

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes of the Board for November 15, 2022

Present: Alice Askew, Martha Buyer, Kara Spencer-Ching, Elaine Chow, Adam Zaremski,
Aurora Town Public Library Director, Paula M. A. Klocek.

President Kara Spencer-Ching called the meeting to order at 1:02 p.m.

1. Comments from the audience

Donald Aubrecht attended the meeting to listen and submitted his resume, showing interest in becoming a trustee for ATPL. He said he is nearly a lifelong resident, watching the library change over the years, recalling when it was a house. Aubrecht said he's here to see if he's able to be helpful and useful going forward for the board.

2. A motion (MB, EC) to approve the Minutes of the Meetings: October 25, 2022 was carried by a voice vote.

3. The Treasurer's Report: Monthly Financial Statements & Internal Auditor Report: October 2022 were tabled until December. Bank statements were not available as the meeting was held earlier in the month than normal.

4. A motion (EC, AA) to approve the Director's Report: October 2022 was carried by a voice vote.

Klocek noted that the annual Trick-or-Read did well, continuing to be popular among families. She also said collecting donations for the ongoing book sale is going well and is helping gain publicity for the ATPL Friends group. In recent months, new members have joined after meeting Friends volunteering at the library.

5. Reports of Interest

a. County Executive Mark Poloncarz has proposed a county funding increase of \$1,849,674 (7%) for B&ECPL in 2023. This was also discussed during the October ATPL board meeting.

b. Library users may thank their legislators for past support and encourage them to approve the County Executive's 2023 Proposed Budget by filling out a form letter and submitting to staff at the front desk. These letters will be delivered to the legislators. A virtual survey can be completed at <https://www.surveymonkey.com/r/CDDKNWY>.

c. B&ECPL is conducting a system-wide survey to plan services for the coming year. They may also access the survey online at www.surveymonkey.com/r/Q5BNG56.

6. Personnel

a. Payroll Report: Pay Period

Klocek said this will be discussed at the December 13 meeting.

b. Cleaner, PT

Klocek has hired someone - board members cheered the news. She said the plan is for the new person to start Dec. 5. The person learned of the job by the outdoor sandwich board in front of the library. The new cleaner lives out of Erie County, but Klocek said Central approved of the hire because of past difficulties in finding a cleaner.

c. There was no reason to enter Executive Session

d. Other

Full-time librarian Julia M. Gelsomino will retire in early January. Klocek said she was waiting to have that confirmed by New York State before officially moving forward with the process.

7. Old Business

a. Library Storage

Klocek met with Paul Ernst to discuss expansion options for ATPL to help with storage and space constraints. These are all just initial discussions as Ernst said he would help the library figure out initial storage plans without any cost. She is awaiting digital copies of the plans to share with trustees. Additional meetings will take place between Klocek and Ernst at the library to review the proposals.

Klocek said she likes that there are potential plans for actual study rooms, where a group could go in and be separate from the main library activities. It could be used for tutoring or studying. Newer libraries have similar spaces. If an expansion were to take place, she said the goal is to keep the character of the building, if it comes to fruition. There is unutilized space with grass that could be potential space to add on to the building.

Spencer-Ching asked how costs would be covered for any potential expansion.

Klocek said it is a town owned building, the Aurora Town Board would have to be on board with at least helping fund a portion of the construction. There could be a New York State construction grant available if the town agrees to support an expansion. It was stated that these are all preliminary discussions.

Klocek noted that Aurora Town Supervisor James Bach said the ATPL Friends group could use the commercial building at 300 Gleed Ave. for storage of books used by the Friends group for sales. The town could also pay for a POD unit that would hold the materials. The actual cost of this is still under review.

Spencer-Ching asked if there are still plans to install a storage shed for materials, as was the original purpose of talking with Ernst. Klocek said that was how it started was with presentation to the town, but this option is looking at ways to connect that storage to the building to make it safer for the staff while adding other benefits to the library for the community.

Spencer-Ching asked that Central be contacted to see if someone there could offer insights into library expansions and suggestions for ATPL.

b. Regular Meeting Dates & Times 2023 to Be Approved at December 2022 Meeting

Klocek said she would share proposed dates at the December meeting. Spencer-Ching said it might be best to keep the time the same for ATPL trustee meetings unless a new trustee cannot make the meetings.

c. Work Session Date for Long Range Plan

Spencer-Ching said a date should be set once a new trustee is appointed.

d. Other

Buyer reminded board members that all trustees need training now with the new education policy. The West Seneca Public Library on Jan. 21 at 8:30 a.m. is the next ACT meeting, and this would count for the education policy. Another will happen in April.

8. New Business

a. A motion (AA, AZ) was made to approve the Exhibits and Displays Policy as written and this was carried by voice vote.

b. A motion (MB, AA) was made to approve the Lost and Found Policy as written and this was carried by voice vote.

c. Meeting with Director of Education of Beaver Meadow Center / Buffalo Audubon Society

Klocek said this was rescheduled for next week. The goal is to create a partnership between ATPL and the Beaver Meadow Center / Buffalo Audubon Society for nature education opportunities.

d. Recommendation Letter for New Trustee to Begin Term in January 2023

The board has three people who submitted resumes for being a new ATPL trustee. The board will need to make a decision by the December meeting. The new person would start in January.

e. Other

Klocek said that on Wednesday, Nov. 30 at 10 a.m., the West Seneca Public Library will have State Senator Patrick Gallivan onsite. Directors and board members are encouraged to go discuss ways they would like the State Senator to support public libraries through the New York State Legislature.

The next regularly scheduled meeting will take place on December 13, 2022 at 1:00 p.m.

A motion (EC, MB) to adjourn the meeting at 1:51 p.m. was carried by a voice vote.

Respectfully submitted,
Adam Zaremski
Secretary