

Elma Public Library Board of Trustees Meeting

April 9, 2019

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

Excused: Kim Dixon, Sue Czech

Minutes: The minutes from the March meeting were reviewed and amended.

Librarian's Report: Tom reported that our numbers were down due to the construction closing. Teen paint night had a good turn out and the teens were enthusiastic. There were 24 programs in 22 days of being open.

Financial Officer's Report: Sue Sudlik will be checking the books for the first quarter this month. 2019 – 6 and 2019 -7 from the operating budget reviewed and approved; 2019-6 from the gift account reviewed and approved.

SUB COMMITTEE REPORTS

ACT – There is a meeting May 4th at the East Aurora library on library safety.

FOTEL – A replacement for Dave Engberg has been found. Frank Wyzykowski will be the new treasurer for the friends.

Building and Grounds – The construction to repair the sewer line went well but created an absolute mess. The carpets had to be steam cleaned and the dust went everywhere. OSHA did an air quality test and the town will replace all of the filters in the HVAC unit. Tom met with Joe Colern to brainstorm a better way to illuminate the parking lot.

Publicity – The teen karaoke night had photographers present and the upcoming art show will also get good publicity.

OLD BUSINESS

University Express – The presenters will all receive an honorarium in the amount of \$25.

Review of Policies – The Claims Audit Policy created by Ellen was reviewed and discussed as was the new claim for payment form. Eileen made a motion to accept the Claims Audit Policy and the Claim for Payment form as corrected. This was seconded by Sue and passed 5 – 0. Our other policies that need review will be discussed at the May meeting.

NEW BUSINESS

Sewing Classes and Etsy – Kelly Jean Helbling, a patron, suggested a sewing class for beginners. She has 4 sewing machines and would provide participants with all the materials they would need for a fee of \$10 per person. We thought this would be a good idea and would like her to give it a try. Another idea was to offer an Etsy class to teach patrons how to get their homemade items on-line on Etsy.

ACT meeting – The upcoming meeting to be held in East Aurora on May 4th was discussed and several board members are planning to attend.

Terry made a motion to accept all reports and adjourn. Seconded by Eileen and passed 5-0.

The next meeting will be May 14th at 6:30pm.

Submitted by Terry E. Booth