

Elma Public Library Board of Trustees Meeting

May 14, 2019

**Present:** Kim Dixon, Ellen McGreevy, Terry Booth, Eileen Holden, Sue Czech, and Tom Carloni

**Excused:** Tom Pirrung, Sue Sudlik

**Minutes:** The minutes from the April meeting were reviewed.

**Librarian's Report:** Library visitors were up for the month and circulation was down a bit. Two big programs, the annual art show reception and the Easter egg hunt brought in many people and went very well. The egg hunt was conducted in three sessions so more could participate. Our relatively new notary service is quite popular. Twenty people used the notary this month.

**Financial Officer's Report:** The members of the board checked all of the bills and checks from the month. Tom explained that 4 books on knitting were purchased in memory of Sue Eck and Sunoco gas cards were purchased for the University Express speakers.

### **SUB COMMITTEE REPORTS**

**ACT-** Terry gave a summary of the meeting held at the East Aurora Library. Safety issues were discussed at the meeting and all agreed that we will not have any one go through the NARCAN training or provide AED equipment. Tom agreed to investigate the "panic button" concept with the town to be able to silently notify the fire department or Sheriff's department. Eileen brought up the expense of window glass we have in the meeting room as well as the front foyer. She suggested we investigate the cost of putting shatter-proof film on the windows.

**FOTEL** – The Friends will sponsor the program, Fun With Liquid Nitrogen which will kick off the Summer Reading Programs. The Friends are currently without a president but have a new secretary and treasurer.

**Building and Grounds** –Tom has contacted the HVAC man of disconnecting the air conditioner to prepare for the roof to be repaired. Eileen asked that Tom check with Northridge about Spring clean-up. Larry had to replace the ballast in a couple of lights in the library. He mentioned that when one goes, usually others will go. Tom will see if the Town might be interested in replacing the present lights for more energy efficient lighting.

**Publicity** – The first two University Express programs were not in the Elma Review, but Tom talked to them about the importance of these programs being publicized. The programs were announced in the Bee. Flyers for all of the children's summer programs will go to all of the elementary schools to be sent home with the children.

### **OLD BUSINESS**

**Parade** – Please meet at 8 AM at the library on Monday the 27<sup>th</sup> to participate in the town parade. Tom Pirrung will be driving a car and the Bookmobile will also be participating.

### **NEW BUSINESS**

The board reviewed the programs that could be offered to our patrons from Explore Buffalo and the Albright – Knox.

**Policies** – The By-Laws were revisited and we will vote on the amended policy at the June meeting. We will all review the Conflict of Interest Policy and Meeting Room Policy at home and be prepared to discuss them at the June meeting.

Ellen made a motion to approve all checks, approve all reports and adjourn. This was seconded by Kim and passed 5-0.

The next meeting of the Trustees will be on Tuesday, June 11<sup>th</sup> at 6:30 PM.

Respectfully submitted by Terry Booth.