

# *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, November 20, 2024 at 4:00 p.m.

***Trustees:***

***Present:***

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

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

***Denise Wilczak***  
*Vice-Chairman*

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

***Excused:***      *N/A*

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

***Also Present:***      *Daniel Caufield, Director*  
*Jill Todd, Recording Secretary*

***Christine Cywinski***  
*Trustee*

***Daniel Caufield***  
*Director*

***Public***  
***Guests:***      *N/A*

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The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:05 pm.

**PUBLIC COMMENT:**      *N/A*

**MINUTES:**

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

## **TREASURER'S REPORT:**

The treasurer's report for September have 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 approved and carried.

## **CORRESPONDENCE:**

N/A

## **DIRECTOR'S REPORT:**

- **Programs** are abundant in the Cheektowaga Libraries.
  1. JBR hosted a children's story-time with Wendy Wasner, local author and organizer of JBR's Wednesday Writers Group. Miss Wendy read a few of her books and encouraged the young listeners to try their hand at writing their own stories.
  2. JBR's Librarian, Laura Scott has been hosting the Teen Dungeons and Dragons gaming sessions. Through Laura's encouragement, attendance has grown and the teens have shown interest in creating their own stories and campaigns for the others to try.
  3. Both Cheektowaga Libraries hosted a pumpkin painting event for adults. Both events were well attended with some very creative jack-o-lanterns being created and taken home.
  4. JBR hosted its annual Halloween Kids Party for children 12 and under. Visits and stories from a Mad Scientist, along with games and crafts made for a wonderful fun and spooky afternoon.
  5. REI hosted a storytelling afternoon brought to the Library by the National Association of Black Storytellers (NABS). Nationally known Willa Brigham presented stories that celebrated African-centered traditions, heroes and daily life that teach life lessons to young and old. Ms. Brigham's performance at REI was offered by NABS as part of their Adopt-A-Teller Program.
  6. Librarian Kathy Goodrich coordinated October's Spooky Preschool Story Hour. Families had a chance to enjoy Halloween stories read by Miss Kathy, make some crafts and go trick or treating through the Library in costume.
- **Outreach**
  1. Working with Western New York Library Resource Council Director Dan Caufield spoke at a Creative Small Business Symposium held at the Central Library. Speaking with Susan McCarthy from the Small Business Development Center, Director Caufield's lecture featured how Library resources can be used to help start and run a business. After the days symposium Director Caufield met with many of the attendees in one on one sessions at JBR to further explain how to access Library resources for specific businesses being developed.
  2. Librarian Carol Veach visited Union East Elementary School, over the course of 6 days, she spoke to 730 children. Of those, 240 applied for a new library card. While there, Carol talked about what is available in the library, how to use the computers and various programs that are

offered at both JBR & REI. Carol will be going to Maryvale Intermediate School to speak to third graders sometime in December.

- **Collections**

Thanks to the diligence of Librarian Matthew Best, the book orders for both Cheektowaga Libraries have been placed for 2024. All funds received as part of the Erie County Public Library System have been spent. Book orders through private donations continue to be placed.

- **Displays**

1. SwimKins, a Synchronized Swimming Club that meets at Maryvale Pool, set up a display honoring the U.S. synchronized swimming team who placed 2 in the 2024 Olympics. The display explained the sport and encouraged any youth who may be interested to try the sport at their free practices.
2. The League of Women Voters set up an election 2024 display explaining the candidates and propositions on the November election ballot.
3. JBR now offers an “Inclusive Readers” collection for children 12 and under. This collection brings together works that explain Alzheimer, Autism and what it’s like to need physical assistance at an age appropriate level. Originally started with donations from the Nan’s Book Foundation this collection has grown and has become an area of interest to teachers in our Cheektowaga schools.

- **Operations and Infrastructure**

1. Johnson Control adjusted the temperature for JBR and unfortunately found that one of the boilers had ground its motor and was not operational. Fortunately, the secondary, which was repaired in the summer, was operational and no interruption of service was experienced. Johnson Control will be repairing the broken motor in November.
2. Hornets had nested and found their way into the non-fiction area at REI. Suburban Pest Control was called, the nest was removed, and the open entrance sprayed. Library care takers filled the opening after a short wait for the pesticide to clear. No further incidence of hornets have been observed.

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

1. All Cheektowaga Librarians met for an afternoon at JBR to finalize the programming for 2024 and start planning for 2025.
2. Director Dan Caufield met with Heidi Zimlier and members of the Western New York Library Resource Council to review preparations for the Creative Small Business Symposium occurring October 28. Caufield will be speaking on behalf of the Library and introducing local entrepreneurs to resources that could positively impact their business.
3. Director Dan Caufield met with Frank Camaratta Director of Erie County’s Office for People with Disabilities. The meeting was a walkthrough of the Cheektowaga libraries highlighting

accessibility to our buildings and services. The tour went very well and Mr. Camaratta was pleased at the positive steps the Cheektowaga Libraries have made to make our services accessible to all.

4. Both Cheektowaga Libraries have partnered with Cheektowaga YES Group. Through this successful partnership teen volunteers coordinate a Lego Club Night and Craft Night for children 12 and under. The teens who volunteer at these events receive community service credit needed to graduate High School and a chance to learn leadership skills.

### **Executive Session**

4:25 pm – 4:38 pm

### **OLD BUSINESS**

- **ITEM #01: Review of 5 year plan:** Director Dan Caufield will present for a vote on the Cheektowaga Public Library's 5 year plan at the January 2025 meeting.

### **NEW BUSINESS**

#### **ITEM #02: Review of Board member status:**

- The five year term of service for CPL Chairman Mark E. Weber will come to its end December 31, 2024. The CPL Board has asked Mr. Weber if he would continue to serve on the Board for another term. Mr. Weber consented and Director Caufield will contact the Town Supervisor for a resolution confirming Mr. Weber's status as a board member.
- All members of the Cheektowaga Public Library Board of Trustees will remain in the same positions going into 2025.

#### • **ITEM #03: Setting Board meeting dates for 2025:**

January 15 <sup>th</sup>	July 16 <sup>th</sup>
February N/A	August N/A
March 19 <sup>th</sup>	September 17 <sup>th</sup>
April 16 <sup>th</sup>	October 15 <sup>th</sup>
May 21 <sup>st</sup>	November 19 <sup>th</sup>
June 18 <sup>th</sup>	December N/A

**At 4:52 pm** Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously.

The next regularly scheduled meeting will be held January 15th, 2025 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary