

**CLARENCE TOWN LIBRARY
BOARD OF TRUSTEES MINUTES
March 26, 2018**

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

Excused: Joan Schultz, Marge Ebersole, Anita Ballow

Minutes: Minutes from February 26, 2018 approved. *Motion: C. Shoemaker; 2nd M. Rockwell. Unanimous.*

President's Report:

- **Friends** - Book Sale will be held from May 2-5, with bag sale on 5/5. Set-up will take place the last Saturday in April (28th). Monies raised will be used for refurbishing the front walkway.
- **ACT** - The annual Trustee workshop was held on March 10th at the downtown library. Monica and Judy attended and noted that it was primarily focused on highlighting the new WWI exhibit, along with the innovative tech areas of the Launch Pad, robots and 3D printer.

Approval of Claims:

- The board reviewed checks written for March for both the County and Trustee accounts.
- A motion was made to approve the Abstract of Audited Vouchers for County Checking Account: 8C and 9C - *Motion: M. Mogavero; 2nd C. Shoemaker. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees Checking Account: 8T through 13T - *Motion: M. Rockwell; 2nd C. Shoemaker. Unanimous.*

A new bill for Amherst Alarm had just come in for services in repairing the burglar alarm. The board approved payment.

Director's Report:

- **Budget** - Monica stated that Ranzenhofer Aid money was used for needed shelving. There is still money left and a discussion took place regarding a new a/v system and possibly an electronic sign in front of the library. Monica also noted that we're on track for payroll.
- **Circulation and Statistics** - Monica noted that both are still down across the system, but Clarence was ranked 7th across the whole system. February 20th saw a maximum circulation of 1115!
- **Programs** - Monica stated that our meeting rooms are still heavily used each month and this past month saw a total attendance of 9075 patron visits. Many exciting programs are upcoming, including those having to do with "A Farewell to Arms" and the One Community One Book initiative.
- **Buildings and Grounds** - The new doors are still having problems and lithium grease needs to be applied daily in order to inhibit the squeaking and grinding. The problem appears to get worse when the weather gets warmer and swelling occurs. The bricks outside the doors are also heaving. The snowstorm created a delay in the completion of the storage shed, however, it is now completed and Mike has begun the process of moving boxes into the shed.
- **Children's Reading Garden** - The committee met on March 15th and a presentation by Gabe Krantz, an Eagle Scout took place. Gabe, with the help of his family's business, J.F. Krantz, and other scouts and volunteers, will be creating a Fairy Garden by the front door. Gabe will also be creating a large directional sign to be placed in the garden, which will direct visitors around to the larger children's garden.

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Public Comment:

- None.

Unfinished Business:

- M. Rockwell informed the group that he has looked into options related to our 'sound problem' in the library and has found 'clouds' that can be purchased and hung from the ceiling, which, when installed, will absorb sounds. We will look into this further over the next month.

New Business:

- Monica announced that the library has been given a bequest of \$10,000 from the estate of George Byron Fisher. As of now, we don't know the provisions or limitations of the bequest, but we discussed possibly using some of the funds for the water feature in the children's garden; seed money for a scholarship in the name of David Fairlie; items and shirts for Battle of the Books; summer reading incentives and/or supplies for the upcoming Tri Wizard Tournament. We will discuss further once more information is received.
- A thorough discussion took place regarding the establishment of an annual scholarship in David Fairlie's name. Many ideas were discussed, but this is something we will have to plan carefully and over time as we will need a dedicated source of funds for its continuation.
- The system is holding an annual staff development day on Wednesday, May 9th. Although many libraries throughout the system will be closed for the day, the board agreed to open for a half day, from 2-6pm. *Motion: M. Mogavero; 2nd; C. Shoemaker. Unanimous.*
- It was also mentioned that Mike, when cleaning the men's room, found three used hypodermic syringes on the floor. Although this hasn't been an issue in the past, it was agreed that a Sharps container be installed in the bathroom. Monica said that she could probably get one at no charge from Central.
- Chris Greene said that the Rotary almost has enough money to award groups, especially those involved in literacy, small grants. He suggested Monica apply and see what happens.
- Monica said that Jeremy is trying to establish a Minecraft Monday club and she will use Ranzenhofer Aid monies to purchase the licensing agreements for nine subscriptions. Other items to be purchased include a Dungeons and Dragons handbook and 5 sets of 12-sided dice for another program.
- Monica noted that she and Sarah attended Family Literacy Night at St. Mary's; looked into a program whereby students read to therapy dogs; still planning the Wikipedia editing event and continuing to work with National Art Honor Society (NAHS) from Clarence HS.
- Lastly, M. Rockwell talked about his attendance at a national librarian's conference last week and provided the group with ideas as to how to keep the library relevant.

Next Meeting and Adjournment:

- Our next meeting will be held on Monday, April 23rd at 7:15 p.m. The public is invited to attend. This meeting was adjourned at 9:10 p.m. *Motion: C. Shoemaker; 2nd J. Hilburger. Unanimous.*

Submitted by: M. Mogavero