

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Monthly Meeting Minutes
January, 24, 2023

Present: Martha Buyer, Kara Spencer-Ching, Sashi Racho, Adam Zaremski, and Director, Paula M. A. Klocek. Absent: Elaine Chow

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

1. Comments from the audience: None

2. A motion (MB, AZ) to approve the minutes of the December 13, 2022 meeting was carried by a voice vote.

3. A motion (AZ, SR) to approve the Treasurer's Report: Monthly Financial Statements & Internal Auditor's Report for November 2022 & December 2022 was carried by a voice vote.

Racho asked about donors and sending letters of thanks. Klocek said some donors make designations for contributions, and letters are sent out to thank them as well as acknowledgements about donations as specified.

Racho also asked about contingency funds for \$50,000 in the financial documents and the purpose for the money. Klocek said some can be used if there is an appropriate project, calling it a rainy day type of fund.

4. A motion (MB, SR) to approve the Director's Report for December 2022 was carried by a voice vote.

Klocek discussed the online automatic renewals and how that would impact statistics in the overall picture for circulation, but ATPL still saw "original" checkouts increasing by 6.4% in 2022 over 2021.

Racho asked about declining computer use while WiFi use increased. Klocek said wireless internet is popular for patrons, with people using it in the parking lot as well as using personal devices. Each time a person enters the library, if their device remembers the connection, it will re-connect to the service and add to the usage statistics.

5. Reports of Interest

a. B&ECPL is potentially applying for a grant to increase awareness of a government program Mission Ignite to become enrollment partners through Americorps. Funding could allow for in house tech training at all member libraries. Patrons who complete the program will receive a free desktop PC. Klocek will find out more in the future if Central gets funding. Unsure of timeline.

b. New computers were purchased with the Library Fund Balance for member libraries. These savings came from when libraries were not operating fully during the pandemic. Every ATPL computer was upgraded - 14 in total.

c. The NYSEG Rebate for ATPL's 2022 LED project has been received by the System. Once ATPL receives the check, the Town will be reimbursed for the entire \$2,625 expended on the installation. The amount is significantly higher than anticipated, since NYSEG restructured their incentive program mid-year 2022.

Klocek said she hopes the Town considers earmarking that savings for future library expenses. She

noted the carpet in the children's section needs to be replaced soon.

d. With the Town's assistance, the Library has secured a temporary storage site at Southside Commerce Center on Glead Avenue for discarded materials being saved for the annual sale and donated items for the Friends Ongoing Book Sale. The Highway Department will help with the heavy lifting.

Klocek said the move would happen soon after the ATPL trustee meeting. She said Aurora Town Supervisor James Bach would help find other space in the building if that was lost, too, but it was a better situation overall.

6. Personnel.

a. The board had no reason to enter executive session.

b. Klocek noted that the new person taking over as children's librarian has started in the full time role. A search for another part time librarian will begin as that was just posted.

7. Old Business.

a. ACT Meeting: January 21 @ 8:30 a.m.

Buyer said the meeting brought out more people than expected. She said the next one is at the end of March and would likely be in the city. She feels the meetings are beneficial, there are a lot of topics to discuss and hopes to find ways to improve diversity among the members of the ACT.

b. Work Session Date for Long Range Plan

Spencer-Ching said that the last time the long range plan was adjusted, it was a complete overall. She felt this review would not need to go in depth and asked to have a work session prior to the March meeting to discuss the plan to see if it should be adjusted or kept the same.

8. New Business.

a. Staff Appreciation Day: March 3, Friday

Klocek said the board still had about \$35 from the last time they donated money for a pizza party and asked if the board wanted to do something again this year. She said the Friends group baked desserts for the last gathering. Board members said they would contribute to another gathering.

b. Other.

Spencer-Ching and Buyer said they would not be at the Feb. 28 meeting.

Buyer left the meeting at 1:44 p.m.

Donations in honor of Al Fontanese came in at \$1,000. Klocek said she would try to figure out what to do with the funds to best honor Fontanese, a longtime supporter of the library who recently passed away.

A motion (AZ, SR) to adjourn the meeting at 1:51 p.m. was approved by a voice vote.

The next regularly scheduled meeting will take place on February 21, 2023 at 1 p.m.

Respectfully submitted,
Adam Zaremski
Secretary