

**TOWN OF COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING**

**Minutes: April 18, 2023 Thursday@ 6 pm**

**Present: Director** Abbie Barton, **President** Holly Martindale, Helga Ciminesi, Cynthia Dishman, Barb Ferro, Edith Schell, Becky Jo Summers, Dave Williams, special guest trustee John Craik. **Absent** Rob Gaylord, Kim Nobles.

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

**2. Secretary's Report:**

- Becky Jo Summers moved and Barb Ferro seconded a motion to approve the February 2, 2023, regular meeting minutes. **The motion carried unanimously.**
- Dave Williams moved and Cynthia Dishman seconded a motion to approve the February 21, 2023, Finance Committee meeting minutes. **The motion carried unanimously.**

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

**4. Financial report/Treasurer's Report:**

**Following a brief review of the** January through March Financial Report Dave Williams moved and Barb Ferro seconded a motion to approve the report as submitted. **The motion carried unanimously.**

**5. Executive Report**

- **Staffing:** Director Barten-McGowan reported that Andrew Tessmer tendered his resignation as of 3/16/2023. The director has made an offer to an applicant for the position of PT Page.
- **Programs:** In February the library held a Take Your Child to the Library Event, along with story hours for Valentine's Day and Laura Numeroff. Attendees also had a lot of fun with a "Blind Date with a Book" program, where patrons chose a book based on the first line, and then wrote reviews to enter for a prize.

March's programs included a Dr. Seuss story time, a Pig Party story time, along with the reintroduction of the morning book club, and a brand new Crochet Group. The Crochet group is so popular that there will be a second session beginning in April. Continuing programs include Take & Make kids' crafts, YA and Adult evening book clubs, monthly adult crafts, adult movie, and the Lego Club. In April there will be the annual Egg Hunt, a National Library Day story time, a rain shower story time, a visit from the Bookmobile, and more!

February	11 in Library programs	190 attendees
	4 videos posted	81 views
	0 Tech 1-on-1's	171 Take & Makes
	1 Outreach	9 attendees
March	12 in library programs	183 attendees

4 videos posted

106 views

0 Tech 1-on-1's

166 Take & Makes

- **Wi-Fi Use:** January 267; February 250; March 260
- **Building Projects:**
  - No updates

Helga Ciminesi moved and Becky Jo Summers seconded a motion to approve the executive report. **The motion carried unanimously.**

#### 6. Committee Reports:

- **Finance Committee** – see minutes as approved above

#### 7. Unfinished Business:

- **Capital Projects** – On hold.
- **Narcan in Libraries:** The Narcan dispensers have been installed in the bathrooms.

#### 8. New Business:

- Elaine Thordahl has tendered her resignation from the Board of Trustees. She has served on this board since 1997. We will be accepting nominations for the VP position at the next meeting. We will also consider appropriate recognition of her lengthy service.
- Director Barten-McGowan passed a trifold copy of the Annual Report to community & 2022 Exec Summary of State Report to all trustees present. The full state report is available via email, or printed upon request.

**RESOLUTION** adopted by the Board of Trustees of the Town of Collins Public Library at a regular meeting of said Board of Trustees held at the Town of Collins Public Library on the 18th day of April 2023 at 6 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Town of Collins Public Library, held at the Town of Collins Public Library on the 18th day of April 2023, a resolution was adopted of which the following is a true copy:

RESOLVED, that the 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 Library hereby attest that the financial information provided to the Buffalo & Erie County Public Library and New York State as part of any and all reporting is true and complete, and be it further

RESOLVED, that the "Annual Report" was reviewed and accepted by the Board of Trustees.

Ayes   7

Noes \_\_0\_\_

- Suggested Discretionary Budget (enclosed with Finance Minutes)

**RESOLUTION** adopted by the Board of Trustees of the Town of Collins Public Library at a regular meeting of said Board of Trustees held at the Town of Collins Public Library on the 18th day of April 2023 at 6 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Town of Collins Public Library, held at the Town of Collins Public Library on the 18th day of April 2023, a resolution was adopted of which the following is a true copy:

WHEREAS, the 2023 Discretionary Budget of the Town of Collins Public Library has been recommended for adoption by the Budget and Finance Committee, be it therefore

RESOLVED, that the 2023 Discretionary Budget of the Town of Collins Public Library presented as Schedule A to this board resolution, is hereby approved and shall be allocated.

Ayes \_7\_\_

Noes \_\_0\_\_

- The bylaws are coming up for review – Policies Committee members are advised to be on the lookout for a meeting. Edith, Helga, Barb
- Brick walkway – Due to concerns about safety and troubles shoveling the brick walkway, we are looking at changes we could make to the entry that would improve safety and appearance. We are working with the Town on this.

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

**10. Upcoming Meetings: Thursdays at 6 pm 6/8, 8/3, 10/5, 12/7**

\*Director Barten-McGowan reminded all trustees present of the requirement for two hours of two hours of continuing education for all trustees in 2023. She reminded all present of an ACT meeting in May. No info is available yet as to time and place.

**11. Meeting Adjournment – The meeting was adjourned at 6:40.**

**Respectfully submitted,**

**Edith Schell**