

# City of Tonawanda Public Library

## Board of Trustees

### Meeting Agenda

May 13<sup>th</sup>, 2024

6:30 pm

Meeting Room

- I. Call to Order : Meeting called to order at 6:30pm by Ms. Mazur.
- II. Attendance : Amy Mazur, Mario Pena, Karen Bordonaro, Betsy Koch, Shelley Bernosky, John Gaff and Ms. Elaine Panty, distinguished member of the Central Library Board.
- III. Approval of Minutes from the last meeting: Motion made by Mr. Pena to approve the March meeting minutes, seconded by Ms.Mazur. Board polled: 3 ayes. 2 abstained. Motion passed. The month of April is a month a Library Board meeting is not held.
- IV. Finances: Financial Report for March and April: Separate financial statements were provided for the Month of March and April. Mr. Gaff did a brief overview of all Library accounts for the benefit of new Library Trustee, Ms Shelley Bernosky. A donation made by Samantha Muscato Real Estate team enabled the Library to purchase new Children's furniture and rugs. The amount of the donation was for 2,000\$. All financial transactions were reviewed by Treasurer Karen Bordonaro and she also verified financial documents that were presented to her by Mr. Gaff.
- V. Financial Payments to approve: Approval of the Return to System Payment. The Library collects fines, fees and printing costs, all that money gets funneled into our System account. We are allowed a small budget from that account, whatever balance is left over in the end gets sent back to the Library System. This helps to just continue to fund the Library, as they provide a lot of things to each individual Library. Motion to approve the return to system payment: Ms. Bordonaro, made the motion to approve the payment and seconded by Mr. Pena. Board Polled: 5 ayes.
- VI. Director's Report: Director's Report: March and April reports provided to the trustees. Starting in April, the Library did take over the book sale and those sales will be deposited in the Library account and will no

longer be deposited in The Friends of the Library account. Wire racks in the Library hold books for sale, and are modestly priced.

- VII. Public Comment: none
- VIII. Old Business: Roof Leaks & NYS Construction Aid : Our leaky roof is a persistent issue. Mayor advised to get quotes. Construction aid opening up soon. John is working with the Central Library as how to proceed getting quotes within the construction aid guidelines. The grant could cover 90% percent of the project and 10% would need to be covered by the municipality. Grant would need to be in by September. More information to come.
- IX. New Business: Annual Report. This is statistical data that is collected by the library, for example, how big is our collection, what does our staffing look like, who are our trustees, so every year that information is compiled and it goes to New York State. The positive thing is the Central Library already has the majority of the information, and John usually just has to update trustee information. A resolution is needed to approve the report to go to NYS. Motion made by Mr. Pena to approve the resolution , seconded by Ms. Mazur. Board polled: 5 ayes
- X. Friends of the Library: Really no updates. Have not been operating since 2020. We are reviewing to see if they can be dissolved so the Library can access their assets. We are at a standstill.
- XI. Comments or questions: Ms. Panty, is there anything that I can do for you other than continue to support you and advocate for more money? Board thanked Ms. Panty for coming and also for her continued support.
- XII. Adjournment: Motion made by Ms. Mazur and seconded by Ms. Bernosky. Board: 5 ayes

Meeting adjourned at 7:28 pm.

Next Meeting : Monday June 10<sup>th</sup>. 6:30pm. Meeting Room in the Library.

Respectfully submitted,

Betsy Koch

Betsy Koch

Cc: John Gaff, Board Trustees