

# Clarence Public Library Board of Trustees Meeting Minutes

May 18, 2026

Draft

## I. Call to Order

The meeting was called to order at 4:03 PM by Judy Hilburger.

Present: President Judy Hilburger; Vice-President Marlene Arno; Secretary Susan Bielawski;; Director Monica Mooney; Treasurer Marjorie Ebersole, Trustee Jodi Quigley, Town Board Liaison Bob Altieri

Excused: Trustee Lisa LaTrovato

Attendee: Sarah McLean-Plunkett

## II. Approval of Minutes

The April 26, 2026 minutes were approved. Motion to approve: M. Ebersole 2<sup>nd</sup>: M. Arno Unanimous.

Discussion regarding document retention which is 6 years . Destroy them or you could be asked to present them if the need arose and you would be required to present when given a subpoena.

## III. Approval of Claims –

The Board reviewed checks written in April and May from the County and the Trustee accounts.

A motion was made to approve the Abstract of Audited Vouchers for the County checking account for May 2026: 12c-13c Motion: S. Bielawski 2<sup>nd</sup>: M. Arno. Unanimous

A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account for April and May 2026: 19t- 21t Motion: M. Arno 2<sup>nd</sup>: S. Bielawski Unanimous

## IV. President's Report – Judy Hilburger

ACT: Marlene Arno provided a report as she had attended. Two major topics: 1) Rights when visited by ICE. 2) Open meeting policies. Total presentation will be available on [midhudson.org](http://midhudson.org). Next meeting: No date or place determined

Friends: J Hilburger- Very successful book sale. Limited left over books. Children's books went to The Teachers' Desk, adult books were picked up.

## V. Director's Report – Monica Mooney

**Financials:** See Director's report for details.

- **Account Balance:** specifics are in the director's report
- **Circulation:** somewhat down. Specifics in the Director's report
- **Library Visits-** total count at 6353, average visits per day- 255
- **Wi-Fi usage** was up but public access sessions were down. However, patrons' needs are greater, needing more support time.
- **Partnerships-** 13 organizations used the meeting space in April. More times were requested but were in conflict with others scheduled so couldn't be accommodated. Also Friends used the room for a week.
- **Building and Grounds-** Have a student doing an Eagle Project.
- Erie County Department for the Aging Technology Project is providing a variety of equipment to allow us to participate in the University Express classes.
- **Staff:** A new Page will begin 5/30. Director Mooney presented on the Literacy Hub at the Manager- Director Meeting. Others appear to be interested. Director Mooney completed a 30-hour course *The Science of Reading: A Practical Approach for Educators*.
- Information was shared on data Sarah McLean-Plunkett compiled relating to median age and walkability for local townships

## VI. Public Comment- Sarah McLean-Plunkett

- Presented the data she had compiled relating to the census
- She also reported the impact University Express has had on the library

## VII. Liaison Comment- Bob Alteri

- Boy Scout Eagle project- Free outdoor library, a bench, and mulching projects
- Recent resurgence of FOIL issues

## VIII. Unfinished Business

-Security Cameras proposal was presented in detail. Motion to enhance our current security system per specific information provided by Pye-Barker our current provider S. Bielawski 2<sup>nd</sup>: J. Quigley Unanimous

**IX. Request for Executive Session** was made 5:18. The meeting resumed at 5:49

## X. New Business

- Meeting Room Policy Review. Relating to a recent complaint, the motion was tabled giving the board time to consider revisions to our current meeting room policy when discussions of possible alternatives/additions were made.

- Board members were asked if they again wanted to contribute a significant gift certificate to the next library raffle. All were in agreement. Judy will collect.

**XI. Next Meeting** June 22

**XII. Adjournment**

- A motion to adjourn M. Ebersole 2<sup>nd</sup> J. Quigley