

TOWN OF COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

Minutes of regular meeting of June 2, 2022 Thursday@ 6 pm

Present: President Holly Martindale, Director Abbie Barten-McGowan, Trustees Helga Ciminesi, Barb Ferro, Rob Gaylord, Edith Schell, Becky Jo Summers, Elaine Thordahl, and Dave Williams. **Absent:** Cynthia Dishman, Kimberly Nobles. Also attending were guests Carima El-Behairy, Library System Vice-chair and John Spears, Library System Director.

1. President Holly Martindale **called the meeting to order** at 6:00 PM.

2. Secretary's Report:

- Rob Gaylord moved and Dave Williams seconded a motion to approve the minutes of the regular meeting of April 7, 2022. **The motion carried unanimously.**

Barb Ferro moved and Elaine Thordahl seconded a motion to approve the minutes of the Policies Committee Meeting of April 28, 2022. (Copies of the revised Policy had been sent to all Board by mail in early May) **The motion carried unanimously.**

3. **Public Expression:** There was no public expression.

4. Financial report/Treasurer's Report:

Trustees present reviewed, with minor questions and clarifications, the financial report of April thru May 2022 Financial Report. Dave Williams moved and Helga Ciminesi seconded a motion to accept the report as presented. **The motion carried unanimously.**

5. Executive Report

- **Staffing:** Director Barten has posted for a PT page position and hopes to interview soon.
- **COVID-19:** As of 3/1/2022 masks are no longer required for library entry but still recommended. Staff members are examining other changes going forward.
- **System Budget Updates:** Director Barten has received notice of System Board Resolutions 2022-11 and 2022-12. 2022-11 states that the library is getting an increase of \$2,000.00 to the Misc. Contingency Account - State Member Aid for Funds awarded to our Library from Erie County Legislator John Mills (this was previously announced, this is just the formal announcement.) 2022-12 gives the library an updated Operating Budget for 2022, due to increases in State Aid and the System's Fine Free initiative.
- **Programs:** Continuing Programs: Take & Make kids' crafts, YA and Adult evening book clubs, monthly adult crafts, Lego Club. There was a very successful outreach event where Director Barten talked to nearly 150 people about library services! Staff looks forward to beginning summer reading events in June, and Collins Rec will be visiting us on Tuesdays in July and August.

	8 videos posted	173 views
	3 Tech 1-on-1's	94 Take & Makes
	1 outreach with 149 people	
May	8 in library programs	52 attendees
	5 videos posted	118 views
	0 Tech 1-on-1's	116 Take & Makes

- **Wi-Fi Use:** April 245; May unavailable at time of meeting.
- **Library of Things:** A patron let Director Barten know about a NYS Fishing Rod Loan program, and the library has received 5 fishing rods to circulate with hooks and bobbers.
- **Chromebook and Wi-Fi Hotspots:** These are really popular! All 3 are often checked out. A trustee suggested possibly purchasing more. Director Barten indicated that these were purchased through the system and she would look into the possibility of purchasing more.
- **Building Projects:**
 - Gutters are leaking badly. Director Barten took concerns to the Town. The company came out on May 3, but believes that the gutters are fine.
 - The concrete pad at the staff entrance was replaced. The work was done on 5/2/22. A trustee asked whether replacing the door was next and Director Barten responded that she hoped so.

Helga Ciminesi moved and Barb Ferro seconded a motion to approve the executive report. **The motion carried unanimously.**

6. Committee Reports: None

7. Unfinished Business

- **Capital Projects** – On hold.
- **Fine Free:** Most of the feedback has been really positive. Staff has gotten back quite a few items that had been marked lost.
- **Purchase updates:**
 - The new refrigerator has been delivered!
 - A mobile bookshelf has been ordered.
- **ACT Workshop:** Director Barten attended the workshop. She reported that a presenter went over some of the history of libraries in Erie County and of ACT. The most interesting thing for her was the talk the new System Director John Spears gave about himself, and where he thinks libraries are going in the future. There was an Imagine Buffalo webinar she encourages trustees to view.
- **Liberty Fest 2022** – This is scheduled for July 9, 2022, and there is one more meeting before then. Director Barten plans to have a table set up at the event presenting some info about the library and its programs. A trustee suggested including info about our “library of thing’s” as it sill does seem to be common knowledge.

8. New Business:

- Bylaws review: the bylaws were reviewed by the policies committee, and sent out with proposed changes in early May (see 4/28/22 Policies Committee meeting minutes for proposed changes).

RESOLUTION adopted by the Board of Trustees of the Town of Collins Library at a regular meeting of said Board of Trustees held via teleconference on the 2nd day of June 2022 at 6 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Town of Collins Library held via teleconference on the 2nd day of June 2022, a resolution was adopted of which the following is a true copy:

RESOLVED, that the Town of Collins Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and be it further

RESOLVED that the "Bylaws of the Board of Trustees of the Town of Collins Public Library" were reviewed by the Board of Trustees and adopts the proposed changes.

Rob Gaylord moved and Elaine Thordahl seconded a motion to approve the above resolution. **The motion carried unanimously.**

Ayes __8__

Secretary Edith Schell

Noes __0__

- Conflict of Interest forms were sent out by mail with your board packets. The director asked all trustees to please return them to the library at their earliest convenience.

9. Public Expression – both guests made statements of appreciation for the openness of the Town of Collins Board of Trustees allowing them to attend this evening's Board meeting. They are trying to attend meetings of all libraries in the county system.

10. Upcoming Meetings: Thursdays at 6 pm 8/4, 10/6, 12/8.

11. The meeting was adjourned at 6:27 PM.