

# Clarence Public Library Board of Trustees Minutes

April 24, 2023 4:30 PM

## Final

Roll Call: The meeting was called to order at 4:30 PM by Judy Hilberger. A quorum was present.

Present: President Judy Hilberger; Vice-President Joseph Zinni; Treasurer, Marjorie Ebersole; Secretary Marlene Arno; Trustee Stacey Jafarjian; Trustee Sue Powers; Trustee Dawn Olczak; Director Monica Mooney; Town Board Councilman Dan Michnik

Excused:

### I. Approval of Minutes from March 27, 2023

The minutes were approved. *Motion: J. Zinni 2<sup>nd</sup> D. Olczak Unanimous.*

### II. Approval of Claims

The board reviewed checks written in March and April 2023 from the County checking account and the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 9c-11c. *Motion: S, Jafarjian 2<sup>nd</sup>:M. Arno Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 24t-29t. *Motion: S. Powers, 2<sup>nd</sup>: D Olczak Unanimous.*

### III. President's Report

- **ACT** – No announcements or meetings have taken place or been announced
- **Friends** – The Spring Book sale is set for April 26-29 2023. Setup has gone quickly due to all the help
- **Trustee Book Club** – The Trustee Handbook topic was “Personnel” on pages 44-49. Sue Powers shared many relevant pieces of information with the Board. A discussion about the value of Evaluations took place. Master Gardner series on seedlings and native plants,

### IV. Director's Report

- **Circulation/Patron Visits** - The Clarence Public Library (CPL) was ranked 7<sup>th</sup> for circulation and 10<sup>th</sup> for patron visits in March 2023. CPL was ranked 7<sup>th</sup> for circulation and 10<sup>th</sup> for patron visits in March 2022..
- **Program Highlights** - Several successful programs and events took place at the Library in March and April including a “Study in Sherlock” (movie and discussion); Master Gardner presentations on Planting seedlings and native plants; Spring Egg Decorating Craft; WNY Art Day Events on April 15<sup>th</sup> and Bob Poczik’s presentation on James Garfield.
- **Seed Library** - The seed library as of March 13<sup>th</sup> had circulated 1179 packets of seeds.

### V. Public Comment – N/A

### VI. Unfinished Business

- **Building/Maintenance Issues** – Monica requested confirmation on March 30, 2023 of the town’s approval to proceed with the application and development of a grant from the NYS Library Construction Grant Fund for a new HVAC system. This award could cover 50-75% of

the costs, Tim Lavocat, Town Engineer, cautioned that the town needs to do an evaluation of the needs.

- **Flight 3407 Kiosk in Library** – Som of the technical issues have been fixed.
- **Amendment to Bylaws (Article 3 Start Time of Meeting)** – *Motion: S.Jafarjian 2<sup>nd</sup> M. Arno*  
*Approved Meeting start time changed to 4:30 p.m.*

#### **VII. New Business**

- **Approval of 2022 State Report** – Non-financials submitted end of February and Financials end of March *Resolution approved*
- **Follow-up from Trustee Book Club Board/Director Relationship discussion** - Board will look into locating sample evaluations for review and will continue this discussion.

#### **VIII. Next Meeting**

The next meeting is May 22, 2023 at 4:30 p.m. The public is welcome to attend.

#### **IX. Adjournment**

The meeting was adjourned at 5:30 PM. *Motion: M. Ebersole. 2<sup>nd</sup>: J. Zinni. Unanimous.*  
*Submitted by M. Arno, 4/28/2023*