

# ANGOLA PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING January 3<sup>rd</sup>, 2023

**PRESENT** Jack Kuebler, Jenn Page, Sally Needham, Tressa Crehan, Mari Grennell, Barb Schmitt, Val Stonitsch and Patty Friend. Diane Volker excused.

Barb Schmitt (Vice President) opened the meeting at 6:00PM. Mari moved to accept the **AGENDA**, seconded by Sally. Motion carried.

**ELECTIONS** – Village of Angola Trustee and Liason to the Library Board - Valeri Stonitsch – presided over the Elections.

**Election of Trustee** –Valerie called for nominations. Jack Kuebler was unanimously nominated by all in attendance as Library Trustee for term of 5 years. As no others were being nominated, Valeri closed the nominations. The secretary cast one ballot to elect Jack Kuebler as Angola Library Trustee. Passed.

**Election of Board Officers** (aka Table Officers) - Valerie asked for any nominations of Board Officers. Sally motioned and Barb seconded that the officers currently in position at the end of December 2022 be nominated for another term. Following this nomination, Valerie asked three times for any other elections of officers. There being no further nominations, Valerie asked for a motion to close the nominations. Tressa motioned to close the nominations and Sally seconded. The Secretary cast one ballot for elections of the slate of officers as nominated. Passed. Angola Library Board of Trustee Officers elected for 2023 are: President- Jack Kuebler, Vice President-Barb Schmitt, Treasurer-Mari Grennell, and Secretary-Patty Friend. All elected officers need to get sworn in at the Angola Village Hall and report back to Jennifer via email with date that the Oath of Office was taken. Confirmation is **required** for library records.

**Newly re-elected President**, Jack Keubler now conducts the meeting with a thank you to Barb for conducting the earlier portion of the meeting.

**MINUTES** of Previous Meeting: Jack asked for motion to accept the Minutes of the previous meeting. Barb moved to accept the Minutes of the previous meeting *with the following amendment*: Additional information regarding the NEW Business Agenda Item “E” - Trustee Training we did following the December 2022 meeting. As a group, we watched two training videos: Strategic Planning Part I and Part II. Trustees participating in the training were: Jack, Sally, Diane, Tressa, Mari, Barb and Patty Friend. Jennifer was also in attendance. Refreshments were available for enjoyment as well.” Motion with amendments was seconded by Tressa. Motion carried.

**TREASURER’S** Report /Village Account Report - Patty motioned to accept the Treasurer’s report, seconded by Sally. Motion carried.

**CORRESPONDENCE**: See Director’s report. We received a “Thank you” note from Jackie Haderer for the honor of being recognized as Trustee Emeritus. Also received a letter from Lake Shore Schools, requesting our support of their musical “Camp Broadway” with a raffle item for their Chinese Auction at the event. Item is needed by February 17<sup>th</sup>. March 2, 3 and 4<sup>th</sup> is the event date. Miss Littlejohn is the contact person.

**DIRECTOR’S REPORT** - includes LIBRARY STATUS REPORTS

- A. PROGRAMS**: as presented on Director’s Report. Take & Makes – 107 were distributed. Other programs included Book Club, Tutors/Therapy, GED Classes, Lego Drop-in, Graham Cracker House Building and Cratsley Meetings. Participation in the “Christmas in the Village” event (Dec. 10<sup>th</sup>) gave us a **512** door count for the day! On this day we hosted a Magician Program (2 shows) and various other activities to keep all ages involved.
- B. PROGRAMS UPCOMING**: as presented on Director’s Report. Many listed.
- C. CENTRAL NEWS** as presented on Director’s Report. Reminder from NYS that all trustee oaths of office are due within 30 days of the start of their term. (January 30<sup>th</sup>)

- D. STAFF REPORT** as presented on Director's Report. Aryn Fitzgerald started as our new Clerk on December 21, 2022. Our new Library Volunteer is Jenny Nappo.
- E. CIRCULATION REPORT** as presented on Director's Report: 2022 YTD: Library Visits 35,394, Circulation at 31,849.
- F. PURCHASES AND NEEDS \*** as presented on Director's Report. None
- G. FUNDRAISING** as presented on Director's Report: 2022 YTD \$2,425.95 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
- H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report. (Note: Jacobs and Mills remaining funds are reserved for new shelving purchase in January 2023.)
- I. MISCELLANEOUS** as presented on Director's Report: Our new Shelving was installed on December 28<sup>th</sup>. One day later than scheduled due to the storm. Many thanks to Jack Krajackic and his crew for removing snow to make room for the delivery truck.

Motion to accept FULL DIRECTOR'S REPORT was made by Mari and seconded by Sally. Approved.

#### **OLD BUSINESS**

- **CENTENNIAL ANNIVERSARY** – (Carried over from April Meeting.) the Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.
- **ROOF REPAIR and DOOR GRANT REQUEST** has been re-submitted. Paperwork had to be resubmitted with a few corrections. We received help from Ken Stone at Central and resubmitted with his recommendations.
- **TRUSTEE EMERITUS** – See Correspondence. We received a thank you from Jackie Haderer.
- No updates on the Electronic Window Frame.

#### **NEW BUSINESS**

- A. OPERATION HOUR CHANGES** - Effective January 3<sup>rd</sup>, 2023, the new hours are: Mon. & Thu 12pm-8pm; Tue & Fri 9am-5pm; Wed & Sat 12pm-3pm. Jennifer has already received positive feedback regarding the earlier starting times.
- B. CREDIT CARD CLIENTS** – For credit card transactions we will now use 'SQUARE'. All things are in place to begin.
- C. ACT MEETING on 1/24/2023 – 9AM at West Seneca Library.** If you attend, this does count as Training hours 9:30-Noon (Tuesday). If interested in attending can ride along with Jack and / or Jennifer as they are both planning on attending.
- D. RAFFLE ITEM FOR LAKE SHORE MIDDLE SCHOOL "CAMP BROADWAY"** – Barb motioned that we provide an item for the event, seconded by Sally. Motion Carried.
- E. Valerie will be updating her Angola Village facebook postings with the Library activities** - Keeping us in the spotlight!

#### **TRUSTEE TRAINING**

- A.** Trustees in attendance watched an on line video titled "Libraries in NY; Origin, Oversight and Organization".
- B.** Participating Trustees were: Jack, Barb, Mari, Sally, Tressa, Jennifer and Patty. (Thank you to Barb for providing Candy refreshments.)

**NEXT MEETING** will be February 7th, 2023 (Note - We will NOT have training at this meeting.)

**ADJOURNMENT** Sally motioned that we adjourn the meeting. Meeting/Training adjourned at 6:55PM.

Respectfully Submitted,  
Patty Friend