

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, May 18, 2016 at 4:00 p.m., there were:

Trustees:

MARK E. WEBER

Chairman

PRESENT: *Mark E. Weber, Chairman*

Deborah E. Cope, Vice-Chairman

Angela M. Yates, Secretary-Treasurer

Judith M. Mietlicki, Trustee

Christine Cywinski, Trustee

DEBORAH E. COPE

Vice-Chairman

ANGELA M. YATES

Secretary-Treasurer

ALSO *Glenn Luba, Director*

PRESENT *Jill Ptak, Recording Secy.*

JUDITH M. MIETLICKI

Trustee

CHRISTINE CYWINSKI

Trustee

The meeting was called to order by Chairman

Mark E. Weber at 4:00 pm

Seconded by Deborah E. Cope

The minutes of the last regularly scheduled meeting, April 20, 2016 were approved unanimously under motion duly made and carried.

Glenn Luba

Director

**Meeting was called to order at 4:00 pm under Executive Session, Board Meeting commenced at 4:18 pm.

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: Statistics Circulation decreased over last year's.

Statistics:

April 2016

JBR -3.4 %

REI -16%

OLD BUSINESS

Item #03: Security Cameras Reviewed quote for additional security cameras, will discuss the possibility of submitting as a construction grant with Central business office.

Item #04: Locks at REI Tim Wzykowski is still awaiting written estimates.

Item #05: Roof support beam William Heitzman has re-submitted requested information to the Town engineer today.

Item #06: JBR Roof John Jaroszewski is in the process of securing updated bids for this project.

NEW BUSINESS

Item #07: Bank account signatures/stamps With the resignation of Phyllis O'Donnell and the newly appointed Secretary Treasurer Angela M. Yates, it has come to be that we must formally change the signatures we use on our bank accounts.

Item #08: Disclosure/Conflict of Interest sign off, Meeting Room Policy, All policies A folder will be created in which all of the policies and guidelines that the Cheektowaga Libraries will follow will be included. We will use the policies put into place by the Buffalo & Erie County Public Library's Central Branch as a guide for our policies.

Item#09: Photo documenting maintenance issues Director Glenn Luba has gone up onto the roof to investigate the leaking in both libraries. The patchwork and curling of the roof has been photo documented at both locations.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 5:55 pm.

The next regularly scheduled meeting will be held on June 15, 2016 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:

Jill Ptak, Recording Secretary
