

Minutes for the Meeting of the Board of Trustees of the Amherst Public Library



Tuesday, July 25, 2023 – at 5:30pm

Meeting held at the:
Williamsville Branch
 5571 Main Street
 Williamsville, New York 14221

Present: Jeffrey Voelkl, Oliver C. Young, Cynthia Selden, Marilyn Feuerstein, Carolyn Giambra, Penny Wolfgang

Also present: Kristi Dougherty, Laura Stachura, Deborah Bucki, Kathleen Berens Bucki

A). Meeting called to order and attendance @ 5:35 pm

B). Review and Approval of the minutes of the meeting held on May 16, 2023.

Motion to accept by Jeffrey Voelkl, seconded by Cynthia Selden . All in favor

C). Review and Approval of the Agenda for July 25, 2023

Motion to accept by Jeffrey Voelkl, seconded by Carolyn Giambra. All in favor.

D). Public comment –none at this time.

E). Report of the President –none at this time.

F). Committee Reports

- Town of Amherst Council Member’s Report – Deborah Bucki attended the Department Heads meeting via zoom, citing appreciation for Ms. Dougherty’s involvement and participation in said meetings. Ms. Bucki also reported on the Juneteenth Celebration at the Senior Center. Attendance was 180. Books were donated to the library for Juneteenth.

G). Report of the Library Director

- Buildings

Williamsville:

June 29 – Recycling bin caught fire and extended to fence behind

Williamsville Library.

July 13 to 14 - Air conditioning not working, called for service by NOCO Heating & Cooling - Library was able to remain open.

Old Home Days

Front lawn used for Village Garden Walk, with pocket park garden featured next to library.

Clearfield:

Highest circulating library in the beginning of July

Town & Country Garden Club purchased a new bench for the front of the building to replace the broken bench. The garden will be featured in the Amherst Garden Walk. New Redbud Tree, Korean Fir Tree and reblooming lilac shrub planted in June - garden members will be working on markers to identify the various plantings.

Issues with sewers being plugged due to high toilet paper usage and other items put down toilet. Increased water pressure to clear pipes in the morning helps with blockages.

June 9 - Potholes paved by parking lot near the shed, across from tennis courts

June 14 - Power outage caused early closure of the library in the afternoon.

Audubon:

June 2 - Relevant caretakers and librarians trained to access Trane HVAC electronically.

Fire sprinkler inspection and repairs, Town has contract with Davis-Ulmer

Grass is steadily growing despite very hot days, water bill will be higher than usual due to sprinkler use. No irrigation system currently installed.

Updated portable projector purchased for library program use

Sinking asphalt fixed by newer electrical box – however, may continue to be an issue due to water underground.

Egbertsville-Snyder:

New children's board books purchased to update the collection

HVAC quarterly inspections/maintenance completed for all buildings.

- Summer Programming

Shared current flyers for various events:

Mary Koenig – Pokémon Club & LEGO Club

Joan Stoltman – Preschool Storytime & Play, Teen club & Teen Writing club, Middle Schoolers Vs. Parents art sessions, Family Movie Nights

Beth Staebell – Storytimes, Outreach at Old Home Days Youth Day, Summer Reading, Organized Summer Reading Kickoff (successful summer reading signups, balloon twisting & bubble show), Elementary age art programs, Maker Space activities, Coordinated various performers & events at Amherst library locations such as Penn Dixie, planning for Summer Reading Celebration on August 16 (hot dog lunch, bounce house, tent/table/chair rental, crafts)

Coached by Katherine Pizzuto - Battle of the Books (Amherst has two teams this year)

Mary Lou Kinyon – Bead Gallery jewelry program coordination

Angela Kelkenberg – Bornhava outreach, Toddler & Preschool storytimes

Wanda Collins – Baby, Toddler and Preschool storytimes

- Book Sale Success

Clearfield Library - \$3,284.80

Clearfield Library Media Sale - \$982

Eggertsville-Snyder Library - \$1480.50

The sales helped to cover the cost of items for the summer raffle!

Pop-up book sales will take place at Clearfield Library:

Adult Books only July 26 - 29

Wednesday, July 26 10-8

Thursday, July 27 10-5

Friday, July 28 10-5 (half price)

Saturday, July 28 10-5 (bag sale, \$5)

Children's Books only August 23 - 26

Wednesday, August 23 10-8

Thursday, August 24 10-5

Friday, August 25 10-5

Saturday, August 26 10-5 (bag sale, \$5)

Another book sale for Eggertsville-Snyder will take place in mid-October, dates TBD.

H). Finances

- 2024 Library Personnel, System Paid and Direct Budget from B&ECPL
Williamsville staff will be funded out of the personnel budget.
- 2024 Town of Amherst Budget meeting
Ms. Dougherty will attend meetings with Town officials to determine the 2024 budget for building maintenance. The Board recommends asking for \$80,000.
- 2023 Budget

The Town Building budget for the 4 libraries has exceeded the \$40,000 set for 2023 due to unexpected repairs needed at the libraries. Board members inquired about some expenses. Further discussion ensued.

- County bills paid

Motion to accept by Jeffrey Voelkl, seconded by Cynthia Selden. All in favor.

- Williamsville bills paid

Motion to accept by Jeffrey Voelkl, seconded by Cynthia Selden. All in favor.

- Other bills paid

Motion to accept by Jeffrey Voelkl, seconded by Cynthia Selden. All in favor.

I). Unfinished Business

- Quorum/Bylaws update

Article III, Section 7 of the bylaws was updated to:

A majority of the whole number of Trustees shall constitute a quorum for the transaction of business. If no quorum be present, the Trustees present may recess from time-to-time until a quorum is present.

Motion to accept by Jeffrey Voelkl, seconded by Carolyn Giambra. All in favor.

J). New Business

- Rules of Conduct review

Contracting libraries have their own Rules of Conduct policy. Board members will review the Amherst Public Library Rules of Conduct and discuss at the next meeting.

Other policies to be updated and created - Ms. Dougherty will look into a donation policy for the Amherst Library.

- Board Resolution for 2023 System Contract

Motion to accept by Carolyn Giambra, seconded by Penny Wolfgang. All in favor.

K). Correspondence/Other Items As Needed

Mr. Voelkl questioned if a new statue for the pocket park was appropriate since it was not library themed.

Next meeting to be held:

September 7, 2023 at 5:30pm Main Library at Audubon (Maker Space)

L). Adjournment @ 6:27 pm.

Motion to approve by Jeffrey Voelkl, seconded by Cynthia Selden. All in favor.