

West Seneca Library Board

Minutes for October 24, 2018

In attendance: Kelly Clifford, Jennifer Dobe, William Josefiak, Cynthia Johnson, Patricia Wass

Absent:

Guests: Robert Alessi, Councilman Eugene Hart

Approval of minutes for September 19, 2018: motion by Josefiak , seconded by Dobe. . Motion carried unanimously.

Approval of minutes for September 24, 2018 Gift and Donation Recognition policy meeting : motion by Josefiak , seconded by Dobe. . Motion carried unanimously.

Library Director's Report – Robert Alessi

1. Meeting Room policy: change of language regarding reserving room; now to be completed online. Motion by Josefiak, seconded by Clifford. Motion carried unanimously.
2. Circulation increased, programming well attended
3. Locks installed at Legion Parkway
4. Thank you to Town for following; gate in children's area installed, clean up on carpet, removal of frosting on front of study rooms to ensure safety of all patrons
5. Moved adult tables into main rooms from children's area, discussed need for more tables
6. Wall shelving units for Friends of the WS Library room fully installed
7. Discussed emergency exits, security in children's area as well as other library sections
8. Dropbox brick repaired by Town (was not bolted)
9. Motion to purchase Koala Care changing table for children's bathroom up to \$500.00. Motion by Josefiak, seconded by Wass. Motion carried unanimously
10. West Seneca Lions donation of \$400.00 was used to purchase large print books
11. All materials and AV budget was spent by November 1, 2018 as required
12. Discussed outreach, meetings, visits (these included board meeting, Eden Heights, Rotary, BOCES conference, Friends, Lions Club, Staff Meeting)
13. Discussed shifting of shelves to allow for different views within the library
14. Central needs letter to dispose of old furniture not labeled, will sent letter to Town Supervisor for approval
15. New keyboards for computers (10) received from Central
16. Discussed purchasing a scanner (\$500.00) using Senator Gallivan State Bulletin Aid . Motion carried unanimously
17. Motion carried unanimously to purchase shelf labels for 80 titles up to \$200.00
18. Requested permission to contact Central regarding library budget due to change from \$10,000.00 in black to \$2,000.00 in red (directors retirement) Motion carried unanimously

Treasurer's Report – Jennifer Dobe

1. Spending is in line and on target for the year

Friends of the Library – Patricia Wass

1. West Seneca Art Society presentation on Saturday, November 3@1:00 to unveil new chairs
2. Historical collection unveiling on November 14, 2018

President's Report – Bill Josefiak

1. ACT meeting discussed contract between the library and Central. This presentation will be available again at March ACT meeting
2. ACT meeting, Saturday, November 17, 2018 9:00 to discuss audits
3. Received letter from Paul Notaro regarding MOU insurance coverage. Will be discussed between Paul and town attorney

Old Business:

1. Discussed costs of walkie talkies , approved up to \$200.00. Motion carried unanimously
2. Youth court individuals (ages 16 and under) needing volunteer hours may begin working within the library

New Business:

1. Discussed 2019 library holiday schedule, made some changes
2. Discussed Study Room Policy changes, will make changes and send to Rob via email
1. Future meeting date: December 12 , 2018 @ 4:15 p.m.

Adjourned at 6:08 p. m., Motion by Clifford , seconded by Josefiak