

ANGOLA PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING October 4th, 2022

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Mari Grennell, Diane Volker, Barb Schmitt, Tressa Crehan, Val Stonitch, Patty Friend

Jack opened the meeting at 6:00PM. Tressa moved to accept the **AGENDA**, seconded by Sally, motion carried. Barb moved to accept the **MINUTES** of the previous meeting, seconded by Diane, motion carried. Sally motioned to accept the **TREASURER'S** Report, seconded by Diane, motion carried.

CORRESPONDENCE: New Trustee Policy emailed to all Trustees from Central

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS

- A. PROGRAMS:** as presented on Director's Report.
 - B. PROGRAMS UPCOMING:** as presented on Director's Report.
 - C. CENTRAL NEWS** as presented on Director's Report. The Erie County Department of Health would like to install a Narcan box in the library and provide any Narcan needed to refill it. Currently the Brant Town Hall is the closest location that has a box. See Director's report for more information.
 - D. STAFF REPORT** as presented on Director's Report. None.
 - E. CIRCULATION REPORT** as presented on Director's Report: 2022 YTD: Library Visits 28,589, Circulation at 23,629.
 - F. PURCHASES AND NEEDS *** as presented on Director's Report. Paint for new exterior door at approximately \$20 per Quart of enamel. Discussion about moving the children's section to the more secured area at back of the library. We will be receiving new shelving from City of Tonawanda library (value approx \$15K), which is appropriate for a new children's area. We would also like to add 11 units at approximately \$6K, plus installation at approximately \$1.2K additional.
 - G. FUNDRAISING** as presented on Director's Report: YTD \$2,017.04 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar and Afghan Raffle.
 - H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- Motion to accept FULL DIRECTOR'S REPORT was made by Mari and seconded by Barb. 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.
- **AFGHAN RAFFLE** – Afghan made by Jackie Haderer; Tickets available for sale at the library. We have sold \$34 to date. Past years we would have sold about \$100 by this time.
- **ROOF REPAIR and DOOR GRANT REQUEST** has been submitted – Trustee President Jack Kuebler completed all the paperwork necessary for the submission of the Grant Request to the State, which includes a repair bill for the side door. (We are hoping for reimbursement of this expense.)
- **WINDOW TV** – Jennifer is waiting for call backs on equipment and availability of same.

NEW BUSINESS

- A. Discussion regarding the upcoming HARVEST DINNER scheduled for October 15, 2022 and Assignments.** Jack had prepared an assignment list revised from last year, for this year which was distributed at the September meeting. We have sold 48 tickets to date. Discussion regarding dinner for next year: Possibly sell advance tickets only so we get a better head count? Possibly move to a November date as we have had in the past? There seems to be a lot of other events happening during October. We decided that we will wait until we have the final tally from this year's event, before suggesting and incorporating any changes to next year's event.

- B. TRUSTEE EDUCATION POLICY – Sent to the trustees via email today from Central.** It will be 2 hours required education per year, as per County Policy. The training can be done online via the trustee website. The link is in the email. Tressa motioned that we integrate the training into our board meetings and Barb seconded. Motion carried. A form will need to be filled out and submitted to confirm when the training has been completed.
- C. PURCHASES AND NEEDS*** – discussion and voting resolution on items mentioned in Director’s Report. Library Interiors is the installer and supplier of the additional shelving needed. Sally motioned and Tressa seconded that Jennifer secure a quote for the rest of the library shelving. Motion made that via State Bid that we will purchase 11 units of wall mounted book shelving at an approximate cost of \$7,500.00 including installation. The old units will go to County surplus. We won’t purchase the additional shelving until we receive the units from the City of Tonawanda Library. Unanimous agreement, Motion carried.
- D. The Trustee Meeting of September 24th was cancelled do to passing ACT President Richard (Dick) Earne, who suffered a massive heart attack.** An email was distributed from Central letting us all know of this sad situation. Patty mentioned that it would be nice if we could secure a donation in his memory. Barb motioned that we donate \$100.00 out of private funds to the Grand Island Library in memory of Dick Earne from the Angola Library Staff and Trustees. Diane Seconded. Motion carried.

NEXT MEEETING will be November 1st, 2022

ADJOURNMENT Mari motioned that we adjourn the meeting. No second is required. Meeting adjourned 7:00 PM

Respectfully Submitted,
Patty Friend