

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

Minutes of Regular Monthly Meeting
May 28, 2019

Present: Alice Askew, Martha Buyer, Kara Spencer-Ching, Richard Wiesen, Director Paula Klocek.
Carol Griffis joined the meeting at 1:50 p.m.

President Alice Askew called the meeting to order at 1:00 p.m.

1. Sharon M. Kelly, Esq., a member of B&ECLS Board of Trustees, was in attendance and contributed to discussions.
2. A motion (MB, RAW) to approve the minutes of the meeting of April 23, 2019 carried by a voice vote.
3. A motion (RAW, MB) to approve the Treasurer's Report & Monthly Financial Statement for March 2019 as amended carried by a voice vote.
4. Director's Report, April 2019
Attendance at programs is excellent; circulation continues to decline and the E-Branch circulation is robust and growing.
 - a. The Friends are sponsoring a Smart Board 7000 Pro Series for the Community Room at a cost of \$8,477 including installation and training. Installation is expected soon.
 - b. The Library Birdhouse Raffle sponsored by the Friends raised \$184.00.
 - c. A Central staff technician adjusted the Library's computers so we now offer a double sided printing option on public computers.
 - d. During May, a display has highlighted the library's Cozy Mystery collection.
5. Personnel
 - a. The Trustees reviewed Payroll Report, PP 8
6. Old Business

Three trustees and the Director attended the ACT Meeting @ ATPL, May 4th 2019. The topics included Safety in your library –Active shooter protocols, the installation of AED/ CPR in the Library, Opioid Antagonist Programs and procedures for Library incident/ accident reports. There was a vigorous discussion of AED issues. It will be a topic for the June Board meeting.

Director Klocek filed a Library Accident/Incidents for an incident that occurred in ATPL on 15 May 2019.

There is serious consideration given to revising the current contracts between the System and the contracting libraries. ACT Contract Revision Committee will suggest changes to the current contract, then discuss and negotiate a revised contract with Central. Representatives from all contracting libraries is desirable.

Conversation with Town of Aurora officials indicate there will be no matching funds available for new windows in ATPL while the expense of the new Town of Aurora office building is being constructed. ATPL will ensure that the project continues on the list both for Central and the Town of Aurora.

8. New Business

- a. The Trustees reviewed the Contract Library "System Paid" Budget Analysis and noted Personnel surplus projected at year's end. Some discussion.
- b. The Book Sale Policy & Procedures were discussed and a motion (RAW, MB) to accept the revised policy was approved by a voice vote.
- c. The Social Media Policy was discussed and a motion (RAW, MB) to accept the revised policy was approved by a voice vote

A motion (CG, RAW) to adjourn carried by a voice vote.

President Alice Askew adjourned the meeting at 2:05 p.m.

Next regularly scheduled meeting: June 25th at 1:00 p.m.

Respectfully submitted,
Richard A. Wiesen, Secretary