

City of Tonawanda Public Library
Board of Trustees
Meeting Agenda

June 12th, 2023
6:30 PM
Meeting Room

I. Call to Order

Meeting called to order by President Amy Mazur at 6:30 PM

II. Attendance

Present: Karen Bordonaro, Bonnie Bugbee, Amy Mazur, Mario Pena, & Library Director John Gaff

Excused: Betsy Koch

III. Approval of [Minutes](#) From Last Meeting (Action Required)

Minutes review by the Board of Trustees. Motion to approve the minutes as presented made by Mario Pena. Motion seconded by Karen Bordonaro. 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.

a. Summer Reading & Programming

Library Director Gaff provided details for the library's summer reading program. The library will run a program for children ages 0-12, as well as for adults. This is in addition the summer reading programs that run at the System level for children, teens, and adults.

VI. Public Comment

N/A

VII. Old Business

a. Parking Lot

Director Gaff provided an update on the parking lot project. Contractual documents were signed and a deposit was made for the project to include re-surfacing the parking lot and repairing the two drains. Work will begin as early as Thursday, June 15th.

b. Reading Garden

Director Gaff provided an update on the Reading Garden project. Quotes continue to be solicited for the work. Director Gaff has decided to choose a phased approach, in which the pathways are completed separate from the landscaping. Once enough quotes have been received, Director Gaff will notify Trustees to review them.

VIII. New Business

a. Payroll

Trustee Bonnie Bugbee asked for explanation in regards to the Payroll Report compiled by the Business Office and why names of employees who no longer work at the Library are still included. Director Gaff explained that when the budget was created, in June/July 2022, those employees were still at the Library and their positions were budgeted as if they would still be employed in 2023. Once the 2024 budget is worked on, their names will be replaced by any current staff at the time the budget is developed.

IX. Adjournment (Action Required)

Motion to adjourn made by Mario Pena. Motion seconded by Karen Bordonaro. Meeting adjourned at 7:05 PM.

Minutes taken and respectfully submitted by Library Director John Gaff in the absence of Secretary Besty Koch.