

West Seneca Library Board

Minutes for May 20, 2020

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

Guests: Robert Alessi, Councilman Jeff Piekarec

B. Approval/changes - none

C. Minutes of Preceding meeting - April 29, 2020 : motion by Dobe, seconded by Wass. Motion carried unanimously.

D. Nominations and Elections of Officers, if any

E. Report of the Director – Robert Alessi

*Note: As a result of the COVID-19 pandemic and Gubernatorial workforce reduction orders, all B&ECPL libraries temporarily closed beginning 3/17/2020. Libraries shall remain closed until such time as the guidance of the Governor of the State of New York supports reopening. The bookdrop was closed on 3/23/20 and due dates for materials checked out from Feb. 11 to present were automatically extended to April 30, 2020, then to May 18, 2020 and later to June 1, 2020. Hold pickups were also extended to June 1, 2020.

Building

- Library phone system replaced by town 5/12/20

Collection Development

WSE – 2020 Funds- Materials & AV Budget now available

AV= \$1,702.72

MAT=\$3,769.37

Outreach/Meetings/Library Visits

- 4/3, 4/27 Zoom meetings with Contracting Library Directors
- 4/8, 4/17, 4/29 Zoom Contracting Library Director Meetings w/ Administration
- 4/27 Meeting with Bill Josefiak
- 4/29 WSE Library Board of Trustees meeting via GoToMeeting
- 4/30 Outreach via email to West Seneca School Librarians
- Webinars viewed/attended by staff: Working Mindfully in Uncertain Times (METRO) (Kelly); Basics of Video Making with Jester Jim (NYS Library) (Kelly); Culling Your Collection: The Fine Art of Weeding (ALCTS) (Kelly); How to Write Blog Posts Your Patrons Will Actually Read (Florida Library Webinar) (Kelly);

Increase Your Circulation with Visual Merchandising: Bookstore Display Principles (ALA) (Kelly); Making Library Use More Accessible (Bibliotheca) (Kelly & Rob); Putting the Self Back in Self-Care (NNLM) (Kelly); Building Community Through Book Clubs (BookBrowse) (Kelly); Online Learning Tools Within Your Gale Resources (Gale) (Kelly); Sure Best Bets: Matching Readers With Their Best Reads (PLA) (Kelly); A+ Customer Service (B&ECPL) (Kelly)

Misc.

- Meeting held with Library administration regarding budget. This information is available online through Central system board meeting minutes
- All libraries will be identifying ways to save money going forward for 2020 and 2021
- Mary Jean Jakubowski reported that the budget is unknown at this time due to Federal Stimulus amount, we need to be flexible, Central will notify libraries as soon as they are informed
- System board meeting will be tomorrow (May 21, 2020) and on Friday, May 22, 2020 info related to reopening will be sent
- Reopening plan will have more details and template
- Suggested to reach out to our federal representatives regarding funding and advocate for funds
- The Summer Reading Kickoff event in collaboration with the West Seneca Schools at the West Seneca Community Center and Public Library is not able to happen this June due to the COVID-19 situation and the closure of the schools for the rest of the academic year. Rob has expressed our interest in continuing the collaboration both this year if something is done virtually as well as for future years when we can resume in-person programming.

F. Report of the Treasurer

1. County account statement April 2020
2. Local account statement April 2020
3. Summary of accounts April 2020
4. Not many changes, a few checks cleared, some checks need to be signed. Cynthia Johnson will make arrangements to sign.
5. Motion by Josefiak to make payments on invoices already approved (Amazon \$49.90 for computer presentation mouse and \$67.97 for painting program), Johnson verbally approved, seconded by Dobe. 5 aye, 0 nay

G. Report of the Friends of the Library

1. Annual Yard Sale cancelled and will not be sponsored by the Friends for the Summer 2020 due to Covid-19

H. Report of the President

1. All ACT meetings on hold at this time
2. Reminder to advocate and encourage our politicians regarding Federal Stimulus Bill and monies for our libraries

I. Old Business

1. None

J. New Business

1. Discussed mobile bookdrop purchases
2. Motion made by Josefiak to purchase two mobile bookdrops for no more than \$2,600.00, seconded by Dobe 5 aye, 0 nay

K. Public Comment

1. Councilman Jeff Piekarec discussed the probability of the libraries reopening within the state being in Phase 4
2. Councilman Jeff Piekarec and Rob Alessi have been in discussion regarding curbside pickup and traffic patterns with the Town

L. Adjournment @ 5:32 pm., Motion by Josefiak, seconded by Johnson
Next meeting , Wednesday, June 17, 2020 @ 4:15