

Town of Tonawanda Public Library

Board of Trustees Meeting Virtual Meeting

Tuesday, December 8, 2020

Attendance- Mary Muscarella, Rick Geer, Annette Della Posta, Stanley Pustulka, Marney Klein, Mark Jowett, Kathy Kanaley

Excused- Nicole Pauly-Rejewski

The Meeting was called to order at 5:35 PM

Motion made by Annette, seconded by Marney to approve the agenda for the 12/8/20 meeting as presented. Motion carried.

Motion made by Annette, seconded by Mark, to accept the minutes of the 11/10/20 meeting. Motion carried.

Motion made by Kathy, seconded by Annette, to accept the treasurer's report which included review and approval of payment of current expenditures.

REPORT OF THE CHAIR- Rick announced that Kathy Kanaley has agreed to serve a second term. He instructed her to sign a new oath card which can be done at the Municipal building.

Rick reminded the board of the upcoming ACT meeting to be held virtually on Saturday 12/12/20 from 9-11. Rick gave the new trustees an overview of the ACT meetings and encouraged attendance by all board members.

REPORT OF THE DIRECTOR-Review of statistics for November. On November 20, 2020 our area was designated an "COVID ORANGE ZONE" which meant we were back to curbside pickup only.

Virtual Storytime (combined total of both locations was 604 views), Kenmore Book Club (16 participants) and Facebook weekly challenges (combined total of both locations was 161).

Craft and Carry program totals 28 at Kenilworth and 60 at Kenmore.

Tutoring sessions were held at both locations until 11/20/20.

Kenmore Library community room was used as polling site on 11/5/20 by the Erie County Board of Elections.

The use of the Materials Budgets for both libraries has been completed.

Toys for Haven House were collected at the Kenmore location.

Mary and staff will continue with monthly meetings and various trainings.

NY STATE has approved the terms of service for Library Board Trustees.

Mary will investigate investment options for Key Bank CD # 4335 which matures on 12/18/20.

Mary will purchase a buzzer for the new meeting room for use to summon help in emergency situations.

New Business- Mary presented the 2021 Holiday schedule.

Kathy made a motion, seconded by Marney, to accept the plan as presented. Motion carried.

Review of the Conflict-of-Interest Policy. Annette made a motion, seconded by Kathy, that no changes were needed and to keep the policy as is. Motion carried.

Review of Rules of Conduct Policy. Annette made a motion, seconded by Marney that no changes were needed and to keep the policy as is. Motion carried.

There was a discussion of current library hours. We will keep hours as they are following the direction of Erie County in keeping with any Covid related guideline changes.

There being no further business, at 6:40 pm, a motion was made by Stan, seconded by Mark to adjourn. Motion carried.

Next meeting is scheduled for 5:30 pm on Tuesday 1/12/21.

Respectfully submitted,

Kathy Kanaley