

TOWN OF COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

Minutes: August 3, 2023 Thursday@ 6 pm

Present: Director Abbie Barten-McGowan, President Holly Martindale, Trustees Helga Ciminesi, Cynthia Dishman, Barb Ferro, Rob Gaylord, Kim Nobles, Edith Schell, Becky Jo Summers, Dave Williams.

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

2. Secretary's Report:

- The regular meeting Minutes were approved as presented. Dave Williams moved and Becky Jo Summers seconded a motion to accept the minutes as presented. **The motion carried unanimously.**

3. Public Expression: there was no public expression.

4. Financial report/Treasurer's Report:

The financial report for June – July was examined by all trustees present. After a few comments and questions, Helga Ciminesi moved and Barb Ferro seconded a motion to accept the report as presented. **The motion carried unanimously.**

5. Executive Report

- **Programs:** In July Director Barten was in the community at three outreach events – the Farm in Peace Farmers Market, Liberty Fest, and the Historical Society Car Show. The library staff added some programs for the summer including Game On for teens, a weekly family movie, and the Town of Collins Rec visits. There was also a watermelon story time, an Expand your world story time, and a teen craft night, as well as a Christmas in July story time and a Friendship snack mix story time. July's concert is Buffalo Touch polka band. Continuing Programs included Take & Make kids' crafts, YA and Adult evening book clubs, monthly adult crafts, adult movie, Teen Book Boxes, and Lego Club. In August the staff looks forward to story times about s'mores, Friends Forever, and a Stuffy Sleepover, crafts, and the end of summer reading party! We will continue the Game On Teen gaming, and Thursday afternoon family movies. Our August concert is the Blue Mule Duo. The library will have Hawk Creek out with some animals, and will set up the baskets in preparation for our Book Sale, (Sept. 23-26) Bake Sale and Basket Raffle!

June	19 in Library programs	214 attendees
	4 videos posted	90 views
	1 Tech Training	182 Take & Makes
July	26 in library programs	357 attendees
	5 videos posted	73 views
	1 Tech 1-on-1's	166 Take & Makes
	3 Outreach	235 attendees

- **Wi-Fi Use:** June 267, July N/A
- **Building Projects:**
 - The wrinkles in the shingles are being investigated by the roofers and has now been escalated to the manufacturers. No updates were given, but the engineers have recently contacted them to ask about the issue.

- Drainage in the Parking lot and the building walkway – Jim has been working with the Town to get the parking lot lines repainted, because they had almost completely faded away. There is a tentative meeting with members of the Town about a whole landscaping project plan on 8/17/23 that would address the landscaping and paths between the Library, Town Hall and Painter Center. Abbie and Rob plan to attend. (There are approximately 9 or 11 12”x24” pavers, 30 12”x12” pavers, 90 bricks)

Rob gave a fairly detailed update about plans from the building meetings and answered questions from several trustees. He and Director Barten plan to attend a meeting with Town Board members of September 11.

Becky Jo Summers moved and Kim Nobles seconded a motion to approve the executive report.

The motion carried unanimously.

6. Committee Reports:

- **Committees:** Trustees have been reminded of their standing committees, and in some cases have been redistributed.

7. Unfinished Business:

- **Capital Projects** – On hold.
- Bylaws review: the bylaws were reviewed by the policies committee, and sent out with proposed changes (see 5/4/22 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 at the Town of Collins Public Library on the 3rd day of August 2023 at 6 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Town of Collins Library held at the Town of Collins Public Library on the 3rd day of August 2023, 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.

Becky Jo Summers moved and Kim Nobles seconded a motion to accept the resolution as presented.

The motion carried unanimously.

Yes 9

Secretary Edith Schell

Noes 0

8. New Business:

- Please check your contact info.
- Conflict of interest forms.
- Contract with System: Holly will need to sign document after resolution. The Contract was sent out for review via email 6/16/2023.

RESOLUTION adopted by the Board of Trustees of the Town of Collins Public Library at a regular meeting of the said Board of Trustees held at the Town of Collins Library on the 3rd day of August, 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 Library on the 3rd day of August, 2023 a resolution was adopted of which the following is a true copy:

RESOLVED that pursuant to Chapter 768 of the Laws of 1953 of the State of New York, this Board of Trustees does hereby approve the agreement submitted by the Buffalo & Erie County Public Library for the furnishing of free library privileges to the people of the County of Erie, by this Library for the year 2023, and

BE IT FURTHER RESOLVED, that the President of this Board be, and she is, hereby authorized and directed to execute the same on behalf of this Board.

Robert Gaylord moved and Barb Ferro seconded a motion to accept the resolution as presented. **The motion carried unanimously.**

AYES ___9___

Board Secretary

NOES ___0___

Edith Schell

- Trustee Education – If you have completed any education, please submit to Abbie as soon as possible.
- Before adjournment Director Barten handed out copies of the updated by-laws.

9. Public Expression none

10. Upcoming Meetings: 10/5, 12/7 - Thursdays at 6 pm

11. The meeting was adjourned at 7:00 PM.

Respectfully submitted,

Edith Schell, secretary