

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes of the September 26, 2023 Board Meeting

Present: Kara Spencer-Ching, Martha Buyer, Sashi Racho, Elaine Chow, and Aurora Town Public Library Director, Paula Klocek. Special Guest: System Trustee, Sharon Kelly. Excused Adam Zaremski.

Kara Spencer-Ching called the meeting to order at 1:02pm.

1. Comments from the audience: Special Guest Sharon M. Kelly, Esq., System Trustee - annual visit to local libraries and offered to pass along comments to Central.
2. A motion (MB, EC) to approve the minutes of the June 27, 2023 meeting was carried by a voice vote.
3. A motion (MB, EC) to approve the Treasurer's Report: Monthly Financial Statements & Internal Auditor Report: June, July, August 2023 was carried by a voice vote.
4. A motion (SC,MB) to approve the Director's Report for June, July, August 2023 was carried by a voice vote.

Library of Things increased circulation. Most popular items so far have been laser tag, pickleball, and metal detector. President Spencer-Ching thought seasonal items like snowshoes could be added to the collection.

Two Citizen Science Kits were added to the Library of Things with funding provided by an anonymous donor.

Cumulative statistics will be included in Director's Report to reference when measuring success in meeting goals outlined in the Long Range Plan (President Spencer-Ching suggested a QR code linking to this comprehensive information on Report to the Community).

5. Reports of Interest

- a. Friends of the Library Pop-Up Book Sales scheduled for Saturdays, June 24 (\$292.50), July 28 (\$161.30), and August 26 (\$184.00) raised a total of \$637.80. There is one more Pop-Up scheduled for September 30, 2023 during the Roycroft Festival.
- b. Umbrellas were donated by East Aurora Middle School student, Genevieve Fisher, through the EAMS "LEAP" program for community use. The Middle School and Boys and Girls Club were recipients.
- c. Laser Tag, Pickleball, Bocce Ball, Spikeball, Jumbo Pong, Cornhole, Kan Jam, metal detector, Magna-tiles with storage play-mat were added to the Library of Things courtesy of former Senator Dale Volker. Acknowledgement of Senator Volker in publicity, etc.
- d. On September 7 from 2:00 p.m. – 4:00 p.m, The Aurora Town Public Library served as a pickup location for free Emergency Homecare Kits for Erie County residents. In planning stages for future Emergency Preparedness Corps program with additional kits to distribute to participants.
- e. Adults, 19+ who check out a banned / challenged book from our display from October 1 through 7, will earn a free chance to win a prize. A winner will be randomly selected on October 9 at 10:00 a.m. Free pins, bracelets, and bookmarks will be available to the public while supplies last. The top list of banned books has been ordered for ATPL's collection for display and for readers to check out. The Library is championing everyone's freedom to read and receiving patron support.
- f. The Library now has an Instagram account. Patrons are welcome to keep up to date with the latest news on programs, services, and resources by following @auroratownpubliclibrary. Like and share.
- g. Other

Libraries as social spaces and possible activities.

6. Personnel

- a. Payroll Report: Pay Period 11 & 15, expenses reflect new hires, turnover, and times when positions were vacant. Some staff have been offered extra hours in order to complete special projects.
- b. There was no reason for the Board to enter into Executive Session.
- c. Other

7. Old Business

a. Long Range Plan

Keep on agenda and change the deadline to November instead of December.

Goal II D. President Spencer-Ching suggested job seeking assistance programs, such as resume building (she has a contact) and job fairs. The Library has offered job recruiting events in recent history and plans to continue to do so.

b. Library Storage for books (for discarded and donated materials)

Vereka Builders bid rescinded due to not meeting project specifications. Ingelfinger Custom Contractor was awarded the contract to build the shed instead. Ingelfinger plans to perform much of the construction in pieces, off-site in order to avoid parking interference. The goal for the completion date of the project is prior to Nov 1, 2023. Director Klocek attended a couple of town board meetings in support of the project. Additionally, throughout the stages, she has met with Supervisor Bach and Councilman Charles Snyder.

c. Library Trustee Education

ACT board training Nov 18, 2023 (to be confirmed) at Frank E Merriweather Jr Library, one of the City Branches.

Trustee education and forms to be completed by December and filed for library records.

d. Patron Suspension, Reinstatement and Appeal Process & Patron Reinstatement Request Draft Tabled until next meeting.

8. New Business

a. System Paid Budget Analysis (as of 5/31/2023)

b. Other

When Treasurer Racho met with Kathleen Brogan, Senior Library Clerk, to look over financials, it was requested to have online access to M&T statements only (no transactions), which would be sent to the Library's general email account.

A motion (MB, EC) was made to adopt the following resolution and was carried by a voice vote:

Whereas the Library requires online access to its bank account statements, resolved to authorize the Treasurer to request online access of bank statements.

Consider CD rates for increase in interest for Savings Account.

The next regularly scheduled meeting will take place on October 24, 2023

A motion (SC, MB) was made to end the meeting at 1:45pm and approved by a voice vote.

Respectfully submitted,

Elaine Chow

Vice-President