

Clarence Public Library Board of Trustees

February 27, 2023 7:15 PM

Approved Minutes

Roll Call: The meeting was called to order at 7:15 PM by Judy Hilburger. A quorum was present.

Present: President Judy Hilburger; Vice-President Joseph Zinni; Secretary Marlene Arno; Trustee Stacey Jafarjian; Trustee Sue Powers; Director Monica Mooney; Town Board Councilman Dan Michnik

Excused: Treasurer Marjorie Ebersole; Trustee Dawn Olczak;

I. Approval of Minutes from January 23, 2023

The minutes were approved with a name and date correction. *Motion: S. Powers, 2nd: M. Arno Unanimous.*

II. Approval of Claims

The board was advised that the amount for check 1c on the County Claims Handout was incorrect. The correct amount of \$184.00 was on the actual check. A correction page is now available.

The board reviewed checks written in January and February 2023 from the County checking account and January and February 2023 from the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 3c-5c. *Motion: J. Zinni. 2nd: S. Jafarjian. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 5t-15t. *Motion: S. Powers, 2nd: J. Zinni. Unanimous.*

III. President's Report

- **ACT** – The meeting was held on January 21st at the West Seneca Library. Judy, Joe, Marlene, Dawn and Monica all attended. John Spears, the new Director spoke about book banning and the First Amendment/Freedom of Speech and challenges to library personnel. He provided 5 suggestions if confronted. Both Sue Powers and Monica Mooney shared a recent experience and how the patron's concerns were satisfactorily handled.
- **Friends** – The Friends have a new secretary. The Spring Book sale is set for April 26-29 2023
- **Trustee Book Club** – Sue Powers shared many relevant pieces of information with the Board related to Open Meeting requirements. A copy of the Open Meeting Law text was provided to President Hilberger. Additional information is available on the www.opengovernment@NY.gov Site and questions should be directed to Kristen O'Neill at 518-474-2518

IV. Director's Report

- The Clarence Public Library (CPL) was ranked 6th for circulation and 8th for patron visits in January 2023. CPL was ranked 7th for circulation and 7th for patron visits in January 2022..
- Several successful programs and events took place at the Library in January: a “Study in Sherlock” discussion, A Substance Abuse/Opioid addiction program, an informational program about cannabis, a screening of “Race: The Power of an Illusion”, the interactive Fizzy Drinks and Fairy Cakes program for school age children

- Memory Kits – the first order has been placed for items that will be part of the Clarence Library’s Memory/Reminisce Kits collection with grant funds provided by the Daniel C and Beatrice M Fisher Fund

V. Public Comment – N/A

VI. Unfinished Business

- **Building/Maintenance Issues** - D.V. Brown has been to the library several times in January (boiler failed) and February to assess the damaged ceiling tiles. Two fans will need to be replaced (above adult fiction and the bookstore). The town will be taking care of these repairs in the next few weeks.

The software system computer for the HVAC system went down on February 10th. Monica called Town Hall and they were able to reboot the computer. Connection between the Library system and Town Hall was very weak.

The library has some issues with the new humidifier and leaking pipes in the mechanical room which are being addressed by the Town.

- **Good News** - The flag was replaced on February 9, 2023. The fire extinguishers passed inspection on February 15, 2023
- **Flight 3407 Kiosk in Library** The display computer is not working and the original vendor, Hadley, has been unable to resolve the problems. Monica is working with the 3407 Foundation to fix the technical issues.

VII. New Business

- **Open Meetings** – Sue Powers led a discussion related to the requirements for the library to follow (e.g. additional posting of meetings in the Clarence Bee). Board Meetings are advertised on the Town of Clarence website, on the library website, and with a poster on the lobby Bulletin Board.
- **Meeting Room Usage** – Dan Michnik brought up a concern about liability in the library and the need/or not for insurance. The Board discussed the meeting room usage policy, which groups would provide their own insurance certificates, what activities are riskier than others, etc. Dan will collaborate with Monica to invite the Town Representative to a future meeting to speak to the Board about the Towns coverage and this issue as it impacts the library.

VIII. Next Meeting

The next meeting is March 27 2023 at 4:30 p.m. The public is welcome to attend.

IX. Adjournment

The meeting was adjourned at 8:50 PM. *Motion: M. Arno. 2nd: J. Zinni. Unanimous.*

Submitted by M. Arno, 2/28/2023