten back to her on the age of the roof.

HARVEST DINNER October 22. Jack will be sending emails reminding everyone of their jobs.

NEW BUSINESS Jack will have the staff sign the new Library contracts. Assemblyman DiPietro called and said we will be getting the paperwork soon regarding the NYS \$2500.00 grant. We discussed getting a retractable awning for the front of the building which would extend to the curb, and possibly setting out some small tables and chairs under it for patrons to use. Permission to do the awning has been received from the Village. Also, since the Library is paying for it, we do not have to get three quotes on it. The roof leak has been fixed.

NEXT MEETING will be September 6.

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

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING OCTOBER 4, 2016

PRESENT Jack Kuebler, Carole Kin, Sally Needham, Jennifer Page, Jackie Haderer, Mari Grennell, Diane Volker

Jack opened the meeting at 6:02 PM. Diane moved to accept the Agenda, seconded by Sally, motion carried. No minutes presented from the previous meeting. Jackie presented the Treasurer's report. Mari moved to accept, seconded by Sally, motion carried.

CORRESPONDENCE None.

PROGRAMS Jennifer reported attendance has been low. Coming up: Senior coloring club, Fridays at 11:00; Preschool Storytime, Wednesdays at 6:30; Book a Tech Trainer, October 10 at 1 2 and 3; Halloween Party, October 29, 2 to 3PM; Celebrating Fall on the Farm, November 3, 6:30PM; Magical Creatures November 5, 2PM.

CENTRAL Jennifer attended many meetings in the past month. As a heads up, she learned some libraries are being audited. The Orchard Park branch made a list of what to have on hand if audited, which she passed out. This Library Card Sign Up Month, and the card has the One Buffalo Logo on it. "Today I Got My First Library Card" stickers are available. Discussion of where to place the posters about the sign up month followed.

STAFF Good.

CIRCULATION not picking up. Jennifer did a study of the numbers for days and times, and suggested we consider taking two hours off Saturday, which is low, and adding them to Wednesday for the summer. We will see if circulation picks up in January.

PURCHASES Jennifer requested we purchase two tower racks to hold the board books. They feature the Hungry, Hungry Caterpillar and cost about \$142.00 each.

HARVEST DINNER October 22. We will set up at 1:00 that day instead of Friday.

AUTOMATIC DOORS Cost will be \$5880.00 for the equipment and installation, not including the electric work.

NYS Grant of \$2500.00 was received for the signs.

Sally noted information about the Harvest Dinner will be placed in the take out bags for the Grandview Bay Spaghetti Dinner. Also that her husband Frank is donating the dinners for the band.

LIBRARY CONTRACTS Jennifer said Directors received a raise of 5% over two years. Jack moved to purchase the two racks of board books, seconded by Jackie, motion carried. The Village is still looking into fixing the brickwork. Carole will follow up on it.

NEXT MEETING to be November 1.

Sally moved to adjourn, meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING NOVEMBER 2, 2016

PRESENT Jack Keubler, Jennifer Page, Sally Needham, Jackie Haderer, Barb Schmitt, Diane Volker, Mari Grennell.

Jack opened the meeting at 6:00. Mari moved to accept the Agenda, seconded by Sally, motion carried. Jackie moved to accept the minutes of the previous meeting, seconded by Sally, motion carried.

TREASURER'S REPORT Jackie presented the report for September. She noted Cala's was paid, \$1332.00 for catering the dinner, and that she needs to check with the Penny Saver on the \$109.00 bill, and ask them to itemize and date the services in future bills. Diane moved to accept the report, seconded by Barb, motion carried.

PROGRAMS Jen said the Halloween program last Saturday was phenomenal, attended by 28 kids and 21 adults. Upcoming: Fall on the Farm, November 3; Magical Creatures, November 5; Lego Club November 28; Book A Tech Trainer, November 29 and December 2; Explore and More Gingerbread House, December 1.

CENTRAL A notice received that Jen's health insurance will be covered by an additional \$4,000.00 added to our budget. Central would like any hour changes by November 30 to update the website.

STAFF All fine.

CIRCULATION Creeping down.

PURCHASES The new bookstand arrived damaged and was sent back.

OLD BUSINESS The Harvest Dinner total so far is \$2,745.00, but we still have to pay the Fire Hall. The automatic doors have been installed and are working. We received the first installment of the grant for the doors.

NEW BUSINESS Jack checked as to why we haven't received the \$2250.00 from the town yet this year. We will get it soon. We discussed changing the Saturday hours, from 12 to 5, to 12 to 2, including the summer, and adding 2 hours to Wednesday, so it will be open 3 to 8 instead. Sally moved we do this as of the first of the year, seconded by Mari, motion carried.

CONCERNS No word on the brick work yet. Jen asked who takes care of the fire extinguishers, as they are dated 2014. Jack said the Village. She will call the,.

NEXT MEETING December 6.

Barb moved to adjourn, seconded by Jackie meeting adjourned.

Respectfully submitted,

Diane Volker

ANGOLA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING DECEMBER 6, 2016

PRESENT Jack Kuebler, Jennifer Page, Sally Needham, Mari Grennell, Barb Schmitt, Diane Volker

Jack opened the meeting at 6:01 PM. Diane moved to accept the Agenda, seconded by Sally, motion carried. Barb moved to accept the minutes of the previous meeting, seconded by Sally, motion carried. Jack passed out of Treasurer's reports from Jackie, who was not present. Diane moved to accept, seconded by Sally, motion carried.

CORRESPONDENCE Sandi Hooge emailed Jack a letter of resignation effective December 1. She recommended Patricia Friend as a possible replacement. Jen had a letter of requesting we take an ad in the booklet for the High School musical, Sister Act, which will be February 9-11. Diane moved we take a \$40.00 ad. Sally seconded, motion carried.

PROGRAMS Mari reported she took her granddaughter to the Explore and More Gingerbread House program, and how impressed she was, and that they enjoyed it. Barb said she went to the Book a Tech Trainer for the Kindle Fire, and How to Take Out an ebook, and was very pleased with them. Lego Club will be December 19, and Book a Tech January 21.

CENTRAL Veteran's Day 2017 they will close on the Friday, but open on the Saturday, but our branch will close both days.

STAFF One member is doing the musical, so Shelby has been picking up her hours

CIRCULATION is 3% for the year, but door counts, computer, and wifi use is good. The Evans Art Guild will meet here the third Tuesday beginning in January.

PURCHASES The board book stand is in place. Jen is waiting to see how it holds up before ordering another.

NEW BUSINESS Barb moved we contact Patricia Friend to see if she is interested in being a board member. Sally seconded, motion carried.

OLD BUSINESS \$725.00 of the grant money for the sing project has been received and we will work on that in the Spring. Final Harvest Dinner report shows a profit of \$2304.00

CONCERNS No info yet from the Village on repairing the brickwork. Jen said she came into open last Saturday and found someone already in the building. The woman, who appeared to be homeless, said the door was unlocked. We will keep checking to see if the weather causes it to come unlocked and if we need to change the lock.

NEXT MEETING will be January 3 2017.

Barb moved to adjourn, meeting adjourned.

Respectfully submitted,

Diane Volker