

DRAFT

Minutes of the Board of Trustees of the Amherst Public  
Library held on Wednesday, August 3, 2022 at the  
Egbertsville- Snyder Library

1). Meeting called to order at 5:30 PM and attendance Board members present: Jeffrey Voelkl, Cynthia Selden, Carolyn Giambra, Marilyn Feuerstein Margie Franknecht, and Penny Wolfgang

Others in attendance Debbie Bucki, Roseanne Butler Smith, Jeffrey Burroughs, Town of Amherst Engineer, and Public present Kevin Zawadzki

2). Approval of the minutes of the meeting held on Wednesday, June 29, 2022

1<sup>st</sup> \_ Marilyn Fuerstein, 2<sup>nd</sup> Cynthia Selden, all approved

3). Approval of the Agenda for August 3, 2022

4). Public comment- none Kevin Zawadzki was present as a member of the public, and not as the Amherst Public Library caretaker or member /president of CMU

5). President's Report

Motion to move the Library Board members into Executive Session at 5:35 1<sup>st</sup> Margie Franknecht, 2<sup>nd</sup> Carolyn Giambra, all approved

Director Roseanne Butler-Smith, Council Member, Debbie Bucki and Town Engineer Jeff Burroughs asked to join executive session regarding two legal matters and one personal matter.

Moved back into regular meeting at 6PM. Public members were invited back to meeting, note Jeff Burroughs did not continue attending the regular meeting.

No items voted on in executive session, discussion only.

A). Trustee resignation, appointments

Margie Franknecht stated this would be her last meeting as member of the Amherst Public library Board of Trustees as she was moving to New Jersey. This opened spot on the board that would be filled by Penney Wolfgang.

Discussion who will be treasurer with Margie resigning

Carolyn Giambra will be listed as Treasurer

Penny Wolfgang will act as co treasurer

Signer on all Amherst Library bank accounts shall be any of the following two:

Amherst Board members, Carolyn Giambra, and Penny Wolfgang, Roseanne Butler-Smith, Library Director, and Mary Beth Staebell Librarian II.

Motion: Jeffrey Voelkl 1<sup>st</sup>, Cynthia Selden 2<sup>nd</sup>, all approved; Penny and Carolyn abstained from voting

The Director noted this change will be made at M & Bank within the week.

6). Trustee's Report None at this time

7). Town of Amherst Council Member's Report – Debbie Bucki will add trustee change to Amherst Town Board agenda for approval

Discussion re 9/11 ceremony to be held in front of Town Hall

8). Finances

A). 2022 Budget

- i). County bills paid checks 1932 - 1941
- ii). Williamsville bills paid check 1253
- iii). Other bills Paid checks 2732 – 2746

The Director asked the board to review check # 2731 (which is not on list they received today), in the amount of \$5000 made payable to American builders for work done to remove existing cd shelving. Director Butler-Smith stated this money will be reimbursed by Construction grant money at a later date

Action required to pay bills 1<sup>st</sup> by Marilyn Feuerstein 2<sup>nd</sup> by Cynthia Selden, all approve

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

C. Banking fees are to be adjusted as the Library was charged for credit card machines we no longer have

9). Main Library at Audubon Expansion Project

A). Update Not on Schedule

B). Furniture purchases

240 chairs for the both community rooms, maker space room and two small meeting rooms will be ordered in ice blue with stacking stands for a total of \$25,000

Patron Margaret Reeves has donated funds to purchase six chairs and two tables for children's area total cost approximately \$2000. Director Butler-Smith explained that a plaque will go on these items to recognize her donation.

10). Director's Report

A). Due to Staff turnover several interviews will be held to replace four shelving pages, four desk staff and one part time clerk

11). Buildings

It was reported by Central library to the Amherst Director and Eggertsville Snyder staff that a patron return items owned by Eggertsville Snyder to central library and found live bed bugs on the items. Eggertsville Snyder staff and Amherst Director worked with Central Library staff on Central's established protocol for handling this situation. Discussion held

12). Unfinished Business

A). Director Butler-Smith informed the Board that the Amherst Public Library Charter was still in review by State Education department. The new charter will have five to nine active board members, no other changes are required.

13). New Business All

Amherst Libraries

continue to experience

high Circulation 22% of

total July Circulation for

system was from the

four Amherst Libraries.

14). Correspondence

library received a thank

you letter from the

Williamsville Rotary for

participating in the June

Strawberry Festival

15). Next meeting to be held: October 19, 2022 at the Main Library at Audubon

16). Adjournment 6:37PM 1st by Carolyn Giambra, 2<sup>nd</sup> by Cynthia Selden, all approved