

Town of Tonawanda Public Library

Board of Trustees Meeting

Tuesday, July 14, 2020

Attendance- Mary Muscarella, Richard Geer Annette Della Posta,
Stanley Pustulka, Nicole Pauley- Rejewski, Kathy Kanaley

The meeting via Zoom was called to order at 7:05pm. Note due to NY Governor's Executive Order 202, the Open Meeting Law has been modified to include meeting telephonically or virtually.

Motion made by Annette, seconded by Nicole to approve the agenda for the July 14, 2020 meeting. Motion carried.

Motion made by Stan, seconded by Annette to accept the minutes of the June 9, 2020 meeting as presented. Motion carried.

The monthly bill payments and statements were read by Stan, who will meet with Mary for check signing. The higher deposit amounts for Fines and Fees were due to the Libraries being closed for 2 months because of the pandemic.

Report of the Chair- Rick sadly announced the recent passing of Sue Barnes. Sue had been a great help with our grant applications in the past.

We will not make any applications for the 2020-2021 NY State Library Construction grant.

Report of Director- Mary read the monthly statistics for both libraries. While the numbers are slowly increasing, the limitations imposed by the pandemic will continue to limit activity.

Virtual programs continue to do well.

Both libraries opened to the public June 22, 2020 with reduced hours, 20/week at Kenilworth and 30/week at Kenmore. Both locations will continue to offer curbside pickup option. Mary suggested the purchase of flags which read "OPEN" to attract patrons. Mary will investigate options for this.

Summer Reading challenge has begun- sign up is picking up. Board approved \$400.00 for gift cards and play tents for prizes for contest winners.

Mary will purchase locks to loan bike riding patrons while they are using the libraries.

Carpets were cleaned over July 4th holiday. The new meeting room is almost complete. The Town will mount the TV and Central IT will hook it up.

Staff is adhering to the temperature taking, questionnaire and cleaning requirements set by the NYS and B&ECPL.

Mary attended a Manager- Director Zoom meeting on 6/10/20 at which time it was recommended that we do not allow any outside meetings and we do not bring back any part time staff until at least Labor Day.

We may be facing significant budget cuts next year. Mary was asked to prepare 3 budgets-representing a 5%cut, a 10% cut and a 25% cut. This coupled with the loss of any money from the FRIENDS (they are not collecting or selling books this year) will no doubt impact services.

A variety of trainings and presentations were attended by staff. Mary continues to hold monthly staff meetings.

No update yet on any scheduled ACT meetings.

Mary gave a summary and each Board member had been sent a copy of the 2020 B&ECPL contract. Annette made the motion, seconded by Kathy to accept the 2020 contract proposal as presented. Motion carried.

There being no further business, Nicole made a motion, seconded by Annette to adjourn at 8:15 pm. Motion carried.

Respectfully submitted,

Kathy Kanaley

Secretary