

# Minutes for the Meeting of the Board of Trustees of the Amherst Public Library



Tuesday, January 28, 2025 at 5:30pm

Meeting held at the:  
**Main Library at Audubon (Community Room 1)**  
350 John James Audubon Parkway  
Amherst, NY 14228

A). Meeting called to order and attendance - **5:33 pm by Jeffrey Voelkl**

**Present: Jeffrey Voelkl, Oliver Young, Carolyn Giambra, Penny Wolfgang,  
David Saia, Randy Harris, Patricia Dore, Jessica Black,**

**Excused absence: Marilyn Feuerstein**

**Also present: Director Kristi Dougherty, Laura Stachura, Jacqueline Berger**

B). Review and Approval of the minutes of the meeting held on December 3, 2024

**Motion to approve by Carolyn Giambra, seconded by David Saia.**

**All in favor.**

C). Review and Approval of the Agenda for January 28, 2025

**Motion to approve by Oliver Young, seconded by David Saia.**

**All in favor.**

D). Public comment - **nothing at this time.**

E). Report of the President

- Election of Officers

**Motion to approve by David Saia, seconded by Penny Wolfgang.**

**All in favor.**

- Appointment of new board members - Jessica Black, Patricia Dore, Randy Harris

**Motion to approve by Jeffrey Voelkl, seconded by Penny Wolfgang.**

**All in favor.**

F.) Finances

- 2024/2025 Budget
  - County bills paid

**Motion to approve by Carolyn Giambra, seconded by David Saia.**

**All in favor.**

- Williamsville bills paid

**Motion to approve by Carolyn Giambra, seconded by David Saia.**

**All in favor.**

- Other bills paid

**Motion to approve by Carolyn Giambra, seconded by David Saia.**

**All in favor.**

G). Committee Reports

- Town of Amherst Library Liaison – **nothing at this time.**

H). Report of the Library Director

- Buildings & Grounds

**Williamsville:**

Issue with hose leaking water and freezing on the exterior of the building, adjacent to Pocket Park.

**Clearfield:**

Pothole by driveway closest to Plaza Drive reported to Amherst Highway Department. HVAC issue repaired.

**Audubon:**

Security system updated and cameras installed. Previously received grant funding is covering the costs of security system camera updates to the Amherst Libraries.

HVAC sensor issues repaired and at least one old rooftop unit may need to be replaced. Director Dougherty is working with the Town of Amherst regarding the repairs. There are 10 rooftop units (only 4 are newer units from the expansion).

Director Dougherty received a draft and walkthrough of where the playground will be located adjacent to the Main Library at Audubon. It is slated to be installed in Spring 2025.

Pine tree beside library fell down due to heavy winds and was removed.

Other dead/dying trees removed by the Highway Department.

**Eggertsville-Snyder:**

Roof leak repaired, but issue may persist until the roof is replaced.

- Library Material Circulation

Circulation of materials checked out in December 2024:

Audubon - 33,469  
Clearfield - 25,030  
Eggertsville-Snyder - 12,591  
Williamsville - 3,674

74,764 materials circulated in December 2024!

- Programming

January events included Jewelry Making with the Bead Gallery, Learn to Sew a Pillowcase with the Amherst Quilters Guild, Chess Clinics, Technology training, Chair Yoga, Adult Craft Club, Mahjong Club, English Conversation Group and Book Clubs, Beyond Basic Seed Starting, Bedtime Storytime, and Show + Tell Club.

Weekly storytime programming to resume the week of February 3.

- Book Sales

Pop-Up Book Sale - Eggertsville-Snyder Library  
January 15 - 18, 2024

**\$1,279.05**

Book Sale - Clearfield Library  
January 22 - 25, 2024

**\$3,773.55**

- Professional Development

Librarian Trainee Katherine Pizzuto attended the first session of the New York Library Association (NYLA) Developing Leaders Program on January 7, 2025 in Albany.

Other training attended by staff included *Managing Your Own Emotions During Conflict*, *Dyslexia Friendly Libraries*, *From Diversity to Inclusion: How to Audit Your Collection and Why*, *Dealing with Change and Emotions*, *Civility and Courtesy in the Workplace*, *Anger Management*, *Conflict Management*, *Building Belonging*, *The Key to Creating Connection with your DEI Efforts*, *The “Marketing Funnel” Approach to Customer Engagement*, *Mindfulness in the Workplace*, and *Nursery Rhymes in the Modern Era*.

I). Old Business - **nothing at this time.**

J). New Business

- Security Camera Policy - **item has been tabled for the time being. Library liaison - Jacqueline Berger will check with the Town of Amherst regarding the wording of their policy.**
- Personnel Appointments

Pay Period 2 - PT Senior Page, Ana Ruiz, Audubon Library

Pay Period 3 - PT Senior Page, Maureen Oswald, Clearfield Library

**Motion to approve by Randy Harris, seconded by David Saia.**

**All in favor.**

K). Correspondence/Other Items As Needed

Executive session to discuss a personnel matter.

**Executive session called to order at 6:14 pm by Jeffrey Voelkl, seconded by David Saia.**

**Motion by Penny Wolfgang and seconded by Randy Harris to resume open meeting at 6:56 pm.**

Next meeting to be held:

Wednesday, March 5, 2025 at 5:30pm at the Eggertsville-Snyder Library, Community Room

L). Adjournment

**Motion to approve by Oliver Young, seconded by David Saia.**

**All in favor.**