

West Seneca Library Board

Minutes for May 16, 2019

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

Absent: Jen Dobe

Guests: Robert Alessi

Approval of minutes for April 17, 2019: motion by Wass, seconded by Johnson. Motion carried unanimously.

Library Director's Report – Robert Alessi

Building

- Requested shelving unit for Emily's office from CEN

Collection Development

WSE – 2019 Funds- Materials & AV Budget.

AV= \$1,975 - \$171.81 (est. discount cost) in April = \$1,803.19 remains

MAT= \$5,150.38 – \$1,241 (est. discount cost) in April = \$3,909.14 remains

Outreach/Meetings/Library Visits

- 4/3 Contracting Library Director Meeting @ CFD
- 4/10 Manager's Meeting @ CEN; Customer Service Training (Part 2) @ CEN
- 4/10 Meeting with Bill Josefiak
- 4/11-4/17 Conducting interviews with Emily Moser for Library Assistant position
- 4/12 Meeting with Pat Wass
- 4/17 WSE Library Board Meeting
- 4/23 Corresponding with Lian Bunny (West Seneca Sun) re: Rotary donation
- 4/24 Meeting with Gene Hart, Bill Josefiak, Jerry Bastedo and Glen LaPlaca re: Buffalo Geological Society event for 5/17 and 5/18

Misc.

- Completed PLDS Facilities Survey
- Started loaning page magnifiers on 4/9; donated by the West Seneca Women's Club
- Double-sided printed is now possible at public computers as of 4/22
- Submitted Comptroller's Report on 4/22

- School Yearbooks are being collected by WS Alumni and a set (as complete as possible) will be given to the West Seneca Public Library (anticipated in May/June 2019)
- New library assistant, Kelly Waller, started 5/13/19 replacing David Spahn
- Exhibits installed by the West Seneca Art Society titled Art on the Stacks
- Fax line installed, machine on order. Hoping to be running within the next month
- Inquired about more shelving for behind the circulation desk, will bring forward pricing
- Continuing to search for group available to assist with tax season Spring 2020. VITA contacted over 10 people, all unavailable.
- Possible University Express programs next year. University will get back to library
- West Seneca Rotary Club event on May 1, 2019 meeting held in library included presentation, reveal and plaque hanging. Well attended, professional pictures taken, posted to social media
- Library open late on Friday, May 5/17 (5:00-8:00) and early on Saturday (open 9am) for Buffalo Geological Society event
- May 31, 2019 West Seneca School Librarians summer kick off program 3:00-8:00 p.m. Reading is Out of This World
- Magnetic board ordered, under \$300.00
- Makerspace lock changed to free access
- Friends of the Library purchasing Book Page one year subscription, 50 issues @\$348.00
- Presented and viewed trifold draft of 2018 Annual Report. Trifold informational pamphlet for public
- Resolution to place plaque in Makerspace room to honor Northwest Bank for contribution. Motion proposed by Josefiak, seconded by Clifford. Approved 4 yay, 0 nay
- Request for \$700.00 for circuit hands- on science materials for Makerspace for Gadget Club. Motion proposed by Wass, seconded by Johnson. Approved 4 yay, 0 nay
- Discussed hanging and placement of plaques including hanging charter

Treasurer's Report – Jennifer Dobe

1. Spending is in line and on target for the year
2. Received and viewed monthly financial, budget analysis, payroll reports

Friends of the Library – Patricia Wass

1. Yard Sale approved by Town. To be held Saturday, August 17, 2019 form 9:00-3:00
2. Next meeting is June 5@6:30 in the meeting room
3. Friends making donations for the summer programs, including Punkin the Clown on May 24, 2019 @ 11:00 a.m.

4. Friends will be volunteering at the following:
 - Night Out at Dunn Tire on August 6, 2019 @5:00-9:00 p.m.
 - Buffalo Geological Society Gem and Fossil program May 17 and May 18, 2019
 - West Seneca Librarians summer kick off program, May 31, 2019 @3:00-8:00 p.m.
5. Planning to bring Grilling Program again to library in July
6. Over 80 people attended Pan American Exposition presentation

President's Report – Bill Josefiak

1. Last ACT meeting discussed Opioid and Shooter situations
2. Discussed safety situations and options within West Seneca library, including AED in hallway. Rob will look into and we will discuss at future meetings
3. Discussed West Seneca library not being involved with Narcan program, Motion made by Josefiak, seconded by Johnson. Approved 3 yay, 1 nay
4. Read and made one correction to West Seneca Public Library Long Range Plan of Service 2019-2023. Motion proposed by Josefiak, seconded by Johnson. 4 yay, 0 nay

Old Business:

1. None at this time

New Business:

1. None at this time
2. Future meeting date: June 26, 2019 @ 4:15 p.m.

Adjourned at 5:40 p. m., Motion by Josefiak , seconded by Johnson