

# **Clarence Public Library Board of Trustees Minutes**

**June 20th, 2025 4:00 PM**

## **Draft**

The meeting was called to order at 4:00PM by Judy Hilburger. A quorum was present.

Present: President Judy Hilburger; Vice-President Marlene Arno; Treasurer Marjorie Ebersole; Secretary Sue Powers; Trustee Dawn Olczak; Trustee Lisa LaTrovato; Trustee Susan Bielawski; Director Monica Mooney; Town Board Liaison Bob Altieri

### **I. Approval of Minutes:**

- Motion to approve May 19th, 2025 minutes. Motion: M. Ebersole, 2<sup>nd</sup> L. LaTrovato. All in favor.

### **II. Approval of Claims:**

- The board reviewed checks written from the County checking account 15c-17c. Motion to approve: M. Arno, 2<sup>nd</sup> S.Bielawski. All in favor.
- The board also reviewed checks written from the Trustee Checking account 41t-53t. Motion to approve: M. Arno, 2<sup>nd</sup> S.Bielawski. All in favor.

### **III. President's Report:**

- **ACT** – Saturday, May 31<sup>st</sup>, 2025 discussion took place. All agreed that is was well done. Monica gave an excellent presentation that described our library as well as all the Outreach programs.  
J. Hilburger motioned that we take in consideration, in lieu of a formal written evaluation of our director, we consider Monica's presentation as her annual performance review.  
1<sup>st</sup>. by L.Trovato, 2<sup>nd</sup>, M. Arno. All is favor.
- **Friends** – The basket raffle will take place starting on June 24<sup>th</sup>, 2025. The Board of Trustees has donated at \$75 basket gift certificate to a restaurant.

### **IV. Director's Report:**

- M. Mooney gave the Director's Report that can be viewed on the Clarence Library Website under Board Information.
- Added information:  
Bookmarks added to groups/organizations  
Discussion on malfunction of backup batteries included a suggestion and need for a backup generator  
Update on decodable books that 33 have been catalogued  
Water feature in the Children's Reading Garden should be completed this weekend  
Explore further earlier presentations due to the success of the 11:00 presentation of Frank L. Wright.  
Consider reposition of A. Metzger's desk for safely concerns.

### **V. Public Comment:** none

### **VI. Liasion Comment:**

B. Altieri updated the Board on the Day in the Park, fireworks, Eastern Hills Project, and Playground project.

**VII. Unfinished Business:**

- Advocacy – M. Mooney and L.LaTrovato discussed the planning for Senator Patrick Gallivan's visit on Thursday, June 25, 2025 at 9:30. T. Parssinen, founder of WNY Educational Alliance, will also be present. The focus will be on the Literacy Hub.
- L.LaTrovato mentioned considering donation funding

**VIII. New Business:**

- Motion to approve the Agreement Between the Buffalo and Erie County Library and Clarence Public Library, a Public Library of the Town of Clarence County of Erie, State of New York 2025 Motion was made by J. Hilburger, 2<sup>nd</sup> L. LaTrovato. All in favor.
- The Clarence Public Library Meeting Room Policy was updated to add to Item #3 No products, services or memberships may be advertised, solicited or sold. Library premises may not be used to promote any specific agency. *However, at the discretion of the library director the following will be permissible at Library sponsored programs:*
  - Fundraising to benefit the Library and/or sponsored programs by the Friends of the Library or other library related groups*
  - The sale of books and other items by author activities as part of a library program*
- The Clarence Public Library Bulletin Board Policy will be updated so Item 3 will become Item 1, Item 1 will become Item 2, Item 2 will become Item 3.

Motion made by M. Arno, 2<sup>nd</sup> L.Latrovato. All in favor.

**IX. Next Meeting will be held Monday, September 22<sup>nd</sup>, at 4:00**

- X.** Motion made by M. Arno to add unfinished business bulleted under Director's Report and added to agenda. 2<sup>nd</sup> LaTrovato.  
M. Ebersole motioned to adjourn. 2<sup>nd</sup> L.LaTrovato.

Submitted by:

S. Powers

6/23/25