

Clarence Public Library Board of Trustees Meeting Minutes - Draft

April 27, 2026. 4:06

I. Call to Order

The meeting was called to order at 4:06 PM by Judy Hilburger. All were present.

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

II. Approval of Minutes

The March 23, 2026 minutes were approved. Motion to approve: M. Arno, 2nd: L. LaTrovato
Unanimous

III. Approval of Claims –

The Board reviewed checks written in March and April from the County and the Trustee accounts.

A motion was made to approve the Abstract of Audited Vouchers for the County checking account for March and April 2026: 8c-11c Motion: S. Bielawski, 2nd: M. Arno. Unanimous

A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account for March and April 2026: 11t- 18t Motion: L. LaTrovato 2nd: M. Arno
Unanimous

IV. President's Report – Judy Hilburger

ACT: No report. No determined date for the next meeting

Friends: The book sale is to begin Wednesday 4/29, with the culminating bag sale Sat. 5/2.

V. Director's Report – Monica Mooney

Financials: See Director's report for details. The first payment (90%) for the NYS Construction Grant of \$44,244 was received. The check will be used to reimburse the Town of Clarence.

- **Account Balance:** specifics are in the director's report
- **Circulation:** somewhat down
- **Library Visits-** total count at 6,558, average visits per day- 252

- **Wi-Fi usage** was up but public access sessions were down. However, patrons' needs are greater, needing more support time.
- **Partnerships**- 16 organizations used the meeting space in March. More times were requested but were in conflict so couldn't be accommodated.
- **Building and Grounds**- Aqua System here to turn on sprinklers. Parks brought the part for the motor cage for VAV 4 and made repair.

Additional Comments

The focus for March was on outreach. We participated in the International Day sponsored by Clarence Community Foundation, and Spring Into Reading sponsored by the Clarence Family Support Center. We also held a very successful Literacy Night with approximately 150 people. Buffalo Sabretooth was a highlighted guest. Agency people we worked with were excellent. Librarian Sarah McLean-Plunkett attended the Public Library Association Conference and Director Mooney is taking a 30 credit hr course through NYSUT, called Science of Reading: A Practical Approach for Educator

VI. Public Comment- None

VII. Liaison Comment-Fireworks set for 6/29 with a rain date of 6/30. The inclusive playground fundraising is currently at 64%. Need to seek additional financial support.

VIII. Unfinished Business

Building and Grounds: discussion regarding location and cost of security cameras. Additional information needed. The Directional sign needs to be re-done.

Trustee vacancies: One Application- Jodi Quigley. It appears she would be a good addition. One more still needed. Motion made by L. LaTrovato to place an advertisement 2nd M. Arno

IX. New Business:

State Report: The State Report was presented and reviewed. Motion was made by L. LaTrovato to accept as written 2nd S. Bielawski. President Judy Hilburger read and signed authorization to validate the report.

Security Cameras –Monica met with Amherst Alarm now Pye-Barker. Need for 4 cameras including the sides. Hook into the current system. Need for adjusted cost or additional quotes so no action required at this time.

X. Next Meeting: May 18, 2026, 4:00PM. Adjustment in date due to Memorial Day.

XI. Adjournment

Motion to adjourn M. Ebersole, 2nd L. LaTrovato

Prepared by S. Bielawski, Secretary