

# *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, September 20, 2023 at 4:00 p.m.

***Trustees:***

***Present:***

*Mark E. Weber, Chairman*  
*Angela M. Yates, Secretary-Treasurer*  
*Judith M. Mietlicki, Trustee*  
*Denise Wilczak - Trustee*

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

***Vacant***  
*Vice-Chairman*

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

***Excused:***

*Vacant, Vice-Chairman*

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

***Also Present:***

*Daniel Caufield, Director*  
*Jill Todd, Recording Secretary*  
*Christine Cywinski*

***Denise Wilczak***  
*Trustee*

***Public Guests:***

*N/A*

***Daniel Caufield***  
*Director*

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The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:00 pm.

**PUBLIC COMMENT:**    *N/A*

**MINUTES:**

The minutes from June were read online in advance and some changes were dictated. With changes made, the minutes were unanimously approved and carried.

**TREASURER'S REPORT:**

Cheektowaga Library's spending is in line with and on target for the 2nd quarter of 2023. Unanimously approved, and carried.

### **STATISTICS:**

Our summer reading programs are doing very well. In comparison to 2022, we have increasing numbers for children, teen, and adult participation. Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were reviewed. Unanimously approved and carried.

### **CORRESPONDENCE:** N/A

### **OLD BUSINESS**

- **ITEM #01: Review of Library Construction progress for REI:** Previous, Director, Glenn Luba had asked for \$340,000.00 matching funds from the Town of Cheektowaga to get the construction project at REI started by Fall 2024. The project includes a new roof, refurbishing of exterior wooden beams, and ADA doors for the public meeting/programming room.
- **ITEM #02: Resolution to pursue NYS Library Construction funding for REI:** Because the estimates for the REI project were drawn up in the fall of 2022, construction costs had increased where we know the project will cost more than the original \$340,000.00. Director, Dan Caufield will ask the Town of Cheektowaga to match another \$100,000.00 which would be covered in a NYS Library Construction grant. Chairman, Mark E. Weber motions for a vote on accepting the Director to work with Town of Cheektowaga Principal Engineer Paul Piwowarski to ask for an increase of matching funds for the REI construction project: 5 Ayes and 0 Noes. Unanimously approved and carried.
- **ITEM #03: Budget Agreement between Cheektowaga Public Library and the B&ECPL:** The Buffalo & Erie County Public Library has sent a budget agreement between the System and the Cheektowaga Public Libraries. The agreement lists the budgetary assistance and states which services the Cheektowaga Libraries can expect as part of the B&ECPL System. The trustees have read through the agreement and Chairman, Mark E. Weber has signed it, in acceptance of the agreement terms.
- **ITEM #04: Board Member position opening:** With the resignation of our Vice-Chairman, Amy B. Freedman there is an opening for a new board member. Chairman, Mark E. Weber has reached out to former member Christine Cywinski to rejoin; and she has accepted. There will be a letter sent to the Town of Cheektowaga on her behalf to reinstate her as a trustee on the Cheektowaga Public Library Board of Trustees.

### **NEW BUSINESS**

- **ITEM #05: Reimbursement Policy:** Director, Daniel Caufield presented the board with a new reimbursement policy. After it was read and discussed, Chairman, Mark E. Weber made a motion to vote on the acceptance of the new policy: 5 Ayes and 0 Noes. Unanimously approved and carried.
- **ITEM #06: Mission Ignite Computer Training Program:** In the fall, a new and exciting program will come to JBR. Mission Ignite Computer Training Program in collaboration with AmeriCorp will hold a 6 hour training class, and at the end of the class the participants will walk away with a newly refurbished computer. Requirements for this program: sign up and sitting through all 6 hours of training. This program will be offered throughout select Erie County libraries.

**At 4:47 pm** Trustee, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously.

The next regularly scheduled meeting will be held September 20th, 2023 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary