

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
December 2, 2014
Secretary's Report

Present: Carolyn Giambra, Elizabeth Hofmeister, Ronald Kern, Ramona Popowich, Barbara Robshaw, Jeffrey Voelkl, Marjorie Zelman
Excused Absence: Julie Anain, Marjorie Franknecht
Also Present: Roseanne Butler-Smith, Sara Edwards

1) Call to Order and Attendance

Jeffrey Voelkl called the meeting to order at 4:17 PM in the community room of the Williamsville Library.

2) Approval of Minutes

On a motion by Marjorie Zelman and a second by Barbara Robshaw, the minutes of the October 22, 2014 meeting were approved.

3) Approval of Agenda for December 2, 2014

On a motion by Elizabeth Hofmeister and a second by Marjorie Zelman, the agenda for today's meeting was approved.

4) Public Comment

No public comment.

5) President's Report

No report at this time.

6) Trustee Report

Carolyn Giambra attended the NYLA conference held on November 5-8, 2014 in Saratoga Springs, NY. She reported on the activities of the Library Trustees Association of New York State. The Conference offered sessions covering fundraising and other topics.

7) Director's Report

The director presented the 2015 operations calendar to the Board explaining that due to changes in collective bargaining contracts the library will be open on both Columbus and Election Day next year as these are no longer holidays. The calendar was reviewed and discussed and the board voted unanimously to remain open on Columbus and Election Day in 2015. The following holidays will be observed in 2015 at all four branches of the Amherst Public Library, on these days the libraries will be closed for public service:

New Years Day January 1

Martin Luther King January 19

Presidents Day February 16
Holy Friday April 3
Memorial Day May 25
July 3 closed for July 4
July 4 Independence Day
September 7 Labor Day
November 11 – Veterans Day
November 26 Thanksgiving
December 24 *
December 25 Christmas

- The Libraries will be closed on December 24, it is noted that this is not a paid holiday any staff wishing to have off must use accrual time.

8) Finances

The Director reported year to date fine revenue is lower than projected. She also reported that after reviewing the fines collected by credit card payments it was determined to be cost effective for Amherst Libraries to continue with this procedure.

Director Butler-Smith researched banking fees at various institutions and is waiting for a reply from one credit union. Her conclusion is that all banks will charge banking fees and that the fees will be less if we were to change banks.

9) Buildings

Fire safety inspections were conducted at the four Amherst Libraries. The loft area at the Audubon Library has been removed and this area is now in compliance with fire safety codes.

The men's restroom at the Audubon Library is now locked and patrons must obtain the key from a staff person. Acts of vandalism have taken place in the restroom and have stopped since the lock was installed

10) 2015 Williamsville Gals

The 2015 Gala for the Williamsville branch library will be held on Friday, February 6, 2015 at Calvary Episcopal Church. Tickets are \$25.00 pre-sale.

11) New Business

Mr. Kern said he had an email regarding the availability of Braille books and talking books at the library. The Director explained that the New York State Talking Book and Braille Library have a lending program for residents of New York State. Patrons must register with the library directly to receive this service.

The Lions Club is donating a magnifying reader to the Audubon branch next year.

The Director stated that in January of 2015 signs will be posted explaining that the Williamsville branch will not carry tax forms this year.

12) Unfinished Business

The second annual Chili Cook Off to benefit the Williamsville Library will be held on January 25, 2015.

The Board has scheduled the following dates for meetings:

Wednesday, January 21, 2015 at the Clearfield Library

Wednesday, February 25, 2015 at the Audubon Library

Tuesday, March 24, 2015 at the Eggertsville Library

13) Correspondence

The Director received two letters complimenting the library on the Holistic Health programs held this fall.

14) Next Meeting Date

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for Wednesday, January 21, 2015 at the Clearfield Library

13) Adjournment

There being no further business, on a motion by Carolyn Giambra with a second by Barbara Robshaw, the meeting was adjourned at 5:28 PM.