

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes of the Board
Regular Monthly Meeting
December 16, 2025, 6:00 p.m.

Present: Martha Buyer, Kara Spencer-Ching, Elaine Chow, Sashi Racho, Adam Zaremski, Paula Ausberger (ATPL Director)

President Adam Zaremski called the meeting to order at 6:01pm.

1. There were no comments from the audience.
2. A motion (MB, SR) to approve the Minutes of the Meeting: November 18, 2025 was carried by a voice vote.
3. A motion (MB, KSC) to approve the Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports: November 2025 was carried by a voice vote.
 - a. Earrings sold at holiday market at EAMS, donated by local artisan, Ann Norlund.
 - b. Holiday staff appreciation party was held with discretionary funds.
 - c. At this time, the Yoto Player vendor does not provide invoices for library direct payment. The Board discussed the possibility of a library debit card that would eliminate the upfront cost burden on employees before they are reimbursed. This topic would be a good one for an ACT meeting. Central can advise on policies.
4. A motion (KSC, SR) to approve the Director's Report: November 2025 was carried by a voice vote.
 - a. Slight dip in circulation and visitor counts because of the milling and paving project as well as weather.
 - b. The Library Interacted 121 people at EAMS holiday market, library brochures and flyers were distributed.
 - c. The Cooking Club program has been popular.
 - d. The Friends Ongoing book sale and T-Shirt fundraisers are doing well.
 - e. The Friends Holiday raffle raised \$978.00.
5. Reports of Interest
 - a. Thanks to a generous donation from Kenneth Klocek, the ATPL is introducing Yoto Mini Player Kits for children ages 2-13 to our collection. Each kit includes a selection of stories, music, and activities, along with headphones—all contained in a carrying case. The curated content is pre-downloaded onto the device, so no Wi-Fi is required. With 14 hours of play per charge, they are perfectly portable for keeping curious minds busy while traveling. These portable, screen-free kits support literacy and creativity without the use of cameras, microphones, or advertising.
The Director demonstrated the Yoto Mini Player Kits for the Board. Hopes to obtain more if popular with patrons. They have been circulating well so far.
 - b. No other reports of interest.
6. Personnel
 - a. Payroll Report: Pay Period 22 & 24
 - a. Discrepancy is due to Caretaker on leave.
A motion (SR, MB) to approve hire PT librarian was carried by a voice vote.
 - b. A new PT Librarian I was hired. She will assist with school-age and tween programming.

c. The Board did not Enter Executive Session

7. Old Business

- a. Maturing CDs
 - a. \$25,000
 - b. \$49,898.94
 - c. 12 months rate 3.03%
 - d. A motion (MB, KSC) for 2 new CDs was carried by a voice vote.

8. New Business

- a. Review Schedule for Board Adopted Policies 2026
A motion (KSC, SR) to approve the Schedule of Meetings of the Library Board 2026 was carried by a voice vote. Board meetings change from Tuesday to Monday evenings at 6:00 p.m. Treasurer contingency plan: VP will review unless auditor conflict.
- b. Resolution for Contract Library Boards of Trustees Personnel Policies & Procedures
A motion (KSC, AZ) to approve the Resolution for Contract Library Boards of Trustees Personnel Policies & Procedures was carried by a voice vote.
- c. Close Friday, July 3 & Saturday, July 4, 2026 for Independence Day Observed & Holiday; Thursday, December 24 for Christmas Eve; Special Hours Thursday, December 31 for New Year's Eve 10:00 a.m.-5:00 p.m.
A motion (MB, SR) to approve the 2026 closed dates and special hours was carried by a voice vote.
- d. Open Meeting Policy—Review Changes & Update
 - a. A motion (AZ, KSC) to approve the updated open meeting policy was carried by a voice vote.
- e. Other
 - a. ACT Update
 - b. Search committee recommended by Central Trustees has been hired with the purpose of finding a new System Director.

The next regularly scheduled meeting will be on January 26, 2026, at 6:00 p.m.

A motion (MB, SR) to adjourn the meeting at 6:42 p.m. was carried by a voice vote.

Respectfully submitted,
Elaine Chow
Secretary