City of Tonawanda Public Library
Board of Trustees Meeting Minutes

December 8th, 2025

6:30 pm

Meeting Room

I. Call to Order : Meeting called to order at 6:30pm by Ms. Mazur.

II. Attendance : Amy Mazur, Mario Pena, Betsy Koch, Shelley Bernosky , Karen Bordonaro and Librarian, John Gaff.

III. Approval of Minutes from previous meeting : Ms Mazur any additions, corrections or changes to the meeting minutes? Ms.Bordonaro noted an incomplete sentence in the meeting minutes and asked that it be corrected. Ms. Bernosky, made the motion to accept the meeting minutes with the correction being made and Mr. Pena , seconded. 5 ayes, motion passed.

IV. Finances: November financial reports forwarded to Ms. Bernosky for review and approval. Mr. Gaff, noted that we just have the one transaction for the Key Bank account which is the deposit of the fines and fees for the month of October. Mr. Gaff noted that this is the time when he reviews the Key Bank account ledger to see what is remaining to cover possible maintenance issues, if there is a balance remaining, which there typically is. No questions by Board members.

V. Monthly report: Mr.Gaff, purchasing for the year has ended, not all items have been received in a timely fashion, so there are still some pending items we have not been invoiced for as of yet. Ms. Bernosky: If we carry a balance does it roll over to the next year? Mr. Gaff: No, it does not roll over. But it will roll over into system wide balances, so that is why we try to spend as close to the full amount as allotted. Our different fund raising campaigns, our candy bar sale, our book sale , were OK. Our book sale earned $2,090.00 for the year, and I will try and go back to look at our candy bar sales to see what was actually earned versus our cost. Copy machine earned $31.00 in bills only, coins will be rolled and deposited in January into our M&T account. Stats for November were good, our circulation was up this year over last year. We did receive $1,000.00 for

general use, which we did use for children's items. We purchased a new campfire themed rug and benches.

VI. Public Comment: No public comment.

VII. Old Business: Review of the Library policy for Rules of Conduct. The City of Tonawanda Library policy mimics the city branches policy. This policy outlines expectations of behavior for our patrons as well as staff. Ms. Mazur made a motion to accept this updated version of Library rules of Conduct, seconded by Mr. Pena. 5 ayes. Motion passed.

VIII. New Business: Ms. Koch, suggested high lighting the books of Thomas Perry. A well known mystery writer who grew up in the City of Tonawanda. Mr. Gaff will look into purchasing his novels.

IX. Ms. Mazur, mentioned working towards our resolution to the Friends of the Library group. Ms. Mazur suggested that we work towards resolving in 2026.

X. Update on Stallions organization on their development of the current soccer stadium and library property. That project is no longer moving forward.

XI. Motion to adjourn, Ms. Bernosky seconded by Ms. Mazur. 4 ayes, motion passed.

Meeting adjourned at 7:01pm.

Next Meeting : Monday , January 12th 2026 @ 6:30pm. Meeting Room in the Library.

Respectfully submitted,

Betsy Koch

Betsy Koch

Cc: John Gaff, Board Trustees