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, September 17, 2025 at 4:00 p.m.

Trustees:

Mark E. Weber
Chairman

Denise Wilczak
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Judith M. Mietlicki
Trustee

Philip Martino
Trustee

Daniel Caufield
Director

Present: *Mark E. Weber, Chairman*
Denise Wilczak, Vice-Chairman
Angela M. Yates, Secretary-Treasurer
Judith M. Mietlicki, Trustee
Philip Martino, Trustee

Excused: *N/A*

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

Public Guests: *N/A*

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

PUBLIC COMMENT: N/A

MINUTES:

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

TREASURER'S REPORT*:*

The treasurer's report for July and August 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 accepted, approved and carried.

CORRESPONDENCE:

August 18, 2025 Assemblyman Patrick Chludzinski thanked Cheektowaga Libraries for assisting as collection points for Oishei Children's Hospital's Christmas in July. Both Cheektowaga Libraries accepted toys and various gifts for the event which Santa delivered to the children on July 25.

DIRECTOR'S REPORT:

- **Programs** are abundant in the Cheektowaga Libraries.
    1. The Julia Boyer Reinstein Library was host to a Town of Cheektowaga Town Hall Meeting with Town Supervisor Brian Nowak, Mark Poloncarz and County Comptroller Kevin Hardwick. County and Town administrators spoke about the state of the region and answered questions posed by their attending constituents.
    2. Children at the Anna M. Reinstein Memorial Library had the chance to learn about Non-Newtonian fluid that gets its name from the 1949 Dr. Seuss book Bartholomew and the Oobleck. Children were taught what Non-Newtonian fluids were and how these worked, and then they had a chance to perform experiments with toys to see how these new facts worked hands on.
    3. Librarian Laura Scott hosted the monthly Adult Craft Hour, where participants decorated clay pots and planted succulents and made abstract floral-themed watercolor paintings by using yarn across their canvases.
    4. The Julia Boyer Reinstein Library hosted "Llama Day". Over 300 people came to pet, feed, take pictures with Jay the llama and make llama crafts. Seven volunteers from the Cheektowaga Lions Club helped with crafts and llama games. Two textile experts, Sara Rosiek and Theresa Caufield were also on hand to demonstrate how llama fiber and wool can be spun into yarns for various uses. Attendees were thrilled with the touchable examples of fibers and the spinning demonstrations that turned raw wool to yarn.

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5. Author and Soprano Opera Singer Danielle Di Stefano presented a virtual reading of her book "Kiki the Kitten and Tiny Squeak". Intended for children 5-11, each attendee received a free copy of Ms. Di Stefano's book and learned about music and how everyone is connected through this wonderful art. After the reading, Ms. Di Stefano led the children through a sing along with popular songs from Lilo and Stitch, Moana and Frozen.
6. Anna M. Reinstein Memorial Library hosted a rock painting crafternoon program in-which attendees of all ages came to paint their very own garden stepping stone. Some made their stones look like popular summer foods like ice cream or blueberries. While others took the opportunity to practice their aniamal portrait skills and painted beloved pets. Everyone who came enjoyed the chance to paint both large flat rocks and smaller pebbles, and left with a few brand new cherished garden decorations.
7. Michael Harmon, of Harmon Homes Reality, presented a workshop on mortgages and home buying for first time buyers. Thirty hopeful home owners attended the workshop learning the process of buying a home and what advantages there are for first time home buyers.
8. The Zoo Mobile visited the Julia Boyer Reinstein Library, bringing hands on items and animals for everyone to enjoy. The children were able to meet and touch a tenrec (an animal that looked like a hedgehog), a tortoise, and a snake (a small boa named Fred) as well as a tree frog in his box. The children learned where the animals can be found and how they live in their particular environments. In addition to meeting the animals, craft stations allowed activities such as making a paper turtle, coloring and elephant bookmark, and making an eagle hand puppet. Over two hundred children and parents came in for this fun interactive event and special thanks was given to the Cheektowaga Lions Club who helped supervise the craft tables.
9. Director Caufield, working with SCORE Buffalo/Niagara (Service Core of Retired Executives), hosted a daylong workshop entities "Essentials of Starting and Running a Business". Over 30 aspiring entrepreneurs attended with guest lecturers speaking on creating a business plan, marketing, insurance, book keeping, corporate structure, tax obligations and many more topics one may overlook when thinking of starting a business. Caufield spoke for an hour on the free resources the library provides when creating a business plan and met with a few attendees to review the Libraries' online resources. Caufield is working with SCORE for another workshop in December.
10. "Color Your World" Summer Art programs – There were three summer art/craft programs for children ages 5-12 this summer offered at the Julia Boyer Reinstein Library. The first, on July 8, invited children to color and create a mosaic wall

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hanging. On July 22, the children made rainforest butterflies from construction paper, markers, and pipe cleaners. Lastly, on July 29, children gathered to use watercolors to paint a water scene. All of these events were well received and attended by families from our community.

11. Throughout July and August the Cheektowaga Libraries continues their partnership with the Cheektowaga Y.E.S groups (Youth Engaged in Service) The Y.E.S program provides volunteer opportunities for teens who want to take an active role in the community, make new friends and gain valuable experiences helping others. The teen volunteers from the Town's Y.E.S groups coordinated multiple "Craft" and "Lego Night" programs throughout the summer for children 4 to 12 years of age. The events were well attended with the young attendees truly enjoying the activities and crafts.
12. Throughout July and August – Both Cheektowaga Libraries continued their Dungeons & Dragons (D&D) programs. The Julia Boyer Reinrstein Library hosted D&D sessions for teens 12-17 and the Anna M Reinstein Memorial Library continue their adventures with adult players. These programs continue to draw a good crowd and volunteer "Dungeon Masters" have come forward to help run multiple game groups for the teens allowing more attendees to participate and gather for fun with their peers. At the Anna M. Reinstein Memorial Library Librarian Jeff Matrachisia hosted an ongoing Dungeons & Dragons program for adults. Jeff used a combination of the official Lost Mines of Phadelver storylines and his own original material to appeal to the players who showed up and keep interest high.
13. Both Cheektowaga Libraries celebrated the hard work that all the children did reading this summer with a fun Bubble Party! Librarian Heidi Bofinger and Librarian Kathy Goodrich co-hosted the event with the help of two Lions Club volunteers at Anna M. Reinstein Library. Attendees loved bubbles that they could blow, pop and dance in to popular children's tunes and Disney music. The children also had the chance to make their own bubble wand and to paint a picture with colored bubles blown onto paper. Children left the event with their own bubble wand they created themselves and solution, and a colorful lei that they wore during the party.

- **<u>Collections</u>**

1. Adult and Teen Horror / Thrillers checklists completed.
2. All ages DVD and CD checklists completed.

- **<u>Operations and Infrastructure</u>**

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1. Throughout July and August, Johnson Controls worked at both libraries to maintain the air conditioning units with minor repairs needed. In late August, Cheektowaga Town contracts changed, and Danforth will now be our provider for al HVAC repairs and updates. Further repairs are planned for the roof unit at the Anna M. Reinstein Library in the fall.
2. The storage shed at the Julia Boyer Reinstein Library was repainted.
3. July and August – vacuums were repaired from both Cheektowaga libraries.
4. New parking lines were painted in the Julia Boyer Reinstein Library parking lot. The repaint of the lines in the parking lot added two new accessibility spaces.
5. New metal shelving was set in place at the Julia Boyer Reinstein Library replacing a deteriorating wooden shelving unit that held DVD's. The shelving was free from the Kenmore Library. Special thanks to Mary Muscarella, Director of the Kenmore Library, and their caretaker Adam, for offering the shelving and assisting in the take down and move between libraries.

- **<u>Partnerships, Meetings / Future Planning / Special Projects</u>**

1. Throughout Summer Director Caufield working the Department of Labor planned the fall Job Fair for Julia Boyer Reinstein Library. The next Job Fair will be held Thursday September 25.
2. Working with Cheektowaga schools, Librarian Carol Veach will be visiting Cleveland Hill High School in September to speak to the seniors about getting library cards, using Hoopla/Libby, and demonstrating resources available online for College Prep and applications, SAT practice, and job hunting, writing a resume, and interview skills.
3. Director Dan Caufield attended a Cheektowaga Community Collaborators (CCC) meeting at the Depew Community Center (570 Gould Ave. Depew). The Cheektowaga Community Collaborators group is composed of Town and county agencies/non-profits that meet and learn more about important resources offered to the public and network to see how we can work together and better inform the public on what they have available to help. Featured speaker Deborah LaBounty, President of the Greater Buffalo Regional Chapter of NYS Mental Health Councilors Association, talked about how community agencies and locations are used to combat loneliness and depression. This short lecture led into overviews from each agency and how they work with the public to create a sense of community. Caufield also networked among the other agencies and has volunteered CPL libraries as the January location for the Cheektowaga Community Collaborators (CCC) first 2026 meeting.

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4. A special thanks has been given to the Cheektowaga Gardening Club. Throughout July and August, the Cheektowaga Gardening Club weeded and planted more annuals and perennial flowers/plants at the Julia Boyer Reinstein Library. With their efforts there was color, beauty and a home for the many pollinators in the Libraries garden.
5. Throughout July and August Director Caufield and the Youth Services Librarians at both Cheektowaga libraries worked closely with the Lions Club of Cheektowaga. Wanting to move in a new direction from just collecting glasses, hearing aids and cell phones, the members of the Lions Club wanted to offer more in-person services to the community. Many of the members of the Lions Club joined CPL staff at our large Summer Reading programs, organizing and running craft tables for the children. So pleased with the chance to work directly with the public the Lions Club looks forward to continuing this partnership moving forward.

EXECUTIVE SESSION

Chairman Mark E. Weber asks the Board to enter executive session pursuant to Public Officers Law §105(1)(f) to discuss the employment history of a particular employee and matters relating to disciplinary action. The Board agrees unanimously and executive session starts at 4:37 pm and ended at 4:41 pm.

OLD BUSINESS

- ***ITEM #01:*** **CPL Board members:** Director Dan Caufield was made aware by Treasurer Angela M. Yates of her resignation from the Board of Trustees as of September 18, 2025.

NEW BUSINESS

- ***ITEM #02:*** **New Board Officers - Updates:** Director Dan Caufield has set up an interview for a new Board of Trustees member. With the vacancy of the Treasurers seat, a motion was made to vote on offering the position to Vice Chairman Denise Wilczak. Vote as follows: 5 Ayes, 0 Noes. With Denise Wilczak accepting the position as treasurer, the Vice Chairman seat is now vacant, a motion was made to vote on offering the position of Vice Chairman to Trustee Judith M. Mietlicki. Vote as follows: 5 Ayes, 0 Noes. Judith M. Mietlicki accepted the position of Vice Chairman. The Board Officers for CPL are as follows:

Mark E. Weber	Chairman
Judith M. Mietlicki	Vice Chairman*
Denise Wilczak	Treasurer*
Philip Martino	Trustee

*Changes go into effect as of September 18, 2025

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At 5:15 pm Treasurer, Angela M. Yates motioned to adjourn the meeting, and passed unanimously. The next regularly scheduled meeting will be held October 15th, 2025 at the Julia Boyer Reinstein Library at 4:30 pm.

Respectfully submitted:

Jill Todd, Recording Secretary

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