

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

May 10<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 March 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

*Friends of the City of Tonawanda Public Library (Friends) member Laura Marohn discussed her thoughts on the continuation of the Friends going forward. Points included the continuation of the book sale, and trying to recruit new members.*

VII. Old Business

a. Tonawanda Community Environmental Benefits Fund

*Library Director Gaff reported on his grant submission.*

VIII. New Business

a. Facility Improvement Program

*A current system initiative providing matching funds to libraries for facility improvements was discussed. Library Director Gaff will submit an application to have the carpet in the Library replaced. He was had multiple companies supply quotes for the project. Applications are due by June 18<sup>th</sup> and the system would provide up to 90% of the funds for the project.*

b. Magazine Rack Purchase

*Library Director Gaff discussed the purchase of replacement magazine racks that would create additional floor space and lead to expanded seating in the Library. Motion to approve the purchase of magazine racks up to \$2,500.00 by Bonnie Bugbee. Motion seconded by Cecilia Driscoll. Unanimously approved. Library Director Gaff will submit the purchase request to the Business Office.*

c. Staff Report Approval

*The completed Annual State Report was reviewed by the Board. Motion to approve the State Report as presented by Karen Bordonaro. Motion seconded by Gayle Brown. Unanimously approved.*

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 7:13 PM.*