

# *Cheektowaga Public Library*

## *-----Board of Trustees-----*

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

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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, July 17, 2024 at 4:00 p.m.

***Trustees:***

***Present:***     *Mark E. Weber, Chairman*  
                  *Denise Wilczak, Vice-Chairman*  
                  *Angela M. Yates, Secretary-Treasurer*  
                  *Judith M. Mietlicki - Trustee*  
                  *Christine Cywinski - Trustee*

***Mark E. Weber***  
*Chairman*

***Denise Wilczak***  
*Vice-Chairman*

***Angela M. Yates***  
*Secretary-Treasurer*

***Excused:***     *N/A*

***Judith M. Mietlicki***  
*Trustee*

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

***Christine Cywinski***  
*Trustee*

***Daniel Caufield***  
*Director*

***Public***  
***Guests:***     *N/A*

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The Board Meeting was officially called to order by Chairman Mark E. Weber at 3:59 pm.

**PUBLIC COMMENT:**     *N/A*

**MINUTES:**

The minutes from June were read, and were unanimously approved and carried.

**TREASURER'S REPORT:**

The treasurer's report for June 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 approved and carried.

**CORRESPONDENCE:** N/A

### **DIRECTOR'S REPORT:**

- **Statistics** Computer usage went down, but visitor counts went up at both Cheektowaga Libraries.
- **Programs** are abundant in the Cheektowaga Libraries.
  1. The Western New York Iris Society presented their annual Iris and Lily Show at JBR.
  2. A Puzzle Race was moderated by Librarian Jeff Matrachisia at REI. Participants were provided identical 200 piece puzzles and given 2 hours to race to completion.
  3. REI hosted a "Bike Repair and Bike Rodeo", partnering with GoBike Buffalo. The cost of the event was covered by Ralph Wilson grant funds.
  4. The Read to a Dog program sponsored by the SPCA's Paws for love brought joy to young readers at JBR.
  5. The Cheektowaga YES group has been moderating LEGO Clubs and Craft nights at both Cheektowaga Libraries.
  6. REI hosted a "Just Say Yes to Fruits and Vegetables" workshop. Nutritionist, Angie Braun reviewed wellness techniques and everyday cooking recipes.
  7. Homeschool Students participated in a 10 week course offered by Forty Two Photo LLC. JBR was the site for their gallery exhibit to share their work with friends and family.
  8. "Hooks, Needles, & Thread" meets at JBR on Thursdays from 12pm-2pm. They get together and work on any knitting project you are working on.
  9. The Clarity Group hosted a free Medicare 101 class at JBR.
  10. Librarian Jeff Matrachisia organized a STEM program focusing on Air & Water at REI. The program had demonstrations and hands on activities for the attendees.
- **Outreach** Director, Dan Caufield led a Small Business Development workshop at the Caspian Building on Genesee Street. He partnered with SCORE/Buffalo Niagara. Dan introduced the many free resources that the Library has to offer aspiring entrepreneurs.
- **Collections** Library staff continue to weed and order for their respective collections.
- **Operations and Infrastructure** Summer maintenance continues at both libraries.
- **Partnerships, Meetings / Future Planning / Special Projects**
  1. Director, Dan Caufield met with Jacob Rachwell to conduct an audit at both Cheektowaga Libraries. Both Libraries met all standards set by ADA.

2. Librarians Laura Scott and Jeff Matrachisia partnered with Collectlife to set a schedule for both libraries to host a blood donor event on July 8.
3. Director, Dan Caufield and the Department of Labor are hosting another Job Fair at JBR on September 18, 2024.
4. The Cheektowaga Libraries received a check for \$25.00 from Kara Jagodzinski, the Treasurer of the National Society of the Daughters of the American Revolution, Abigail Filmore Chapter.

### **OLD BUSINESS**

- ***ITEM #01: Updates – NYS Construction Grant:*** REI is not on the historical registry, but it is eligible for the historic preservation registry.
- ***ITEM #02: Results from the Structural Engineer at REI:*** Director, Dan Caufield met with a structural engineer at REI, it has been determined that the building is structurally sound. Recommendations have been discussed and prices for projects are being formulated.

### **NEW BUSINESS**

- ***ITEM #03: Staffing:*** Director, Daniel Caufield has posted 2 positions for REI, a part-time Librarian I and a part-time library clerk. Interviews for these positions are being set up, and filled soon.

**At 4:30 pm** Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously.

The next regularly scheduled meeting will be held September 18th, 2024 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary