

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
May 11, 2021
Secretary's Report

Present: Philip Casilio, Marilyn Feuerstein, Marjorie Franknecht,
Michele Iannello-Ward, Penny Wolfgang
Phone In- Debbie Bucki
Also Present: Roseanne Butler-Smith, Donna Kerr
Excused Absence- Carolyn Giambra, Cynthia Selden, Jeffrey Voelkl

1) Call to Order

Meeting called to order at 4:18 pm.

2) Approval of Minutes for March 31, 2021 meeting

Motion to approve by Michele Iannello-Ward, seconded by Penny Wolfgang. All in favor.

3) Approval of Agenda for May 11, 2021.

Ms. Butler-Smith noted additions to the agenda under heading of **Finances** and under **New Business A.) Executive Session**

All in favor.

4) Public Comment

Nothing at this time.

5) Finances

A.) 2021 Budget

i.) County bills - Motion to approve by Michele Iannello-Ward, seconded by

Marjorie Franknecht. All in favor. Check # 1785-1796 approved for payment.

ii.) Williamsville bills – Motion to approve by Philip Casilio, seconded by Marjorie

Franknecht. All in favor. Check # 1246 approved for payment.

iii.) Other bills – Motion to approve by Michele Iannello-Ward, seconded by Marjorie

Franknecht. All in favor. Check # 2568-2576 approved for payment.

iv.) "Ken" Grant- BECPL Program Equipment & Facility Improvement Initiative Round 1

Ms. Butler-Smith advised the Trustees of a grant that Ken Stone is making

available to libraries. Individual libraries will pay 25 % of the cost of their purchases

and the Library system will take on 75% of the cost. Ms. Butler-Smith will be reviewing

with the caretakers and librarians on the library wish list. At the next meeting Ms.

Butler-Smith will have a list ready for Board members to approve.

B.) Town of Amherst Budget-nothing to report

C.) Banking Balances-Roseanne Butler-Smith noted that she will review the NYS Report that contains the bank balances under # 6 **NEW BUSINESS.**

6) New Business-

A.) Executive Session – Debbie Bucki, Roseanne Butler-Smith and Donna Kerr were invited by the Board to attend this Executive Session which began at 4:28 pm. Ms. Butler-Smith offered a letter banning a patron from all 4 Amherst Public Libraries. The circumstances surrounding this letter were discussed. All Board Members in attendance approved sending the letter . Executive Session ended at 4:40 pm.

B.)NYS Annual Report for Public and Association Libraries-Ms. Butler-Smith reviewed the report . Bank balances were discussed. Motion to accept by Marilyn Feuerstein , seconded by Michele Iannello-Ward. All in favor.

C.) NYS Comptroller’s Report-Information from the State Report is used in this report. Ms. Butler-Smith noted the information is in a different format but uses the financial information gathered for the NYS Report. Ms. Butler-Smith reviewed all pertinent information. No approval from Board members needed for this report.

D.) System Director Mary Jean Jakubowski Retirement-Ms. Butler-Smith shared Ms. Jakubowski’s resignation letter.

E.) Passing of Josephine Bargnes-Amherst Library Trustee for 30 years- A donation fund in her honor has been set up with the money collected going to Amherst Public Library . Ms. Butler-Smith will use the money to buy a piece of furniture for the new Children’s area to honor her commitment to the Amherst Public Library.

7) Main Library at Audubon Expansion Project

A.) Building plans for Audubon Library-Ms. Butler-Smith made the Board aware of some site plan changes including a red brick exterior to match the current exterior façade . More plans will be discussed at the May 25 meeting when the designers bring their ideas.

B.)Entrance and Carpeting-Ms. Butler-Smith informed Board members that the Town of Amherst representatives mentioned there is no money for carpeting even though it was included in the initial grant. Also Ms. Butler-Smith was informed there is no money to upgrade the outdated foyer. Ms. Butler-Smith committed to find the money needed for the foyer upgrades. Discussion held

8) President's Report

Nothing at this time.

9.) Trustees Report

Cynthia Selden and Michele Iannello-Ward attended May 1 ACT meeting via Zoom. The "Ken " grant was mentioned as well as an open position on the ACT Board.

10.) Town of Amherst Council Member's Report

Ms. Bucki reported Town approved a \$2.5 million bond for the library expansion on May 3, 2021. The Town will receive bids on July 7 and on August 4 contracts will be awarded.

11.) Directors Report

A.) Act Meeting- as reported above, Ms. Selden and Ms. Iannello-Ward attended.

B.) In-house Programming - Programs were offered starting April 12 on a limited basis only at Audubon Library. They were very successful. Summer in-house and outside programs will be offered. Ms. Butler-Smith is working on programming in cooperation with the Parks Department.

C.) New Hires- Ms. Butler-Smith was given approval to start hiring desk staff, part-time librarians and shelving pages. Also Peter Arnold-a recently retired Librarian- is returning to Audubon Library in a part-time position.

D.) Patron Donation- Ms. Butler-Smith and Jeffrey Voelkl were recently made aware of a will that left a sizeable donation to Amherst Public Library. No other details were known at this time. More paperwork needs to be done by Ms. Butler-Smith. The Trustees suggested naming something in the new addition to honor this patron's donation.

12.) GALA

A.) Basket Raffle- June or July 2021. Baskets needed!! Ms. Butler-Smith thanked Trustees who already contributed.

13.) Buildings

Nothing at this time to report.

14.) Unfinished Business

A.) Strategic Plan

Nothing to report at this time.

15.) Correspondence

Emails shared with Board members.

16.) Next meeting:

* May 25 at Audubon Library at 4:15 pm.

* June 23rd at Clearfield Library at 4:15 pm.

*No meeting in July

17.) Adjournment- 5:32 pm- Motion to adjourn by Michele Iannello-Ward, seconded by Penny Wolfgang. All in favor.