

West Seneca Public Library Board Meeting (held in the large community room)

Minutes for February 17, 2021

A. Call of the Roll: Jennifer Dobe, Cynthia Johnson, William Josefiak, Pat Wass

Excused: Kelly Clifford

Guests: Robert Alessi

B. Approval/changes - none

C. Minutes of Preceding meeting - January 20, 2021 : revise item H2 to read: "ACT annual dues of \$20.00 will be requested by mail from all libraries" motion by Josefiak, seconded by Dobe.
Motion carried unanimously.

D. Nominations and Elections of Officers, if any - will wait until Kelly Clifford returns for April meeting

*Note: West Seneca was designated a part of the orange zone micro-cluster in Erie County and on 11/20/2020, the library transitioned to curbside service only. The library reopened to the public on 1/5/2021 and services (open or curbside only) were determined weekly based on the West Seneca Public Library's Covid-19 Micro-cluster Plan and data received every Monday from the Erie County Department of Health. On 1/27/21, the Governor announced that NYS was lifting the orange and yellow zones that were in place in Erie County, meaning we will no longer be week-to-week in determining whether we are open or curbside.

E. Report of the Director – Robert Alessi

1. Reopened to the public on January 5th
2. Online programs continue to be very popular. Examples include the craft bags passed out to patrons, stories and crafts videos and Dungeons & Dragons
3. Meeting with WS school district librarians re: partnering to help students using Sora/Overdrive to access ebooks in the public library collection with student credentials
4. Received \$400 donation via Dan Reedy from the WS Lions Club – will purchase large print books

Collection Development

WSE – 2021 Funds- AV and MAT material budget funds will be available in February.

Outreach/Meetings/Library Visits

1/8 Zoom w/ B&ECPL Administration, Staff and Erie County Department of Health

1/12 Zoom Contracting Director Meeting

1/20 Google Meet w/ West Seneca school district librarians

1/20 West Seneca Public Library Board of Trustees virtual meeting

1/26 Zoom Contracting Director Meeting

1/28 Met with Dan Reedy of the West Seneca Lions Club

Misc.

- Sent the DRAFT NYS Public Health Emergency Operations Plan to the unions for review/comment.
- Participated in the Weekly Wellness Challenge started by the West Seneca Recreation Department. The library posted on social media for the “Wellness Wednesday” challenge, showing many of the books in the collection with recipes and/or information on eating healthy.
- Hold fees for requested materials will no longer be charged effective 2/1/2021. Unclaimed hold fees remain in effect.

F. Report of the Treasurer

1. County account statement January 2021
2. Local account statement January 2021
3. Summary of accounts January 2021
4. Check abstract and approvals. Additional check for \$5268.37 Return to System. Motion made by Johnson to approve, seconded by Dobe. 5 aye, 0 nay
5. Payroll report (PP#26)
6. System Paid Budget Analysis through 12/31/2020

G. Report of the Friends of the Library

1. Rotary Concept books to be housed in a castle-like design book case, which will include a seat in the middle where you can read. Bob James will construct based on design concept by Emily Moser. Cost of item to be funded by the Friends will be \$2250. It will be located straight inside the children’s area in front of the window.
2. Community partnership with Burchfield Nature Center in WS – craft bags, especially on topics related to nature/environment and created by Burchfield volunteers will be available in the children’s area. Emily Moser is coordinating.
3. Wooden books fundraiser over the fireplace featured (with photos) in a recent WS Bee article by Emily Stoll.

H. Report of the President

1. ACT still in the planning state for the next meeting
2. Notify Rob if you can attend Advocacy Day (virtually) by tomorrow. Takes place 2/26. Rob did meet and speak with Sen. Gallivan and Assemblyman Burke via the recent WNYLRC virtual meetings this month.

I. Old Business

1. None at this time

J. New Business

1. Telecommuting Policy revision – Motion made by Josefiak, seconded by Dobe. Motion approved 5 aye, 0 nay
2. Reminder to trustees on behalf of Councilman Jeff Piekarec to complete Annual Disclosure forms and return to the Town Clerk’s Office by 3/31/2021
3. Thank you to Town for having Countryside Stove in on 2/10/21 to clean gas fireplace in the library!

K. Public Comment

1. None at this time

L. Adjournment @ 4:35 pm., Motion by Josefiak, seconded by Dobe

Next meeting, Wednesday, March 17, 2021 @ 4:00pm