

TOWN OF COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

Minutes: June 12, 2023 Thursday@ 6 pm

Present: Director Abigail Barten-McGowan, President Holly Martindale, Helga Ciminesi, Barbara Ferro, Becky Jo Summers, David Williams, Robert Gaylord, Kimberly Nobles Absent: Cynthia Dishman, Edith Schell

1. President Holly Martindale called the meeting to order at 6:13 pm.

2. Secretary's Report:

- David Williams moved and Rob Gaylord seconded a motion to approve the April 18, 2023 Regular Meeting Minutes. **The motion carried unanimously.**
- Becky Jo Summers moved and Barb Ferro seconded a motion to approve the May 4, 2023 Policies Committee 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 April through May Financial Report, Rob Gaylord moved and Helga Ciminesi seconded a motion to approve the report as submitted. **The motion carried unanimously.** Rob suggested that we check our CD rates, and see if higher rates may be available.

5. Executive Report

- **Staffing:** Director Barten-McGowan reported a new PT Page, Sian Eisenhut began PP11.
- **System Budget Updates:** 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.
- **Programs:** April Programs included a huge Egg Hunt, a National Library Day themed story time, Rain shower and Unicorn story times, a visit from the bookmobile, and a Tech training session. May featured outreach at a Collins Historical Society Craft show, Star Wars, Muffins, Chocolate Chip, and pizza party themed story times. Continuing Programs: Take & Make kids' crafts, YA and Adult evening book clubs, monthly adult crafts, adult movie, Teen Book Boxes, and Lego Club. In June we look forward to story times with donuts, and kicking off summer reading with programs about kindness, jewelry making, and more. We will also hold our first concert of 2023 with the Kokomo Time Band. We will hold 5 concerts this year. There will also be more outreach in July at Liberty Fest and the Historical Society Car Show.

April	13 in Library programs	176 attendees
	4 videos posted	135 views
	3 Tech 1-on-1's	160 Take & Makes
May	13 in library programs	129 attendees
	5 videos posted	127 views
	2 Tech 1-on-1's	206 Take & Makes
	1 Outreach	100 attendees

- **Wi-Fi Use:** April 237; May 225
- **Building Projects:** Drainage in the Parking lot and the building walkway – The library is working with the Town of Collins to repave the parking lot which may take time, but hopefully get it repainted sooner. Also working with the town on the walkway into the building.
 - There are approximately 9 or 11 12"x24" pavers, 30 12"x12" pavers, 90 bricks in response to a question at a prior meeting.

Becky Jo Summers motions to accept the Executive Report and Barb Ferro seconded it. It was approved unanimously.

6. Committee Reports: None

7. Unfinished Business:

- **The Bylaws review** was postponed due to not having the 2/3 members present. It will be completed at the next meeting in August.
- **Vice President** – Holly Martindale nominated David Williams for the Vice President office, and he accepted the nomination. With no other nominations, Robert Gaylord moved to close the nominations and Becky Jo Summers seconded the motion. The motion passed unanimously.
- **Board Officer training** – Cynthia Dishman offered to learn the secretary officer's duties as backup, and Robert Gaylord has offered to learn the treasurer's responsibilities.
- **Board trustee education** – The Board remembered they need 2 hours of trustee education this year, and Abbie said she will get some things on the calendar for late June or early July.
- **Capital Projects** – A Building committee meeting needs to be scheduled to develop a 3-5+ year plan for the building.

8. New Business:

- **Purchase updates:** We have used the funds donated in memory of Elaine Prince to purchase an end of shelf display unit and a plaque. It has arrived and we are looking for a good location for it.
- **ACT workshop:** no one was able to attend, but Abbie reminded the trustees that info was available on the Trustee website, and she will send out the login info again.

9. Public Expression - none

10. Upcoming Meetings: Thursdays at 6 pm 8/3/23, 10/5/23, 12/7/23

11. Meeting Adjournment The meeting was adjourned at 6:41 pm.

Respectfully submitted, **Abigail Barten-McGowan**