

City of Tonawanda Public Library

Board of Trustees

Meeting Minutes

July 8th, 2024

- 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 June 10th meeting: Motion made by Mr. Pena to accept the meeting minutes and seconded by Ms. Mazur. Vote taken to accept the meeting minutes: 3 ayes. 1 Abstain. Motion carries.
- IV. Finances: Mr. Gaff explained that due to how early this meeting fell in the month the Key Bank statement was not available. He did request it, but as of this meeting, there was not a statement to share. Our financial statement will be updated and distributed when Mr. Gaff receives the paper statement. Nothing on the Citizens account to report. The M & T account reflects the final payment to Regan Landscaping for 5,922.50. Treasurer, Karen Bordonaro verified the financial information for Citizens and M&T banks.
- V. Directors Report: Mr. Gaff noted a successful University Express season, while the Library offered a total of 19 programs. Also mentioned was the beginning of summer reading program offered to all ages and with a different prizes being offered and all are on display behind the desk. The summer picnic is planned for August 13th.
- VI. Public Comment: none
- VII. Old Business: Roof Leaks & NYS Construction Aid. Mr. Gaff met with the City Engineer and a gentleman from the city, regarding the roof project. It was noted that the roof was last replaced in either 1997 or 1998. The general life span of the roof is about 20 years. A scope of work was then put together that could be used to send out to different contractors. Upon review, it was felt that this project would cost between \$250,000 and \$300,000 thousand dollars. Mr. Gaff will reach back out to Andrew Weedy with this information. Ms. Mazur asked if the roof could be

patched and it was felt by the engineer the roof needed to be replaced. It noted by Mr. Gaff that this would be a 30 year roof as roofing technology has evolved since the late 90's.

- VIII. Contract Approval: Yearly, every contracted Library, which we are, must sign a contract to remain part of the Buffalo and Erie County Public Library System. We agree to follow the guidelines set up by the Buffalo and Erie County Public Library for example: following salary scale and hours of operation that we agree to. Motion made by Mr. Pena and seconded by Ms. Bernosky to approve and accept the 2024 contract. Vote taken: 5 ayes.
- IX. NYS Public Report: A statistical data report reflecting all aspects of the Library from usage to staffing that is filed yearly. Motion made by Ms. Bernosky to approve the State public report, seconded by Mr. Pena. Vote taken, 5 ayes. Motion passes.
- X. Friends of the Library: Mr. Gaff, ask that we possibly reach out to previous members to see if they wish to resurrect the group of formally dissolve. More to come
- XI. Adjournment: Motion made by Ms. Mazur and seconded by Ms. Bernosky. Board: 5 ayes

Meeting adjourned at 7:01 pm.

Next Meeting: Monday, September 9th. @ 6:30pm. Meeting Room in the Library.

Respectfully submitted,

Betsy Koch

Betsy Koch

Cc: John Gaff, Board Trustees