

# ***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 Julia Boyer Reinstein Library, 1030 Losson Rd. in said town, on Wednesday, January 2, 2019 at 4:00 p.m., there were:

#### ***Trustees:***

***Mark E. Weber***  
*Chairman*

***PRESENT:***     *Mark E. Weber, Chairman  
Angela M. Yates, Secretary-Treasurer  
Judith M. Mietlicki, Vice-Chairman*

***Judith M. Mietlicki***  
*Vice-Chairman*

***EXCUSED:***     *Christine Cywinski, Trustee  
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*

*On a motion by Chairman, Mark E. Weber  
second by Christine Cywinski, Trustee at  
4:00 pm meeting was called to order.*

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***Glenn Luba***  
*Director*

The minutes of the last regularly scheduled meeting on November 17, 2018 were tabled until the meeting on April 17, 2019.

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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 1st quarter of the current year. On a motion by Chairman, Mark E. Weber and second by Vice-Chairman, Judith M. Mietlicki to accept treasurer's report. Unanimously approved under motion duly made and carried.

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

*December 2018*  
**JBR** -10.71%           **REI** -15%

**NEW BUSINESS**

**Item #03: Meeting with System Director Jakubowski:** Tomorrow January 3, 2019 Director Glenn Luba, Board President Mark Weber, and System Director Mary Jean Jakubowski are scheduled to meet at REI to discuss personnel issues.

**Item #04: State Standards at March ACT Meeting:** At the ACT meeting on March 2, 2019 two trustees from each board are requested to attend. More about the new state standard requirements will be discussed.

**Item #05: Transfer of Town Funds:** On the agenda for the next Town of Cheektowaga Board Meeting will be Director Glenn Luba's request to transfer funds of \$7000.00 from our personnel budget line to our maintenance budget line. With the transferred money Glenn wants to purchase new outside waste receptacles for JBR and REI. Glenn is also in the process of working with a local artist to create a mural at JBR and REI.

**Item #06: Meetings with State Politicians:** Director Glenn Luba has scheduled meetings with Senator Timothy Kennedy and Assemblywoman Monica Wallace to discuss building improvement projects. At REI Glenn seeks a wheelchair accessible entrance to meeting room and public restroom upgrades.

**Item #07: Officer Appointments:** The Board Members discussed keeping the Officer appointments the same. Chairman Mark Weber made a motion to vote on status quo officer assignments, seconded by Secretary-Treasurer, Angela M. Yates to accept the Officer appointments: (3 ayes 0 noes 2 absent)

**OLD BUSINESS**

**Item #08: Current Construction Grants:** Both grants were invoiced and payed out. We are currently waiting for the town grant writer to submit final paperwork that will release the final 10% funding from NYS.

**Item #09: Lighting Project:** Caretakers William Heitzman and Eric Szymborski are going to be replacing some of the lights at JBR with energy efficient LED's.

**Item #10: Parking Lot/Irrigation (Summer 2019):** Director Glenn Luba is planning to address the parking lot irrigation issues this summer with the town engineer.

**Item #11: Security:** Director Glenn Luba is in discussions with System Director MaryJean Jakubowski with respect to seeking a P.T Security Guard for our Harlem location.

**Item # 12: M&T Credit Card:** Director Glenn Luba is in the process of applying for a credit card to make library purchases more efficient and transparent.

Under a motion duly made and carried, the meeting was adjourned at 5:07 pm.

The next regularly scheduled meeting will be held on April 17, 2019 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:  
Jill Ptak, Recording Secretary