

**City of Tonawanda Public Library**  
**Board of Trustees**  
**Meeting Agenda**

March 8<sup>th</sup>, 2021

6:30 PM

Meeting Room

I. Call to Order

*Meeting called to order by President Karen Bordonaro at 6:30 PM.*

II. Attendance

*Present: Karen Bordonaro, Jay Holler, Gayle Brown, Bonnie Bugbee, Cecilia Driscoll, and Library Director John Gaff.*

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

*Motion to approve the February meeting minutes by Jay Holler. Motion seconded by Gayle Brown. 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. Friends of the Library Bequest

*Discussion ensued about the potential for the Friends of the City of Tonawanda Public Library to donate the full amount of a bequest received in 2020. The bequest's funds are un-restricted and as the mission of the Friends is to support the Library, it was deemed appropriate for the Friends to donate the funds, should they choose to do so.*

VIII. New Business

a. Return to System (Action Required)

*Library Director Gaff reviewed the yearly Return to System documentation, including bank reconciliation documentation which shows how the amount of the Return to System was calculated. Motion to approve the return of \$5,396.01 to the Library System by Bonnie Bugbee. Motion seconded by Cecilia Driscoll. Unanimously approved. The Return to System will be further reviewed and check signed by City Treasurer William Reece.*

b. Tonawanda Community Environmental Benefits Fund

*Library Director Gaff reviewed a current grant opportunity available to the Library and his initial project plan.*

c. Staff Appreciation

*Board President Karen Bordonaro discussed Staff Appreciation, an event typically held at a restaurant in April, and options for staff appreciation going forward. Topic tabled to be brought up again at a future meeting.*

d. Robin Schimminger Service Commemoration

*Discussion ensued regarding a possible way to commemorate the longstanding service of Assemblyman Robin Schimminger, who retired after many years in the post. Assemblyman Schimminger and his office were responsible for numerous legislative grants that bettered the Library and community as a whole. Discussion will be continued at a later meeting.*

IX. Friends of the Library Updates

*No update.*

X. Adjournment (Action Required)

*Motion to adjourn the meeting by Bonnie Bugbee. Motion seconded by Gayle Brown. Meeting adjourned at 7:20 PM.*