

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

Minutes of Regular Monthly Meeting  
January 22, 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 1:04 p.m.

1. There were no comments from members of the audience.
2. A motion (KSC, CG) to approve the minutes of the meeting of December 18, 2018 as amended carried by a voice vote.
3. A motion (CG, KSC) to approve the Treasurer's Report & Monthly Financial Statement for December 2018 carried by a voice vote.
4. A motion (RAW, CG) to approve the Director's Report for December 2018 was carried by a voice vote.
5. Items of Interest. A number of sections of the stacks have been reorganized in recent weeks. New Non-Fiction, New Fiction, Local History, Holiday, and hold requests have been moved. Nearly New Fiction, New Large Print, Large Print, and Audiobooks have been shifted. This will free up additional space and permit the staff to expand the collection in coming months. Two brochures giving information about the Library have been edited and redesigned. Merchandise display has been updated.
6. There were no Personnel issues.
7. Old Business  
The Board Meeting Schedule for 2019 was distributed as was a five year schedule for review of Board Policies consistent with the revised New York State Minimum Standards for Public, Association and Indian Territory Libraries.
8. New Business
  - a. The Annual ACT Workshop will be held on March 2<sup>nd</sup> @ 8:30am to 1pm at the Central Library in Buffalo. Registration ends in late February.
  - b. The Conflict of Interest & Disclosure Statement Policy was reviewed. A motion (RAW, CG) to approve the policy carried by a voice vote.

- c. The Active Shooter Procedure as well as the availability of an AED and CPR was discussed. The Director was asked to contact the East Aurora Police/Fire Departments to see if they would be available to talk with the Board about these issues.

The Board requested the secretary to ask the ACT President, Peggy Snajczuk, consider including these items on a future meeting of ACT.

- d. The Board offered to host a future ACT meeting and requested the Secretary to pass the invitation to the President of ACT.

A motion (CG, RAW) to adjourn carried by voice vote. The President Alice Askew adjourned the meeting at 2:10 p.m.

Next regularly scheduled meeting: Tuesday, February 22, 2019, 1:00 p.m.

Respectfully submitted,

Richard A. Wiesen, Secretary