

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
October 11, 2017
Secretary's Report

Present: Elizabeth Hofmeister, Ronald Kern, Jeffrey Voelkl, Marjorie Zelman,
Julie Anain, Penny Wolfgang

Excused Absence: Carolyn Giambra , Marjorie Franknecht

Also Present: Roseanne Butler-Smith, Donna Kerr, Deborah Bruch Bucki, Helaine Sanders

1) Call to Order

Meeting called to order by Mr. Voelkl at 4:32pm at the Clearfield Library.

2) Approval of Minutes

The minutes of the September 13, 2017 meeting were motioned for approval but since there was no quorum at the time, the vote was delayed until Mr. Voelkl arrived at 4:27. Approved by all.

3) Approval of Agenda

The agenda for today's meeting was unanimously approved.

4) Public Comment

Helaine Sanders spoke about the need to keep Clearfield Library open on Sundays during the school year. Ms. Sanders, a Williamsville School District parent suggested the PTA's at the high schools pay more to fund Sunday operations at Clearfield Library. The PTA's have voted as of now to defund the Sunday hours. Clearfield will be open for the September-December hours that have already been posted . In 2018, no funding will be forthcoming for those operating hours.

Ms. Sanders spoke about the needs of the students with regard to Sunday hours. Ms. Sanders intends to speak at the next PTSA meeting against the denial of funds.

Ms. Sanders also questioned the Board if the public funds the libraries here. Ms. Butler-Smith said that is not the case since funding is a part of the Erie County budget.

5) President's Report

A.)Pocket Park Donation-Mr. Voelkl noted that a statue was donated for the pocket park next to Williamsville Branch Library. The Village Board has approved the location and the donation. The donor is asking for a 5013c donation for tax purposes. Nick Roth is the donor.

6) Town of Amherst Council Member's Report-

- A.) Ms. Bucki noted that the Town of Amherst approved our resolution to pay Kimil Construction for the plumbing repairs done in April 2017.
- B.) Ms. Bucki spoke about the Town Bi-Centennial. She requested any information the Ms. Butler-Smith may have in our archives relating to past Board members, time served, etc. A historical website is being developed to preserve the history of the Town with the volunteer efforts of interns, Town employees, and others. The information is needed by the end of this calendar year.
- C.) Ms. Butler-Smith asked about the progress being made by the Parking Lot Task Force. Ms. Bucki hopes for a resolution to the Town Hall parking issue by year's end.

7) Director's Report

A.)Gala 2018-Ms. Butler-Smith reported that the Gala has no wine supplier for the event due to the closing of the Wine Room. Also there is no one at this time able to supply beer for the event. An off-site permit and/or insurance rider is needed for a supplier to sell beer or wine at another site other than their own bar or store. Mr. Voelkl suggested looking into bringing our own beer and wine.

B.) Clearfield Sunday Hours-Ms. Butler-Smith reported that the Williamsville PTSA is no longer able to fund Sunday hours at Clearfield Library. Ms. Butler-Smith asked the Williamsville PTSA to pay for the Sundays already scheduled and published in the Amherst Bee-through December 2017, and they agreed to this.

Ms. Butler-Smith noted that county funding supports six libraries to be opened on Sundays-one of which is Audubon Library-3.4 miles from Clearfield Library. (Central Library, Orchard Park, Hamburg, Kenmore, and Merriweather are the other branches).

Also noted is that some libraries are open on Sundays, using county funding, but are closed one other weekday. Still other libraries are open on Sundays with funding coming from non-county sources. Ms. Butler-Smith mentioned that having sponsors as an option for keeping Sunday hours at Clearfield Library, but wonders is it fair to ask for more money out of Amherst residents when support from these same residents keeps the Williamsville Library open.

The cost to open the Clearfield library is approximately \$300, noting that overtime pay is paid out for librarians per contract.

Ms. Butler-Smith reported that her research shows that mostly 14221 residents use Clearfield library on Sundays. No other specific breakdown of who uses the library on that day is available. Ms. Zelman discussed fund constraints for programs while Mr. Voelkl asked if we should put effort into finding another source for funding. Ms. Butler-Smith suggested doing nothing for winter 2018 to see if the public reacts to the situation. Funding may then become available. Mr. Voelkl also suggests that the Board does nothing for now.

8.) Trustees Report

Nothing to report at this time.

9.) Finances-

A) 2017 Budget

i.) County Budget Bills paid-

Ms. Butler-Smith reviewed the Kimil Construction bill that was recently paid. She would like to try to get part of the bill refunded by the Town of Amherst.

Ms. Butler-Smith also discussed mileage checks noting that added documentation required by the Payroll office must reflect travel.

Motion to approve the payment of County bills motioned by Ms. Wolfgang, seconded by Ms. Hofmeister. Approved by all.

ii) Williamsville Bills-none this month.

iii) Other Bills Paid-handout given. Motion to approve by Mr. Kern seconded by Ms. Wolfgang. Approved by all.

Motion by Ms. Franknecht for approval of all bills to be paid. Seconded by Ms. Hofmeister. Approved by all.

B) Town of Amherst Budget 2017 and 2018

No business

10.) Buildings

Ms. Butler-Smith reported that at Audubon Library a large brown spider was found. An exterminator was called in and determined there were more spiders. Estimate for spraying the building perimeter was given. The building needs to be closed for 4 hours minimum. Mr. Voelkl Suggested calling for another estimate and also inquire if the spraying can be done at night so we would not have to close. Mr. Voelkl gave Ms. Butler-Smith an exterminator's number to call.

11) Unfinished Business

A copier was purchased for \$300 at the end of our De Lage Landen contract. BXI Consultants offered us a new copier and a printing contract that we would have to pay for. The Board has decided to pass on the offer.

12) New Business

Ms. Butler-Smith sent the Board members handouts of Library policies that they need to read and review.

Review Amherst Library Board Policies:

- Confidentiality of Library Records-must adopt to get Erie County funding, mandatory per Central Library
- Bulletin Board-specific to Amherst Libraries

- Conflict of Interest-specific to Amherst Libraries
- Rules of Conduct-specific to Amherst Libraries
- Internet Safety and Acceptable Use-must adopt to get Erie County funding, mandatory per Central Library

The Amherst Library Board tabled a vote on these policies until the next meeting.

13) Correspondence

Ms. Butler-Smith noted that the next ACT meeting will be at Hamburg Library on November 4th.

There was a complaint published in the Amherst Bee recently about the landscaping at Clearfield Library. Discussion ensued.

Ms. Butler-Smith received a notice about our 990 tax filing from the IRS. Central Library handles that for us and all libraries. Ms. Butler-Smith filled out the form she was sent and took care of the matter.

14) Next Meeting

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for November 14, 2017 to be held at Williamsville Library at 4:15 P.M.

15) Adjournment-

Ms. Hofmeister motioned to dismiss, all in favor.

Meeting adjourned at 5:31 pm.