

Clarence Public Library Board of Trustees Minutes

January 23, 2023 7:15 PM

Final

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

Present: President Judy Hilburger; Secretary Joseph Zinni; Treasurer Marjorie Ebersole; Trustee Marlene Arno; Trustee Stacey Jafarjian; Trustee Dawn Olczak; Trustee Sue Powers; Director Monica Mooney

Excused: Town Board Councilman Dan Michnik

I. Approval of Minutes from November 28, 2022.

The minutes were approved a few changes, mainly typos throughout the entire document. The date for the ACT meeting was also corrected to January 21, 2023.

Motion: M. Ebersole.. 2nd: S. Powers. Unanimous.

II. Approval of Claims

The board reviewed checks written in December 2022 and January 2023 from the County checking account and in December 2022 and January 2023 from the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 35c-36c. *Motion: S. Powers. 2nd: J. Zinni. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the County checking account 1c-2c. *Motion: S. Jafarjian. 2nd: M. Arno. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 68t-70t. *Motion: M. Arno.. 2nd: D. Olczak. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 1t-4t *Motion: J. Zinni.. 2nd: M. Arno. Unanimous.*

III. President's Report

- **ACT** – A meeting was had on January 21st at the West Seneca Library. Judy, Joe, Marlene, Dawn and Monica all attended. The meeting was discussed in

generalities for those who did not attend the meeting. Also, Marlene suggested that each Trustee virtually attend the Trustee Book Club to continue to grow in the role.

- **Friends** – They have amended their bylaws regarding their mission statement, as well as allowing a Trustee to have a vote for their organization if they are a bona fide Friend who pays their dues, volunteers and is active in the organization. Also, their Spring book sale is set for April 26-29.

IV. Director's Report

- The Clarence Public Library was ranked 6th for circulation and 10th for patron visits in November. CPL was ranked 4th for circulation and 7th for patron visits in December. The December numbers includes several days where CPL was closed due to the carpet project and blizzard.
- Several successful programs and events took place at CPL at the end of 2022: blood drive, a holiday themed painting night, a “Study in Sherlock” discussion and a holiday cookie decoration program.
- CPL hosted “10 Warning Signs of Alzheimer’s”, a program offered by the Alzheimer’s Association. This organization will return on March 16th and will present “Understanding Alzheimer’s and Dementia”. Also, Monica met with Julie Lewinski of Care Patrol of Buffalo/Niagara/Rochester/Syracuse regarding the memory kits that CPL will purchase with grant money that was awarded to us in 2022.
- Part-Time library Jeremy Cassidy resigned in late 2022. Nickolas Schuessler was hired this month as his replacement.

V. Public Comment – N/A

VI. Unfinished Business

- **2023 Goal Setting** – The Board continued to have discussions on how to form partnerships with community organizations. Monica will continue to reach out to local organizations to partner with and have meetings/presentations at CPL. Joe suggested that the Board attend other organizations’ meetings and form a relationship with them through this personal interaction. The entire Board would not have to attend all of these meetings and liaisons could be chosen to represent the entire Board.

VII. New Business

- **Conflict of Interest/Disclosure Statements** – The Board is required to fill out this statement annually. All Trustees completed and submitted these statements to Monica.
- **Election of Officers** – Joe Zinni informed the Board that he is resigning as Secretary effective at the end of this meeting. Marlene Arno volunteered to take the Secretary position for one year only. The Board voted unanimously to elect Marlene as Secretary. The Board also voted unanimously to elect the following officers:

Treasurer – Marge Ebersole

Vice President – Joe Zinni

President – Judy Hilburger

Motion: S. Powers. 2nd: D. Olczak.

- **Flight 3407 Memorial Kiosk and Funding of Future Repairs** – John Kausner of the Flight 3407 Foundation spoke to the Board about the foundation's future plans for the kiosk that is located within the library. By 2024 the foundation will cease to exist and he was asking the Board what they thought about the future responsibility and maintenance of the kiosk. Unanimously, the Board agreed that CPL should be stewards of the kiosk and monitor any potential maintenance issues that arise. Ownership and funding for maintenance of the kiosk should be the Town's responsibility and a formal agreement should be drawn up and signed by the Town and the foundation.

VIII. Next Meeting

The next meeting is February 27, 2023 at 7:15 PM. The public is welcome to attend.

IX. Adjournment

The meeting was adjourned at 9:04 PM. *Motion: M. Ebersole. 2nd: J. Zinni.*
Unanimous.

Submitted by J. Zinni