

**West Seneca Public Library**

**Library Board of Trustees Meeting Minutes**

**June 15, 2022 @ 4:00 pm in the Large Community Room**

- A. Call of the Roll– Meeting called to order at 4:02pm
- Present: Amanda Cleesattel, Jennifer Dobe, Cynthia Johnson, William Josefiak
  - Excused: Patricia Wass, Susan Kims
  - Guest(s): Robert Alessi (Library Director)

- B. Approval / Changes to Agenda: none

- C. Minutes of Preceding Meeting (May 2022) –
- No changes

**Motion to approve:** Jennifer Dobe  
Second: Cynthia Johnson  
Ayes: all  
Nays: none

- D. Report of the Director – See May 2022 documents posted.
- Increased school visits to library for tours of town entities including the library. Applications are given to students to enroll/obtain a library card.
  - Circulation increase credited to auto renewal credited the specific library.
  - May the 4<sup>th</sup> scavenger hunt; successful collaboration
  - New “nearly new” section in addition to 7 days
  - Reading rover
  - Introduction of library to the “new to kindergarten” initiative
  - Re- invigoration of library collaborating with art society
  - Increased adult programs ie: local author(s)
  - Blood drive update: tentative 7/12/22 pending insurance documentation update
  - Spinning handout rack came in and set up now

- E. Report of the Treasurer: See May 2022 documents posted
- County account statement May 2022
    - Adjustment made to budget to accommodate fine free
    - On target for collection of copy use and other revenue within library
    - Central help defray cost of electric bill paid
  - Local account statement May 2022
  - Summary of accounts May 2022
  - Check abstract and approvals May 2022

**Motion to approve:** William Josefiak  
Second: Jennifer Dobe

Ayes: all  
Nays: none

F. Report of the Friends of the Library (from Cynthia Johnson):

- June 2<sup>nd</sup> meeting approximately 12 members attended
- Continuing Book Page subscription (paid)
- Monthly basket raffle to continue
- Something to do craft bags funded by friends
- Coupon exchange going well
- Purchased by friends: camera, pop up tent, table coverings, microphone, podium, and artificial Christmas tree
- Summer programming: Penn Dixie (August), exploring an animal event, farmers market July 21<sup>st</sup> August 2<sup>nd</sup> night out (all set with volunteers). January possible seed swap
- July 25<sup>th</sup> next meeting to discuss library book sale

G. Report of the President:

- No new business

H. Old Business: None

I. New Business:

- Whistleblower Policy reviewed and adopted (based on Central policy/updates) for West Seneca - Secretary (as compliance officer) annual report - no incidents to review. Next planned report June 2023. Changes/updates to policy:
  - Former employees & independent contractors now included
  - No retaliation policy
- Looking into Burchfield artwork reproductions for display in library (and within town to represent local history...discussions with town ongoing as well)
- Juneteenth: county holiday for county unions approved. City & central to be closed, other libraries to decide for themselves. Trustees of West Seneca unanimously agree to support this as a holiday (library closed).

**Motion to approve (Whistleblower policy):** William Josefiak

Second: Amanda Cleesattel

Ayes: all  
Nays: none

**Motion to approve (Burchfield artwork):** William Josefiak

Second: Cynthia Johnson

Ayes: all  
Nays: none

**Motion to approve (Juneteenth as holiday):** William Josefiak

Second: Jennifer Dobe

Ayes: all

Nays: none

J. Public Comment: none; no community members present

Adjournment @ 4:47pm

**Motion:** William Josefiak

Second: Amanda Cleesattel

Ayes: all

Nays: none

**Next Regular Meeting: Wed, July 20<sup>th</sup>, 2022 @ 4pm**

Respectfully submitted by Amanda Cleesattel, Secretary