

City of Tonawanda Public Library

Board of Trustees

Meeting Minutes

February 12th, 2024

- I. Call to Order : Meeting called to order at 6:30 pm by President , Amy Mazur.
- II. Attendance: Karen Bordonaro, Beth Rosokoff, Betsy Koch, Amy Mazur and Librarian John Gaff . Excused: Mario Pena
- III. Introductions of current Board Members to newest Board Member : Beth Rosokoff.
- IV. Approval of [Minutes](#) From Last Meeting : Motion to approve meeting minutes from January made by Ms. Mazur and seconded by Ms. Koch. All in favor: 3 ayes, one abstain.
- V. Finances
 - a. Financial Report – Presented by Mr. Gaff for January. Mr. Gaff noted spending time with Ms. Bordonaro, the new board treasurer, to insure she is familiar with all financial statements. Mr. Gaff stated that he will forward all financial reports prior to our monthly meeting so Ms. Bordonaro can review and provide a second set of eyes. Mr. Gaff also spoke about reaching out to the newly appointed City Treasurer, Adam MacNeil, in the near future, this is due to our relationship between the board, the city, and the city treasurer. A review of financial statement, our bank accounts and bank balances were explained by Mr. Gaff. Also noted a 10.00\$check was received from the Blackbaud fund which was deposited.
 - b. Ms. Rosokoff did ask if the elimination of fines was detrimental to our library system? Mr Gaff stated that as this is a county wide initiative so the county is providing a bit of extra funding to counteract the loss of fines and fees we were able to previously collect. Mr Gaff also noted that printing fees brought in close to 4,000.00\$.
 - c. Monthly Report: Explanation of funding line provided by Mr. Gaff. As a library system we are allotted a certain amount of funding for materials that need to be refreshed and replaced. Candy bars and book sale numbers were reviewed. Staff update: Betsey Higgins will be retiring at month end after 16 years of service. Mr. Gaff will be combining positions to increase hours of existing staff. Board will recognize Ms. Higgins for her service to the Library.

d. Payments to Approve: N/A

VI. [Director's Report](#) : Noted in monthly financial report.

VII. Public Comment : No comments

VIII. Old Business

a. Reading Garden Update : Updates will be provided when they become available. Plaque update to recognize years of service by board members , more to come on that.

IX. New Business : Roofing Issue. The library experiences roof leaks every single year. The city owns the building and Parks and Rec is notified when the roof leaks. It has come to the point where the roof needs to be evaluated for its condition. Recently, the roof was leaking in front of the patrons desk. Issues will be presented to City Hall by Mr. Gaff, seeking a plan to resolve.

X. Friends of the Library: Ongoing discussion. Ms. Mazur working with legal council and Mr. Gaff to resolve the status of this group.

XI. Adjournment: Motion to adjourn made by: Ms. Mazur and seconded by Ms. Koch: Ayes: 4. Meeting adjourned at 7:21pm.

Next meeting scheduled is March 11th @ 6:30 pm, in the Library meeting room.

Respectfully submitted,

Elizabeth Koch

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CC : John Gaff, Amy Mazur, Mario Pena, Karen Bordonaro, Beth Rosokoff