

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
January 23, 2020
Secretary's Report

Present: Philip Casilio , Carolyn Giambra , Michele Iannello-Ward,
Marilyn Feuerstein, Cynthia Selden, Penny Wolfgang , Jeffrey Voelkl(4:26 pm)
Also Present: Roseanne Butler-Smith, Donna Kerr, Fran Spoth (left at 4:25), Debbie Bruch Bucki
Unexcused Absence: Marjorie Franknecht

Prior to the Call to Order, Fran Spoth was present to administer the Oath of Office to our Library Trustees. All trustees present at this meeting were administered the oath then walked to Town Hall to sign the oath book.

1) Call to Order

Meeting called to order at 4:25 pm by Michele Iannello-Ward.

2) Approval of Minutes for December 5, 2019 meeting

Motion to approve by Philip Casilio, seconded by Marilyn Feuerstein. All approved.

3) Approval of Agenda for January 23, 2020.

All approved.

4) Public Comment

None at this time.

5) President's Report

Officers will remain the same.

6) Trustees Report

Ms. Giambra reported on the January 11 ACT meeting held at Williamsville Library.

All trustees will be required to attend 2 hours of training annually starting in 2021 as stated by law. ACT meetings will count as training hours. Also different sites will handle meetings remotely for convenience.

Ms. Butler-Smith handed out surveys trustees need to complete online or physical copy.

7) Town of Amherst Council Member's Report

Ms Deborah Bruch Bucki as our new Town Liaison, reminded Board members that a financial disclosure form must be filled out and returned.

A.) Oath of Office-done prior to meeting

8) Finances

A.) 2019 Budget

i.) County Bills Paid- check #s 1646-1668 . Mr. Casilio motioned, Ms. Iannello-Ward seconded. All approved.

ii.) Williamsville Bills Paid-check #s 1219. Mr. Casilio motioned, Ms. Iannello-Ward seconded. All approved

iii.) Other Bills Paid- APL Secondary account checks #2407-2419. Mr. Casilio motioned, Ms. Iannello-Ward seconded. All approved.

B) 2020 Budget

i.)County Bills Paid-none at this time.

ii.) Williamsville Bills paid-check # 1220. Ms. Giambra motioned, Ms. Iannello-Ward seconded. All approved.

iii.) Other Bills Paid- check #2440-2429. Ms. Giambra motioned, Ms. Iannello-Ward seconded. All approved.

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

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

9) Director's Report

A.) Statistics- Ms. Butler-Smith noted she will have them next meeting.

B.)Safety Issues-On January 2 Amherst Police were sent to all 4 Amherst Libraries when they received an active shooter radio call that was determined to be a false alarm. Ms. Butler - Smith reported that staff has been trained for an active shooter in the area . Director Butler-Smith noted that additional training will need to be held as staff response was not always what it should have been

10) GALA 2020 Report

Mr. Voelkl explained to the Trustees their responsibility to purchase 4 GALA tickets . Mr. Voelkl also has valet parking service set up for that evening. It was also noted that Trustees are responsible for wine and money for the Money Tree and Wine event at the GALA.

A.)Sponsor Update- Ms. Butler-Smith reported sponsorships were down this year.

Also noted that poster costs were up because of a matter of the ownership of the domain of poster and website which resulted in another business having to get involved.

B.) Chili Cook-Off- The Chili cook-off is set for January 26 at the Irishman on Main St.

11) Buildings-

A.) Sewer Issues- Ms. Butler-Smith reported the sewer problem at Clearfield Library was fixed temporarily so the library did not close. Jeff Burrows, Town of Amherst Engineer is working with the Library to solve the issues. Audubon Library also had sewer issues in January. The Library was forced to close at 3:30 p.m. that day.

B.) HVAC- Ms. Butler-Smith noted that repairs to the HVAC systems at Audubon and Clearfield Libraries will cost approximately \$13000.00 . Parise Mechanical has the contract.

12) Main Library at Audubon Expansion

A.) Building Committee- Ms. Butler-Smith gave trustees an email she was sent detailing the need to have a “shovel in the ground” by an upcoming date in February so the grant will not be pulled back. Discussion ensued about who administers this grant and how will the Town respond and how quickly to the email. Ms. Butler-Smith informed the Board that soil testing must be done. Ms. Bucki noted that Maggie Winship is administering this grant.

Mr. Voelkl felt an immediate response must be drawn up. Board members were willing to respond as well.

B.) Grant Update- Mr. Voelkl proposed a resolution as a Board to address the email about the grant.

Motioned by Marilyn Feuerstein and seconded by Michele Iannello-ward.

13) Unfinished Business

Nothing at this time.

14) New Business

Nothing at this time.

15) Correspondence

Nothing at this time.

16) Next meeting to be held: Next meeting is March 4 @4:15 pm at Clearfield Library.

17.) Adjournment Meeting adjourned at 5:40 pm. Motion by Ms. Feuerstein and seconded by Ms. Giambra.

