

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, July 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 4:37 pm.

PUBLIC COMMENT: *N/A*

MINUTES:

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

TREASURER'S REPORT:

The treasurer's report for June 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:

- June 9 – FOIL Request for assigned FOIA# FOIA-CPL-2026-5
- June 12 – FOIL Appeals request submitted for information provided for FOIA-CPL-2026-1
- June 25 – Generous donation of \$250 dollars received from patron Sandra DePalmo. Thank you letter has been sent.

DIRECTOR'S REPORT:

1. Public Services

Programs, Learning Opportunities, Outreach and Events

- June 1- Librarian Laura Scott coordinated an Adult Craft Hour featuring the popular theme of Book Bedazzling. Participants personalized their book covers with sequins, decorative embellishments, and themed clip art inspired by the stories inside. The program was well attended, and participants enjoyed the opportunity to express their creativity while giving their favorite books a unique and eye-catching new look.
- June 6 - The Julia Boyer Reinstein Library proudly hosted the WNY Iris Society's Iris and Flower Show, a nationally recognized flower show that gave iris growers the opportunity to display their gardening expertise and present their finest blooms. In addition to the iris competition, where entries were judged on qualities such as size, color, and form, participants also created stunning floral arrangements that highlighted their creativity and artistic vision. Hundreds of visitors and competitors attended the event, admiring the beauty, craftsmanship, and originality of the vibrant flowers and elegant bouquets on display.
- June 8 – The Julia Boyer Reinstein Library hosted a talk sponsored by the Cheektowaga Gardening Club entitled, "Gardening is for the Birds! (and Bees and Butterflies)," led by local conservationist and native plant expert Pam Turner. During the program, Ms. Turner discussed the importance of incorporating native plants into home gardens to support pollinators such as bees and butterflies and to promote a healthier environment. She provided attendees with lists of recommended native plants, information on where to purchase them, and practical tips for planting and maintaining thriving gardens. Ms. Turner also answered participants' questions, offering expert guidance and encouragement for creating pollinator friendly landscapes.
- June 13 – The Anna M. Reinstein Library hosted a Paws for Love: Read to a Dog program, giving children ages 3–9 the opportunity to read aloud to friendly therapy dogs provided by the SPCA serving Erie County. This calm, welcoming environment encourages children to build their reading confidence while enjoying the companionship of a patient, nonjudgmental listener.

Both the children and the dogs look forward to each session, creating meaningful connections and fostering a lifelong love of reading.

- June 15 - Librarian Kathy Goodrich coordinated the Next Chapter Book Club at the Julia Boyer Reinstein Library. The book club provides a welcoming forum for participants to discuss the books they are currently reading, share recommendations, and discover new titles through the experiences of fellow readers. In addition to encouraging a love of reading, the club offers a friendly social environment where members can exchange ideas, explore different genres, and connect with others who share their passion for books.
- June 17 – The WNY Law Center presented Life After SAVE, an informative workshop designed to help students and recent graduates understand their student loan repayment options and develop practical budgeting skills for long-term financial success. Participants learned about available repayment plans, loan forgiveness programs, and strategies for managing debt while building a sustainable budget. This workshop is one of the many educational programs offered by the WNY Law Center to empower individuals with the knowledge and tools needed to achieve a healthy financial future.
- June 20 - The Anna M. Reinstein Library hosted a family Movie Day featuring Jumanji, providing an entertaining experience for patrons of all ages. Families enjoyed the opportunity to relax, share a favorite film, and spend time together in a welcoming library setting.
- June 27 - The Buffalo Chess Association hosted a Chess Clinic at the Julia Boyer Reinstein Library, welcoming participants of all ages and skill levels. Under the guidance of experienced chess players, attendees had the opportunity to learn the fundamentals of the game, refine their strategies, and improve their skills through instruction and friendly play. The clinic provided an engaging environment that encouraged critical thinking, problem solving, and a shared appreciation for the game of chess.
- June 27 - Librarian Laura Scott coordinated the Teen Dungeons & Dragons Club at the Julia Boyer Reinstein Library. Designed for teens ages 12–17, the program offers participants the opportunity to create unique characters and embark on exciting adventures through collaborative storytelling. Guided by experienced Dungeon Masters, players work together to solve challenges, develop strategies, and build an ongoing campaign that continues from one meeting to the next. The club provides a fun, creative, and welcoming social environment where teens can strengthen their imagination, teamwork, and problem-solving skills while making new friends.
- June 29 - Adult Craft Hour - Librarian Laura Scott coordinated an Adult Craft Hour in which participants created decorative flower lights using fabric flower petals and batteryoperated tea lights. By carefully arranging and gluing the petals onto the lights, attendees created beautiful handmade decorations to take home. The program was well attended, and participants enjoyed the opportunity to express their creativity while creating a unique and attractive keepsake.
- Throughout June, the Julia Boyer Reinstein Library hosted teachers from the John F. Kennedy High School as they proctored exams for students in our programing room.
- Throughout the month of June, children's story time programs at both Cheektowaga libraries welcomed many families for engaging mornings and evenings filled with stories, songs, 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 popular programs foster early literacy, creativity, and a love of reading while providing children, parents, and grandparents with enjoyable opportunities to learn and spend time together.

- Throughout June, the Cheektowaga YES (Youth Engagement Services) group moderated the monthly LEGO Clubs on June 1, 18, and 25, as well as Craft Night on June 4, at both Cheektowaga Libraries. This valuable partnership between the Library and the Town of Cheektowaga's Youth & Recreational Services Department provides teens with meaningful volunteer opportunities while directing engaging activities for younger children.

Outreach:

N/A

2. Collections: Development and Use

a. Highlights:

Librarians continue to weed and order for their respective collections.

b. Displays:

- “LGBT+ Romance” and “What’s in your Garden?”

3. Operations and Infrastructure

a. Facilities:

- June 10 - Suburban Pest Control sprayed both Libraries for insects and mice.
- June 24 - Fire Safety Services inspected the fire alarms for both Libraries passing both for the annual review.
- Danforth HVAC has visited both Libraries making sure the air containing is ready for the summer.

b. Technology:

NA

4. Partnerships, Meetings / Future Planning / Special Projects

- The Cheektowaga Public Libraries are partnering with Assemblyman Patrick J. Chludzinski to support the Legislators' Christmas in July toy drive. Both Cheektowaga library locations will serve as collection sites for donated toys. The toys collected through this program will be distributed to children receiving care at area hospitals.
- Director Caufield is working with various small business development agencies (SCORE, SBDC, Chambers of Commerce, etc.) for Fall programming at CPL libraries to assist entrepreneurs start or run a business.

- Following the success of student art exhibits at both Cheektowaga Public Library locations in 2025 and Spring 2026, art teachers from Cheektowaga High School and the district's elementary schools have expressed interest to Director Caufield in partnering with the Reinstein Libraries to present future family-oriented art exhibits. Both libraries are enthusiastic about the opportunity, and plans will be finalized once the new school year begins.
- Director Caufield continues to meet with Town Officials in preparation of the roof and column repairs at the Anna M. Reinstein Library. A contractor has been chosen and a resolution to hire will be on the agenda for the July 14 Town Board meeting.
- Hima Iype, Part Time Technical-Clerk at the Julia Boyer Reinstein Library, has resigned from her position as she moves out of the Western New York area. Director Caufield, working with B&ECPL Central Human Resources has posted the position and will be conducting interviews in July.

OLD BUSINESS

- **ITEM #01: Updates on roof and column replacements at Anna M. Reinstein Memorial Library:** Director Dan Caufield is awaiting the bid process through the Town of Cheektowaga to be complete, then the project can begin.
- **ITEM #02: Historic Cheektowaga newspapers:** The Cheektowaga Public Libraries have been given permission to scan and provide historic Cheektowaga newspapers through our collections.
- **ITEM #03: June 11 – FOIL Request (FOIA# FOIA-CPL-2026-3) Answered:** Director Caufield sent forth his answer to this request on June 11, 2026; 83 responsive records found.
- **ITEM #04: June 17 – FOIL appeal received for FOIA-CPL-2026-1:** Director Dan Caufield sent forth his answer on May 14, 2026.
- **ITEM #05: June 25- FOIL Request (FOIA# FOIA-CPL-2026-4) Answered:** Director Dan Caufield sent forth two responsive records found.

NEW BUSINESS

- **ITEM #06: Staff Openings:** Technical Clerk at the Julia Boyer Reinstein Library and Part time Clerk at the Anna M. Reinstein Library have been resigned seeking fulltime employment. Director Caufield, working with BECPL Human Resources, has posted the positions and will be filling them in late July to early August.
- **ITEM #07: Cheektowaga Public Libraries vote to accept B&ECPL system contract:** Vice – Chairman Judith M. Mietlicki motions to vote on the contract between the Cheektowaga Public Libraries and the B&ECPL system; the vote went as follows: 5 Ayes, 0 Noes, 0 Absent.
- **ITEM #08: Review and possible vote on Cheektowaga Public Libraries policies:**
 1. Collection Development Policy with a review of materials procedure
 2. CPL Historic Collection Development
 3. CPL Reinstein Histories Collection Development

4. FOIL Policy
5. Open Meetings Policy
6. Confidentiality of Library Records

After the reading of the policies listed above there were short discussions for clarity and a few minor clerical corrections made. A motion was made to vote on each of these policies, the vote went as follows: 5 Ayes, 0 Noes, 0 Absent.

At 6:17 pm Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held September 16th, 2026 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary