

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
April 23, 2024 Minutes

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

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

1. There were no comments from the audience.
2. A motion (EC, SR) to approve the Minutes of the March 26, 2024 meeting was carried by a voice vote.
3. A motion (AZ, MB) to approve the Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports for March 2024 was carried by a voice vote.

During discussion, Klocek talked about using additional funds from the Volker account to purchase items for Library of Things. She said that account is nearly empty following ongoing efforts to use it up and purchase items for the popular collection.

In another matter, Racho asked the board to consider looking at the local Checking Account in the Treasurer's Report and set a limit for how much stays in there. The excess could be used to purchase needed items for the library. Spencer-Ching agreed, saying she liked the idea of saving a certain amount and then figuring out how to spend over that total.

Buyer asked if the board would consider placing some of that money in a short term Certificate of Deposit (CD) to earn interest. Racho said it was an option and she would contact the M&T to check on rates.

Some thoughts were to set the local Checking Account at a \$30,000 limit and money above that would be discretionary spending for the ATPL director. Spencer-Ching noted the account could keep more money than that if ATPL begins to plan for a capital project, but none are in the works at this time. She said the board will continue to discuss this at future meetings.

4. A motion (MB, EC) to approve the Director's Report for March 2024 was carried by a voice vote.

Klocek talked about recent events for ATPL. She said the solar eclipse at Knox Farm State Park on April 8 was busy, and the library building was busy most of that morning with patrons. She said staff were able to go outside and view the eclipse when it occurred.

Klocek said there were not any visitors for a recent job seeker program. This was the first one attempted by an in-house librarian and will try other such programs in the future.

She has also received positive comments about programs for teenagers at the library and those will continue.

5. Reports of Interest

a. ATPL is celebrating "Love Your Library Month" with a free raffle for patrons. People who visit ATPL throughout the month of April and check out five or more materials will receive a ticket for a chance to win a B&ECPL tote bag full of books and other fun items for the whole family. All ages are welcome to participate. The winner will be announced on Wednesday, May 1, 2024.

b. The community was invited to buy votes to judge and earn a chance to win their favorite work of art in the Painted Wooden Mushroom Fundraiser, a collaboration of the East Aurora Art Society and the Friends of the Library. This raised \$223. Twelve participants in the raffle got to take home one of these amazing creations adorned by local artists.

c. Other

Erie County Legislator Lindsay Lorigo is coming to ATPL on Friday, April 26 for Love Your Library month.

6. Personnel

- a. The Payroll Report was not available for this meeting.
- b. There was no reason for the board to enter into an executive session
- c. Other

7. Old Business

- a. There is still no news on the Girl Scout Gold Award Project to install a pollinator garden outside the library.
- b. Other

8. New Business

a. Performance Evaluation of Director

Spencer-Ching talked about a possible process and asked who would want to be involved. Right now the plan is to have Spencer-Ching and Chow involved in the actual evaluation process, with additional input provided by the board. The plan is to review the evaluation form at the May meeting

b. Roof Inspection

Klocek provided a report to the board about the condition of the ATPL roof. She sent the report to the Aurora Town Highway Department for review. She said there is nothing to do at this time. Parts of the roof are under warranty. The town would cover any repair costs. Klocek will send the Report to the Town board liaisons after the meeting.

c. ACT Meeting at Grand Island: May 4, at 8:30 a.m.

Buyer said this meeting would include approval of bylaws, election of officers and discussion on New York State's Open Meeting Law.

d. Other

The next regularly scheduled meeting will take place on May 28, 2024 at 1 p.m.

A motion to adjourn the meeting (MB, EC) at 1:58 p.m. was carried by a voice vote.

Respectfully,
Adam Zaremski
Secretary