

# ***Cheektowaga Public Library***

## ***-----Board of Trustees-----***

***Julia Boyer Reinstein Library***

*Administration Office  
1030 Losson Road  
Cheektowaga, NY 14227*

At a regular meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. NY, held at the Reinstein Memorial Library, 2580 Harlem Road, in said town, on Wednesday, May 17, 2017 at 4:00 p.m., there were:

***Trustees:***

***Mark E. Weber***

*Chairman*

***PRESENT:***

*Mark E. Weber, Chairman*

*Judith M. Mietlicki, Vice-Chairman*

*Angela M. Yates, Secretary-Treasurer*

*Christine Cywinski, Trustee*

***Judith M. Mietlicki***

*Vice-Chairman*

***EXCUSED:***

*Deborah E. Cope, Trustee*

***Angela M. Yates***

*Secretary-Treasurer*

***ALSO***

*Glenn Luba, Director*

***PRESENT***

*Jill Ptak, Recording Secy.*

***Deborah E. Cope***

*Trustee*

***Christine Cywinski***

*Trustee*

*The meeting was called to order by Chairman*

*Mark E. Weber at 4:02 pm*

*Seconded by Judith M. Mietlicki.*

The minutes of the last regularly scheduled meeting, April 19, 2017 were approved unanimously under motion duly made and carried.

***Glenn Luba***

*Director*

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**Item#01: Treasurer's Report:** The Board of Trustees' bank statement was presented. The Cheektowaga Library's spending is in line with and on target for the 2nd quarter of the current year. The treasurer's report has been accepted.

**Item#02: Statistics:** Circulation at JBR and REI for April was as follows:

*April 2017*

**JBR** -10.8 %

**REI** -20.6 %

**OLD BUSINESS**

***Item #03: Security Cameras:*** Due to no critical need, I am proposing to put this idea into long term storage and focus funding on more needed projects. A list of projects will be created with estimates for future reference.

***Item #04: JBR Roof:*** Senator Tim Kennedy will officially announce the awarding of State grant money in the coming months for the Julia Boyer Reinstein roof replacement project. The town is thus far waiting for this announcement to move forward.

***Item #05: JBR HVAC System:*** Director Glenn and Caretaker Bill met with Town Parks Supervisor John J. Jaroszewski Jr. and three associates from Johnson Controls at JBR to discuss the HVAC system for that location and its impact on the reroofing project and overall performance. One of four compressors is currently non-functioning and replacement option estimates are being generated for a possible grant application.

***Item #06: REI ADA Concrete Work:*** Director Glenn met with Town Parks Supervisor John J. Jaroszewski Jr. and Town Engineer Mark Christel to discuss the entry walkways at REI.

***Item #07: Exterior Building Lights:*** The town electrician is still in the process of replacing all the exterior lights at JBR and REI. After all the lights are installed we will reassess any safety and or security issues.

***Item #08: Policies:*** Continuously trying to get them reviewed and updated.

***Item #09: Copier:*** Finally up and running. Toshiba representative Allison will be coming to train staff when schedules allow.

**NEW BUSINESS**

***Item #10: State Mandated Childrens Research Project:*** Amy Glende, Jennifer Villa, Glenn Luba and volunteers completed and submitted to Kathy Galvin at Central Library.

***Item #11: Trustee Survey:*** Completed and submitted online.

***Item #12: Library Hours:*** A meeting with System Director Mary Jean Jakubowski, has been requested for the next Board meeting on June 21.

***Item #13: Staffing: **\*\*The meeting went into executive session\*\******

There was no further business and under a motion duly made and carried, the meeting was adjourned at 5:30 pm.

The next regularly scheduled meeting will be held on June 21, 2017 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:  
Jill Ptak, Recording Secretary