

AMHERST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 8, 2019  
Secretary's Report

Present: Marilyn Feuerstein, Michele Iannello-Ward, Carolyn Giambra, Penny Wolfgang, Philip Casilio, Marjorie Franknecht  
Excused Absence: Jeffrey Voelkl, Crista Stoklosa

Also Present: Roseanne Butler-Smith, Donna Kerr, Francina Spoth (arrival @ 4:28 noted)

1) Call to Order

Meeting called to order at 4:17 pm at the Williamsville Branch Library..

2) Approval of Minutes

The minutes of the November 27, 2018 meeting were approved. Motion by Carolyn Giambra, seconded by Penny Wolfgang.

3) Approval of Agenda

The agenda for today's meeting was approved.

4) Public Comment

None at this time.

5) Finances

A.) 2018 Budget

i.) County Bills Paid-Check #s 1541-1561 –Motion by Philip Casilio, seconded by Penny Wolfgang. All approved.

ii.) Williamsville Bills Paid-Check #s 1183-1185-Motion by Marilyn Feuerstein, seconded by Carolyn Giambra. All approved.

iii.) Other Bills Paid-APL Secondary Account check #s 2203-2224-Motion by Marilyn Feuerstein, seconded by Carolyn Giambra. All approved.

B.) 2019 Budget

i.) County Bills Paid- check # 1559 to USPS for postage before rates rise Jan. 27, 2019. Motion by Marilyn Feuerstein, seconded by Philip Casilio. All approved.

ii.) Williamsville Bills Paid-check # 1185 for dues to Williamsville Business Association. Motion by Marilyn Feuerstein, seconded by Philip Casilio. All approved.

iii.) Other Bills Paid-APL Secondary account check # 2223 to Jessica Golebiewski for our fundraiser (bookmarks). Motion by Marilyn Feuerstein, seconded by Philip Casilio.

All approved.

C.) Town of Amherst Budget

Ms. Butler-Smith reported funds have been moved from HVAC encumbered fund back into our budget . Any excess funds in this budget will be used for bills due to the Eggerstville Library gas leak repairs and other bills from 2018. Ms. Butler-Smith will work with the the Comptroller to secure emergency funds if necessary.

6.) President's Report

A.) Active Board Members- Ms. Butler-Smith reported she spoke with a Board member who is currently experiencing trouble attending meetings due to the time they are held. Will try to make meetings if the time is changed but cannot promise she will attend. Discussion ensued. Board members decided not to change meeting time.

Ms. Butler-Smith suggested changing the by-laws to decrease the number of Trustees or leave the by-laws alone and look for a new Trustee. Discussion ensued.

B.) Election of Officers for 2019-The Board decided to hold off on the election until Mr. Voelkl (President) is present.

C.) Meeting Dates for 2019

Next meeting is February 6 at 4:15 pm at Audubon Library. Future dates will be set at the February meeting.

7.) Trustees Report

Nothing to report at this time.

8.) Town of Amherst Councilmember's Report

Ms. Spoth announced that financial disclosure forms will be out this month. All Trustees must file this form and return it to the Town of Amherst. Ms. Butler-Smith also mentioned she will receive a copy of everyone's forms to be stored in her office per NYS Comptroller.

Ms. Spoth announced Ms. Wolfgang has been reappointed to the Library Board.

9.) Director's Report

A.) Parking matter at Eggerstville-Snyder Library- Ms. Butler-Smith reported that staff at Eggerstville Library found notes on their cars stating "No Parking" on Lombardo Funeral Home property. Ms. Butler-Smith spoke to the funeral home director to explain past history we had with the former funeral home at that site. They were agreeable to let the staff use the lot when there are no events taking place. We will continue to allow Lombardo's Funeral Home to use our lot for overflow as was past practice with the previous owners. Ms. Spoth will check into insurance liability with the Town in case of any future litigations. Ms. Spoth was also asked to look into the land-locked space at the back of Eggerstville Library's lot. Ms. Butler-Smith inquired as to possible selling that lot.

B.) NYLA Advocacy Day-Ms. Butler-Smith asked for Board members interested in attending on February 27 to please contact her. Attendance to this event will fulfill some of the mandatory training hours for Trustees' development.

C.) Trustee Training –March 2 at Central Library. Ms. Butler-Smith reminded Trustees they are required to fulfill 3 hours annually. The ACT meeting will also count towards training hours.

10) GALA –February 8, 2019

Ms. Butler-Smith announced we have collected \$15000.00 in donor support to date.

Ms. Spoth reminded councilmembers to also show support with basket donations.

11) Buildings

Nothing to report at this time.

12) Main Library at Audubon Expansion Project

A.) Building Committee-Ms. Butler-Smith asked if Trustees have any interest joining the building committee. Ms. Iannello-Ward declined the invitation to be on the committee due to previous commitments. Ms. Wolfgang also declined to be on the committee.

Ms. Feuerstein and Ms. Giambra asked for more information about the committee before making a decision about their involvement in this committee.

13) Unfinished Business

Nothing at this time.

14) New Business

Ms. Butler-Smith announced the CIP (Capital Improvement Project) has a \$3.3 million budget.

Ms. Butler-Smith reported that The U.S. Dept. of Labor is requiring a record of all occupational injuries/illness be recorded for the Williamsville Branch Library.

15) Correspondence

Nothing at this time.

16) Next meeting is February 6 at 4:15 pm at the Main Library at Audubon.

17) Adjournment-Meeting adjourned at 5:05 pm.

