

West Seneca Library Board

Minutes for January 12, 2022

A. Call of the Roll: Amanda Cleesattel, Cynthia Johnson, William Josefiak , Pat Wass

Excused: Jennifer Dobe, Susan Kims

Guests: Robert Alessi

B. Approval / Changes to Agenda: none

C. Minutes of Preceding Meeting: November 17, 2021 – correct date to November 18, 2021 under New Business item #4. Motion by Josefiak, seconded by Johnson. 4 Ayes, 0 Nays

D. Nominations and Elections of Officers, if any: To be completed at February meeting

E. Report of the Director - November & December 2021

1. 2021 Contract Extension & 2022 Budget Schedules – updated information; no action required
2. System Sexual Harassment Policy Updated – for general information, no action required as it is a system policy
3. January 6, 2022 – library closed due to snow
4. New borrower status is no longer in effect. This should help to make all library materials more accessible by removing barriers.

F. Report of the Treasurer.

1. County account statement November 2021 & December 2021 - informational
2. Local account statement November 2021 & December 2021 - informational
3. Summary of accounts November 2021 & December 2021 - informational
4. Check abstract and approvals – motion to approve by Josefiak, seconded by Johnson. 4 Ayes, 0 Nays
5. System Paid Budget Analysis through September 30, 2021 - informational
6. Payroll Report through PP#24 - informational

G. Report of the Friends of the Library.

1. No planned events due to the ongoing covid situation.
2. The West Seneca Library Board congratulates and thanks Pat Wass for the numerous articles she has written promoting the library, especially in the West Seneca Bee.

H. Report of the President.

1. Summary of ACT meeting held January 8, 2022. Following topics were discussed – open meetings law, covid responsibilities, construction grant changes, investment policy and histories of ACT libraries
2. Future meetings and topics to be determined.

I. Old Business - none

J. New Business.

1. New Library Board Trustee – Amanda Cleesattel introduced
2. New Library Assistant – V Narvaez hired effective 1/3/2022
3. Sign annual Conflict of Interest Policy statements – all present signed and turned in
4. 2022 Local Accounts Budgets – motion to approve by Josefiak, seconded by Wass. 4 Ayes, 0 Nays
5. Procurement Policy reviewed and revised – motion to approve by Josefiak, seconded by Johnson. 4 Ayes, 0 Nays
6. Set 2022 board meeting schedule as follows – motion to approve by Josefiak, seconded by Johnson. 4 Ayes, 0 Nays

Wed, February 16, 2022 at 4pm

Wed, March 16, 2022 at 4pm

Wed, April 20, 2022 at 4pm

Wed, May 18, 2022 at 4pm

Wed, June 15, 2022 at 4pm

Wed, July 20, 2022 at 4pm

Wed, September 21, 2022 at 4pm

Wed, October 12, 2022 at 4pm

Wed, November 30, 2022 at 4pm

K. Public Comment – None

Adjournment @ 5:10pm, Motion by Josefiak, seconded by Johnson.

Next Regular Meeting: Wed, February 16, 2022 at 4pm