

**Clarence Public Library  
Board of Trustees Minutes  
February 27, 2017**

**Present:** Monica Mooney, Judy Hilburger, Anita Ballow, Marjorie Ebersole, Michael Rockwell, Chris Greene

**President's Report:**

- **The Friends:** Judy reported that new people are joining their group. A storage unit is being used on Roll Road. The Town agreed to build a storage unit if the Friends will pay for the materials. The Friends plan to use the profits from the next Book sale to cover this cost.
- **ACT Meeting:** Judy handed out folders to all Board members who did not attend the ACT meeting at Central. The meeting began the conversation of long term planning which will continue at the next meeting in Lackawanna, April 8<sup>th</sup>.. Mike feels more meetings, more interactive, and less books are the way to bring in more patrons.

**Approval of Claims:**

A motion was made to approve the Abstract of Audited Vouchers for the County Checking Account February 2017: 6C, 7C, 8C

*Motion to approve payment of bills: M. Rockwell, 2<sup>nd</sup>- A.Ballow, Unanimous*

A motion was made to approve the Abstract of Audited Vouchers for the Trustees Checking Account February 2017: 5T, 6T

*Motion to approve payment of bills: M. Rockwell, 2<sup>nd</sup>- A.Ballow, Unanimous*

A motion was made to approve the Pending Claims February 2017: Hectors Hardware X2, Return to Systems of \$18,003.93, SE Works and Rel-Comm

*Motion to approve payment of bills: M. Rockwell, 2<sup>nd</sup>- A.Ballow, Unanimous*

Marjorie will out of town for the month of March so Anita will be the designee while she is gone.

**Director's Report:** See Monica's report for additional information.

- **Financial-** Monthly financial reports were reviewed.
- **Circulation-** continuing trend; circulation declines while computer use and WiFi increases.
- **Programs/Events-** More people are utilizing the meeting rooms, attendance/programs have increased
- **Children's Reading Garden Budget-** Continues to bring in donations, going smoothly.
- **Building/Grounds-** There were many issues with the VAV system throughout the month. The countertop in the men's bathroom had to be repaired, which is an ongoing problem due to the improper original installation. It had to be rebolted to the wall.
- **Programs/Events-** Ashley and Nancy attended Winterfest and presented Makerspace. They also brought along a button maker which was a big success.  
**One Community One Book** planning group have planned many programs for the month, throughout 5 libraries and more information is on the main library website. Book Clubs are invited to post their pictures along with the book.  
Next Monday Karen Wielinski will be launching her book *One on the Ground*. Kim from Monkey See Monkey Do will be present to handle book sales.  
Monica will be speaking at the Lion's Club to discuss how the library utilizes the money they donated. Monica participated in a legislative visit with Assemblyman Norris to emphasize the importance of libraries in our community.

**Public Comment:** none

*The Board went into executive session at 7:55 pm. and invited Monica to join.  
The Board came out of executive session at 8:10 pm. No motions were made.*

**Unfinished Business:**

- The Central Board approved the unanticipated expense of Sue's retirement.

**New Business:**

- Strategic Planning- the survey results were reviewed. Judy asked the Board to think about the future of library services and bring ideas to the next meeting. Mike said we need to break out of the box and move into the next century.
- A patron told Monica that our library is noisy and all agreed that the building may benefit from sound buffers. Sound buffers would also be beneficial if we installed a coffee shop. Monica felt we also need to rethink the space in our library and with the upcoming Flight 3407 kiosk that will be installed, asked whether we should have a space study done, but they are expensive
- Monica expressed her concern about potential problems in the children's reading garden. The installation of cameras would be too expensive but the board discussed the idea of installing cameras.

**Next Meeting Date:** March 27, 2017

**Motion to Adjourn:** M.Rockwell, 2<sup>nd</sup> – M. Ebersole, Unanimous