

Clarence Public Library
Board of Trustees Minutes
April 25, 2016

Present: Monica Mooney, Judy Hilburger, Michael Rockwell, Carey Shoemaker, Michele Mogavero, Joan Schultz
Councilman Chris Greene

Secretary's Report: Motion to Accept with changes: M. Mogavero, 2nd - M. Rockwell Unanimous

Changes to be made: Members noted as present were absent: Marjorie Ebersole, Joan Schultz, Bernie Kolber, Carey Shoemaker.

Councilman Chris Greene, Library Board Liaison attended. Michele should have one "I".

President's Report:

- The book sale will be held on May 4 through the 7th with students and Friends helping in the set up the previous weekend
- At ACT, J. Hilburger had booklets of the April 6, 2016 "Insurance Summary of the Buffalo & Erie County Public Library" for each board member. It detailed the liability coverage that is being provided. M. Mooney added that in the future all contractors will need to provide certificates of insurance.

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

- An estimated \$2200 shortfall on the salary line is due to a staff employee on medical leave.
- Circulation is down 1.1% for the first three months of 2016. WiFi use is +83.4%
- Trending higher savings on utilities, especially electricity which may be attributed to the solar panels.
- A staff member will be off for two months this summer; Sandra Courtney, the interim librarian will be handling the Battle of the Books.
- Children's Reading Garden has bench quotes, a \$300 trellis on order from the Old Dutchman Wrought Iron Shop and the concrete to be installed will have labor free of charge. Monica is applying for a grant from the East Hill Foundation for the garden.
- WHVAC Project is underway and demo work on the old location. No air-conditioning until completed but Mike is working with Michele from U&S services to provide air flow for the inside of library.
- Monica discussed the possibility of a community book initiative perhaps underway in the Spring of 2017. Discussion will be held at Monkey See, Monkey Do at 4PM on June 28 to pick a book and decide on events. Monica invites any board members that might be interested.
- The Board all signed off on the monthly financial report in M. Ebersole's absence. J. Hilburger signed the "Resolution for the Annual State Report". The Board looked at the "Annual Comptrollers Report" that was passed around.

Public Comment - None

Unfinished Business - None

Next Meeting Date: May 23, 2016

Motion to Adjourn: M. Mogavero 2nd – J. Schultz, Unanimous

Respectfully submitted by: J. Schultz