

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Board of Trustees
Regular Monthly Meeting
May 25, 2021, 1:00 p.m.
Held Via GoToMeeting App

Present: Alice Askew, Martha Buyer, Elaine Chow, Kara Spencer-Ching, Richard Wiesen, Paula Klocek,
Director

President Alice Askew called the meeting to order at 1:00 p.m.

1. There were no comments from the audience.
2. A motion (MB, KSC) to approve the minutes, as amended, of the meeting of April 27, 2021 carried by a voice vote.
3. A motion (MB, EC) to approve the Treasurer's Report, April 2021 Financial Statements, and the Internal Auditor Report carried by a voice vote.
4. Director's Report: April 2021
The comparative statistics for the month of April look odd; last April ATPL was closed due to the pandemic. Programs remain well-attended this month, all being oversubscribed. Also, there is strong interest in the June take-home kits. Consideration will be given to scheduling extra sessions of popular programs if staff and materials can be arranged. The Friends book sale raised \$118.00 this month for a total of \$444.00 for the first four months.

A motion (RW, EC) to accept the 2020 Director's Report carried by a voice vote.

5. Reports of Interest
 - a. Effective May 17, the system-wide quarantine of library materials ended. Materials are once again being discharged from patron accounts upon return to the building or after the drop boxes is emptied.
 - b. The "Welcome to Your Library" raffle had 181 participants. Each checked out 5 items to receive on chance for the drawing.
 - c. Holds are now available for patrons to pick-up on shelves across from the New, 7-Day Fiction section. This decision will improve traffic flow, create more work space for staff, and allow patrons to access their ordered items themselves.
6. Personnel
 - a. The Trustees reviewed the Payroll Report for Pay Period 9 (April 2021).
 - b. The Board did not enter into Executive Session.
 - c. A Senior Page, who has been with ATPL for a number of years, has decided to leave to pursue full-time employment opportunities. We wish her the best of luck in the future.
7. Old Business
 - a. The most recent ACT Meeting was held by Zoom on May 1, 2021. The officers were elected and solicitations were made for ideas for additional programming.
 - b. The Director distributed materials outlining 5 components of her request for funding through B&ECPL's Program Equipment & Facility Improvement Initiative. The proposal includes

(1) Library tables and chairs to replace ones currently used in the central part of the main room, (2) Folding Chairs with cart to replace the 50 odd chairs currently in the Community Room, (3) A Web Camera and tripod to use with programming in the Library that can be integrated with our SmartBoard (4) A Kwikboost battery-powered charging solution bundle, providing patron power for the computers and other personal device at six locations in the library, and (5) Replacement of all fluorescent lighting inside the building with LED bulbs to reduce utility costs. The total cost of the items remains unclear because some estimates remain tentative. The topic will be on the agenda for the June Meeting.

8. New Business

- a. The Board reviewed System Paid Budget Analysis (as of March 31). ATPL has a significant budget surplus projected for fiscal year.
- b. The Director distributed a draft of ATPL's Distribution Policy, first adopted in 2012, for review and approval. A motion (EC, KSC) to approve the policy carried by a voice vote.

A motion (MB, EC) to adjourn the meeting was carried by a voice vote. President Alice Askew adjourned the meeting at 2:09 p.m. The next regularly scheduled meeting: June 15, 2021 at 1:00 p.m.

Respectfully submitted,

Richard Wiesen,
Secretary