

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, July 21st, 2021 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Judith M. Mietlicki
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Christine Cywinski
Trustee

Amy B. Freedman
Trustee

Glenn Luba
Director

Present:

Mark E. Weber, Chairman
Judith M. Mietlicki
Angela M. Yates, Secretary-Treasurer
Christine Cywinski, Trustee
Amy B. Freedman, Trustee

Excused: *None*

Also Present: *Glenn Luba, Director*
Chelsey Lonberger, Recording Secretary

Public Guests: *Eric Szyborski*

Meeting called to order by Chairman Mark E. Weber at 4:00 pm

LAST MINUTES:

The minutes of the last regularly scheduled meeting in June had corrections made. With corrections, were approved unanimously under motion duly made and carried.

PUBLIC COMMENT:

Public Guest Eric Szyborski came and spoke to the board regarding three items at the Anna M. Reinstein Memorial Branch: 1) Temporary electric should be addressed and brought up to code; 2) A wish for an internal drop box similar to Julia Boyer Reinstein; 3) Starting of children's programming.

TREASURER'S REPORT:

Inquiry was made as to how finances were being handled with the absence of the Sr. Library Clerk. The board was informed that Director Luba was managing in house responsibilities and forwarding data, invoices, and other correspondence to Sr. Clerk Todd who is set up to work remotely until further notice. Cheektowaga Library's spending is in line with and on target for the 2nd quarter of the current year. Unanimously approved, made and carried.

STATISTICS:

Board members received library statistics prior to meeting and were found to be satisfactory. Motion was made to approve and unanimously passed and carried.

CORRESPONDENCE:

There was no correspondence of note to review at this meeting.

OLD BUSINESS

- **ITEM #01: Laptops:** The Cheektowaga Public Library received and are using two new laptops (for staff at each location) which were purchased through private donated funds. The request was made that a second laptop be purchased for staff at Losson with private funds and was duly approved.
- **ITEM #02: Fundraiser:** Chicken BBQ is going ahead for Sunday July 25th from noon-three pm. At this point there are approximately seventy dinners presold and the goal is to sell 300. Information was sent to the Cheektowaga Bee regarding the sale, and the hope is that the Bee will place in their edition prior to Sunday.
- **ITEM #03: Grants Update:** Two in-house grants, submitted to the CEN grant committee, were approved. The first one was for supplementing funds already secured for the construction of the Children's Wall (more in ITEM #04) and the second was for new chairs at our Harlem location. Discussions are ongoing with Cheektowaga Town engineering for a possible NYS construction grant to replace roof at our Harlem location. The hope is for the creation of the grant for 2022.
- **ITEM #04: Children's Wall:** With the grant from CEN, \$8,325 will be retained by Cheektowaga Library for future projects. Comments were discussed as to the layout of the windows and it was noted that this design was cited for wall stabilization.
- **ITEM #05: Policies:** Policies are still being fine-tuned and will be available for voting in the future.
- **ITEM #06: M&T Credit Card:** A minor delay occurred which will involve extending the timeline for this endeavor.

NEW BUSINESS

- **ITEM #07: Programming:** Programming will resume for children in August with Pre-School Story Time. This is in addition to Adult programs that have been running since May.
- **ITEM #08: Community Report:** Community report was presented via email to the Board. There were a few typos to correct but with these corrections completed, Chairman Weber moved to adopt the report which was seconded and adopted by all Trustees.

- **ITEM #09: Lions Club Letter:** The Lions Club has graciously continued their history of supporting the Cheektowaga Library's large print collection with a much appreciated donation of \$500.
- **ITEM #09: Staffing Business:** Executive Session

At 5:25 Mark Weber motioned to adjourn the meeting, it was seconded by Amy B. Freedman and passed unanimously.

The next regularly scheduled meeting will be held September 22, 2021 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Chelsey Lonberger, Recording Secretary