

Clarence Public Library Board of Trustees Minutes
September 27, 2021
Final

Roll Call: The meeting was called to order at 7:07 PM by Judy.

Present: President Judy Hilburger; Secretary Joseph Zinni; Trustee Marlene Arno; Trustee Stacey Jafarjian, Trustee Dawn Olczak; Director Monica Mooney; Town Board Liaison Paul Shear.

Excused: Treasurer Marjorie Ebersole, Trustee Sue Powers

I. Approval of Minutes from August 23, 2021

The minutes were approved with two changes. The date that donations will no longer be accepted was updated to October 25th. The same paragraph was updated to include that a book sale will be held in November.

Motion: M. Arno. 2nd: D. Olczak. Unanimous.

II. Approval of Claims

The board reviewed checks written in August and September 2021 from the County checking account and in August and September 2021 from the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 30c-31c. *Motion: J. Zinni. 2nd: S. Jafarjian. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 32c-35c. *Motion: S. Jafarjian. 2nd: D. Olczak. Unanimous*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 28t-30t. *Motion: D. Olczak. 2nd: J. Zinni. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 31t-33t. *Motion: S. Jafarjian. 2nd: M. Arno. Unanimous*

III. President's Report

- ACT has a virtual meeting on October 2nd.
- The Friends bookstore is open and they are doing well. The patrons are enjoying have this open again.
- The Friends will host a book sale from November 3rd to November 6th.

IV. Director's Report

- CPL was ranked 4th in circulation in July and August. CPL was ranked 7th in July and 8th in August for patron visits.
- Over 59,400 minutes were logged for the summer reading program. Also, 72 kids read down their fines during the summer.
- 824 people entered the bike and wagon raffle.
- CPL and the Chinese Club of WNY will be hosting a ribbon cutting ceremony on October 16th at 2:00 PM to celebrate having over 100 books available at CPL, Audubon and the Central Library. There will be a bilingual story time and a children's craft program.
- Bob Poczik will host a program on November 15th about Afghanistan. He will discuss the history of Afghanistan that lead up to the terrorist events in 2001.
- Evan Vahratian, who is the new coordinator for the Family and Support Center met with Monica and Sarah to discuss how the center can use the library. Monica and Sarah were invited to meet with the Community Advisory Council in December to continue this discussion.
- Mike Stafford retired on September 3rd and Aaron Metzger was hired to replace him. Aaron's first day was September 27th.

V. Liaison's Comments – N/A

VI. Public Comment – N/A

VII. Unfinished Business

- **Carpet Project Grant** – A motion was made to select the carpet for CPL. The carpet that the Board voted on is from the company Milliken and from the collection Attitudes. The design name is Balinese Thatch and the color name is 161 Sumbawa Skies.

Motion: M. Arno. 2nd: D. Olczak. Unanimous

Monica and Paul are meeting with Tim Lavocat and a consultant on September 30th to discuss the next steps for the project. The discussion will also include how to design and submit a request to quote. Hopefully this can be completed soon and voted on by the Town Board in November. At that time the Town Board will set a bid opening date, which should occur in December and a review of the bids should happen in January. Paul's best guess is that the start of the project would not begin until February 2022 at the earliest due to the amount of carpet that is needed and the potential for delays from the manufacturer. Also, the winning bid will include moving the shelving and books and that may take longer than we were first expecting.

VIII. New Business

- **Request to purchase a new vacuum** – Monica suggested that the CPL purchase a new vacuum before the installation of the carpet. She presented the Board with the Karcher Upright Vacuum valued at \$626.
Motion: S. Jafarfian. 2nd: J. Zinni. Unanimous
- **Long Range Plan 2022-2026** – Monica and the Board had a preliminary discussion about the 2022-2026 long range plan. The Board will review the 2016-2021 plan and brainstorm ideas of what should be included in the new plan. This will be discussed in the upcoming meetings.

IX. Next Meeting

The next meeting is Monday, October 25, 2021 at 7:00 PM. The public is welcome to attend.

X. Adjournment

The meeting was adjourned at 8:46 PM. *Motion: D. Olczak. 2nd: J. Zinni. Unanimous.*

Submitted by J. Zinni