

City of Tonawanda Public Library
Board of Trustees
Meeting Minutes

June 14th, 2021
6:30 PM
Meeting Room

I. Call to Order

Meeting called to order by President Karen Bordonaro at 6:32 PM.

II. Attendance

Present: Karen Bordonaro, Gayle Brown, Cecilia Driscoll, and Library Director John Gaff.

Trustee Jay Holler arrived at 6:36 PM.

III. Approval of minutes from last meeting (Action Required)

Motion to approve the May meeting minutes by Gayle Brown. Motion seconded by Cecilia Driscoll. Unanimously approved.

IV. Financial Report

Financial report given by Library Director John Gaff. No additional comments.

V. Director's Report

Director's Report given by Library Director John Gaff. No additional comments.

VI. Public Comment

No public comment.

VII. Old Business

a. Facility Improvement Program (Action Required)

Resolution 2021-1 was introduced and reviewed by the Board of Trustees. The Resolution calls for the City of Tonawanda Public Library to commit to providing matching funds for the Program Equipment & Facility Improvement Initiative, to provide proof of fund availability, and to commit to adhering to New York State law governing procurement and to submit a report documenting the project.

Motion to approve the Resolution made by Jay Holler. Motion seconded by Gayle Brown. Unanimously approved. Certificate of Resolution signed by President Karen Bordonaro.

VIII. New Business

a. Environmental Testing (Action Required)

Due to the age of the building and its relation to a proposed project to replace the currently installed carpet, Library Director John Gaff recommends having the floor tile throughout the building tested for the presence of asbestos. Director Gaff, in receiving a quote to complete the work for \$745, requests approval to proceed with the survey. Motion to approve made by Karen Bordonaro. Motion seconded by Gayle Brown. Unanimously approved.

b. Community Report (Action Required)

Library Director Gaff presented the 2020 Annual Report to the Community. The report was reviewed by the Board of Trustees. Motion to approve the report with one spelling correction made by Cecilia Driscoll. Motion seconded by Karen Bordonaro. Unanimously approved.

c. Staff Report Approval

IX. Friends of the Library Updates

No update.

X. Adjournment (Action Required)

Motion to adjourn the meeting by Gayle Brown. Motion seconded by Cecilia Driscoll. Meeting adjourned at 7:40 PM.