

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052

Minutes of Regular Monthly Meeting
March 26, 2019

Present: Alice Askew, Martha Buyer, Kara Spencer-Ching, Carol Griffis, Richard Wiesen, Director Paula Klocek.

President Alice Askew called the meeting to order at 12:50 p.m.

1. Ken Vorie from American Red Cross Training Services and Dan DiPirro, Zoll Medical Representative, lead a discussion of the issues involving the purchase, costs, liability, installation and training for an AED at ATPL.
2. A motion (MB, KSC) to approve the minutes as amended of the meeting of February 26, 2019 carried by a voice vote.
3. A motion (RAW, CG) to approve the Treasurer's Report & Monthly Financial Statement as amended for February 2019 carried by a voice vote.
4. Director's Report, February 2019
 - a. Circulation is up for the month but down YTD. E Branch circulation increased 35% for the month to nearly 200,000 with YTD over 400,000. Attendance at a diverse slate of programs at ATPL remains strong. Friends sponsored 8 programs in February. Two Outreach programs were scheduled for the month and attendance was strong.
 - b. The Library partnered with Lynne Dixon, Erie County Legislator, for the 10th Annual Prom Dress Drive from February 19—March 21. Patrons donated 28 dresses.
 - c. The Library was approved for a literacy partnership with Scholastic. Children's paperback books can be purchased at a very much reduced cost by ATPL and this makes book giveaways possible.
 - d. We have an attractive new sign to advertise the Friends of the Library at the Checkout desk.
 - e. The Large Print collection has been moved to the front of the library for easier access by seniors. Tables and chairs are placed to assist the patrons.
 - f. There is new binder of updated library procedures to provide useful information at the fingertips of staff members.
 - g. The 2018 State Report and Report to the Community have been completed and awaits Board approval at the Annual Meeting on April 23.

5. A motion (KSC, RAW) to approve the Director's Report for February 2019 carried by a voice vote.

6. Personnel

A new Senior Page has been hired and is currently undergoing orientation and training. We welcome her contributions.

The Caretaker will vacation May 23--29; the Cleaner will fill in.

7. Old Business

- a. A discussion of the program at the March 2, 2019 ACT Workshop held at the Central Library focused on the New Standards and programming at several libraries e.g. a Library of Things concept. What might be applicable to ATPL?
- b. A motion (CG, RAW) to authorize the Director to sign an agreement with Burchfield Penney Art Center for the Loan of *Moonlight* by Sandor L. Landeau carried by voice vote.
- c. A motion (CG, RAW) to approve the Agreement for Loan & External Exhibit of Rare & Unique Collections with Application as amended carried by a voice vote.
- d. A discussion of the director's Active Shooter Response Plan followed.
- e. Continued discussion and research will be necessary with respect to the installation of an AED.

8. New Business

- a. A motion (RAW, CG) to confirm ATPL Rules of Conduct policy carried by voice vote. This Policy includes a revision of the Non Smoking Policy effective June 19, 2019.
- b. A motion (CG, RAW) to approve the new Whistle Blower Policy carried by a voice vote.

A motion (CSC, CG) to adjourn carried by a voice vote. President Alice Askew adjourned the meeting at 3:02 p.m.

Annual meeting: Tuesday, April 23, 2019 @ 12:30 p.m. followed by the regularly scheduled meeting at 1:00 p.m.

Respectfully submitted,

Richard A. Wiesen, Secretary