

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes
Board of Trustees
Regular Monthly Meeting
October 26, 2021, 1:00 p.m.

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

President Alice Askew called the meeting to order at 1:05p.m.

1. There were no comments from the audience.
2. A motion (KSC, MB) to approve the minutes, as amended, of the meeting of September 28, 2021 carried by a voice vote.
3. A motion (EC,MB) to approve the Treasurer's Report, September 2021 Financial Statements, and the Internal Auditor Report carried by a voice vote.
4. Director's Report: September 2021
Statistics with comparable data from last year is misleading due to the COVID-19 pandemic shutdown, but patron visits and circulation is increasing slowly. ATPL is open more days and more hours each week. Increased programming should help.

Erie County Executive Mark Poloncarz recommended a funding increase of \$518,347 (2.0%) to B&ECPL in his 2022 Proposed Budget. Patrons will be encouraged to sign the letters to their legislators in support of this increase, which will be delivered in advance of the budget vote. The response in ATPL has been positive.

Erie County's 2022 Proposed Capital Budget will support improvements to the Central Library and to system-related improvements.

The Friends of the Library are holding a special Baubles & Bling raffle, beginning October 1st through November 29th at 2:00 p.m. Tickets are one for \$1.00 or six for \$5.00. The Baubles & Bling sale will take place Friday, November 26 10:00 a.m. – 4:00 p.m.; Saturday, November 27 10:00 a.m. – 2:00 p.m.; Monday, November 29 10:00 a.m. – 2:00 p.m.

The Friends of the Library sponsored a new coffee maker and microwave to be used for library programs, meetings, and staff.

A motion (MB, EC) to accept the Director's report carried by a voice vote.

5. Personnel
 - a. The Trustees reviewed the Payroll Report for Pay Period 19 for 2021. ATPL has hired a new PT Cleaner and they have begun work this week.
 - b. The Board did not enter into Executive Session.
6. Old Business
 - a. Comments were made by trustees attending the Zoom ACT Meeting: Saturday, October 2, 2021.
 - b. Program Equipment & Facility Improvement Initiative

ATPL has received most of the equipment ordered under the Initiative. The exceptions are the charging stations and their rechargeable batteries. Also, the LED conversion will take place in early 2022 in order to qualify for rebates. The table and chairs have been well-received and do make the reading room easier to use for patrons. The Director was commended for her excellent work in this project.

- c. Effective January 1, 2023 board of trustees of public, free association or Indian libraries shall be required to complete a minimum of two trustee education hours. Details have yet to be worked out on options for this education.
- d. Two Trustees will be leaving the Board—one at the end of the current year (12/21) and the other at the end of next year (12/22). Discussion of replacements and process took place.

8. New Business

- a. The Director proposed format changes in the current Gift and Donor Recognition Policy. A motion (RW, KSC) to approve the policy, as amended, carried by a voice vote.

A motion (KSC, EC) to adjourn the meeting was carried by a voice vote. President Alice Askew adjourned the meeting at 1:48 p.m. The next regularly scheduled meeting: November 16, 2021 at 1:00 p.m.

Respectfully submitted,

Richard Wiesen
Secretary