

Minutes of the Regular Monthly Meeting of Library Board  
Town of Aurora Public Library  
November 28, 2017

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

Excused: Deborah Carr-Hoagland

1. The Meeting was call to order by President Alice Askew at 1:00 PM.
2. There were no comments from the audience.
3. The motion (KSC, CG) to approve the minutes of the meeting of October 27, 2017 was approved by a voice vote.
4. The motion (CG, RAW) to approve the Treasurer's Report & Monthly Financial Statement, October 2017 was adopted by a voice vote.  
Additional part time staff salaries have been required to compensate for the full time staff on extended sick leave. Funds transfers within the Town of Aurora Public Library budget will cover most of the expense. The Board instructed the Director to seek additional funding from Central Office to offset the budget deficit.
5. Director's Report, October 2017  
The report from October showed consistent circulation and patron activity. Programming had strong attendance and good response.
6. Reports of Interest
  - a. A report of the activities and financial status given at the Friends of the Aurora Town Public Library Semi-Annual Meeting was positive.
  - b. The comments and discussion of information from the ACT Meeting held in Hamburg Library on November 4. A blog for trustees is being planned.
  - c. The 2018 County Budget Presentation before the County Legislators was held on Nov. 14. The County Executive is recommending a 2% increase in the System budget. Request support from trustees in the form of Advocacy letters.
  - d. The sale of Aurora Town Library coasters and ornaments has been steady. Anticipate use of the income for improvements in physical plant.
  - e. Director Alessi is participating in the B&ECPL Leadership Program
  - f. The Barn Quilt for the Library as part of the bicentennial of the Town of Aurora is done and will be hung on the front of the building near the entrance.

- g. Efforts are underway to determine the cost of replacing the laminate on the countertop of the Service Desk.
- h. The new “Buffalo Never Fails WWI Exhibit” has opened at the Central Library downtown. It will be open for two years.
- i. “NYS Ready to Read” is an early learning program and the staff of the Aurora Town Public Library will be creating an outreach plan by March 2018.

#### 7. Personnel

No new information on staff on long term sick leave.

#### 8. Old Business

- a. A focus on the 2018 Calendar of Open Hours will be part of the next meeting. The staff will implement extended hours beginning January 1 (and continue to review during the first quarter of 2018). This means that open hours on Mon., Wed., Thurs., will include opening at 10 AM.
- b. The new fireplace will be installed after January 1, 2018.
- c. The Jo Ann Elliott Bequest/Donations are planned to be used to purchase mobile display units and books for the collection.

#### 9. New Business

- a. Trustees are urged to provide on-line feedback on Proposed Changes to *Commissioner’s Regulation 90.2 Minimum Standards for Public and Association Libraries*.
- b. The Summer Reading Program Survey Results/Comments were distributed and discussed. The information will be helpful in new five year plan.
- c. A special meeting in January will be devoted to work on the Long Range Plan of Service for 2019-2023

The motion (KSC, CG) to adjourn the meeting at 3:04 PM was adopted by a voice vote.

The next regularly scheduled meeting: Tuesday, December 19, 2017, 1:00 p.m.

Respectfully submitted.

Richard A. Wiesen, Secretary