

**Clarence Public Library
Board of Trustees Minutes
October 24, 2016**

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

President's Report:

- **The Friends:** Book sale went well and Friends made over \$3,000.00, a basket raffle will begin in November. The Friends are looking for new members.
- **ACT Meeting:** Previous meeting focused on strategic planning, Judy presented her notes to the board.

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

- **Financial-** Monica went through the financial packet and explained the shortfall we will have due to employee changes. Ashley has been hired full time. Spreadsheets were reviewed, Judy asked for dates to be added to County Checking Account 2016 spreadsheet. Invoices were reviewed for various items; light bulbs, UPS, battery
 - *A motion to approve the expenditures for the library for the previous month as shown on the balance sheet. Motion to accept: C. Shoemaker, 2nd –Michele Mogaveo, Unanimous*
- **Building/Grounds-** There was a sewer back up on Saturday, but was cleaned up/fixd.
- **Programs/Events-** The October 25th Alexander Hamilton presentation has been "sold out". The library, along with the Youth Bureau, is preparing for Comics Fest which begins November 5th. The program includes a contest to create a "Clarence Crusader" superhero. One Community One Book committee will meet to discuss *The Boys in the Boat*, community reading event to be held in April.
- **Children's Reading Garden-** Monica discussed the October 5th meeting and the special bronze bench planned for the garden.
- **Circulation** -down slightly, which is a system wide trend, increase in computer use and WiFi up over 100% for the year.

Public Comment: none

Unfinished Business:

- Petty Case policy- the money is taken out of book sales funds but not yet ready for approval, will need more information on how to properly set up.
- Meeting Room projectors, screen and speakers- Monica would like to use the funds from Ranzenhofer bullet money to purchase these items. Monica will report back with the price and exactly what would be best needed for the size of the room and report back to the Board.
- Hadley Exhibits- The committee is looking at either 2 corner exhibits and center display or a kiosk pillar which appeared more compatible with the library.

New Business

Monica explained section 22 of the contract and due to employee circumstances, she will request assistance from Central for the unanticipated expense.

The Board went into Executive session at 8:45 pm and came out of the session at 8:57 pm.

Next Meeting Date: November 28, 2016

Motion to Adjourn: M. Mogavero, 2nd – C. Shoemaker, Unanimous