

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 Road, in said town, on Wednesday, April 20, 2016 at 4:00 p.m., there were:

Trustees:

MARK E. WEBER

Chairman

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

DEBORAH E. COPE

Vice-Chairman

EXCUSED:

Deborah E. Cope, Vice-Chairman

CHRISTINE CYWINSKI

Secretary-Treasurer

ALSO PRESENT *Glenn Luba, Director
Jill Ptak, Recording Secy.*

JUDITH M. MIETLICKI

Trustee

ANGELA M. YATES

Trustee

*The meeting was called to order by Chairman
Mark E. Weber at 4:04 pm
Seconded by Judith M. Mietlicki*

The minutes of the last regularly scheduled meeting, March 30, 2016 were approved unanimously under motion duly made and carried.

Glenn Luba
Director

Item#01: Treasurer's Report The Board of Trustees' bank statement was presented. The Cheektowaga Library's spending is in line with and on target for the 2nd quarter of the current year.

Item #02: Monthly Reports

Statistics:

March 2016

JBR -10.0 %

REI -12%

Item#03: Statistics Circulation decreased over last year's. This is the trend system wide, due to downloads and internet use. We are a close second to the Audubon Library.

OLD BUSINESS

Item #04: Security Cameras We spoke with Rick from Fire Safety about adding internal cameras to both libraries. Cost estimates were received just prior to March Board meeting. Discussion on possibly proceeding will take place at May's meeting.

Item #05: Locks at REI Maintenance at REI, Timothy Wyzykowski is awaiting written estimates.

Item #06: Roof support beam Maintenance at JBR, William Heitzman has submitted information to the Town engineer. Director plans to meet with Town engineer to try to secure a timeline for this project.

Item #07: JBR Roof John JJ is in the process of securing current bids for this project.

NEW BUSINESS

Item #08: State Report / Comptroller Report / 990 Report All three reports were unanimously approved by the Cheektowaga Public Library Board of Trustees, under motion duly made and carried.

Item #09: Staff Development Day On May 11, 2016 REI will be closed, and JBR will open 4-9pm. On May 29, 2016 the Sunday before Memorial Day REI and JBR will be closed. Unanimously approved, under motion duly made and carried.

Item#10: ACT Meeting At the meeting on April 9, 2016 insurance information was handed out. Director has forwarded this information to the Town. With a Town insurance liaison and a Lawley insurance liaison we need to make sure there are no overlaps or lapse in our coverage.

Item #11: Items lost list as requested We provided a list of items that have been taken off of our "Reserves" shelves. The list includes all material types, books, CDs, and DVDs, including children, young adult, and adult titles.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 4:45 pm.

The next regularly scheduled meeting will be held on May 18, 2016 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:

Jill Ptak, Recording Secretary
