

**Clarence Public Library Board of Trustees Minutes**  
**April 25, 2022 7:15 PM**  
**Final**

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

Present: President Judy Hilburger; Secretary Joseph Zinni; Treasurer Marjorie Ebersole; Trustee Marlene Arno; Trustee Sue Powers Director Monica Mooney; Town Board Councilman Paul Shear; Town Board Councilman Dan Michnik

Excused: Trustee Stacey Jafarjian; Trustee Dawn Olczak

I. Approval of Minutes from March 28, 2022

The minutes were approved with no changes.

*Motion: M. Arno. 2<sup>nd</sup>: J. Zinni. Unanimous.*

II. Approval of Claims

The board reviewed checks written in March and April 2022 from the County checking account and in March and April 2022 from the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 10c-12c. *Motion: M. Arno. 2<sup>nd</sup>: S. Powers. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 15t-18t. *Motion: M. Arno. 2<sup>nd</sup>: S. Powers. Unanimous.*

III. President's Report

- **ACT** – Judy, Marlene and Monica plan on attending the meeting at the Central Library on May 7<sup>th</sup>. Monica has provided ACT with all of the information they had requested for their presentation to the new director.
- **Friends** - The Friends are not meeting since the library is closed for the carpet project. Their next planned event is May 28<sup>th</sup> for Bark in the Park.

IV. Director's Report

- CPL was ranked 7<sup>th</sup> in circulation and 10<sup>th</sup> in patron visits in March.
- The library closed on April 23<sup>rd</sup> for the carpet project. The anticipated re-opening date is May 23<sup>rd</sup>. All of the patron's holds were transferred to Clearfield on April 22<sup>nd</sup>. Also, all holds during this time will be routed to Clearfield. Heritage Contract Flooring is the contractor who won the bid and will be installing the carpet.

- The library system has gone fine free for overdue materials. There will still be a fee associated with lost or damaged books.
- CPL has been provided a Google Chrome Book and Wi-Fi hotspot kit, as well as 2 Wi-Fi hotspots for circulation.
- The Town has allocated \$11,000 towards new shelving in the employee area. The anticipated date of delivery and installation should coincide with the re-opening of the library.
- Monica and Sarah are training with Northstar Digital Literacy to become on-site Administrators

#### V. Public Comment

- Marge shared with the Board that she wrote a book about her life through a company called StoryWorth. A relative gave her this as a gift and she was responsible to answer a question every week about various topics that she would like to share and pass down to her family.
- The Clarence Center United Methodist Church is having a chicken BBQ sale on May 7<sup>th</sup> from 3:00-7:00 PM. The cost is \$12.

#### VI. New Business

- **Approval of Annual Financial Report** – The Board unanimously approved the annual financial report.  
*Motion: S. Powers. 2<sup>nd</sup>: M. Arno. Unanimous.*
- **Meeting Room Policy** – Monica proposed adding two additional rules to this policy, which the Board unanimously approved.
  - *Attendees must follow all health and safety protocols at the time of the event.*
  - *Room capacity is subject to change based upon health and safety requirements at the discretion of the director.*

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

#### VII. Next Meeting

The next meeting is Monday, May 23, 2022 at 7:15 PM. The public is welcome to attend.

#### VIII. Adjournment

The meeting was adjourned at 8:15 PM. *Motion: M. Ebersole. 2<sup>nd</sup>: J. Zinni.*  
*Unanimous.*

*Submitted by J. Zinni*