

**CLARENCE TOWN LIBRARY  
BOARD OF TRUSTEES MINUTES  
September 23, 2019**

**Present:** Monica Mooney, Judy Hilburger, Michele Mogavero, Joan Schultz, Marge Ebersole, Marlene Arno, Joseph Zinni and Christopher Greene

**Absent:** Anita Ballow

**Minutes:** Minutes from June 24, 2019 approved. *Motion: M. Ebersole; 2<sup>nd</sup> J. Hilburger. Unanimous.*

**President's Report:**

- ***New Board Members*** - Judy introduced our two new members, Marlene Arno and Joseph Zinni. We welcome them to our group.
- ***Friends*** - Judy stated that the group is in good shape and has moved half of the existing bank account to Bank of Akron. The group kept some funds at Citizens Bank so that remaining checks can be utilized. Judy mentioned that the book sale will be held from October 23-26 and set-up will be October 19<sup>th</sup>. Judy also informed the board that the Friends sent a letter to the town stating that they will no longer be financially responsible for the upkeep of the walkway. They have spent at least \$25,000 over the years to refurbish and repair the walkway which continually is destroyed by the weather and snow removal practices and they just cannot justify doing the same thing anymore.
- ***ACT*** - The next meeting will be held in North Collins on October 19<sup>th</sup>, the same weekend as set-up for the book sale. Topic has not yet been announced.

**Approval of Claims:**

- The board reviewed checks written for July, August and early September for both the County and Trustee accounts:
- A motion was made to approve the Abstract of Audited Vouchers for County Checking Account:  
23C - 28C - *Motion: M. Mogavero; 2<sup>nd</sup> J. Schultz. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees Checking Account:  
35T through 50T - *Motion: J. Schultz; 2<sup>nd</sup> J. Zinni. Unanimous.*

**Director's Report:**

- ***Circulation and Statistics*** - Monica said that, not surprisingly, circulation is down - as it is across the system. Clarence patron visits are up as is Wi-Fi usage.
- ***Financial*** - Monica stated that the new charging stations are constantly being used. The only 'issue' has to do with people leaving their devices at the station and forgetting about them, which results in a loud chirping sound. With financial help from the Friends, the library is finally purchasing a digital projector.
- ***Programs*** - Monica said that overall it was a great summer with many wonderful programs:
  - ✓ More children registered in Independent Reading than in previous years -- 155 readers for a total of 86,400 minutes read!;
  - ✓ Over 100 people were in attendance for Mike Seege's Magic Show;

- ✓ Ed Rath's hot dog roast was a success and a check from the proceeds will be presented to the library in the near future;
- ✓ Sen. Ranzenhofer's money was used to purchase Scholastic books, which were used as prizes throughout the summer;
- ✓ Other popular programs and events included an author visit (Michael Hawley who has written books on Jack the Ripper); a lecture by retired Clarence teacher, Margaret Cusack (on poet Mary Oliver); an ice cream social, Story Time, Joy of Trains and a planting day for the Children's Garden.

Monica noted that a majority of the summer programs, in some way, incorporated the Children's Reading Garden.

- **Other** - Jeremy Cassidy has been promoted to Librarian I/part-time. Two new staff members have been hired to fill page positions - Janice Noreck and Lydia Andrews.

#### **Public Comment:**

Marge Ebersole, board member, stated that she has friends who visit the library with their grandchildren and the friends have commented that the library is a wonderful place with great programs and that their grandchildren especially love the 'read to puppy' and Lego programs.

#### **Unfinished Business:**

- N/A

#### **New Business:**

- *LED Project* - Monica said that she has received two different quotes from Graybar regarding this project. Both quotes, which are pretty much for bulbs only, are close -- in the \$13,000 range. The difference will be in the labor and if the work results in only the replacement of bulbs or if the ballasts will be removed. The preference is to remove the ballasts. Central Library has \$20,000 allocated to our library which can be used towards this project. There is also a rebate option for the bulbs themselves, but we would need to move quickly in order to qualify for the rebate. Since the building is owned by the town, it will be up to them to order and perform the labor. A motion was made to proceed and purchase the bulbs. *Motion: M. Ebersole; 2<sup>nd</sup> J. Zinni. Unanimous.*
- *Investment Policy* - Updates to the policy include raising the maximum account balances to \$250,000, in keeping in line with FDIC regulations, and correcting bank to Bank of Akron. *Motion: J. Schultz; 2<sup>nd</sup> M. Arno. Unanimous.*
- *Meeting Room* - Monica informed the group that the AARP organization has asked to use our meeting room for their driving class program. As they charge a fee for the program, this does not align with library policy. Although we'd like to help them out, this would put us in a precarious position of having to allow other fee-charging groups to use the room. This request was denied.
- *Rules of Conduct* - Food and drink are currently not allowed in the library, although some people continually do sneak in food and drink. Monica asked that, since times are changing and most tend to carry water bottles with them wherever they go, that we allow water and/or covered drinks in the library. It was voted that we do allow such, but no food, and that we change signage to notify patrons of the change. *Motion: J. Zinni; 2<sup>nd</sup> M. Arno. Unanimous.*

- *Clarence Book Review* - Marge stated that Trustees are invited to the February book review club meeting, as System Director Mary Jean Jakubowski will be presenting the review. The meeting will take place February 5, 2020.
- *Library Donations/Memorials* - The board discussed the ongoing issue with how to handle donations and requests for memorials. A very active member of the Friends recently passed and his wife would like to do something in his name within the library. Ideas discussed included scholarships, book purchases, program sponsorships, library furniture and items for a "Library of Things" -- science kits, cooking kits, etc. Also discussed was how to 'advertise' these ideas if we do indeed go ahead with one or more of them.

**Next Meeting and Adjournment:**

- Our next meeting is scheduled for Monday, October 28<sup>th</sup> at 7:15 p.m. The public is invited to attend. This meeting was adjourned at 8:35 p.m. *Motion: M. Ebersole; 2<sup>nd</sup> M. Mogavero. Unanimous.*

*Submitted by: M. Mogavero*