

# Clarence Public Library Board of Trustees Minutes

March 23, 2026 4:04 PM

## Draft

### I. Roll Call

The meeting was called to order at 4:04 PM by Judy Hilburger. A quorum was present.

Present: President Judy Hilburger; Vice-President Marlene Arno; Secretary Susan Bielawski; Director Monica Mooney; Trustee Lisa LaTrovato; Town Board Liaison Bob Altieri;

Excused: Treasurer Marjorie Ebersole

### II. Approval of Minutes

The February 23, 2026 minutes were approved. *Motion to approve: L. LaTrovato* 2<sup>nd</sup>:  
*M. Arno Unanimous.*

### III. Approval of Claims

The board reviewed checks written in February and March from the County and the Trustee accounts.

· *A motion was made to approve the Abstract of Audited Vouchers for the County checking account for February and March 2026: 4c-7c Motion: M. Arno*

*2<sup>nd</sup>: L. LaTrovato Unanimous*

· *A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account for February and March 2026: 6t- 10t*

*Motion: M. Arno. 2<sup>nd</sup>: S. Bielawski Unanimous*

### IV. President's Report

· **ACT** – . The meeting was held 3/21 at Central Library. There were several informative presentations: Strategic Planning Process, System Adult Outreach Services, System Youth Outreach Services, and Sustainability Initiatives. The attending members gave summaries. The next meeting will be May 16th in Collins.

· **Friends** – Preparing for upcoming book sale April 29- May 2

### V. Director's Report

· **Financial**- See Director's Report for details. State report due 4/8/26 however the new reporting system is not complete but data input can begin. There were no donations this month.

- **Account Balance:** specifics are in the director's report
- **Circulation** - CPL was down 9.2% ranking 9th in the system for February 2026.
- **Library Visits** - The CPL had 5,914 library visits in February, 2026, up 2.1% and ranked 9th in the system.
- **WiFi Usage** - The CPL had usage of 1,592 in February, 2026, up 24.9%.
- **Partnerships** – 12 organizations used the meeting spaces in February 2026.

### **Additional Comments**

- New phone system installed. Two additional phones were added.

**VI. Liaison Comment** – B Altieri provided updates on the Lions Playground (fund raising continues). Ground breaking is expected Fall 2026, with work clearing the land to begin Spring 2027. Fireworks in the Park 6/29/26 with rain date 6/30/26

**VII. Public Comment** – none

### **VIII. Unfinished Business**

- **Buildings and Grounds-** Security camera placements are being discussed. Men's and Women's restrooms painted and tiled cleaned. New filters to be placed.

### **IX. New Business**

- **Trustee Vacancies** – Possible candidate Jodi Quigley attended the meeting. Interested in a position. Application forms available at Town Hall. Word of mouth and various alerts continuing. A notice will be sent to the Clarence Bee.
- **Long Range Plan initial discussion-** copies were distributed. Members to review and work will begin at future meetings to ensure an updated plan is completed by 2/27.

### **X. Next Meeting**

**April 27, 2026. 4:00 p.m.** in the Staff Lounge

### **XI. Adjournment**

*Motion to Adjourn Motion: L. LaTrovato 2<sup>nd</sup>: S. Bielawski*

*Unanimous*

Prepared by S. Bielawski, Secretary