

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

March 14th, 2022  
6:30 PM

I. Call to Order

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

II. Attendance

*Present: Karen Bordonaro, Bonnie Bugbee, Betsy Koch, Amy Mazur, Mario Pena, and Library Director John Gaff.*

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

*Motion to approve the February meeting minutes by Bonnie Bugbee. Motion seconded by Mario Pena. 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

*N/A*

VIII. New Business

a. Approval of Outstanding Bills

i. [Carpet Installation](#) (Action Required)

*Motion to approve the payment for carpet installation by Amy Mazur. Motion seconded by Mario Pena. Unanimously approved.*

ii. [Return to System](#) (Action Required)

*Motion to approve the Return to System payment made by Bonnie Bugbee. Motion seconded by Amy Mazur. Unanimously approved.*

b. Library Aid Purchase Requests (Action Required)

i. [Demco](#)

*Motion to approve all Demco purchases as presented, in addition to any shipping fees assessed, by Mario Pena. Motion seconded by Amy Mazur.*

ii. [Brodart](#)

*Motion to approve all Brodart purchases, sans the Jonti Craft Open Toddler Shelf, in addition to any shipping fees assessed, by Amy Mazur. Seconded by Betsy Koch. Unanimously approved.*

c. Audit

*Library Director Gaff reported that the yearly audit of the City of Tonawanda, which includes the Library, is underway. Director Gaff provides the auditor with numerous financial documents, including ledgers, and records of receipts and disbursements.*

IX. Friends of the Library Updates

*No updates.*

X. Adjournment (Action Required)

*Motion to adjourn the meeting by Amy Mazur. Motion seconded by Mario Pena. Meeting adjourned at 7:30 PM.*