

**Clarence Public Library  
Board of Trustees Minutes  
January 23, 2017**

**Present:** Monica Mooney, Judy Hilburger, Michele Mogavero, Anita Ballow, Joan Schultz, Carey Shoemaker, Marjorie Ebersole, Michael Rockwell, Chris Greene

**President's Report:**

- **The Friends:** Doing well, are buying 6 new tables for the library. Will be having a spring book sale.
- **ACT Meeting:** Mary Jean presented in December at Clearfield. Next meeting is the 11<sup>th</sup> at Central.
- Judy discussed the letter sent to the Bee that complained about our audit. Judy sent in a response to rebut the inaccuracies stated and explained issues were small and action was taken within the time limits to make corrections. Judy only received positive feedback from her letter. Monica felt the original letter was intended to stir up trouble. All our minutes are found online and public knowledge.

**Approval of Claims:** Marjorie has upcoming invoices/Monica has past invoices. Invoices already paid: SE Works cleaning service, Hectors Hardware, Amherst Alarm, Town and Country Florist, postage.

*Motion to approve payment of bills: M. Mogavero, 2<sup>nd</sup>- C. Shoemaker, Unanimous*

The Bills Monica has yet to pay, Marjorie will sign and will be paid with the Ranzenhofer bullet aide; D&H Photo, Rel-Comm (phone system), discount school supply

*Motion to approve to pay: M. Mogavero, 2<sup>nd</sup>- A. Ballow, Unanimous*

Invoices retroactive from December: Barnes and Noble, DemCo, Custom Flags and Poles, Makerspace/Bullet Aide money, Rel-Comm

*Motion to approve December invoices: J. Schultz, 2<sup>nd</sup>- C. Shoemaker, Unanimous*

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

- **Financial-** Monthly financial reports were reviewed. Reviewed the "System Paid" Budget Analysis.
- **Building/Grounds-** Power failure occurred 12/20, library went dark and emergency lights did not go on. The emergency lights were supposed to be fixed last year. Judy wrote a letter to the Town. Chris Greene was also asked about the doors which have still not been replaced and it has been a few months since anyone has been in to discuss the project. There is a feeling that the library grounds are low on the list of the Town's priorities. Christ explained that the library was over budget last year, due to the cost of maintenance. A budget transfer was done when the Town went over the library allotment. This was a surprise to the Board. Judy asked how much the Town gave to the library maintenance and it is about \$17,000.00. Marjorie and the rest of us felt that Monica should be apprised of the ongoing budget. Monica has been trying for the past couple of years to get a report and Chris feels now that Kim is in the position of maintenance this should not be a problem.
- **Programs/Events-** One Community One Book will be unveiled in April and the library is encouraging pictures to be taken of people reading *The Boys in the Boat*. There is also a facebook link and Monica is working with Bob Poczik for a display and presentation in the library.
- **Children's Reading Garden-** Mary Anne Casey donated \$1,000.00 as well as donations from others have been coming in for the garden. A fundraiser will begin in spring.
- **Miscellaneous Update-** Sue Ruffino officially retired as Senior Clerk, Ashley Zengerksi accepted a full time position in Hamburg. Carol Penhollow, Friend of the library passed away January 11.

**Public Comment:** none

**New Business:**

- Disclosure statements for all Trustees should be sent in to the Town.
- Monica reviewed the cost of updating and adding new technology to the meeting rooms. It would cost over \$37,000.00 which is more than the expected price of \$26,000.00; for 3 screens, 2 projectors and an automated system. Will need to price other companies and systems. Monica will also ask other libraries for their input.
- As per Section 22 of the Contract; the Clarence Board requests assistance from Central Library for unanticipated retirement payout expense for Sue Ruffino (\$5,980.33).  
*Motion to approve: J. Hilberger, 2<sup>nd</sup>- A. Ballow, Unanimous*
- Justin Carpenter, who has worked as a page has accepted the provisional position as Senior Library Clerk.
- Our future meetings for 2017 are: 2/27, 3/27, 4/24, 5/22, 6/26, 9/25, 10/23 and 11/27

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

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