

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. NY. Held at the Julia Boyer Reinstein Library 1030 Losson Rd. in said town, on Wednesday, January 6th, 2021 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Judith M. Mietlicki
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Christine Cywinski
Trustee

Present:

Mark E. Weber, Chairman
Angela M. Yates, Secretary-Treasurer
Christine Cywinski, Trustee

Excused: *Judith M. Mietlicki, Vice-Chairman*

Also Present: *Glenn Luba, Director*
Jill Todd, Recording Secretary

Public *None*
Guests:

Glenn Luba
Director

Meeting called to order by Chairman Mark Weber at 4:01 pm

LAST MINUTES:

The minutes of the last regularly scheduled meeting in October were approved unanimously under motion duly made and carried. November's minutes will be voted on next meeting, in March.

TREASURER'S REPORT:

Cheektowaga Library's spending is in line with and on target for the 1st quarter of the current year. Unanimously approved, made and carried.

STATISTICS:

As announced by Library Clerk, Joanne Raczka. Unanimously approved, made and carried.

CORRESPONDENCE:

- A part-time Librarian has handed in their resignation letter that was effective at the end of December 2020. At JBR there remains two part-time Librarians, whom will get more hours until there is a new hire.
- Trustee Cope has verbally acknowledged her intentions of stepping down from the Board of Trustees.

NEW BUSINESS

- **Item #01: COVID-19 Micro-Cluster Plans:** In the Cheektowaga libraries we have downsized the number of available tables, chairs and computers. Also, computer time in general is limited to a maximum time of one hour per computer session unless working on a job application, resume, or something else critical. Director, Glenn Luba is getting together all of the details and will email the board the official plan.

OLD BUSINESS

- **Item #02: Collection Development Private Funds:** The Librarian's will be purchasing more large print and other unique items for the collection such as country and state non-fiction books, popular picture books, and classic children's books. Purchases were also made to complete our new StoryBook in a Bag Collection.
- **ITEM #03: Fundraising:** Fundraising discussions involving Chievetta Chicken were discussed as a possibility for this coming summer. Librarian II, Chelsey Lonberger was given the OK to contact Chievetta Chicken to discuss scheduling options. Unfortunately, they are not scheduling dates until late March 2021.
- **ITEM #04: Town Library Budget:** The Town of Cheektowaga ratified 2021 budget for the library was slightly increased over the 2020 budget.
- **ITEM #05: NY Assemblymemb r Wallace funding Update:** Director, Glenn Luba is coordinating with Town engineering to update plans that will be submitted to contractors for estimates on the Children's area glass wall. This wall will physically separate the childrens area from rest of library but still maintain visual connectedness.
- **ITEM #06: Policies:** The board is currently working on finalizing the policies, and will soon be presented for a vote.
- **ITEM #07: M&T Credit card / Bylaws:** After the policies are voted on and passed, the board will work on the bylaws. The M&T credit card application asks for a business's updated bylaws. As soon as all the paperwork is in order Director, Glenn Luba will submit the application.

At 4:55 Mark Weber motioned to adjourn, it was seconded and passed unanimously.

The next regularly scheduled meeting will be held on March 17, 2020 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary