

City of Tonawanda Public Library

Board of Trustees

Meeting Minutes

September 13th, 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, Gayle Brown, Bonnie Bugbee, Cecilia Driscoll, Jay Holler, and Library Director John Gaff.

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

Motion to approve the July meeting minutes by Cecilia Driscoll. 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. Facility Improvement Program

Library Director Gaff provided an update to the program. The City of Tonawanda Public Library was awarded funding for its project proposal. Director Gaff is working through the New York State contract process to establish which contractor will be awarded the work.

b. New York State Assembly Grant

Director Gaff discussed the ceremony to honor the three libraries in Assemblyman William Conrad III's district who are receiving monies through the New York State Assembly. Director Gaff discussed his plans for the funds, which will focus primarily on updating the Children's area of the Library with new furnishings and combining elements of play with reading.

c. Tonawanda Fund

The City of Tonawanda Public Library is a finalist for the Tonawanda Fund grant program. Voting will begin shortly and can be done virtually online, or at public libraries in the area who are not finalists.

VIII. New Business

a. Erie County RENEW Funding - Parking Lot

Included in the Erie County RENEW plan is \$35,000 in funds to repave the Library's parking lot. Funds will be handled by the Library, while the work will be overseen by the City of Tonawanda as owner of the building. The Library awaits a quote for the work from the City to determine actual cost of the project. Funds will be transferred upon Board approval once work is completed and an invoice is given.

IX. Friends of the Library Updates

No update.

X. Adjournment (Action Required)

Motion to adjourn the meeting by Bonnie Bugbee. Motion seconded by Cecilia Driscoll. Meeting adjourned at 7:04 PM.