

January 13, 2020

Eden Library Board of Trustees, Regular Meeting

Library Board President Pat Smith called the meeting to order at 6:55 p.m. In attendance were Jim Agle, Marilyn Antos, Linda Meyer, Town Board liaison Sue Wilhelm and Library Director Donna-Jo Webster. The minutes of the December 9, 2019 meeting were read and approved as corrected.

DIRECTOR'S REPORT

- Donna-Jo reported on statistics for the month. Our circulation figures for December were basically the same as November.

- The Central library has loaned us 12 laptops for use with the Coding Club. The grant for this is a one-year commitment. Donna-Jo will explore whether or not we can do it another year. The student will register with user name and pass word; the parents' names are also needed so that memos can be sent regarding the club. A Coders Showcase is suggested on quarterly basis so the kids can show off the skills they are learning.

- State Senator Patrick Gallivan and Assemblyman David DiPietro were both going to be at the North Collins Library in February. Gallivan has moved his advocacy session to Eden on Feb. 6 at 2 p.m. We will include this in Facebook postings.

- Donna-Jo is keeping only six months of Board meeting minutes posted on the library's website.

- We have received a copy of the 2019 contract extension which is in force until July 31, 2020. The system board approved this extension in December 2019.

- Bills:

Donna-Jo presented the following bills for payment:

- >Eden-North Collins Pennysaver – \$276 (advertising for December)

- >Explore and More (for graham cracker house program) – \$80 (Their fee is \$50 for 20 children and \$3 each for 10 additional)

- >Wesley Elevator-- \$632 (this included a \$250 installation fee instead of \$175 that was quoted) The Town will pay for this.

A motion was made by Jim, seconded by Marilyn and passed to approve payment of these bills.

- The Survey from Central regarding continuing education topics needs to be returned by February 14; Linda will take one to Phil.

- We received a thank you from Phil and Martha for the flowers.

- Donna-Jo also reminded Jim that he needs to sign an oath of office for his reappointment. This needs to be current for the State Report.

TREASURER'S REPORT

No report

BUILDINGS and GROUNDS

Donna-Jo reported that someone has stolen two prints from the ladies' restroom. Marilyn will look for something to replace them.

POLICY/PROCEDURES/OTHER

Board members were asked to sign 2020 Conflict of Interest form for both the Eden Library and the Eden Library Foundation. Linda will get a set to Phil to Sign and Bettyann will have to sign hers when she returns from Florida. Linda noted that we need to do a draft of a long-range plan of service. Aldo the By-Laws need to be reviewed and we need to draft an Investment Policy.

Linda and Pat gave a report on the ACT Meeting, which was held on Saturday, January 11, 2020 at Central, Orchard Park, Williamsville, and Reinstein. They attended the meeting in Orchard Park. This was a test of using a tele-conferencing set-up. There were a few bugs, but it worked pretty well. The Library Director gave an overview of the new NYS requirement for Trustee Continuing Education. The final details of this—including how many hours per year and what would count—are still being worked out. The system's newly revamped website goes live next week. Each library will have an expanded presence and will include policies that are specific to the individual library. There will be a link to system-wide policies. Mary Jean noted that personnel policies are not public and will not be included.

There was also a panel presentation by board members from Grand Island, Amherst, Clarence and the City of Tonawanda. Each gave a brief overview of number of board members, number of meetings, etc. Of particular interest was Amherst's introduction of a Claims Auditor who reviews all bills before being presented for payment. Having nametags for staff members was also stressed. The annual Trustee Workshop will be held at Central on Saturday, March 14, 2020.

The next meeting board meeting will be held February 10, 2020.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Linda Meyer, secretary