

DRAFT

**AMHERST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
Wednesday, September 11, 2013**

**Secretary's Report**

Present: Julie Anain, Elizabeth Hofmeister, Barbara Robshaw, Jeffrey Voelkl, Marjorie Zelman

Excused Absence: Marjorie Franknecht

Also: Roseanne Butler-Smith, Sara Edwards

- 1) Call to Order  
Jeffrey Voelkl called the meeting to order at 4:20 pm in the Audubon Library study room.
- 2) Approval of Minutes  
On motion by Elizabeth Hofmeister and a second by Marjorie Zelman the minutes of the 2013 meeting were approved.
- 3) Approval of Agenda  
On motion by Marjorie Zelman and a second by Barbara Robshaw the agenda for today's meeting was approved.
- 4) Public Comment  
None
- 5) President's Report
  - A) Jeffrey Voelkl and all board members concerns with the pocket park next to the Williamsville Library. It was hoped the area would be designed in such a way as to be useful to the library for story hour programming and other library events.
  - B) The library received correspondence from Ellen Bach regarding the Memorandum of Understanding (MOU) concerning the Special Legislative District Public Library. A final draft of the MOU was provided to each contract library. Jeffrey Voelkl made a motion and Marjorie Zelman seconded the motion to approve the MOU draft and the Jeffrey Voelkl signed it. B&ECPL contract libraries are required to provide a list detailing the ownership of the all library building contents. The Director has provided this information. Jeffrey Voelkl made a motion seconded by Marjorie Zelman and Julie Anain to sign the final draft of the MOU.

- 6) Finances
- A) The Director requests the board's permission to submit a request to the Library System Board of Trustees for additional funding to cover the cost of staffing during an employees sick leave absence of 5 weeks at 21 hours per week. The board approved this request unanimously.
  - B) Budget requests for the year 2014 have been submitted to the B&ECPL system/ Erie County as well as the Town of Amherst for building upkeep.
  - C) The Director is preparing a NYS Library Construction grant application to secure funding for the replacement of the telephone system at the Audubon Library. The current system dates from 1988 and requires extensive repair. The Eggertsville-Snyder Library needs maintenance and or replacement of windows, doors, phone system, sidewalks and masonry. The HVAC system there stopped working yesterday and is in the process of being repaired now.
- 7) Director's Report
- A) A new program will begin in October at the Clearfield Library. 3D movies will be shown in the community room using new 3D television equipment purchased with State aid funds.
- 8) New Business
- None
- 9) Unfinished Business
- A) Audubon Library will be replacing two of seven HVAC units. Funding will be through the Town of Amherst and a grant from New York State.
- 10) Correspondence
- None
- 11) Next Meeting Date
- The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for Wednesday, October 9, 2013 to be held at the Eggertsville-Snyder Library at 4:15 PM. The November meeting will take place on Tuesday, November 12, 2013 at the Williamsville Library at 4:15 pm.
- 12) The Meeting was adjourned at 5:00 PM on a motion by Jeffrey Voelkl, seconded by Barbara Robshaw.