

Cheektowaga Public Library

-----Board of Trustees-----

Julia Boyer Reinstein Library
Administration Office
1030 Losson Road
Cheektowaga, NY 14227

At a regularly scheduled meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. Cheektowaga, NY. Held at the Julia Boyer Reinstein Library 1030 Losson Rd. in said town, on Wednesday, March 18, 2026 at 4:30 p.m.

Trustees:

Mark E. Weber
Chairman

Judith M. Mietlicki
Vice-Chairman

Denise Wilczak
Secretary-Treasurer

Philip Martino
Trustee

David A. Lupejkis
Trustee

Daniel Caufield
Director

Present:

Mark E. Weber, Chairman
Judith M. Mietlicki, Vice-Chairman
Denise Wilczak, Secretary-Treasurer
Philip Martino, Trustee
David A. Lupejkis, Trustee

Excused: *N/A*

Also Present: *Daniel Caufield, Director*
Jill Todd, Recording Secretary

Public Guests: *N/A*

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:45 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

The reading of the minutes from February were unanimously accepted, approved and carried.

TREASURER'S REPORT:

The treasurer's report for February has been unanimously accepted, approved and carried.

STATISTICS:

Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were reviewed. Unanimously accepted, approved and carried.

CORRESPONDENCE: N/A

DIRECTOR'S REPORT:

- **Programs** are abundant in the Cheektowaga Libraries.
 1. Early February into March, the Anna Reinstein Library collaborated with Meals-On-Wheels to provide Valentine's Day cards to the elderly. A Valentine's Day Mail Box was set up in the Children's area with materials to make Valentine's Day Cards. These cards were collected and given to Meals-On-Wheels who would then give them out along with meals on February 14th.
 2. February 2 & 23 – Librarian Laura Scott coordinated two Adult Craft programs in February for the Julia Boyer Reinstein Library. The first, a makeup program for one cancelled in January due to weather, featured a tiny art theme in which patrons expressed themselves on canvases 3x5 and smaller. The second program featured dry flower arrangement on paper. These programs have become very popular and many older adults are bringing their friends and grown children to spend a fun and relaxing afternoon at the library.
 3. February 7 – The Julia Boyer Reinstein Library, collaborating with the SPCA's Paws for Love program offered "Read-to-a-Dog" sessions for children 10 and under. This program allows children to read their favorite picture book to a service dog trained to sit still and listen to the story, the children can pet and lean on them as well. It is a great way to promote reading and allows the gentle calm of service animals to create a stress free environment.
 4. February 8 – As cold weather lingered in Cheektowaga through February, the Reinstein Yeti made an appearance at the Julia Boyer Reinstein Library. Walking out of the Reinstein Woods, he stopped in and read a few picture books to the children inside. After some stories and a few STOMP your foot games he returned to the cold woods, happy to have made new friends.
 5. February 9 – The Anna M. Reinstein Library hosted a free "Candlelight Concert" with Sally Schaefer and Tyler Bagwell with the musicians playing a set of Valentine's themed folk music.
 6. February 13 – After a very large donation of romance novels (literally hundreds), the Julia Boyer Reinstein Library hosted a Romance Book Swap/Giveaway and Social Hour. Hundreds of used romance novels were set up in the program room for patrons to browse, take, and talk about what they like in the genre. Almost a hundred patrons visited and discussed their favorite characters and how they overcame obstacles to their love. After the program, the remaining books were sent to local senior homes throughout Cheektowaga and Erie County.
 7. February 13 – The Julia Boyer Reinstein Library hosted a free technology training class featuring "Google Photos". In this one-hour class attendees learned how Google Photos operates from their phone and how to edit, share and download to save room on your Google account.

8. February 19 – The Julia Boyer Reinstein Library hosted a Medicare/Medicaid Finance Workshop for those who are retired or about to retire. Medicare/Medicaid experts from Hafner Financial Services spoke about what retirees need to think about financially as they age. How to have enough to live on, how to continue saving, what are advantages and negatives of part-time work, how to prepare for health emergencies, and how to properly leave inheritance. These workshops are always well attended and attendees leave with important information that will directly affect them in the future.
9. February 14 & 28 – The Julia Boyer Reinstein Library continues its Teen Dungeons and Dragons sessions in February. With a solid core of young players and new players coming in, this successful teen program gives a chance for fun interaction the encourages imagination and cooperative play.
10. February 20 – The Julia Boyer Reinstein Library hosted a meet and greet with the Siberian Husky Club of the Niagara Frontier. Members of the dog sled team presented a brief overview of dog sledding and the Iditarod. After the talk attendees were invited to sit in a sled and meet/pet the Siberian huskies.
11. February 21 – Local Author Lisa Schrock led a story time program sharing the message of kindness with young readers. Ms. Schrock talked about the power of kindness, read a featured book, led the children in making a small craft, and gave out free books to celebrate kindness.
12. February 22 (JBR) & 23 (REI) – Doctor Arron Harman, specialist in longevity health, spoke about what leading a long “good” life entails and what you can do now to make sure you remain healthy long into your 80s and 90s.
13. February 25 – The Polish Arts Club of Buffalo hosted by Andy Golebiowski at the Julia Boyer Reinstein Library. Mr. Golebiowski is a radio host for the Polish American Radio program on WEBR and arranges trips to Poland yearly for Western NY residents wanting to connect to their heritage. The lecture followed family stories of his father who was arrested by the Germans and held as a prisoner of war during WWII. Accompanied by modern day photos of Poland this lecture brought a wonderful feel for history and how his family remembers and honors past generations.
14. Throughout February at both Cheektowaga Libraries children’s story hour programs drew in many families for reading and crafts. Librarian Heidi Bofinger facilitated the Wednesday Night Owl and Thursday Early Bird Story Times at the Anna M. Reinstein Library while Librarian Kathy Goodrich led the Wednesday Preschool Story Times at the Julia Boyer Reinstein Library. These story times are very popular and well received by children, parents and grandparents attending.
15. February 5, 12, 19, 26 – The Cheektowaga YES group (Youth Engaged in Service) moderated the monthly LEGO Clubs and Craft Nights at both the Cheektowaga Libraries. This wonderful partnership between the Library and the Town of Cheektowaga’s Youth & Recreational Services Department allows teens to volunteer and help provide activities for younger children.
16. From January 26 to February 26 the Anna M. Reinstein Library hosted an Art exhibit created by Cleveland Hill Middle School students. The Lions Club of Cheektowaga had invited students to participate in their annual *International Peace Poster Contest*. The students spent many hours creating the works of art inspired by the theme “Together as One”. The students work and talent were on display throughout the Library for everyone to enjoy.

- **Outreach**

1. February 25 – Librarian Carol Veach staffed an Information Table at Maryvale Middle School's Parent Teachers Conference. Meeting children and their parents, Carol was able to sign up new Library card users and discuss programs and resources the Library has for the whole family.

- **Collections**

1. Cheektowaga Staff continue to weed and order materials for their respective collections.

- **Displays**

1. First Loves, Best Buds, Black History Month, Celebrating Black Authors.

- **Operations and Infrastructure**

1. February 20 – Weinholz Glass repaired the cracked outside window at the Anna M. Reinstein Library.
2. Throughout February, Librarian Hannah Krull has been cleaning and organizing the Anna M. Reinstein collections in preparation to making the larger history room more accessible to the public.
3. Throughout February, orders from the B&ECPL Library Improvements Grant have been arriving. Items received include, outdoor shade tents, a new podium with speaker system for the program room, a portable speaker system and various STEM/STEAM items that will be used for future programming.

- **Partnerships, Meetings / Future Planning / Special Projects**

1. February 20 – Director Caufield has met with the Cheektowaga Lions Club and after review of their volunteer activities with the Library, they hope to continue assisting at various library events on 2026. Caufield thanked them for all their help and welcomed their help in the future.
2. February 27 – Director Caufield met with Kyle Henrikson, Town of Cheektowaga's Principal Engineering Assistant to discuss the roof project at the Anna M. Reinstein Library. With the information provided by Caufield, bids will be created for the job and released later in the spring.

OLD BUSINESS

- **ITEM #01: Updates on NYS Construction Grant:** Director Caufield met with Town of Cheektowaga's Principal Engineering Assistant Kyle Henrikson to discuss the roof project at REI. Caufield is awaiting the funds to come in, then the bids to go out, then the work to start.
- **ITEM #02: Vacation Procedures:** The vacation procedures have been read and voted on and unanimously accepted made and carried. Director Caufield will implement a 2 week notice for vacation time for all Cheektowaga Public Library employees, including managers and directors.

NEW BUSINESS

- **ITEM #03: Credit Card Policy:** Director Caufield is currently working on a rough draft for a credit card policy that every employee using library credit cards for library business will follow. After some changes are made, the board will vote on this policy. Caufield will also be working on a Disaster Plan Policy to be read and voted on this fall.

At 6:10 pm Vice - Chairman, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held April 15th, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary