

# Minutes of Regular Monthly Meeting of Library Board

## Town of Aurora Public Library

### January 23, 2018

Present: Alice Askew, Carol Griffis, Kara Spencer-Ching, Richard Wiesen, Robert Alessi, Director

Excused: Deborah Carr-Hoagland

1. The meeting was called to order by President Alice Askew at 1:07 PM.
2. There were no comments from the audience.
3. The motion (CG, KSC) to approve the minutes of the meeting of December 19, 2017 was approved by a voice vote.
4. The motion (CG, KSC) to approve the Treasurer's Report & Monthly Financial Statement, December 2017 was approved by a voice vote.
5. Director's Report, December 2017  
Comments on circulation, use of computers and laptops and suggestions for programming.
6. Personnel - At 1:45 PM a motion to go into Executive Session to discuss a personnel matter related to employment status was made (CG, KSC) and approved by voice vote.

Information was given concerning an employee, the status of the person within the organization and action already taken.

At 2:00 PM a motion to adjourn the Executive Session was made (CG, KSC) and approved by voice vote. No action was taken.

7. Reports of Interest
  - a. The Board expressed thanks to the former EAU Trustee George Oliver for two decades of service to the East Aurora community as Trustee. He will be greatly missed.
  - b. Director, Robert Alessi has been representing the Library in meetings with elected county officials and state representative from Western NY. Support is requested for continued support of the Library system.
  - c. An article appears in the winter 2018 issue of *Fine Books & Collections* on the EAU Library windows. Each window includes as part of its design an example of a 17<sup>th</sup> century printer's mark.

- d. The mobile display units that are part of the Jo Ann Elliott Bequest/Donations are on order.
  - e. The Director has submitted a report as part of the Bureau of Labor Statistics – 2017 Survey of Occupational Injuries and Illnesses. No injuries to report.
8. Old Business
- a. Materials are being purchased for the installation of the fireplace.
9. New Business
- a. A motion (RAW, KSC) to adopt the revision of Rules of Conduct Policy was approved by a voice vote.
  - b. A motion (RAW, KSC) to adopt a revision of the Procurement Policy was approved by a voice vote.
  - c. Virtually all of the reaction to the extension of open hours at the library has been positive. A survey of patrons is planned as consideration is given to being open longer hours over the summer.
  - d. The Board received the information of the 2017 Contract Extension & 2018 Budget Schedules

A motion (KSC, CG) to adjourn the meeting was approved by a voice vote. The meeting was adjourned at 2:20 PM.

Next scheduled meetings:

- Thursday, February 8, 10:00 a.m. (To begin planning for development of Long-Range Plan of Service for 2019-2023)
- Tuesday, February 27, 2018, 1:00 p.m. (Regular monthly meeting)