

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 Rd. in said town, on Wednesday, May 16, 2018 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*

Judith M. Mietlicki
Vice-Chairman

EXCUSED: *Deborah E. Cope, Trustee
Christine Cywinski, Trustee*

Angela M. Yates
Secretary-Treasurer

ALSO *Glenn Luba, Director*
PRESENT *Jill Ptak, Recording Secy.*

Deborah E. Cope
Trustee

Christine Cywinski
Trustee

*On a motion by Chairman, Mark E. Weber
second by Vice-Chairman, Judith M. Mietlicki at
4:00 pm meeting was called to order.*

The minutes of the last regularly scheduled meeting, April 18, 2018 were approved unanimously under motion duly made and carried.

Glenn Luba
Director

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. On a motion by Vice-Chairman, Judy M. Mietlicki and second by Chairman, Mark E. Weber to accept treasurer's report. Unanimously approved under motion duly made and carried.

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

APR 2018
JBR -9.73% **REI** -4.4%

NEW BUSINESS

Item #03: Call regarding phones: A phone vendor has contacted us regarding our current phone equipment and asked if we would sell back the equipment and buy new upgraded equipment from them. Director Glenn Luba is awaiting an analysis of the breakdown in the cost to the library.

Item #04: Final Comment period for NYS minimum library standards: Board members have a chance to voice their concerns. Final comments for the NYS minimum library standards are due in a month and a half. All changes will be in place by August 1, 2018.

Item #05: Therapy dog program: Children will have a chance to sit with a trained dog and read to it. Elaine Mosher our P.T Children's Librarian at REI is heading this effort with the hope that the children attending gain confidence with their selves and with reading aloud.

Item #06: REI Meeting room projector system: Still in need of purchasing speakers and a blu-ray player to make this system fully functional to the public.

Item #07: JBR parking lot: Director Glenn Luba has been in talks with Town Engineers Mark Crystal and Paul Piwowarski to brainstorm ideas on how to repair the parking lot at JBR. They are going to do patchwork to remedy the pot holes that we currently have.

OLD BUSINESS

Item #08: Construction Grants: An extension for the roofing construction grant has been applied for. The new doors have been manufactured and ready to be installed. By coordinating the library and contractor schedules, we will not have to close the library to the public for these projects. Director Glenn Luba is still obtaining pricing on the various components for this year's grant application.

Item #09: Ongoing Policy Reviews: This is an on-going project. No action has been taken.

Item #10: Trustee Christine Renewal Letter: Director Glenn Luba has composed and emailed a letter requesting the renewal of board member, Trustee Christine Cywinski to the Town Attorney. Still awaiting new term letter from Town.

Item #11: Audit committee delayed till September ACT meeting: A couple of our board members have been asked to sit on a panel at the next ACT meeting to further explain the audit process with which our library has already gone through. The meeting has been postponed until September.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 5:25 pm.

The next regularly scheduled meeting will be held on July 18, 2018 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:
Jill Ptak, Recording Secretary