

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
September 10, 2014
Secretary's Report

Present: Barbara Robshaw, Jeffrey Voelkl, Marjorie Zelman
Julie Anain, Marjorie Franknecht, Elizabeth Hofmeister,
Carolyn Giambra, Ronald Kern
Also Present: Roseanne Butler-Smith, Sara Edwards

1) Call to Order

Jeffrey Voelkl called the meeting to order at 4:20 PM in the community room of the Eggertsville Library.

2) Approval of Minutes

On a motion by Marjorie Zelman and a second by Barbara Robshaw, the minutes of the August 6, 2014 meeting were approved.

3) Approval of Agenda

On a motion by Barbara Robshaw and a second by Elizabeth Hofmeister, the agenda for today's meeting was approved.

4) Public Comment

None

5) President's Report

New York State Nonprofit Revitalization Act requires a Conflict of Interest Policy and a Whistleblower Policy be in place by July 1, 2014 for all 501 (c) (3) organizations. Therefore, the Amherst Public Library must amend its current bylaws to comply with these changes.

Following review by the Board, a discussion was held regarding the Whistleblower Policy and Conflict of Interest Policy. Following this dialogue, Jeffrey Voelkl recommended the Board motion to approve the policy as written by Jaeckle Fleischmann & Mugel, LLP. On a motion by Elizabeth Hofmeister and a second by Ronald Kern, the Board approved a proposal to vote on the new policy. The Board unanimously voted to approve the Whistleblower and Conflict of Interest Policy as written policy.

Jeffrey Voelkl suggested the Board move to approve amending the Amherst Public Library bylaws so that the Whistleblower and Conflict of Interest Policy be included in the bylaws. On a motion by Carolyn Giambra and a second by Julie Anain, the Board unanimously approved to amend the bylaws effective July 1, 2014.

The revised bylaws will be ratified at the next meeting.

6) Director's Report

Audubon Library received a request from a political candidate for use of their meeting room. The Facility Use Policy does not allow library facilities to be used for political party debates unless the debate is organized by a third party.

7) Finances

Contract member libraries must annually review and approve the contract with the B&ECPL. After review of the contract by the Board, Jeffrey Voelkl asked for a motion to approve this contract. On a motion by Julie Anain, and seconded by Marjorie Franknecht, the Board unanimously approved the contract.

One final grant payment from New York State is due for the replacement of Audubon Library HVAC units. This project has been completed.

The Town of Amherst purchasing department will arrange for public bids for replacement of windows at the Eggertsville branch. Jeffrey Voelkl asked which windows will be replaced and Marjorie Franknecht asked if the existing windows were single pane. The Director pointed out the exact windows to be replaced and said they are single pane.

There is one more bid to be received for replacement of the telephone system at Audubon Library. This work will be done in 2014-2015 and covered by a NYS Library Construction Grant.

8) Buildings

The loft at the Audubon branch will be removed as soon as all bids have been presented and a contractor selected.

The Director reported that the B&ECP will be discussing the expansion project at the Audubon Library at their meeting on September 18, 2014.

9) New Business

Director Roseanne Butler-Smith asked for board approval of a change to the 2014 calendar to allow for Amherst Libraries to be open on Columbus Day, October 13, 2014, and Election Day, November 4, 2014. On a motion by Marjorie Zelman, seconded by Ronald Kern, Board members unanimously approved this change. This change is a result of changes to the Librarians Association bargaining contract and the Clerical & Maintenance Unit letter of understanding.

10) Unfinished Business

Jeffrey Voelkl reported on the continued development of a garden theme at the pocket park located next to the Williamsville branch.

11) Correspondence

Director Butler-Smith received two positive letters from patrons. One was thanking the staff at the Clearfield branch and the other was a thank you for the summer picnic at Audubon.

12) Next Meeting Date

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for October 22, 2014 at 4:15 PM at the Eggertsville-Snyder Library.

13) Adjournment

There being no further business, on a motion by Julie Anain with a second by Carolyn Giambra, the meeting was adjourned at 5:30 PM.