

**CLARENCE TOWN LIBRARY  
BOARD OF TRUSTEES MINUTES  
June 24, 2019**

**Present:** Monica Mooney, Judy Hilburger, Michele Mogavero, Anita Ballow, Marge Ebersole and Christopher Greene

**Excused:** Joan Schultz

**Guest:** Marlene Arno

**Minutes:** Minutes from May 20, 2019 approved. *Motion: A. Ballow; 2<sup>nd</sup> J. Hilburger. Unanimous.*

**President's Report:**

- **Friends** - Judy stated that the group is in good shape but the group is experiencing many difficulties with their current bank as the bank keeps making costly mistakes. They are looking into switching banks and have already met with two different institutions. Judy also noted that the bookcase, made by Jim Cramer and students from the high school, has been delivered and is absolutely beautiful.
- **ACT** - No news. The next meeting in September.

**Approval of Claims:**

- The board reviewed checks written for May/June for both the County and Trustee accounts.
- A motion was made to approve the Abstract of Audited Vouchers for County Checking Account:  
19C - 22C - *Motion: M. Mogavero; 2<sup>nd</sup> A. Ballow. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees Checking Account:  
30T through 34T - *Motion: A. Ballow; 2<sup>nd</sup> M. Mogavero. Unanimous.*

**Director's Report:**

- **Circulation and Statistics** - Circulation has seen a 0% change, with Clarence ranked 6<sup>th</sup> within the system. The current trend shows visitor counts down across the system. Less physical books are being taken out of the library, but eBook readership is on the rise. Program statistics show computer usage down 1.8%, but WiFi usage is up. May attendance and meeting room usage are also down from last year.
- **Financial** - Monica noted that the library is currently in very good standing with a surplus. However, as the year progresses, that will change due to a busy summer and upcoming staff vacations. The savings account is healthy (due to the bequest), but those monies will most likely be used for new carpeting in the future. Funds will also have to be transferred to Central Library as part of the 'return to system' requirement.
- **Programs** - Knitting, Dungeons and Dragons and Hitchcock Movie Night programs are all doing well. Lego Club will see a boost over the summer. Planting Day was held on the 15<sup>th</sup> and saw a small turnout due to the weather. Monica noted that there are still small plants available, donated by the Botanical Gardens, and patrons are free to take them and either plant them in the Children's Reading Garden or take them home. A popular new program,

yoga geared to senior citizens by Guru Taran, was very well received and may now become a monthly event. The Superhero Academy summer kickoff is scheduled for June 29<sup>th</sup> with activities, hot dog roast, games and gadget making. The summer reading program also kicks off that day. July will see 'space-themed' family fun nights, special daytime events and a five week summer program series. The annual bike raffle and Battle of the Books are also upcoming.

- **Outreach** - The library hosted the entire kindergarten from Clarence Center Elementary. Monica and Sarah visited Harris Hill Elementary and presented programs to each of the four kindergarten classes, including a visit from Lamb Chop!
- **Other** - A new staff member has been hired to fill a page position and the *One Community One Book* program was nominated for a WNYLRC award!

### Public Comment:

Guest Marlene Arno asked Monica about her director's report and how often it's released. Monica explained that her report comes out monthly (except in July and August) and is primarily based on the activities, events and finances from the previous month.

### Unfinished Business:

- *Library Board Vacancies* - There were two applicants for the two open positions and Judy asked Chris to put their names before the town board for approval. The two new members would be appointed initially to complete the terms of Michael Rockwell and Carey Shoemaker - both terms up in December of 2020.
- *Memorial Tree* - Monica happily announced that our tree, donated by Louise Waytena in memory of her grandson, Michael William O'Hara, was moved to the preferred and original location in the Children's Reading Garden. The board visited the garden and all agreed that it looks perfect where it now resides.
- *Faucets* - Even more good news -- the two faucets, after years of inoperability, have been fixed and are now in working order. Chris stated that he had to make some phone calls since the length of time between the work orders and resolution was unacceptable.

### New Business:

- *Annual Contract* - Monica provided the 2019 contract for the board's review. Judy read the resolution and the board approved and signed the document.
- *Public Health Law* - A new section, 1399-O, was adopted by the board and added to the Rules of Conduct under section 4 (j) - Smoking. This law affects public places and is specific to libraries. *Motion: M. Ebersole; 2<sup>nd</sup> A. Ballow. Unanimous.*
- *New Purchase* - Monica asked the board to approve the purchase of two mobile charging stations for placement within the library. The cost of both shall not exceed \$1200. Senator Ranzenhofer's funds will be used for the purchase. *Motion: M. Mogavero; 2<sup>nd</sup> A. Ballow. Unanimous.*

- *Issue* - Monica said that for the first time, the library's information and programs were not included in the town's summer recreation brochure. Monica called Chip Trapper and he said the reason was due to the town now using an online electronic registration system, which the library does not use. Monica asked Chip Trapper if he could post a link of the Clarence Library's summer flyer on the Town's web site and he agreed this would be a good idea. The link is available to download from the Town's web site.

**Next Meeting and Adjournment:**

- Our next meeting is scheduled for Monday, September 23<sup>rd</sup> at 7:15 p.m. The public is invited to attend. This meeting was adjourned at 8:40 p.m. *Motion: M. Ebersole; 2<sup>nd</sup> A. Ballow. Unanimous.*

*Submitted by: M. Mogavero*