

West Seneca Library Board via GoToMeeting

Minutes for January 20, 2021

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

Guests: Robert Alessi

- B. Approval/changes - none

- C. Minutes of Preceding meeting - December 2, 2020 : motion by Josefiak, seconded by Johnson.
Motion carried unanimously.

December 28, 2020 Special Meeting, motion by Josefiak, seconded by Clifford. Motion carried unanimously.

- D. Nominations and Elections of Officers, if any

*Note: As a result of the COVID-19 pandemic and Gubernatorial workforce reduction orders, all B&ECPL libraries temporarily closed beginning 3/17/2020. The West Seneca Public Library reopened for curbside service on 6/8/2020 and for limited hours/transactional services inside the building on 6/22/2020. Effective 10/1/2020 hours were reinstated to NY State Minimum Standard 55 hours/week. West Seneca was designated a part of the orange zone 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) is determined weekly based on the West Seneca Public Library's COVID-19 Micro-cluster Plan (which takes into account data posted on Mondays by the Erie County Department of Health).

- E. Report of the Director – Robert Alessi

1. Online programs continue to be very popular. Examples include the craft bags passed out to patrons, over 2093 views of one of Miss Emily's story time and approximately 968 views of a Make-It-At-Home craft by Ms. Laura.
2. Circulation Policy is system-wide, updated recently, copies included for informational purposes

Collection Development

WSE – 2020 Funds- All AV and MAT material budget funds spent by Nov. 1 deadline

Outreach/Meetings/Library Visits

11/6 Zoom Contracting Director Meeting re: micro-cluster plans

11/18 Zoom Manager Meeting

11/25 Contracting Director Meeting with Jeannine Doyle re: Remote Work/Time Log

12/9 Zoom Manager Meeting

12/10 Zoom Overdrive & Libby Training (Kelly)

12/12 Zoom ACT Meeting

12/17 Zoom Contracting Director Meeting

Misc.

- 11/7 Installed first West Seneca Art Society monthly display. Exhibits are scheduled for the next 6 months with the plan to have 2 different artists showing each month. This was postponed, will resume schedule in February.
- The library was closed on Saturday, December 26 due to the weather.

F. Report of the Treasurer

1. County account statement November & December 2020
2. Local account statement November & December 2020
3. Summary of accounts November & December 2020
4. Check abstract and approvals. Motion made by Josefiak to approve, seconded by Dobe (\$926.58 books for Children's Department with Rotary Funds) 5 aye, 0 nay
5. Payroll report (PP#24)
6. Filed Annual State Comptrollers Report Extension

G. Report of the Friends of the Library

1. Submitted report to West Seneca Sun trying to increase awareness that library is open to the public

H. Report of the President

1. ACT meeting, Saturday, December 12, 2020 from 9am-11am discussed new officer positions. New Vice-President is now Karen Bordonaro. Discussed possible future March meeting, possible elections for secretary and president
2. ACT annual dues of \$20.00 will be requested by mail from all libraries

I. Old Business

1. None at this time

J. New Business

1. Motion made by Josefiak, seconded by Wass to approve purchase of file cabinet of \$719.04 through Mid-City Motion approved 5 aye, 0 nay
2. Motion made by Josefiak, seconded by Dobe to approve Local Account Budget Motion approved 5 aye, 0 nay
3. Reminder to trustees to stop in library and town hall to sign for the 2021 year
4. Sent Thank you to Legislator Joe Lorigo for acknowledging our 85th Anniversary - Will frame and hang.
5. Legislation passed by Governor to have a NYS Emergency Operation Plan. Library given template to utilize/adapt. Will be given to union for comment/review/suggestions. Library board will review, determine any changes/revisions and board approval will be needed in March prior to deadline of April 1, 2021 to have plan in place

K. Public Comment

1. None at this time

L. Adjournment @ 4:57 pm., Motion by Josefiak, seconded by Dobe

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