

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 Anna M. Reinstein Memorial Library 2580 Harlem Rd. in said town, on Wednesday, June 17, 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:

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

Excused:

Mark E. Weber, Chairman

Also

Present:

Daniel Caufield, Director
Matthew Best, Library Manager
Hannah Krull, P.T Librarian I
Jill Todd, Recording Secretary

Public

Guests:

N/A

The Board Meeting was officially called to order by Vice-Chairman Judith M. Mietlicki at 4:32 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

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

TREASURER'S REPORT:

The treasurer's report for May 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:

- May 14 – Received FOIA Request for information regarding the construction of the “Shed” garage at the Julia Boyer Reinstein Library 2020 to the present. (Assigned FOIA# FOIA-CPL-2026-3)
- May 28 – Received FOIA Request for information regarding Information on the hiring of Branch Managers in 2022 (Assigned FOIA# FOIA-CPL-2026-4)

DIRECTOR'S REPORT:

1. Public Services

Programs, Learning Opportunities, Outreach and Events

- May 2 - The Julia Boyer Reinstein Library hosted a daylong small business workshop entitled “How to Start and Run a Small Business”. Collaborating with SCORE Buffalo/Niagara, attendees learned from experts in business law, marketing, taxes/ accounting, web design and what to consider when selling online. Director Caufield spoke to attendees about free industry and marketing data available from the Library that would help them in marketing and researching their individual industries. The workshop was very well received by attendees with many returning for further lessons in using library resources.
- May 6 - The educational animal outreach company Nickel City Reptiles and Exotics visited the Anna Reinstein Memorial Library for an exciting hour with its animal ambassadors. Nickel City owner Jeff Musial provided an up-close visit with animals including a Fennec fox, armadillo, baby alligator, big snake, and exotic bugs. This event was a great success with families learning about the animal world up-close and being able to touch some unusual and fascinating creatures.
- May 9 - The Julia Boyer Reinstein Library collaborating with Cheektowaga High School and the Buffalo SPCA hosted an Art-Mart, which promoted and raised money for the SPCA. Cheektowaga High School students created animal themed works of art to be sold in an effort to help the Buffalo SPCA. The SPCA was in attendance with the Adoption van allowing attendees to meet dogs and cats looking for a home.
- May 9 – Anna Reinstein Memorial Library presented a Book a Technology Trainer day in conjunction with the Central Library's TechKnow Lab. This program allowed library patrons to book one-on-one information sessions with Librarian & Tech Trainer Brenda Chella to get answers to questions about their personal computers, smart phones, and other electronic devices.
- May 16 – In cooperation with community member Patricia Reinbold, the Anna Reinstein Memorial Library hosted a “Free Market” event. For this event attendees were asked to bring gently used, like-new items to give, then take home anything from the market that they needed—

completely free of charge. These free item events are very popular and helpful to individuals who may not be able to afford additional clothing or home items; we look forward to host more of these programs in the coming months.

- May 20 - The Connect Life Trailer visited the Boyer Reinstein Library for its spring blood drive. The Connect Life Trailer visits twice a year and has found the Reinstein Libraries a wonderful place to meet with the community willing to donate blood and help save lives.
- May – Wednesdays and Thursdays – Children’s Librarian Heidi Bofinger continued her Wednesday Night Owl Family Story Time and her Thursday Early Bird Family Story Time programs at Anna Reinstein Memorial Library. Ms. Bofinger’s story times include stories, songs, and craft activities for young children and their grownups.
- Mondays and Thursdays throughout May – Volunteer Judy Wipij directed the weekly Twisted Stiches knitting circle at Anna Reinstein Memorial. On Thursdays in May (at noon), Linda Wetzter coordinated the weekly Hook Needles and Threads the knitting/crochet group at the Julia Boyer Reinstein Library. During these programs, crafters bring their own supplies and enjoy some friendly conversation while they work on knitting, crocheting, or loom knitting projects.
- May 30 – Syrian artist Nada Odeh lead an Arabic Calligraphy and Vegetal Arts Workshop at Anna Reinstein Memorial Library. Attendees could experience the rich artistic traditions of Arabic calligraphy and Islamic arabesque patterns and motifs through a presentation and a hands-on workshop. Despite there being eleven patron registrations for this event, only one person attended. It is thought the local communities’ concurrent Eid al Adha celebrations drew more attention than the workshop. However, we still hope to appeal to our Middle Eastern patrons by inviting Ms. Odeh back to hosting similar workshops in the future.

Outreach:

- May 8 – Librarian Matthew Best presented to students at the St. Gregory the Great School’s Career Day. Matthew provided middle school students with information about the role of a librarian, required education, qualities of good librarians, and their average pay. He summarized his professional journey to librarianship and answered questions from the students.

2. Collections: Development and Use

a. Highlights:

Adult Fiction: Dark Romance / Romantasy; YA Fiction: Cover Updates & Top Circulating; and Juvenile Fiction & Picture Books: Scary Books checklists have been ordered. Checklists are provided through the Central Libraries Processing Department and allows assigned Reinstein Librarians to order from the most popular forth-coming books.

b. Displays:

- Anna M. Reinstein played host to the Smithsonian poster exhibit honoring Arabic heritage in the United States. *Yet I am Deeply Rooted Here* was developed by the Smithsonian Institution Traveling Exhibition Service and the Arab American National Museum, a Smithsonian Affiliate. Through personal stories, historical context, and cultural highlights, *Yet I am Deeply*

Rooted Here presents the richness and complexity of Arab American life. The poster set addresses the question of how Arab Americans identify themselves and highlights their place in US history.

3. Operations and Infrastructure

a. Facilities:

- May 20 - Facility Care Takers Eric Szymborski and Nicholas Perison attended a daylong conference for custodial staff sponsored by Corr Distributors Inc. Corr Distributors provides many of the cleaning supplies used by B&ECPL custodial staff and once a year they host a conference featuring best practices and uses of products to clean and repair facilities.
- Danforth HVAC has been in throughout May to make sure the change over from winter boilers to Summer AC units works without a problem.
- Throughout May, the Anna M. Reinstein Library has offered access to the roof and outside grounds for contractors ready to bid on the roof and support pillar replacements.

b. Technology:

NA

4. Partnerships, Meetings / Future Planning / Special Projects

- Throughout May – Director Caufield has been in communicated with members of the Town of Cheektowaga Engineering Department and the Town Parks Department in regards to the roof and column replacement at the Anna M. Reinstein Library. The Town has sent the project out to bid and throughout May Caufield and members of the Town Engineering Dept. have met and escorted contractors around the building and roof to review the job. Proposals will be accepted up to June 2 which after, the Town Engineering Department will open and review the bids.
- Throughout May staff at both Libraries have been preparing programming, collections and activities for the 2026 summer read. "Unearth a Story" is the official nationwide theme for the 2026 Summer Reading Program, spearheaded by the Collaborative Summer Library Program (CSLP). It celebrates the joy of discovery through archaeology, paleontology, and the hidden histories of our communities.

OLD BUSINESS

- **ITEM #01: Updates on roof and column replacements at Anna M. Reinstein Memorial Library:** Director Dan Caufield is awaiting the bid process through the Town of Cheektowaga to be complete, then the project can begin.
- **ITEM #02: FOIA Request (FOIA# FOIA-CPL-2026-1) Answered May 14:** Director Caufield sent forth his answer to this request on May 14, 2026.

- **ITEM #03: FOIA Request (FOIA# FOIA-CPL-2026-2) Answered May 22:** Director Caufield sent forth his answer to this request on May 22, 2026.

NEW BUSINESS

- **ITEM #04: Overview and updated of the Anna M. Reinstein local history room and the Reinstein Archives with Librarian Hannah Krull:** Librarian Hannah Krull has been working extensively with the Anna M. Reinstein local history room and the archives of the Reinstein family. Krull put together a pamphlet that is available to patrons at the library.
- **ITEM #05: New Library Policy Minimum Standards. For review and posable vote next meeting:** New library policy minimum standards are requiring us to have a Special Collections Development Policy, Collection Development & Materials Review Process, and a FOIA Policy. These three policies will be read and voted on at the next meeting.

At 5:30 pm Vice - Chairman, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held June 17th, 2026 at the Anna M. Reinstein Memorial Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary