

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, Nov. 16, 2022 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Christine Cywinski
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Judith M. Mietlicki
Trustee

Amy B. Freedman
Trustee

Glenn Luba
Director

Present:

Mark E. Weber, Chairman
Christine Cywinski, Vice-Chairman
Angela M. Yates, Secretary-Treasurer

Excused: *Judith M. Mietlicki, Trustee*
Amy B. Freedman, Trustee

Also Present: *Glenn Luba, Director*
Jill Todd, Recording Secretary

Public Guests: *Bridget Heinz, Director, Grand Island Public Library*
Eric Szymborski, caretaker at Anna M. Reinstein Memorial Library

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:12 pm.

PUBLIC COMMENT: Eric Szymborki, caretaker at Anna M. Reinstein Memorial Library stated his concerns about electrical work being done at same library.

Bridget Heinz, Director at Grand Island Library is sitting in to observe the board meeting, as part of her Library Administration program requirements.

MINUTES:

The minutes from September and October were read online in advance, and were unanimously approved, and carried.

TREASURER'S REPORT:

Cheektowaga Library's spending is in line with and on target for the 4th quarter of 2022. Unanimously approved, and carried.

STATISTICS:

Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were posted on website, once reviewed it was discovered that the statistics entered for the Julia Boyer Reinstein Library were incomplete, will be updated. Unanimously approved and carried upon completion.

CORRESPONDENCE:

None at this time.

OLD BUSINESS

- **ITEM #01: Button maker:** One button maker to be bought for both locations, in the amount of \$727.40 out of private funds. Chairman, Mark E. Weber motions to vote on the purchase of 2 button makers in the amount of \$727.40. All in favor, unanimously approved and carried.
- **ITEM #02: Director III:** Director, Glenn Luba has completed an updated budget worksheet that is now being reviewed by the Central administrative team.
- **ITEM #03: Surplus:** Director, Glenn Luba announced that surplus cabinets that were being housed at Harlem were auctioned off by the county and picked up by the purchasing party.
- **ITEM #04: JBR Replacement Lights:** The replacement light test has hit a snag. A component of the light failed operation, so we are awaiting a reordered part to complete the test. This project is still a work in progress.
- **ITEM #05: NYS Construction Grant:** Director, Glenn Luba wants to move forward with the application process for a NYS Construction Grant for 2023, but is waiting for direction from the Town of Cheektowaga regarding financial commitment to do the Harlem roofing project.

NEW BUSINESS

- **ITEM #06: Appeal Policy:** A recommendation has been made to limit the time in which someone has to speak on their own behalf during an appeal meeting. A draft of this wording will be presented at next meeting.

- **ITEM #07: Politician Meetings:** Director, Glenn Luba asked the trustees if any of them could attend the upcoming political advocacy meetings. December 1, 2022 – Tim Kennedy at his district office, and December 2, 2022 – Monica Wallace at her district office. The trustees will let Glenn know by email if they are able to attend.
- **ITEM #08: 2023 Meeting Calendar:**
 - January 4, 2023
 - February - None
 - March 15, 2023
 - April 19, 2023
 - May 17, 2023
 - June 21, 2023
 - July 19, 2023
 - August – None
 - September 20, 2023
 - October 18, 2023
 - November 15, 2023
 - December - None
- **ITEM #09: Re-Appointment Letter:** Vice-Chairman, Christine Cywinski is up for re-appointment at the end of 2022. Director, Glenn Luba asked her if she would like a letter of re-appointment sent to the Town of Cheektowaga on her behalf, and Christine stated that she is resigning her position as of tomorrow, November 17, 2022. Christine would like to see the rest of her donation (\$2,320.22) go towards adult fiction, non-fiction, and large print books.

The public portion of the board meeting was adjourned at 4:47 pm.

EXECUTIVE SESSION

At 5:00 pm Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously.

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

Respectfully submitted:

Jill Todd, Recording Secretary