

AMHERST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
August 2, 2021  
Secretary's Report

Present: Philip Casilio, Marjorie Franknecht, Carolyn Giambra  
Michele Iannello-Ward, Cynthia Selden, Penny Wolfgang (4:23 pm), Marilyn Feuerstein (4:35 pm)

Also Present: Roseanne Butler-Smith, Donna Kerr , Deborah Bucki  
Excused Absence- Jeffrey Voelkl

1) Call to Order

Meeting called to order at 4:20 pm.

2) Approval of Minutes for May 25, 2021 meeting

Motion to approve by Marjorie Franknecht, seconded by Philip Casilio. All in favor.

3) Approval of Agenda for August 2, 2021.

Motion to approve by Marjorie Franknecht, seconded by Philip Casilio. All in favor.

4) Public Comment

Nothing at this time.

5.) President's Report

A.) Set dates for upcoming meetings- All meetings will be held at Audubon Library @ 4:15.

\* September 29

\* October 27

\* November 29

6.) Trustees Report

A.) New York Department of Education requires ALL Library Trustees to complete two hours of yearly training in order for the Amherst Library to maintain its Public Library status. Attending the upcoming Fall ACT meeting will fulfill this requirement. Look for ACT meeting details to come in your email. Trustees not completing the training could be removed from the Library Board. Any Trustee who participated in the Pride training will have completed the two hours of required training.

7.) Town of Amherst Council Member Report

Ms. Bucki reported on the first Juneteenth celebration in the Town. Ms. Bucki donated Juneteenth holiday books to the library. Ms. Butler-Smith asked Ms. Bucki to look into funding for new carpet for Audubon Library to match the new addition carpet.

8.) Finances

A.) 2021 Budget

i.) 2021 Contract with BECPL and Amherst Public Library- Amherst Public Library must abide by the policies set forth in this contract. The budget is included. Approval motioned by Marjorie Franknecht, seconded by Philip Casilio. All in favor.

ii.) County bills - Motion to approve by Philip Casilio , seconded by Marjorie Franknecht. All in favor. Checks # 1799-1819 approved for payment.

iii.) Williamsville bills – Motion to approve by Philip Casilio, seconded by Marjorie Franknecht. All in favor. Check # 1247, 1248 approved for payment.

iv.) Other bills – Motion to approve by Marjorie Franknecht, seconded by Philip Casilio. All in favor. Checks # 2586-2601 approved for payment.

#### B.) Town of Amherst Budget

i.) 2022 Budget request- Ms. Butler-Smith reported the replacement of the old carpet in the current library space is not in the budget. There has been no resolution to this issue.

ii.) 2022-2026 CIP-5 year plan (2023-2027) includes the Main Library at Audubon addition. No other projects were listed.

C.) Banking Balances- will be updated for the next meeting.

#### 9.) Main Library at Audubon Expansion

A.) Bid Updates- Contractors met at Audubon Library in late July for a question/answer session before submitting bids on the project. August 12 bids are due. Bids awarded by August 13. The addition to the meeting room must be completed by June 2022. The Town Engineers are aware of this deadline which was also listed in the bid specs.

#### 10.) Director's Report

A.) Update 2021 Program Equipment & Facility Improvement Initiative- Ms. Butler-Smith submitted items needed and all requests were approved. Total cost was \$42825 with \$32119 of the cost of the purchases being covered by the system and APL will cover the remainder. Items include 12 CD shelving units picnic tables, carpet cleaner, snow thrower for Clearfield and a riding tractor for snow removal for the Main library at Audubon

B.) Covid Update- Masks are again required in the Amherst Libraries for staff and patrons.

C.) 2020 Annual Report for the Public- Covid affected all aspects of the report. Ms. Bucki asked Roseanne if her name can be added to the Annual report. Ms. Butler-Smith will check into it. Motion to approve the annual report-by Michele Iannello-Ward, seconded by Marilyn Feuerstein. All in favor.

D.) Parking at Williamsville Library- Patron complaint about all library spaces being used

by non-patrons of the library. Ms. Butler-Smith asked Ms. Bucki to get some resolution to the problem. This has been an ongoing problem for years.

11.) Gala

A.) Basket Raffle- The raffle will begin week of August 2 at Audubon and Clearfield Libraries. Gala 2022 is up in the air at this time.

12.) Buildings

Outside doors at Clearfield have been replaced.

13.) Unfinished Business

A.) Strategic Plan- Ms. Butler-Smith will meet with Ms. Giambra and Ms. Feuerstein during the 2<sup>nd</sup> week of September to discuss the plan.

14.) New Business

A.) Large meeting room- Ms. Butler-Smith suggested naming the Community room at Audubon Library after Mary and George Bobinski. Mary was the former Director who served for 33 years Her husband, George, has been a generous donor. Motion to name the room "*The Mary and George Bobinski Community Room*" by Carolyn Giambra, seconded by Philip Casilio. All in favor.

Ms. Butler-Smith will contact the family with the news.

B.) Amherst Bee article-May 1, 2021- The Amherst Bee published an article about a new collection at the Eggertsville Library in memory of Kathleen McGlenn Harris , a former patron, set up by her friends and family in cooperation with Amherst Public Library. Books and shelving were purchased with donations to her memory for this special collection.

15.) Correspondence

Mr. French, a book dealer that gives away books he buys at our Book Sales, shared letters he received from people he donates the books to such as teachers, children.

16.) Next meeting:

**\* September 29 @ 4:15 at Audubon Library.**

17.) Adjournment- 5:15 pm- Motion to adjourn by Carolyn Giambra, seconded by Michele Iannello-Ward. All in favor.

