

West Seneca Library Board

Minutes for April 29, 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 – open up period at the beginning of meeting for public comment – no comments made

- C. Minutes of Preceding meeting - February 19, 2020 : motion by Josefiak, seconded by Dobe. Motion carried unanimously.

- March 30, 2020 Special Meeting_: motion by Josefiak, seconded by Clifford. 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 and later to May 18, 2020. Hold pickups were also extended to May 18, 2020.

Building

- 2/3 Received shelving for breakdown area from Quaker Millwork; Town installed on 2/5
- 2/6 Town repaired the shade in children's area
- Town fixed falling trim in study room #3; worked on trim at service desk; replaced batteries in door alarms

Collection Development

February

WSE – 2020 Funds- Materials & AV Budget now available

AV= \$1,975

MAT= \$5,142.67- \$758.25 (est. discount cost) = \$4384.42

Collection Development

March

WSE - 2020 Funds-

AV= \$1,975-\$272.28 (est. discount cost) = \$1,702.72

MAT= \$4,384.42-\$615.05 (est. discount cost) = \$3769.37

Outreach/Meetings/Library Visits

- 2/4 Meeting with Town Supervisor Gary Dickson and Bill Josefiak; Meeting with Pat & Emily re: Friends activities
- 2/12 Manager's Meeting @ CEN
- 2/25 Census 2020 Training @ JBR: Kelly, Rhi, Andy, Pat and Jenn
- 2/28 Census 2020 Training @ CEN: Rob
- 3/2 Census meeting w/ Kelly Waller
- 3/4 Census meeting w/ Pat Wass and Kelly Waller; Meeting w/ Brendon Najm, Chief of Staff to Supervisor, re: Community Room bookings
- 3/5 WNYLRC Advocacy Meeting @ Elma Library w/ Senator Patrick Gallivan and Assemblyman David DiPietro
- 3/11 Manager's Meeting @ CEN
- 3/17 Contracting Director Meeting online w/ CEN Library Administration re: COVID-19 situation
- 3/30 WSE Library Board of Trustees meeting via GoToMeeting

Misc.

- 2/26 Posted the West Seneca schools yearbook collection list on library web site
- Programs have moved to virtual platforms
- Waiting to receive guidance from the Governor of the State of New York on openings
- Discussed State budget, statewide cuts on capital improvements. Suggestions made to reach out to our federal representatives

F. Report of the Treasurer

1. County account statement February 2020 and March 2020
2. Local account statement February 2020 and March 2020
3. Summary of accounts through February 2020 and March 2020
4. Payroll Report to PP2

G. Report of the Friends of the Library

1. No report at this time, ready to help when necessary

H. Report of the President

1. ACT May meeting cancelled. ACT board will discuss how to meet in the future
2. West Seneca Library will be celebrating 85th anniversary. Will be placed on hold. Asked board members to brainstorm a creative way to celebrate this occasion. Will discuss at June meeting.
3. Reminder to advocate for our library with suggestions contained in our email from Central Downtown library.

I. Old Business

1. Friends of the West Seneca library have graciously offered to help purchase A/V equipment for Community Room. Friends approved wireless microphone and portable mic system for outside and Maker Space areas. Working with and collaborating with the Town of West Seneca, West Seneca Library, and Friends of the West Seneca Library.

J. New Business

1. Staff Development Day @ Central Library – May 20, 2020 Postponed / Keep May Board Meeting Date
2. In-person programming currently suspended through May 15, 2020
3. 2019 NYS Annual Report Board Resolution made by Josefiak, seconded by Johnson. 5 aye, 0 nay

RESOLUTION adopted by the Board of Trustees of the West Seneca Public Library at a regular (or special) meeting of said Board of Trustees held remotely via GoToMeeting on the 29th day of April 2020 at 4:15pm.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the West Seneca Public Library, held remotely via GoToMeeting on the 29th day of April 2020, a resolution was adopted of which the following is a true copy:

RESOLVED, that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and be it further

RESOLVED, that the Library attests that the financial information provided to the Buffalo & Erie County Public Library and New York State as part of any and all reporting is true and complete, and be it further

RESOLVED, that the "Annual Report" was reviewed and accepted by the Board of Trustees.

4. 2019 Annual Report Brochure resolution made by Josefiak, seconded by Dobe. 5 aye, 0 nay
5. 2019 NYS Comptroller's Report resolution made by Josefiak, seconded by Clifford 5 aye, 0 nay

K. Public Comment

1. Councilman Jeff Piekarec expressed his hope that everyone stay safe and reminded us to advocate for our library
 2. Rob Alessi thanked the town for collecting library mail during the closure
 3. Following a question about building cleaning schedule, Rob Alessi complimented our caretaker Dennis Zywczyński for coming in, doing an incredible job and expressed his appreciation
- L. Adjournment @ 4:50 pm., Motion by Josefiak, seconded by Dobe
Next meeting , May 20, 2020 @ 4:15