

TOWN OF TONAWANDA
BOARD OF TRUSTEES
JANUARY 14, 2020

Attendance: Mary Muscarella, Rick Geer, Sheila Ginnane, Annette Della Posta, Stanley Pustulka, Nicole Pauley Rejewski, Kathy Kanaley.

Meeting was called to order at 7:00pm.

Motion by Stan to accept the agenda for meeting of 1/14/20 as written. Seconded by Sheila. Motion carried.

Introduction of Elizabeth Federice and Elana Mileva Anderson from The Friends of the Library. The Friends presented the library with a check for \$15,000 representing proceeds from four book sales held throughout 2019. The Friends will keep the new system of collecting books and holding sales at the Kenmore Middle School site. The Board expressed gratitude for their efforts.

Motion by Annette to accept minutes of Board meeting on 12/10/19 as presented. Seconded by Nicole. Motion carried.

Motion by Sheila to accept Treasurer's Report as presented. Seconded by Kathy. Review of bill payments and a decision to combine the two CDs (#4319 and #4327) at Key Bank followed. Mary and Stan to research market for better rates. Motion carried.

REPORT OF CHAIR

Rick reported that Board member Julie Miller resigned. We will recruit for new members on Facebook and web site.

Rick, Mary, Sheila and Kathy reported on January ACT meeting. The meeting was using "GOTOMEETING" with Board members at various library locations. Several suggestions were made to improve communication to primary site.

Board members are asked to respond to Trustee survey by email no later than 2/14/20. The results will determine future ACT topics, most of which will qualify for mandatory Trustee training.

REPORT OF DIRECTOR

Review of Library reports and activities. Circulation and visitor count are down but number and attendance at programs have increased. Mary meets regularly with staff to evaluate existing programs and materials.

Mary has approved graphics for parking lot windows. This project will begin after the community room construction.

The Library will hold recruitment for census workers at Kenmore on January 25th and 26th.

Mary will be one of a few area Library Directors going to Albany on February 24th and 25th for Library Advocacy Day.

The proposal for Kenmore Library mural requires more research. Mary will follow up.

UNFINISHED BUSINESS

Most recent water bill is more in line with the bills we received in 2018. No word yet from Kenmore Village officials authorizing relief from the high water bill received in the second quarter.

Rick Davis, retired library caretaker, will receive a payout pursuant to his contract. This is an unexpected expense and will be reimbursed by the B&ECPL.

NEW BUSINESS

Review of two incident reports.

Mary will create a spreadsheet for the use of the Friends donation.

Review of Lost & Found policy. No changes necessary. Policy will reflect review date.

Board members were asked to read and sign conflict of interest statement. Discussion about requirements for Oath of Office statement. Signatures required at the beginning of each five-year term.

There being no further business Annette made a motion to adjourn. Seconded by Nicole. Motion carried and meeting adjourned at 8:20pm.

Respectfully submitted,

Kathy Kanaley
Secretary