

Minutes of Regular Monthly Meeting

Town of Aurora Public Library Board

November 27, 2018

Present: Alice Askew, Deborah Carr-Hoagland, Carol Griffis, Richard Wiesen, Director Paula Klocek.

Excused: Kara Spencer-Ching

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

1. There were no members of the audience present.
2. A motion (CG, AA) to approve the Minutes as amended of the meeting of October 23, 2018 carried by a voice vote.
3. A motion (RAW, DCH) to approve the Treasurer's Report & Monthly Financial Statement October 2018 carried by a voice vote.
4. The motion to approve the Director's report of October 2018 carried by a voice vote.
5. Reports of Interest by the Director
The Library has received two anonymous donations total totaling \$350 over the past month. The Director is working with the Children's Librarian staff of three to assess programming and suggest ideas for changes going forward. The process of weeding and rearranging the collections to create space on the shelves and update the collections is underway.
6. Old Business
 - a. The Fireplace screen has been ordered at a cost of approximately \$687 after discounts.
 - b. The roof continues to have problems with water intrusion. The latest episode was in the period November 16 through 19. It has been repaired.
 - c. At the request of the Board the Director inquired to Central Office staff about the slowness of the computers. The response seemed to be that a large software load of applications slows them down. There is no stated policy for replacing units based on the date of purchase.
 - d. Staff is brainstorming possible uses of the approximately \$7500 from Senator Gallivan in support of technology.
 - e. Discussion continued on the Long Range Plan for the Library. Several written amendments were put forward. A Motion (RAW, DCH) to accept the draft plan with the two pages of amendments was approved by a voice vote. The Director volunteered to meld the three documents into a single document.

8. New Business

- a. Two members of the Board who attended the most recent ACT Meeting in the new West Seneca Library talked about the agenda and discussions. There was a tour and a panel on NYS audits of local libraries. The next meeting will be March 2 at Central and May 4 at a site to be determined.
- b. The Board Meeting Dates for 2019 will continue to be on the fourth Tuesdays of the month except July and August. The time of day will be flexible.
- c. Names for Board of Trustees candidates were brought forward and several people agreed to ask the people named if they were interested in serving.
- d. The widows and the floors of the building need periodic cleaning—work that cannot be handled by our staff. A bid was secured from CCS of WNY for Floor Maintenance and Window Cleaning. The Board agreed and suggested they be scheduled for spring 2019. Cost \$450 for windows and \$1228 for floors. The expenses would be charged to 506200, Repairs and Maintenance Charges.
- e. The Board received the new standards for New York’s Public Libraries 2021 and agreed that implementation for this Library would be greatly eased by our being part of the BECLS. We can be in compliance by the target date.
- f. The Director noted that there are no funds in the budget for staff appreciation. The Board agreed that some funding is a good thing and suggested that the first strategy should be to approach the Friends of the Library.

A motion (CG, RAW) to adjourn was approved by voice vote. The President Alice Askew adjourned the meeting at 2:35 p.m.

Next regularly scheduled meeting: Tuesday, December 18, 2018 at 1:00 p.m.

Respectfully submitted,

Richard A. Wiesen, Secretary