

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, March 19, 2025 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Denise Wilczak
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Judith M. Mietlicki
Trustee

Christine Cywinski
Trustee

Daniel Caufield
Director

Present:

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

Excused: *N/A*

Also Present:

Daniel Caufield, Director
Jill Todd, Recording Secretary

Public Guests:

N/A

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:07 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

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

TREASURER’S REPORT:

The treasurer's report for February have been read, 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:

The Cheektowaga Public Library received the 2025 adopted operating budget.

DIRECTOR'S REPORT:

- **Programs** are abundant in the Cheektowaga Libraries.
 1. JBR hosted and celebrated "Take Your Child to the Library Day" with crafts, activities and stories read by Librarian Kathleen Goodrich. Dozens of children came to the Library and enjoyed the stories and activities which were "Pete the Cat" themed.
 2. The Western New York Iris Society's Sunday speaker series continued with a lecture featuring the Siberian Iris. Discussed were how these elegant flowers enhance the beauty of any Iris garden along with practical "how to" information such as planting and care. The Western New York Iris Society's speaker's meet once a month at JBR to discuss Iris and flower growing with the public in anticipation of their big Iris and Flower show set for May 31 at JBR.
 3. REI & JBR both hosted children's story hour programs which drew in many families for reading and crafts. Librarian Heidi Bofinger facilitated the Wednesday Night Owl and Thursday Early Bird Story Times at REI, while Librarian Kathleen Goodrich led Wednesday Preschool Story Times at JBR. These story times are very popular and well received by children, parents and grandparents attending.
 4. REI hosted a free candlelight violin concert of romantic music with Sally Schaefer. Ms. Schaefer treated the audience with renditions of romantic folk and blues ballads for Valentine's Day. Sally Schaefer is a Buffalo-based ethnomusicologist, archivist, and multi-instrumental folk musician best known for her work as a violinist in genres as diverse as Americana, Celtic music, rock, hip-hop, polka, and punk.
 5. Best Self Behavioral Health representative Nicholas Reeve staffed a table in the lobby at REI where he provided information about substance abuse and support services. While at the table, Mr. Reeve also distributed Fentanyl and Xylazine test strips and Narcan Naloxone nasal spray. Since September 2024, the library has hosted Mr. Reeve in our lobby one or two times a month. Additionally, he provides the library with extra test strips and Narcan for public distribution.
 6. The Cheektowaga YES group moderated the monthly LEGO Clubs and Craft Nights at JBR & REI. This wonderful partnership between the Library and the Town of Cheektowaga's Youth & Recreational Services Department allows teens to volunteer and help provide activities for younger children.
 7. REI hosted a free drum workshop, led by a teaching artist from the African-American Cultural Center's Dance & Drum Performance Company. Child and adult participants learned the fundamentals of traditional West African drumming, basic African drumming technique, and its connection to modern music. It was a fun opportunity for developing self-confidence, cultural

awareness and creative expression. REI presented this event in conjunction with B&ECPL's Black History Month programs.

- **Outreach**

1. Librarian Carol Veach visited classrooms at Theodore Franklin Elementary School. Carol read books, passed out library card applications and led students in making colored bookmarks and an owl puppet. Dozens of new library cardholders were registered with many visiting the Library for the first time to check out their favorite books.
2. Director Dan Caufield presented a workshop for individuals writing and revising their resumes entitled "How to Write and Optimize a Resume" at the Calspan Career and Technical Education Center. Many of the participants needed to update their resumes and learn to post to online sites like LinkedIn and Google Docs so they could access and send the resume to hopeful employers at any time.

- **Collections**

All Librarians are weeding and ordering from available checklists.

- **Displays**

1. Blind Date with a Book! - display.
2. Celebrate Black History Month - display.
3. My Funny Valentine - display
4. Black History (Important People/Facts) - display.

- **Operations and Infrastructure**

1. Engineers from Johnson Controls Heating and Cooling conducted inspections at both REI & JBR. Both systems are operating within normal parameters, and will be ready to switch from heating to air-conditioning this spring.

- **Partnerships, Meetings / Future Planning / Special Projects**

1. Cheektowaga Libraries helped promote Erie County's Read to Succeed Partnership with Dolly Parton's Imagination Library Program. Working together, both agencies are providing free reading materials to children ranging in age from birth to 5 years old. Once registered, children will receive a free picture book each month through the mail helping to create a home library. Dozens of Cheektowaga families have signed up for this free program with the first books arriving to children this April.
2. Partnering with Cleveland Hill Middle School, REI hosted an exhibit of art work by students who competed in the International Peace poster contest. The poster exhibit was on view throughout February with many family members and fellow students visiting the library to see the art works.

OLD BUSINESS

- **ITEM #01: Review of Policies:** Director Dan Caufield and the trustees will be reviewing policies and making updates to them as needed.
- **ITEM #02: ACT Membership and meetings:** The next ACT meeting is the annual meeting held at Central on March 22 from 8:30 am to 1:00 pm. Director Dan Caufield and Vice-Chairman Denise Wilczak will be in attendance and ready to relay any important information at the next board meeting.

NEW BUSINESS

- **ITEM #03: Baseline statistics for 5 year plan:** Director Dan Caufield has been working closely with his library clerk staff on statistical data to help implement a 5 year plan. It is still a work in progress and will be discussed at future board meetings and ultimately voted on by the board.

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

The next regularly scheduled meeting will be held April 16th, 2025 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary