

City of Tonawanda Public Library
Board of Trustees
Meeting Minutes

November 13th, 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, and Library Director John Gaff

Excused: Besty Koch

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

Minutes reviewed by the Board of Trustees. Motion to accept the minutes as presented by Karen Bordonaro. Motion seconded by Mario Pena. Unanimously approved.

IV. Finances

a. Financial Report – [October](#)

Financial report given by Library Director Gaff. No additional comments.

b. Payments

i. Millennium Construction – Reading Garden - [Invoice](#)

Library Director Gaff reviewed the work completed by Millennium Construction for the Community Reading Garden. Work was completed between November 7th and November 11th and was found to be of great quality. Invoice for the work reviewed by the Board of Trustees. Motion to approve payment for the invoiced amount made by Amy Mazur. Motion seconded by Bonnie Bugbee. Unanimously approved. Payment will be sent on November 14th.

V. [Director's Report](#)

Director's report given by Library Director Gaff. No additional comments.

VI. Public Comment

N/A

VII. Old Business

a. Reading Garden Update

The concrete portion of the Reading Garden is complete, aside from sealing, which will happen during the week of 11/13-11/18. Correspondence was sent to Regan Landscaping to determine if any work can be completed this year, or if all work will be completed in the spring.

b. Bank Account Signers

Tabled until elections at the January 2024 meeting.

VIII. New Business

N/A

IX. Friends of the Library

President Mazur has sought out legal guidance in the event that dissolution of the Friends of the City of Tonawanda Library is deemed to be the best option. Updates will be provided during future meetings.

X. Adjournment (Action Required)

Motion to adjourn the meeting by Mario Pena. Motion seconded by Amy Mazur. Meeting adjourn at 7:01 PM.

Minutes taken by Library Director John Gaff due to Secretary Betsy Koch's absence.

Respectfully submitted,

John Gaff