

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, November 19, 2025 at 4:30 p.m.

Trustees:

Present:

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

Mark E. Weber
Chairman

Judith M. Mietlicki
Vice-Chairman

Denise Wilczak
Secretary-Treasurer

Excused: *N/A*

Philip Martino
Trustee

Also Present:

Daniel Caufield, Director
Jill Todd, Recording Secretary

David A. Lupejkis
Trustee

Daniel Caufield
Director

Public Guests: *N/A*

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:30 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

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

TREASURER'S REPORT:

The treasurer's report for October 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 Western New York Iris Society continue their monthly Sunday Speakers series with a lecture by author and monarch butterfly expert Dave O'Donnell. Mr. O'Donnell spoke about his new children's book, "Davey's Butterfly Farm", and his years of raising and protecting butterflies. Dave O'Donnell is founder of the Eastern Monarch Butterfly Farm in Clarence NY. Known around Western New York as the "Butterfly Man", his new children's book explains how he got involved with Monarch Butterflies, how they help the environment and what flowers one could plant to help butterflies thrive in our region.
 2. Nurse Practitioner Ariana Girling offered a prenatal class for woman near the last stages of pregnancy. Many soon to be mothers attended and Ms. Girling was able to instruct them in what to expect and exercises that will alleviate pain and lead to a less painful and anxiety filled delivery.
 3. Librarian Heidi Bofinger presented a Pumpkin Painting Craft Workshop at Anna Reinstein Memorial Library. During the program, Heidi led a group of adults and children in decorating and painting foam and ceramic pumpkins to keep for Halloween and fall season.
 4. Buffalo Music Hall of Fame and Three2Go Music Alliance hosted a "Business of Music" workshop at the Julia Boyer Reinstein Library. Attendees took a deep dive into the business side of music, how artists protect their works with copyright, how to post and market music to audio streaming services and discussions on how much musicians actually make. The workshop ended with speakers listening to and reviewing songs created by attendees. The program provided a wonderful introduction to business law, taxes and marketing while still being creative and inspiring.
 5. The American Sewing Guild hosted open programs to learn Inkle Loom weaving (a type of weaving and loom that is used to create straps, tapes, strips, and bands) and painting on fabric. Both taught by textile artist Karen Hull Sienk, attendees were able to learn new skills and walk away with beautiful woven belts and fabric art.
 6. The Cheektowaga Public Libraries celebrated Halloween with its annual Spooky Library Party. Magician Cris Johnson performed at both libraries, thrilling children of all ages. Crafts and games were available after the Magic Show with the Cheektowaga Lions Club helping to staff activity tables at JBR to assist children. Librarian Heidi Bofinger organized a Fall Crafternoon after their Magic Show at REI. Patrons of all ages could make a bookmark and a fall wreath. As a tasty bonus, Heidi prepared a sweet treat of boo-berry flavored cotton candy for all who attended.

7. Wild ones of Western New York (native plants organization) hosted an “Ask the Native Plant Experts” panel discussion at JBR. The panel of experts included local nursery professionals Kathleen Contrino, CW Native Plant Farm, Catherine LaMantia, Primeval Forest and Ken Parker, Native Plant Specialist at Masterson’s Garden Center. Moderated by Danielle Larrabee, Communications chair for Wild Ones WNY, attendees could ask any question about caring for their gardens and how to introduce native plants to help the environment.
8. Volunteer Judy Wipij presented her *Crochet for ALL* class at REI. This class teaches participants six basic crochet stitches and then builds on those techniques to suit the age group. Ms. Wipij teaches the classes regularly on the fourth Saturday of the month from September to May.
9. REI held a free showing of the family Halloween movie *Halloweentown* (1998, rated TV-PG).
10. Carrying over from September as National Preparedness Month, the National Guard and the Department of Homeland Security provided a free workshop to residents discussing how they can prepare for any emergency. This opportunity was provided as part of a NY Citizen Preparedness Training Program funded by the Department of Homeland Security. By attending the workshop, each participant received an emergency “Go Bag” filled with equipment to help in any situation.
11. Librarian Jeff Matrachisia continued his Dungeons and Dragons game nights for adults 17 and older at REI. This program brings together a core group of players and welcomes occasional new players to collaborate in creative adventure game play. Librarian Laura Scott continues to bring Dungeons and Dragons game play for teens to JBR. Both libraries have wonderfully dedicated players that welcomes others to join in their fantasy adventures.
12. Collaborating with the Cheektowaga Lions Club and the Resurrection Life Food Pantry both Cheektowaga Libraries have become a drop off location for canned soups. While food banks receive donations for Thanksgiving and Christmas meals, the general day-to-day reserves that need no extra preparation to dwindle. That was the idea behind the Soup Drive. If the Libraries can help collect hearty soups that can be used at any time this would support the local food pantries as they continue to provide food outside of the holiday meals. At the end of October, the Cheektowaga Public Libraries donated 111 cans of soup to the Resurrection Life Food Pantry.
13. YES Craft Nights and Lego Programs continue at both Cheektowaga Libraries – YES (Youth Engaged in Service) volunteers coordinated the Halloween themed activities to everyone’s enjoyment.
14. Both Cheektowaga Libraries continue to offer story times for young children 9 and under (Preschool Story Time Wednesdays at JBR and Wednesday’s Night Owl Story Time and Thursday Early Bird mornings at REI), Librarians Kathy Goodrich and Heidi Bofinger organize these very well attended programs. One particular Preschool Story Time to note was Kathy Goodrich’s Fairy stories and Fairy Hunt on October 1. After stories and crafts with Fairy themes, Kathy took the children and family members on a Fairy Hunt along the back woods of the Library.

- **Outreach**

1. From October 14 through October 20, Librarian Carol Veach spent the mornings talking to 14 different classes of pre-k and kindergarteners at Union East Elementary School, with an average of 17 students per class. She read a story, then told them about things they could do in the library and how to obtain a library card. Forty-five library cards were issued to students and family members many of which visited the Cheektowaga Libraries for the first time later in the month.

2. Carol Veach staffed a Library information and craft table at “Spookdinner” at Maryvale Intermediate School event. The event was hosted by the afterschool program run by the YWCA. A hundred and fifteen parents and children stopped by the table, with the children choosing a craft to do: making a ghost, a flying witch, or a Halloween picture frame. While the children were making their crafts, Carol was able to introduce the many programs the Cheektowaga Libraries offer to families. Story hours were a popular topic but the Lego Club was extremely interesting to children and family members alike, so much so that attendance for October noticeably increased.

- **Collections**

1. Final 2025 orders for audio / video and print materials have been submitted for system processing.

- **Displays**

1. Freedom to Read Week & Banned Books Week – The Cheektowaga Libraries celebrated National Freedom to Read Week / Banned Books Week, which celebrates the freedom to read and highlights censorship efforts by drawing attention to the harms of restricting access to books. Through displays and social media, both libraries featured lectures and events occurring throughout the B&ECPL system. Director Caufield spoke to students at Cheektowaga Central High School about the history of Books Bans and highlighted the value of free and open access to information that can bring together communities through shared knowledge.

- **Operations and Infrastructure**

1. Working with the Town of Cheektowaga officials, a resolution to pay for the repair of the roof HVAC unit at REI was passed in October. Parts have been ordered and the unit should be repaired soon. Special thanks to Town Park Crew Chief Mark Mez for his quick coordination on this resolution.

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

1. REI said goodbye to part-time Librarian Jeff Matrachisia. Jeff is joining the staff at the North Tonawanda branch of the Niagara County Public Library System as a full-time Librarian. Jeff started at our library in 2022. He provided help at the main service desk, assisted with collection management, and hosted game programs for families and adults. We wish Jeff the best as he starts on his new professional path!

2. The Cheektowaga Lions Club has been working with Director Caufield to create a more visible profile to their organization. They have helped in many programs running activity tables and have helped the library become a drop off point for local food pantries. Their energy and enthusiasm is welcomed as we both look to help and better the Cheektowaga community.

OLD BUSINESS

- **ITEM #01: Updates on new Board member process:** The Cheektowaga Board of Trustees will interview interested candidates, if the position is accepted it goes up for a resolution with the Town of Cheektowaga to vote on. Once that happens the candidate will go to Town Hall to be sworn in.

NEW BUSINESS

- **ITEM #02: Setting CPL Board meeting dates for 2026:** The 3rd Wednesday of the month @ 4:30pm.

Jan 21	Jul 15
Feb 18	Aug NO Meeting
Mar 18	Sept 16
Apr 15	Oct 21
May 20	Nov 18
Jun 17	Dec No Meeting
- **ITEM #03: Board member terms and continuance of membership:** Trustee Philip Martino became a member in the middle of a term which ends December 31, 2025. Chairman Mark E. Weber motions to reinstate Trustee Philip Martino for another term. Unanimously accepted, and sent to the Town of Cheektowaga Board of Trustees to vote on.
- **ITEM #04: Library Hours and Staff Schedules (July 4th Holiday):** The board discussed the schedule/holiday schedule for the libraries. The 4th of July holiday was discussed further, and it was decided that the Cheektowaga Libraries will be closed on July 3rd & 4th. Chairman Mark E. Weber motions to accept, unanimously accepted and carried.
- **ITEM #05: New Hires and Interviews:** Librarian Jeff Matrachisia of REI has left to accept a full-time position, so Director Dan Caufield and REI Manager/Librarian Matthew Best will be conducting interviews soon.

At 5:45 pm Vice - Chairman, Judith M. Mietlicki motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held January 21st, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary