

TOWN OF COLLINS PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

AGENDA: April 4, 2024 Thursday@ 6 pm

Present: Director Abbie Barten-McGowan, President Holly Martindale, trustees Helga Ciminesi, Cynthia Dishman, Barbra Ferro, Rob Gaylord, Becky Jo Summers, David Williams, System Liaison John Craik. Absent Kim Nobles, Edith Schell.

1. Call the meeting to order at 6:00.

2. Secretary's Report:

- February 8, 2024 Regular Meeting Minutes were reviewed. Dave Williams moved and Barb Ferro seconded a motion to approve the minutes. The motion was approved unanimously.
- February 12, 2024 Financial Committee Meeting Minutes were reviewed. Helga Ciminesi moved and Rob Gaylord seconded a motion to approve the minutes. The motion was carried unanimously.

3. Public Expression:

4. Financial report/Treasurer's Report:

CD's were purchased to move money market money from M&T and Community Banks to get better interest rates and to split funds between the two banks as we had exceeded FDIC max at Community Bank. Existing CD's at Community Bank rolled over at maturity into more favorable rates. Refer to financial report details.

The treasures report was reviewed. Dave Williams moved and Barb Ferro seconded the motion to approve the report. The motion was carried unanimously.

A finance committee meeting needs to be scheduled to review possible discrepancies between our financial practices and the new trustees' handbook.

5. Executive Report

- **Programs:** February featured Take Your Child to the Library Day, story times featuring Elephant & Piggie, Valentines, Hippos, and Leap Day, and our first Mini Art Show. In March we held Leprechaun story time, catch a leprechaun program, presentation from the Buffalo Museum of Science about the Eclipse, special movie event, and Egg Hunts. Continuing Programs: Lap Sit, Take & Make kids' crafts, YA and Adult evening book clubs, monthly adult crafts, adult movie, and Lego Club. In April we look forward to more movies and story times about Eclipses, carrots, unicorns, circuses and more! We also received a grant from the Ralph C. Wilson Foundation through the library system to provide active programs for kids, we are currently planning events including mini golf, circus arts, and outside play! We are also excited that our annual concert series will be kicking off at the end of May, and we will be bringing back our hot dog roast with the Friends of the Library in June!

February	18 in library programs	278 attendees
	5 videos posted	128 views
	Tech 1-on-1's	169 Take & Makes
March	18 in library programs	290 attendees
	4 videos posted	164 views
	0 Tech 1-on-1's	184 Take & Makes

- **Wi-Fi Use:** February 258

- **Building Projects:**

- Drainage in the Parking lot and the building walkway – The town is opening bids 4/4 for the repaving of the parking lot. I am in communication so I know when work will happen, and if we will need to close or alter our services. The Town wants the walkway done after the paving.
- Water fountain – has been installed and ready for use!
- The wrinkles in the shingles – no updates

Becky Jo Summers moved, and Helga Ciminesi seconded a motion to accept the executive report as presented. The motion carried unanimously.

6. Committee Reports:

- **None**

7. Unfinished Business:

- **Capital Projects** – On hold.
- **Trustee Education:** Abbie will re-send out the info for anyone who wants to do it at home.

8. New Business:

- Annual Report to community & 2023 Exec Summary of State Report were distributed. Full state report 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 4th day of April 2024 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 4th day of April 2024, 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 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.

A motion was made to approve by Rob Gaylord and seconded by Helga Ciminesi.

Ayes 7

Clerk: Cynthia Dishman

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 4th day of April 2024 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 4th day of April 2024, a resolution was adopted of which the following is a true copy:

WHEREAS, the 2024 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 2024 Discretionary Budget of the Town of Collins Public Library presented as Schedule A to this board resolution, is hereby approved and shall be allocated.

A motion was made to approve by Helga Ciminesi and seconded by Becky Jo Summers.

Ayes 7

Clerk: Cynthia Dishman

Noes 0

- Bylaws review – policy committee needs to meet April or May (Barb, Helga). Abbie will set up.
- Term limits: Holly suggested discussion about term limits.

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

10. Meeting Adjournment: 7:00