

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, April 15, 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:

Mark E. Weber, Chairman
Judith M. Mietlicki, Vice-Chairman
Denise Wilczak, Secretary-Treasurer
Philip Martino, Trustee
David A. Lupejkis, 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 4:32 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

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

TREASURER'S REPORT:

The treasurer's report for March 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: N/A

DIRECTOR'S REPORT:

- **Programs** are abundant in the Cheektowaga Libraries.
 1. The Cheektowaga YES group (Youth Engaged in Service) moderated the monthly LEGO Clubs and Craft Nights at both the Cheektowaga Libraries. 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.
 2. March 6 - The Julia Boyer Reinstein Library hosted Book a Technology Trainers from Central to meet with the public. These Book a Tech Trainer sessions are one hour one-on-one meetings that are catered to the needs of the public. If a patron needs help with learning how to work emails, Microsoft software (Word, Excel, etc.), cell phone messaging/texting or any social media, the trainers will show them how to use the technology for themselves.
 3. March 7 - The Julia Boyer Reinstein Library, collaborating with the SPCA's Paws for Love program offered "Read-to-a-Dog" sessions for Children 10 and under. This program allows children to read their favorite picture book to a service dog trained to sit still and listen to the story, the children can pet and lean on them as well. It is a great way to promote reading and allows the gentle calm of service animals to create a stress free environment.
 4. March 9 - The Julia Boyer Reinstein Library hosted Irish folk music with musicians Sally Schaefer and Taylor Bagwell. The well-known local musicians played traditional and modern Irish folk tunes in honor of Saint Patrick's Day.
 5. March 14 - The Julia Boyer Reinstein Library continued its Teen Dungeons and Dragons sessions in March. With a solid core of young players and new players coming in, this successful teen program gives a chance for fun interaction that encourages imagination and cooperative play.
 6. March 16 - Next Chapter Book Club continues to explore and discuss new titles being read by our patrons. Led by Librarian Kathy Goodrich, attendees discuss what they are reading and their opinions on the works. These discussions often introduce attendees to titles they wouldn't have normally picked and help expand a readers horizons. The conversations often go beyond the book, helping form genuine relationships and a sense of community with attendees returning month after month.
 7. March 25 - The Julia Boyer Reinstein Library hosted its Spring Celebration event. Presented by Creative Learning Shows, the program offered an engaging mix of learning, laughter, animals, magic, and hands-on fun. Attendees were welcomed into the children's area, where they could visit live rabbits, chicks, and ducks. A magic show by Dave Jeffers entertained and amazed the

audience, followed by a special visit from the Easter Bunny, who posed for photos with guests of all ages. While the Easter Bunny and live animals delighted younger children, Creative Learning staff also led a basket-making craft, followed by an egg hunt throughout the library. More than 170 attendees joined in the day's festivities, making it a lively and memorable community event.

8. March 28 – The Anna M. Reinstein Library hosted the first meeting of the Buffalo Manga Reading Club. Coordinated by Local Manga Fans this book club has many of the same benefits as a traditional book club but with some unique advantages tied to the format and culture of manga. Manga's visual storytelling helps draw people in, especially those who may not enjoy traditional novels. The combination of art and text makes it easier to follow complex stories and keeps discussions lively. Unlike standard books, manga requires you to interpret artwork, panel layout, and pacing. Over time, it is hoped attendees get better at analyzing visual storytelling — how expressions, angles, and scene composition convey meaning. Manga spans everything from action and fantasy to romance, horror, and slice-of-life. It is hoped that this Book Club exposes attendees to genres they might not normally try, expanding their interests and attracting new members.
9. March 30 – Librarian Laura Scott coordinated Adult Crafting Program at the Julia Boyer Reinstein Library. This month's activity was egg decorating which many attendees enjoyed.
10. Throughout March at both Cheektowaga Libraries children's story hours programs drew in many families for reading and crafts. Librarian Heidi Bofinger facilitated the Wednesday Night Owl and Thursday Early Bird Story Times at the Anna M. Reinstein Library while Librarian Kathy Goodrich led the Wednesday Preschool Story times at the Julia Boyer Reinstein Library. These story times are very popular and well received by children, parents and grandparents attending.

- **Outreach**

March 21 – Director Dan Caufield attended the Willie Hutch Jones S.T.E.A.M. Fair, held at Waterfront Elementary School. Caufield was invited to serve as a judge for the student science fair projects. The Willie Hutch Jones S.T.E.A.M. Fair, open annually to students across Western New York, is the only free science fair available to students in grades 4 through 12. This year, more than 150 students participated, presenting their experiments and sharing their findings with both judges and the public. Alongside members of Western New York's science community, Director Caufield had the opportunity to evaluate projects based on students' understanding of the scientific method, as well as their communication skills and originality. In addition to judging, he also promoted the library and its wide range of S.T.E.A.M. resources to attendees throughout the event.

- **Collections**

Cheektowaga Staff continue to weed and order materials for their respective collections.

- **Displays**

1. Teen Fantasy Romance, Freida McFadden like authors, Women's History Month, Music, and Gardening Books.

- **Operations and Infrastructure**

1. March 23 - Parkside Fire and Security inspected the sprinkler system for Julia Boyer Reinstein Library. The sprinkler system is operational but some repair work will be needed to bring it up to code. Parkside Fire and Security will return to make the needed repairs in April.
2. March 24 – Members of the Town’s Engineering Department visited the Anna M. Reinstein Library to measure the building’s flat roof areas, enabling the preparation of accurate bid specifications for prospective contractors.

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

- Library Manager Matthew Best partnering with NACA (Neighborhood Assistance Corporation of America) coordinated workshops focusing on home buying. Set dates for the program will be June 20th and August 15th at the Anna M. Reinstein Library from 10:30am to 2:30pm
- Library Manager Matthew Best has been in contact with Nickel City Reptile, an educational animal outreach company, who will visit the Anna Reinstein Memorial Library on May 6th.
- Artist Nada Odeh has been contacted to present an Arabic Calligraphy and Vegetal Arts Workshop on May 30th at the Anna M. Reinstein Library.
- After conducting interviews throughout March, Library Director Dan Caufield offered the positions of SR. Page to Kristen Campbell and Part-Time Clerk to Josephine Conti. Both accepted and will begin working for the CPL Libraries starting in April.
- After initiating a new time off procedure Director Caufield met with Members of the Clerical Maintenance Union (CMU) to discuss its need.

OLD BUSINESS

- ***ITEM #01: Updates on NYS Construction Grant:*** Director Caufield met with members of the Town of Cheektowaga to discuss the roof project at REI. When the funds from the grant come in, Caufield and Chairman of the Cheektowaga Library Board, Mark E. Weber will go to M&T Bank to open an account to put the grant money into. Then the bids to go out, then the work to start.
- ***ITEM #02: Vacation Procedures beginning in March:*** Director Caufield will implement a 2 week notice for vacation time for all Cheektowaga Public Library employees, including managers and directors.

NEW BUSINESS

- ***ITEM #03: Review and Vote on Credit Card Policy:*** Director Caufield presented the Board with the credit card policy, which was read, and discussed, then voted on. Vote is as follows: 5 Yea, 0 Noe, unanimously made and carried.

At 5:17 pm Vice - Chairman, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held May 20th, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary

DRAFT