

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes of the Board of Trustees
Regular Monthly Meeting
September 29, 2020, 1:00 p.m.
Held Via GoToMeeting App

Present: Alice Askew, Martha Buyer (Excused after 2 p.m.), Elaine Chow, Kara Spencer-Ching, Richard Wiesen, Paula Klocek, Director

President Alice Askew called the meeting to order at 1:14 p.m.

1. There were no comments from the audience.
2. A motion (MB, KSC) to approve the minutes of the meeting of June 23, 2020 carried by a voice vote.
3. A motion (MB, EC) to approve the Monthly Financial Statements & Internal Auditor Reports: June, July, August 2020 carried by a voice vote.
4. Director's Report: June, July, August 2020
The number of patrons is down from a year ago; but given the number of hours we are open, the patron count is good. Schools in Erie County are now requiring library cards for all students and that will increase the number patron cards. ATPL programming has been reduced significantly and that results in a lower number of patrons. We continue to be creative in efforts to provide services and programming.
5. Reports of Interest
 - a. The Town of Aurora and Senior Citizens Center donated 400 masks to the Library so that patrons visiting without a mask can be provided one. We still have a good stock of the masks.
 - b. Library Card Sign-Up Months are September and October. Because a generous donation from Wegmans, each child who signs up for a library card or gets a replacement card will receive a free book; we have given out a lot of free books.
 - c. For the remainder of the year, there is no fee for those patrons replacing a lost card, or an old library card with a newly designed card.
 - d. Book a Technology Trainer (BATT) will now be available by appointment on Zoom and at the Central BATT workstation to provide service to individual patrons.
6. Personnel
The Board reviewed expenditures for staff for Pay Periods 15 & 17.
ATPL has hired a new PT cleaner and he will begin Oct 12.
The Board did not enter into Executive Session.
7. Old Business
 - a. The reopening has been going well; it has been an adjustment for staff and patrons. The staff are a big part of our successes.
 - b. We are resuming Book Donations on a limited basis to see how that works. The Friends Book Collection this past weekend was a big success--- lines of cars even before they opened.
 - c. The Friends Book Sale will be postponed until 2021. ATPL Discard Sale is likely to be rescheduled for the regular time next year as well.
8. New Business
 - a. The System Paid Budget (As of 5/31/2020) was reviewed by the Trustees as was the request for 2021. There is much uncertainty in state and county budgets now.
 - b. The Location of the Board Meetings was tabled.

- c. The Director presented a draft policy for ATPL on the scheduling of available tables for patron use. There is more demand than there are tables available at times. The Trustees made some editorial comments; the motion (RAW, KSC) to approve policy with changes was approved by a voice vote.
- d. The Director asked advice on the procurement of larger Plexiglas enclosures around the Circulation Desk for better protection. She will look into prices and designs.
- e. Suggestions were made for reopening the Library of Things as we approach winter. Games and puzzles might be attractive during the winter months.

A motion (KSC, RAW) to adjourn the meeting was carried by a voice vote. President Alice Askew adjourned the meeting at 2:15 p.m. The next regularly scheduled meeting: October 27, 2020 at 1:00 p.m.

Respectively submitted,

Richard A. Wiesen, Secretary.