

AMHERST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
March 31, 2021  
Secretary's Report

Present: Philip Casilio , Carolyn Giambra , Marilyn Feuerstein,  
Cynthia Selden, Michele Iannello-Ward, Penny Wolfgang (4:21 pm arrival)  
Phone In- Debbie Bucki

Also Present: Roseanne Butler-Smith, Donna Kerr, Jeff Burroughs, Mike Banks(DiDonato  
Architects)

Excused Absence- Marjorie Franknecht , Jeffrey Voelkl

1) Call to Order

Meeting called to order at 4:19 pm.

2) Approval of Minutes for February 24, 2021 meeting

Motion to approve by Michele Iannello-Ward, seconded by Philip Casilio. All in favor.

3) Approval of Agenda for March 31, 2021.

All in favor.

4) Public Comment

None at this time.

5) Finances

A.) 2021 Budget

i.) County bills - Motion to approve by Michele Iannello-Ward, seconded by  
Caroline Giambra. All in favor. Bills # 1776-1784 approved for payment.

ii.) Williamsville bills – Motion to approve by Marilyn Feuerstein, seconded by Michele  
Iannello-Ward. All in favor. Bill # 1246 approved for payment.

iii.) Other bills – Motion to approve by Penny Wolfgang, seconded by Marilyn Feuerstein. All  
in favor. Bills # 2550-2567 approved for payment.

B.) Town of Amherst Budget-nothing to report

C.) Banking Balances-Roseanne Butler-Smith noted that she was still working on the State  
Report. She will give an update on the banking balances at the next meeting.

6) New Business-

A.) Amherst Library Declared Health Emergency Plan

Ms. Butler-Smith reported that this plan is in place in case of another pandemic. It will include such items as who is /isn't essential personnel, cleaning schedules, etc. Motion to approve by Philip Casilio, seconded by Michele Iannello-Ward. All in favor.

7) Main Library at Audubon Expansion Project

A.) Building plans for Audubon Library

Mike Banks from DiDonato Architects presented the plans for the Audubon Library expansion. Packets were given to each attendee for review. Jeff Burroughs (Town Engineer) was available for questions. Philip Casilio asked to have the Library and Trustees added to the insurance on the project. Discussion ensued about the plans and changes the Board members would like to see. They requested glass walls on the study rooms, make space removable divider, offices to have more closet space and windows. Motion to accept the floor plan of the addition by Marilyn Feuerstein, seconded by Michele Iannello-Ward. All in favor.

8) President's Report

Nothing at this time.

9.) Trustees Report

Reminder May 1 is the ACT Annual Meeting.

10.) Town of Amherst Council Member's Report

Ms. Bucki reported attending on March 18 a planning board meeting at which the Town Board gave approval of the site plan for Audubon Library expansion.

11.) Directors Report

A.) Staff Training-Non-Binary/Transgender Recap

Two staff members did not complete the training yet. The Pride Center of WNY presented an informative presentation.

B.) Town of Amherst Spring Stroll

Postponed due to weather but will be rescheduled.

C.) In-House Programming

April 10 will be our first in-house program offered only at Audubon Library. Programs are limited to small groups due to Covid restrictions. Only one parent with one child, no additional siblings to attend a program and only allowed to sign up for one program per week. Lego Club and Stem Club will be offered once weekly.

D.) National Library Week

Trustees were given samples of the gift give-away patrons will receive during National

Library Week as an appreciation gift for their Library patronage.

E.) Volunteers

We are slowly calling back some volunteers. We are giving students preference so they can fulfill their high school service credits necessary for graduation.

12.) GALA

A.) Basket Raffle- June or July 2021

13.) Buildings

A.) Meeting Space

Ms. Butler-Smith announced that Eggertsville and Audubon have 1 small room for therapists /family to meet. Private tutors are not given use of the rooms.

14.) Unfinished Business

A.) Strategic Plan

Nothing to report at this time.

15.) Correspondence

None at this time.

16.) Next meeting:

- \* April 28 at Audubon Library at 4:15 pm.
- \* May 25 at Audubon Library at 4:15 pm.
- \* June 23<sup>rd</sup> at Clearfield Library at 4:15 pm.
- \*No meeting in July

17.) Adjournment- 6:05 pm- Motion to adjourn by Michele Iannello-Ward, seconded by Penny Wolfgang. All in favor.