

Cheektowaga Public Library

-----Board of Trustees-----

Julia Boyer Reinstein Library

*Administration Office
1030 Losson Road
Cheektowaga, NY 14227*

At a regular meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. NY, held at the Julia Boyer Reinstein Library, 1030 Losson Rd. in said town, on Wednesday, June 19, 2019 at 4:00 p.m., there were

Trustees:

Mark E. Weber
Chairman

PRESENT: *Mark E. Weber, Chairman
Judith M. Mietlicki, Vice-Chairman
Angela M. Yates, Secretary-Treasurer
Christine Cywinski, Trustee*

Judith M. Mietlicki
Vice-Chairman

EXCUSED: *Deborah E. Cope, Trustee*

Angela M. Yates
Secretary-Treasurer

ALSO present: *Glenn Luba, Director
Jill Ptak Recording Secretary*

Deborah E. Cope
Trustee

Christine Cywinski
Trustee

*On a motion by Chairman, Mark E. Weber
second by Christine Cywinski, Trustee at
4:00 pm meeting was called to order.*

Glenn Luba
Director

The minutes of the last regularly scheduled meeting on May 15, 2019 were approved unanimously under motion duly made and carried.

Item #01: Treasurer's Report: Chairman Mark E. Weber is still inquiring as to why we have not received a Board of Trustees bank statement yet this year. The Cheektowaga Library's spending is in line with and on target for the 2nd quarter of the current year. On a motion by Vice-Chairman, Judith M. Mietlicki and second by Chairman, Mark E. Weber to accept treasurer's report. Unanimously approved under motion duly made and carried.

Item #02: Statistics: Circulation at JBR and REI for May was as follows:

May 2019
JBR -11% **REI** -7%

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***The Board members discussed concern over the constant decline in circulation numbers. They tossed around ideas that could bring more people in to our libraries. Some of the ideas are a work in progress and some of them will be implemented soon.

Item #03: Correspondence: Director Glenn Luba received a letter from the Iris Society which included a donation check of \$100. The Iris Society hosted a showing at JBR on Saturday 6/1/19 from 1-4pm.

NEW BUSINESS

Item #04: Annual Report 2018: Director Glenn Luba completed the Annual Community Report for 2018 and distributed them out to the Board members to view and vote on. Chairman, Mark E. Weber motioned for a vote on accepting the Annual Community Report for 2018. 4 Ayes, 0 Noes, 1 Absent. Unanimously approved under motion duly made and carried. At the next Board meeting Trustee, Christine Cywinski has requested the statistics from 2017 to see a comparison of the information presented.

OLD BUSINESS

Item #05: Current Construction Grants: All work has been completed for both grants. Grant #1 is closed out, we received the 10% check from the NY State. On grant #2 Director, Glenn Luba applied for an extension, as there were changes to the original scope of the project. The extension gives us until August 31, 2019 to get all our paperwork together to hand in.

Item #06: Lighting Project: The caretakers completed this project. There is one light sensor that needs to be replaced at REI. We received a refund check from NYSEG for \$2600, which is going to go towards more lighting upgrades. Energy efficient LED lights throughout each building along with LED landscaping lights to be added.

Item #07: Parking Lot/Irrigation (Summer 2019): The parking lot at JBR is done. A drainage line was put in to help alleviate the humidity issue in the library. The Town will be striping the lot soon.

Item #08: Security: Director Glenn Luba has been in talks with several Security firms. He has submitted paperwork in to System Director, Mary Jean Jakubowski and is awaiting approval to move forward with a contract with a security firm. We are looking for a security guard to be stationed at REI for 17 hours a week at a cost of \$17,600 a year.

Item #09: Policies: The Board members along with Director, Glenn Luba need to review, update or possibly create policies. This is a work in progress.

Item #10: Board Bank Account: Chairman, Mark E. Weber is still inquiring as to why we have not received a Board of Trustees bank statement yet this year. This is a work in progress.

Item #11: M&T Credit Card: Work in progress.

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Under a motion duly made and carried, the meeting was adjourned at 4:56 pm.

The next regularly scheduled meeting will be held on July 17, 2019 at the Julia Boyer Reinstein Library, 1030 Losson Rd, Cheektowaga, NY at 4:00 pm.

Respectfully submitted:
Jill Ptak, Recording Secretary