

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, Jan 4, 2023 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Vacant
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Judith M. Mietlicki
Trustee

Amy B. Freedman
Trustee

Glenn Luba
Director

Present:

Mark E. Weber, Chairman
Vacant, Vice-Chairman
Angela M. Yates, Secretary-Treasurer
Amy B. Freedman, Trustee

Excused: *Judith M. Mietlicki, Trustee*

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

Public
Guests: *None*

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:05 pm.

PUBLIC COMMENT: None

MINUTES:

The minutes from November were read online in advance, and were unanimously approved, and carried.

TREASURER'S REPORT:

Cheektowaga Library's spending is in line with and on target for the 1st quarter of 2023. Unanimously approved, and carried.

STATISTICS:

Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were posted on the website and reviewed. Unanimously approved and carried.

CORRESPONDENCE:

Chairman, Mark E. Weber was given a letter of resignation by Vice-Chairman, Christine Cywinski; effective immediately.

The Cheektowaga Library Board of Trustees was introduced to Matthew Best, the Librarian II that will be managing the Anna M. Reinstein Memorial Library. He spoke a little about his experiences and the road that led him to where he is now. He is very eager to become an asset to the Cheektowaga Public Library.

Christine Webb is a new part time Librarian, primarily at, the Anna M. Reinstein Memorial Library.

OLD BUSINESS

- **ITEM #01: Button maker:** We are awaiting tax exempt status from American Made, the company we will be purchasing the button maker from, then the order will be placed.
- **ITEM #02: Director III:** System Director John Spears is still working on details with New York Civil Service and Erie County Personnel regarding this change in title.
- **ITEM #03: JBR Replacement Lights:** Director Glenn Luba has reported that progress is being made to systematically upgrade all the old fluorescent lights with new LED tubes or replace with new recessed LED lights. Expected finish date is dependent on availability of lights and fitting project in with other caretaker priorities.
- **ITEM #04: NYS Construction Grant:** Director Glenn Luba is waiting on update from the Town of Cheektowaga regarding capital funds allocation for the Harlem based project. He needs estimates for all the work that is being included in the scope of project and approval from the town before moving forward with application.
- **ITEM #05: Advocacy Meetings:** Chairman, Mark E. Weber attended Tim Kennedy's advocacy meeting and Trustee, Amy B. Freedman attended Monica Wallace's advocacy meeting. They both reported that the meetings were successful, positive and in favor of libraries.

NEW BUSINESS

- **ITEM #06: 2023 Holiday Schedule:** The Cheektowaga Libraries are going to stay in sync with the Central Library and Buffalo Branches. For the 2023 holidays, both Cheektowaga locations will be closed on Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. Juneteenth has also been added to the holiday list. Veterans Day November 11, 2023 falls on a Saturday this year, some businesses are choosing to observe it on Friday, November 10, 2023 and some are not. The Board has opted to wait and see what other libraries and businesses are going to do before they vote on observing on Friday or Saturday this year.
- **ITEM #07: Board Officer Titles:** The Cheektowaga Library Board of Trustees has voted all in favor of the titles as such:

Chairman – Mark E. Weber

Vice-Chairman – Amy B. Freedman

Secretary/Treasurer – Angela M. Yates

Trustee – Judith M. Mietlicki

Unanimously approved and carried.

- **ITEM #08: Letter of Understanding between the Town Facilities Dept and Library:** Director Glenn Luba will be drafting a letter of understanding between the Cheektowaga Town Facilities Department and the Cheektowaga Public Library regarding electrical work.
- **ITEM #09: Board Appointment Opening:** The Board and Director will begin the search process to fill the seat vacated by former Trustee Cywinski.

The public portion of the board meeting was adjourned at 5:15 pm.

EXECUTIVE SESSION

Executive session came to order at 5:16pm

At 5:50 pm Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously.

The next regularly scheduled meeting will be held March 15th, 2023 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary