

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, January 21, 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 4:34 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

The reading of the minutes from November & December were unanimously accepted, approved and carried.

TREASURER'S REPORT:

The treasurer's report for November & December have 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. The Western New York Iris Societies Lecture series ended for 2025 with Iris Society members speaking about winter gardening and preparing your plants for spring. Also, included was an overview of the 2025 lecture series and a thank you to the Reinstein Libraries for hosting their events.
 2. Hafner Financial Group offered a preretirement workshop for individuals considering retiring. The financial experts explained what happens when you retire at various ages and how this will affect your future income as well as how to prepare for future medical costs. The Hafner Financial Group offers these free, well attended, workshops throughout the year at the Julia Boyer Reinstein Library, the information is very well received with participants thanking both the experts and the Library staff for hosting these useful programs.
 3. The Julia Boyer Reinstein Library hosted a walk-in Tech Tutoring program. This three-hour walk-in tutoring program taught computer and cell phone skills to anyone with questions. Many patrons came in to learn how to use features such as email and how to download Libby to their cell phones along with many questions about Google Drive and Google Photos. After this program, questions will be reviewed and longer workshops offered on the most commonly asked questions in 2026.
 4. The Julia Boyer Reinstein Library hosted a "Spam and Scams" workshop explaining what spam is in your email and phone, and how to avoid the dangers of online fraud. Patrons who were worried about conducting banking and making purchases online had requested this program. Attendees were very appreciative for the information and the Library will be offering this workshop again in 2026.
 5. The Julia Boyer Reinstein Library hosted a daylong "Starting and Running a Business" program. Moderated by SCORE (Service Core of Retired Executives) attendees received thorough overviews on the importance of a business plan, marketing, taxes, insurance, corporate legal structures and much more. Library Director Caufield was on the agenda to discuss the many free resources the Library offers that help entrepreneurs. The day long program was a success with many of the attendees coming back to meet with Caufield to learn more about how to use the Library databases focused on their particular business.
 6. High school students from Cheektowaga Central finished their fall/winter photography course offered by Forty Two Photo, From October to December, students learned how to use both

mechanical and digital cameras to capture images to tell a story and evoke emotion. Meeting at the Julia Boyer Reinstein Library to learn the many facets of photography they ended their course with an exhibit for family and teachers to display their work.

7. Both Cheektowaga Libraries celebrated the holidays with a performance by Juggler Jacob Drops. Jacob thrilled audiences at both libraries with feats of juggling, spinning plates, and a musical finale! After the show, attendees were able to make their own ornaments, decorate cookies to take home and meet with Santa who stopped by to wish everyone a happy holiday.
8. The Julia Boyer Reinstein Library Celebrated 2025 with a Kids Noon-Year Eves party. Coordinated by Children's Librarian Kathy Goodrich, children 7 and under celebrated with crafts, music and dancing and at 12 NOON a balloon drop. Both children and parents had a wonderful time and look forward to attending many of our programs in 2026.
9. Cheektowaga's Book Clubs (The Next Chapter, Between the Lines and the Silent Book Club) met through November and December with inclement weather postponing the Next Chapter meeting in December. The Cheektowaga Book clubs have a strong base of participants who always bring insight and excitement to discussions of their reading.
10. Throughout November and December 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.
11. The Cheektowaga Youth and Recreation YES (Youth Engaged in Services) group moderated both LEGO and Craft Nights for November and December at both Cheektowaga libraries. Always a draw for 5 to 11 year olds, the teens show wonderful organization and attention to everyone who participates. Director Caufield once again signed the contract between the Libraries and the Cheektowaga Youth and Recreation Department continuing these programs into 2026.
12. The Cheektowaga Libraries collaborated with the Cheektowaga Lions Club and Resurrection Life Food Pantry to hold a Soup Drive at the end of December. Two-hundred and thirty eight cans of hardy soup were collected and donated to the pantry. At the holidays where many donations focus on Thanksgiving and Christmas dinner, the soup drive was initiated to keep an available amount of simple meals that could be used at any time as needed.

• **Outreach**

1. Director Dan Caufield presented an hour-long program on "Free Library Resources for Entrepreneurs" at a daylong SCORE workshop at Buffalo State University.
2. Librarian Carol Veach visited Cleveland Hill High School's "Parent's Night". Meeting parents and students, Carol offered Library card sign up and an overview of Library resources.
3. Librarian Carol Veach visited all 3rd grade students at Maryvale Intermediate School (8 programs with 165 participants). She read a story, offered a craft and spoke about Libraries and what they offer. With the help of Maryvale teachers Carol was able to sign up 87 students for Library cards.

- **Collections**

1. Thanks to the diligent attention of Anna M. Reinstein Manage Matthew Best, all final collection funds were spent in 2025.

- **Displays**

1. Hanukah flag and display. Christmas take home craft and display. Buffalo Bills display. Cookbook display. Winter in Coming display. Cold as Ice display. Explore Biographies display.

- **Operations and Infrastructure**

1. Danforth HVAC inspected the boilers at both Libraries to ensure they were operating optimally for the coming winter.
2. The NYS Library announced that the Anna M. Reinstein Library would receive \$298,000 to replace the flat roof and replace structural support beams at the entrance through its NYS Library Construction Grant program.

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

1. Throughout November and December, Director Caufield has been in touch with SCORE, the Small Business Development Center, Canisius Women's Business Center, Department of Labor, Cheektowaga Community Collaborative, Cheektowaga Lions Club, WNY Polish Heritage Society, WNY Iris Society, Cheektowaga Garden Club, Cheektowaga Town Supervisor and Engineer to plan programming, construction, and outreach for the coming 2026 schedules.
2. Cheektowaga Programming Librarians met in November and December, planning in-house, and outreach programming for 2026.
3. In November, the Cheektowaga Public Libraries welcomed Hannah Krull as the new part-time Adult Services Librarian at the Anna M. Reinstein Library.
4. The Julia Boyer Reinstein Library hosted B&ECPL's system Youth Services training workshop. B&ECPL Librarians attended the daylong workshop to learn about new reading programs, how to include STEAM aspects in your story times and to become certified in adult and child CPR.

OLD BUSINESS

- **ITEM #01: Updates on new Board member process:** The Town of Cheektowaga Board of Trustees made a resolution to accept and offer another term to Philip Martino to serve the Cheektowaga Library Board of Trustees, to which he accepted.

- **ITEM #02: Updates on NYS Construction Grant:** Director Caufield has been in talks with Town of Cheektowaga crews and NYS about the roof grant for Anna M. Reinstein Library.

NEW BUSINESS

- **ITEM #03: New Hires and Interviews:** Hannah Krull was hired as a part-time Librarian at Anna M. Reinstein Library. Director Caufield will be holding interviews soon to fill a part-time clerk position at Julia Boyer Reinstein Library.
- **ITEM #04: Policy Review for 2026:** The board will go over and revise a Suspension Plan and a Disaster Plan for the Cheektowaga Libraries.
- **ITEM #05: Bullet Funding from Assemblyman Patrick Chludzinski:** Assemblyman Patrick Chludzinski has given \$20,000.00 to both Cheektowaga Libraries, and continues to be a library advocate.

Chairman Mark E. Weber motions to accept the purchase of a new laptop for the Reinstein archives for \$1300.00, unanimously accepted, made and carried.

At 5:32 pm Vice - Chairman, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held February 18th, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary