

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
December 5, 2019
Secretary's Report

Present: Philip Casilio , Carolyn Giambra , Jeffrey Voelkl, Michele Iannello-Ward,
Marilyn Feuerstein, Cynthia Selden, Penny Wolfgang(4:32 pm)
Also Present: Roseanne Butler-Smith, Donna Kerr, Marc Bellacose, Jeffrey Burroughs, Mike
Banks, Mike Hitzel, Katie Bucki
Unexcused Absence: Marjorie Franknecht

1) Call to Order

Meeting called to order at 4:17 pm at the Main Library @ Audubon.

2) Approval of Minutes for October 23, 2019 meeting

Motion to approve by Philip Casilio, seconded by Cynthia Selden. All approved.

3) Approval of Agenda for December 5, 2019

All approved.

4) Public Comment

Ms. Butler-Smith introduced the Town of Amherst engineers and the architects from DiDonato
Architecture along with our Library Liaison, Katie Bucki.

5) Main Library @ Audubon Expansion Project

A) The Town engineers explained their involvement in the project and the preliminary
assessment of the project needs.

B.)

i.) Phase 1 will be the meeting room addition. Mr. Banks showed preliminary schematics
that are very basic.

ii.) Phase 2 will include the new children's area, bathrooms, support space .

6) Finances

A.) 2019 Budget

i.) County Bills Paid- check #s 1637-1645 . Mr. Voelkl motioned, Ms. Feuerstein seconded .
All approved.

ii.) Williamsville Bills Paid-check #s 1217 and 1218. Mr. Voelkl motioned, Ms. Feuerstein
seconded.

.

iii.) Other Bills Paid- APL Secondary account checks #2390-2406. Mr. Voelkl motioned, Ms. Feuerstein seconded. All approved.

B.) Town of Amherst Budget- Nothing at this time.

C.) Banking Balances- Bank balance information was handed out. No questions at this time.

7) President's Report-

Nothing at this time.

8) Trustees Report

Cynthia Selden reported on the ACT meeting she recently attended. Handouts were given to all trustees. Ms. Selden discussed the CENSUS 2020 and the Library's roll in the census. The next ACT meeting on January 11, 2020 will be held at Williamsville Library. There will be a training session at this meeting.

9) Town of Amherst Councilmember's Report

Nothing at this time.

10) Director's Report

A.) Statistics – The Board determined that statistics will be discussed semi-annually.

B.) Personnel Matter- Ms. Butler-Smith announced that a Full-time employee currently on unpaid leave of absence will return on December 16.

11) GALA- February 7, 2020-

A. Sponsor Update- Sponsorships are slowly coming in. **Save the Date** handouts were shared with the Board members. Mr. Voelkl reminded everyone we need wine, baskets, gift cards and cash donations. Mr. Voelkl also reminded Board members they are required to purchase 4 tickets each.

A whiskey tasting event may be a new feature at the GALA.

12) Buildings- Ms. Butler-Smith reported a sewer problem at Clearfield Library. Kimmel Construction is working on an estimate for the repairs. Ms. Butler-Smith reported we have zero dollars left in the 2019 Town Budget for this job. A special session for emergency repairs is needed at the Town of Amherst level.

13) Unfinished Business

A.) Hours of public service at Williamsville Branch

Ms. Butler-Smith announced Williamsville Library Saturday hours will change due to parking problems during the Williamsville Market hours. Hours on Saturday will be 12-4 pm. starting January 1, 2020. Motion by Michele Iannello-Ward, seconded by Judge Penny Wolfgang. All in favor.

14) New Business

Ms. Butler-Smith reminded Board members there is a Holiday Happening at the Senior Center on December 15 from 1-4 pm. Amherst Public Library will partner with the Amherst Senior Center again this year. More than 400 participated last year and more are expected this year.

Ms. Iannello-Ward announced she is now certified for the Paws for Love program. Ms. Feuerstein also is approved for this program. She also asked if staff could do reminder phone calls to participants in programs . Ms. Butler-Smith will remind staff at all 4 libraries to do this.

Ms. Butler-Smith announced the Yard Sale dates- May 14,15 and 16, 2020.

15) Correspondence

Nothing at this time.

16) Next meeting to be held: Next meeting : January 23 @ Williamsville Library at 4:15 pm.

Meeting dates are as follows: March 4 at Clearfield Library @ 4:15 pm, April 22 at Eggertsville-Snyder Library @ 4:15 pm. and May 27 at the Main Library at Audubon @ 4:15 pm.

17.) Adjournment Meeting adjourned at 5:12 pm.