

Town of Tonawanda Public Library

Board of Trustees Meeting

Tuesday March 12, 2024

Attendees- Mary Muscarella, Annette DellaPosta, Stanley Pustulka, Mark Jowett, Marney Klein, Thomas Reigstad, Kathy Kanaley

Excused-Richard Geer, Sharon Sullivan

The meeting took place at the Kenmore location and called to order at 5:35pm by Annette (Chair R. Geer Excused).

Motion to approve the agenda was made by Kathy and seconded by Tom. Motion carried.

Motion to adopt the minutes of the February, 2024 meeting was made by Marney and seconded by Mark. Motion carried.

Motion made by Tom, seconded by Mark to accept the treasurer's report and payment of the monthly invoices. Motion carried.

REPORT of the Director-

As a result of the board's discussion last month, Mary opened an eight (8) month \$75,000 CD at 5% interest at Key Bank. This money included the money in CD#4319 and \$18,000 from our Key Bank savings account.

Report on the ACT meeting held on March 9, 2024, at Central Library. We attended the presentation on the Patron Suspension and Reinstatement/Appeal as we need to update our library process. John Spears, System Director, presented an update on

the system and a power point delineating the roles and responsibilities of trustees and library directors/managers.

Review of our charter to clarify the number of voting members of our board. Our bylaws state the board can have between 5-15 members. Currently we have eight (8) members. Any business requiring a vote requires a quorum based on that number which is five (5).

Review of Mary's report on monthly statistics and programs which keep us at number 3 in the system(attached.)

With the departure of two (2) part-time Librarians, Mary is submitting a request to Central to combine those positions into a full time Librarian Trainee position. The board is in full support of this request.

Carl Szarek will facilitate an inspection of our roof which is in need of repair by the Town.

OLD BUSINESS-The Long Range Plan review will take place at the April 2024 meeting.

NEW BUSINESS-Mary will work on a draft policy for Patron suspension and reinstatement.

The decision was made to close the libraries at 1pm due to the anticipated Total Eclipse activity. The trustees fully support this decision.

There being no further business, Annette made the motion, seconded by Tom, to adjourn at 6:50 pm. Motion carried.

Our next meeting will be held at Kenilworth at 5:30 pm.

Respectfully submitted,

Kathleen Kanaley

Secretary