

ELMA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

OCTOBER 10<sup>TH</sup>, 2017

The meeting was called to order at 7:05 PM

Present: Tom Carloni, Kim Dixon, Sue Sudlik, Ellen McGreevy, Terry Booth, Eileen Holden

Excused: Dave Engberg and Jay Ricketts

The minutes from the September meeting were reviewed and no changes were made.

**Librarian's Report:** Circulation is up from last year. Visitors are down by quite a bit. There were more donations made in memory of Norm Verbanic. September was somewhat of a slow month for the library. Tom attended a "Hiring in the Library" seminar at Central.

**Treasurer's Report:** Tom reported that \$2,500 was received from Senator Gallivan. Tom was going to check to be sure, but there didn't seem to be any designation on how it should be spent.

### SUB COMMITTEES

**FOTEL:** Tom reported that the friends had a good positive meeting on Monday. They held a basket raffle at the book sale.

**Publicity:** It was noted that the information about programs at the library on Facebook has been very good. Facebook members have increased. The board felt that we would like to see more articles in the Elma Review and East Aurora Advertiser, perhaps with some photos. We would like to find a way to reach people who do not ordinarily use the library to be interested enough to pay a visit.

### OLD BUSINESS

**Electrical and Restriping** – Tom replaced the lightbulb over the front door. The town electrician will come to look at the corner light that is not working to see if it needs to be replaced. The board asked Tom to have him check the book deposit light as well.

The minutes from the Town board meeting reflected that the Tom Greenauer Development Co. will reseal and stripe the parking lot.

**Fall Cleanup** - Northridge Nursery has completed the fall cleanup of the flower beds and shrubs. It was noted that a regularly scheduled mid-summer cleanup needs to be added to our contract for 2018.

**Book Sale & Food Truck Review** – Tom reported that the book sale made about \$850. The best turnout was on Friday night. Many people saw the food truck in the parking lot and stopped. The board felt that more consistent publicity was needed and more signage. Eileen was going to check with Elma Press to see how much reusable signs (like Realty signs) would cost. Those signs could be placed at intersections all over Elma to advertise the book sale. Amvets was going to pick up all of the remaining books. Tom felt we would have enough books to try another sale in the spring.

**Sample Fabrics for Window Shade** – We looked at the samples that Blinds Galore sent. Woolly Camel was selected for a blackout roller shade. Eileen made a motion, seconded by Ellen that Tom should order the new shade from Blinds Galore for the meeting room. Passed 5-0. \* (Unfortunately when Tom tried to order this shade, he received a pop up that said the shade was not available in the size selected.)

**Lighted Outdoor Sign** – Sue visited the building inspector to find out sign criteria for the Town of Elma. She asked to have the criteria for outdoor signs sent to her. We were all in agreement that the need for a large outdoor sign should be addressed. Sue indicated that LED signs were allowed according to the building inspector. Tom was going to find the rendition of the sign proposed by PAC that was rejected by the Town to determine what changes would need to be made to it to meet their approval.

## **NEW BUSINESS**

**New Five Star Bank Rep** – Beth Nowak is our new bank representative. She is the municipal funds banking officer. Tom suggested that Ellen contact her to see if there are any municipal CD's that would have a better rate than what we have now.

**Fish Tank** – Tom suggested investing in a small fish tank for the children's area. He is going to investigate costs for set up and maintenance. This is possibly a project that the Friends may like to fund.

**\$2,500 NYS Senate Aid** – Tom will check with Central to see if these funds have a special designated area in which they must be spent. If not, he suggested that they could possibly be used to fund our Sunday hours.

**New Chairs** – The board members selected a contemporary style upholstered chair from NBF. It was decided to order 2 chairs first, to replace the present chairs in the meeting room. If they seem sturdy and comfortable, we can then order more for the library area.

A motion to accept all reports and adjourn was made by Sue and seconded by Terry at 8:48PM. It was passed 5-0.

**The next board meeting will be on Nov. 14<sup>th</sup> at 7:00 PM.**

Submitted by Terry E. Booth