

## **Boston Free Library**

### **June 11, 2019 Agenda**

**Meeting was called to order at 6:10 pm**

**Suzanne Borowicz, Linda Coniglio, Kami Callahan, Lydia Herren, Cathy Osborn**

Minutes from the April 9, 2019 meeting – ACTION

State approval correction:

Motion to accept

Motioned made by: Linda                      2<sup>nd</sup> by: Kami                      and carried unanimously

**Treasurer's Report** – ACTION - copies handed out

Linda talked with banker –

If we surrendered and turned it into another CD we'd earn more.

Board gives permission to Linda or Suzanne to upgrade CD's going forward.

Linda will give notice to Lydia (Director) and/or Suzanne (President) when action will be taken.

Motion to give Suzanne and Linda permission

Motioned made by: Cathy                      2<sup>nd</sup> by: Kami                      and carried unanimously

Linda also suggested to transfer \$5,000 into savings.

Motion to transfer money:

Motioned made by: Kami                      2<sup>nd</sup> by: Suzanne                      and carried unanimously

- Linda away for 3 weeks
- Kami will buy 4 Boxes of chips for the fundraiser
- Will talk about lawn signs at Friends Meeting

**Director's (Librarian's) Report** – ACTION - copies handed out

Motion to reimburse Lydia

Motion made by: Linda                      2<sup>nd</sup> by: Kami                      and carried unanimously

Reviewed Bulletin Board Policy

Motion to accept policy

Motion made by: Linda                      2<sup>nd</sup> by: Suzanne                      and carried unanimously

Motion to accept updated language pertaining to Rules of Conduct, Whistleblower Policy, Conflict of Interest

Motion made by: Linda                      2<sup>nd</sup> by: Kami                      and carried unanimously

Motion to accept Librarian's Report

Motion made by: Linda                      2<sup>nd</sup> by: Kami                      and carried unanimously

## **President's Report -**

- Amendments to Bylaws

Suzanne will make corrections and send out

Lydia will check on timeline for public posting agenda and online posting of minutes.

Delete Article VI, Section 9

Motion to accept change in language and Suzanne will make changes send them to Trustees

Motion made by: Cathy 2<sup>nd</sup> by: Linda and carried unanimously

Vote to accept Kami Callahan to the Board of Trustees

Motion made by: Cathy 2<sup>nd</sup> by: Linda and carried unanimously

Vote to accept Suzanne as President of Board of Directors

Motion made by: Linda 2<sup>nd</sup> by: Kami and carried unanimously

Terms expiring – Matt Boyle for Vice President (not present) – next meeting  
- Lisa Witmer will not continue

Motion to adjourn

Motion made by: Cathy 2<sup>nd</sup> by: Linda and carried unanimously

Meeting adjourned at 7:07 PM

## **Meeting Schedule 2019 – Meetings begin at 6:00pm**

**June 11, 2019**

September 10, 2019

December 10, 2019

(Please note that we are meeting five times this year instead of four and that all meeting dates are now on the second Tuesday of the month instead of the first.)

## **Librarian's Report**

1. Contract Balance: \$1312.72

Checks written since the last board meeting

4/9	2286	Lydia Herren – Mileage Reimbursement	\$259.84
4/22	2287	Erie County Water Authority	\$49.26
4/27	2288	Chevalier –Plowing over Contract Date	\$150.00
4/29	2289	Republic Services –Garbage	\$73.63

5/2	2290	Ruckers – Soil and Seed	\$89.92
5/13	2291	Michael Nowak – Gas for Lawn Mower	\$12.00
6/3	2292	Republic Services – Garbage	\$73.85
6/3	2293	Ruckers – Soil and Seed	\$139.50

I am respectfully requesting reimbursement for \$171.53 for programming supplies for programs held in April, May and June.

Meetings attended:

ACT Meeting – May 4<sup>th</sup> at the Central Library

Discussion of renegotiating the Contract between the BECPL and the Contract Libraries to update the language. ACT is looking for people to participate in the committee for this purpose. The rest of the meeting was devoted to Safety in Libraries, including AEDS, Narcan, and violent patrons. Several libraries do have AEDs, but there are potential issues in having staff trained to utilize the equipment (out of title claim since it is not listed in the job description).

Early Literacy Training- June 10<sup>th</sup> at the Central Library

Correspondences:

Letters to Senator Gallivan and Assemblyman DiPietro – requesting State Aid for upgraded, energy efficient HVAC system. I have not yet gotten a response from either.

Thank You to Faith Church Volunteers

Thank You Letters to Association Membership donations – Linda Coniglio

2. Annual Report Mailing

The Annual Report has been mailed to approximately 374 recipients on our mailing list. The cost was \$220 for stamps. To date we have received \$720 in Association Membership Donations (exactly the same amount as this time last year).

3. Garden Volunteers

On Sunday, May 19<sup>th</sup> volunteers from Faith United Church of Christ Sunday School came to the library to help clean out the gardens. They worked for approximately an hour, cleared leaves out of all the gardens, and helped dig out the bushes near the ramp that were dying.

4. Hot Dog Fundraiser Thursday, July 11 @<sup>th</sup> 5:00 PM – 7:30 PM

Legislator Mills has offered to donate 147 hot dogs (for the district number) to our fundraiser. The Friends of the Boston Library have secured \$300 in business sponsorships. We will discuss purchasing a tent for the evening at the Friends meeting tonight.

The event will include an Art/Craft Fair with approximately 15 local vendors and live music provided by Alex Krolikowski.

I will be holding a raffle for children with prize bags – one chance to win per book checked out to encourage people to explore the library during the event.

A bike/ basket raffle will also be held and donations have been requested on Facebook as well as on signs in the library.

I will advertise the event on our roadside sign, with flyers posted around town, a radio ad, Facebook posts, and inclusion in the online WNY events page. I will also try to get an article in both the Springville Journal and the Pennysaver.

I have contacted the Boston Fire Hall to see if we can utilize their parking lot for our artists. We will need a vehicle to shuttle the artists/vendors to and from the library.

Legislator Mills will also present the library with a donation check at the fundraiser to show his continued support of the library.

5. Other updates:

Meals on Wheels is currently undergoing organizational changes which has placed our partnership on hold. We will be re-evaluating and presenting the partnership again as soon as their organization is prepared to review our proposal.

6. Spring Programming Report

- a. April: 11 programs held with attendance of 214 with an additional 35 one-on-one sessions with the therapy dog.
- b. May: 9 programs held with attendance of 123 with an additional 45 one-on-one sessions with the therapy dog and an outreach preschool story time to Churchill Child Care Center with an attendance of 23.
- c. June: Our Father's Day craft program was attended by 32 people and we currently have approximately 25 people signed up to participate in our Bubble Day Summer Kickoff Event.
- d. Battle of the Book is off to a strong start with 10 kids committed to participating in Team Boston this summer. We are looking for additional participants to fill out our two teams.

7. Upcoming Programs

**Ongoing Events**

***Preschool Story Time***

Mondays 10:30 AM (July 1st - August 5th)

or

Tuesdays 6:00 PM (July 2nd - August 6th)

Stories, crafts, games, songs and snacks

For ages 3 - 6

***Toddler Lapsit Story Time***

Thursdays 10:30 AM (July 11th - August 15th)

Stories, rhymes, songs and more!

For ages 6 months - 2 years

***Canine Good Citizen Reading Dog on Staff***

Wednesdays 10:00 AM - 2:00 PM (May 29th - August 28th)

Stop in and sign up for a session to read to Boston's Canine Good Citizen Therapy Dog. Practicing reading aloud to such a good listener helps children to gain confidence in their abilities.

### ***Battle of the Books***

Mondays\* 6:00 - 7:00 PM June 4th - August 3rd

\*Check posted schedule for dates and times

If you are a student entering 6th, 7th, 8th, or 9th grade in the fall of 2019, and you like to read, compete and enjoy great food and prizes - Team Boston wants you! We meet once a week in June and July to discuss the books and answer trivia questions all leading up to the final exciting Battle on August 3rd at E.C.C. South Campus. Call 716-941-3516 to register or join us for the informational meeting on May 13th at 6:00 PM.

### **Special Events**

*Thursday, June 27th, 5:00 PM - 6:00 PM - Bubble Day Summer Kickoff*

Come to the library to make different types of bubble wands and bubble solutions and put them all to the test to see who can create the biggest bubble. All ages welcome. Call 716-941-3516 to register.

*Thursday, July 11th, 5:00 PM - 7:30 PM - Annual Summer Fundraiser*

Join us for an Art/Craft market with local vendors and artisans, live music by Wise Alex, \$1.00 hot dogs, basket raffle, bike raffle, and crafts for the kids. Fun for all ages!

*Monday, July 15th, 6:00 PM - Kids Yoga with Blue Sky Wellness*

Enjoy all the wonderful benefits of yoga. Recommended for ages 3 to 10.

*Tuesday, July 16th, 6:00 PM - To the Moon and Back*

Have you ever wondered what life is like on the moon? Let's have some fun exploring the moon's surface while singing and dancing our way through the solar system. Recommended for ages 3-8.

*Thursday, July 25th, 6:00 PM - Nature Lessons in Kindness and Creativity*

Authors Dave Bauer and Stephanie Parwulski read from their books and teach us through interactive activities about all the gifts nature has to offer. Recommended for ages 4 - 9

*Monday, July 29th, 6:00 PM - New York State and the Erie Canal - The Hill Brothers*

The Hill Brothers focus on music and folklore from New York State's history, with special emphasis on the Erie Canal. You'll enjoy their humor, period songs, and lots of audience participation on a fun-filled musical trip across the state. All ages welcome!

This program is made possible through a grant from the New York State Regional Economic Council, NYS Council on the Arts, Governor Andrew M. Cuomo and the New York State Legislature.

*Monday, August 5th, 6:00 PM - Kids Yoga with Blue Sky Wellness*

Enjoy all the wonderful benefits of yoga. Recommended for ages 3 to 10.

*Thursday, August 8th, 6:00 PM - What Would You Do In Space?*

Do you have the "Right Stuff"? Join our crew as we explore life as an astronaut with experiments and activities that are out of this world! Recommended for ages 5-12.

#### 8. Policy Updates

- a. Bulletin Board Policy – please review the current policy, which was adopted May 18, 2006. Are there any suggested changes?
- b. Arlene Henry has accepted the appointment as Claims Audit Officer
- c. BECPL System Board has amended the following policies:
  - i. **Rules of Conduct:** to reflect new NYS required language prohibiting smoking with 100 feet of all public and association libraries.
  - ii. **Whistleblower Policy:** to maintain consistency in amendments to New York State Non-Profit Revitalization Act including adding language restricting the ability of an employee, trustees or subjects of a whistleblower complaint to participate in Committee or Board deliberations and/or voting regarding whistleblower complaints.
  - iii. **Conflict of Interest:** Language was modified to maintain consistency in amendments to the New York State Non-Profit Revitalization Act which includes the replacement of “Key Employee” to “Key Person,” definition of “Key Person” and the definition of “Related Party Transaction.
  - iv. Can we vote to accept these same updates to Boston’s policies?