

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



Wednesday, October 23, 2024 at 5:30pm

Meeting held at the:
Eggertsville-Snyder Library (Community Room)
 4622 Main Street
 Snyder, NY 14226

A). Meeting called to order and attendance - 5:45 pm by Jeffrey Voelkl

Present: Jeffrey Voelkl, Carolyn Giambra, David Saia, Oliver Young (5:52 pm)

Excused absence: Penny Wolfgang, Marilyn Feuerstein

Also Present: Director Kristi Dougherty, Laura Stachura, Angela Marinucci and 4 members of the public.

B). Review and Approval of the minutes of the meeting held on September 5, 2024

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

All in favor.

C). Review and Approval of the Agenda for October 23, 2024

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

All in favor.

D). Public comment - A member of the public, who assisted with Eggertsville-Snyder Library's garden cleanup, spoke with The English Gardener regarding the library's garden. If they are interested, their service would be donation based. Jeffrey Voelkl stated that's fantastic news. Other members of the public included interested board applicants.

E). Report of the President

- Executive Session to discuss a personnel matter - moved to end of meeting.

F.) Finances

- 2024 Budget
 - County bills paid

Motion to approve by Jeffrey Voelkl, seconded by Dave Saia. All in favor.

- Williamsville bills paid

Motion to approve by Jeffrey Voelkl, seconded by Dave Saia. All in favor.

- Other bills paid

Motion to approve by Jeffrey Voelkl, seconded by Dave Saia. All in favor.

G). Committee Reports

- Town of Amherst Library Liaison – Angela Marinucci-stated the budget is staying standard and there are two meetings left:
10/25/2024 Senior Center 10:00am
10/28/2024 Town Hall 7:00pm

H). Report of the Library Director

- Buildings & Grounds

Williamsville:

The front lawn was utilized for flags and the 9/11 Remembrance Ceremony due to Town Hall construction. Front bushes trimmed to allow for more hanging flag space.

Clearfield:

Meeting room and bathrooms repainted. Sprinkler system winterized. Copy machine issue fixed. Carpets steadily being deep cleaned. American flag replaced.

Audubon:

Leak in the renovated area in a location that was previously examined leaked again. Source of the leak identified and fixed by the original plumbing company, large hole in dry wall repaired by library caretaker and shelves reassembled. The Board discussed what needed to be reimbursed monetarily due to this issue.

Bathroom issues of patrons flushing materials not meant for toilet and overfilling the toilets with toilet paper, causing overflows.

LVT floors deep cleaned/refinished to help prevent scuffing – this has been an issue in the Maker Space, Study Rooms, and Community Rooms. Chair bottoms are not holding up to heavy use and the bottoms are snapping off/felt wearing down, which leaves scratches on the floors.

Exterminators were called regarding a potential mouse sighting.

Egbertsville-Snyder:

Play Room completely renovated and updated with new toys.

On September 28 and October 12, 2024 neighborhood volunteers helped to clean up the front garden area. We are very thankful for the dedication of the 4 volunteers! Mums, decor and pumpkins added to raised planters by parking lot.

Garbage not picked up on October 7, 2024 due to cars parked in the lot several hours prior to the library opening, blocking access to the bin.

The Amherst Libraries continue to have issues with the public dumping items in garbage bins and overfilling recycling bins. Garbage bins are for library use only and the library is charged for overages.

Due to delays from the Central Library shipping department from a lack of drivers, there were days when Amherst Libraries have not received pickup or drop off of library materials. This has improved recently.

- Library Material Circulation

Circulation of materials checked out in September 2024:

Audubon - 36,871

Clearfield - 28,591

Egbertsville-Snyder - 10,524

Williamsville - 4,135

80,121 materials circulated in September 2024!

- Programming

Spooky Booky Bash - Saturday, October 26 (10am-1pm) - Audubon Library - In lieu of Trunk of Treat, this is a Halloween themed event that we will be conducting moving forward. This event is drop-in, with no registration (so that we aren't limited for outdoor safety measures) and more equitable as the library provides the treats. The event is indoors and staff are not paid Sunday overtime rates. Additionally, not as many staff are needed to conduct the event. Activities will include trick-or-treating stations in the library, crafts, and other activities for children of all ages.

The Audubon and Clearfield Libraries are hosting student interns for community-based vocational training twice a week from the Williamsville

schools through January. Volunteers from The Summit Center also help weekly at the Audubon Library. Regular volunteers and other school-related volunteers continue to assist at all 4 Amherst libraries.

Adult Craft Club, presented by Librarian Mary Koenig, moved to the Eggertsville-Snyder Library from Clearfield due to the need for more adult programming at that location. The first session was a success with 20 attendees and subsequent sessions booked out.

Almost all weekly storytimes at the libraries have full registration.

Future programming includes a Halloween Baby Rave (booked to capacity within a few days), drop-in activities for Thanksgiving break, Classical Guitar Concert, Stuffed Animal Sleepover, Pokémon Club, After School Club, LEGOfest, and Jewelry making.

- Book Sales

Media Sale - Clearfield Library

September 25 - 28, 2024

\$865.75

Pop-Up Book Sale - Clearfield Library

November 6 - 9, 2024

Book & Media Sale - Audubon Library

November 13 - 17, 2024

- Professional Development

Librarian Trainee Katherine Pizzuto attended the Western New York Library Resources Council (WNYLRC) Intersect event at the Central Library on October 11, 2024 and the WNYLRC Annual Meeting on Tuesday, October 22, 2024.

Librarian Trainee Katherine Pizzuto will also be attending her first New York Library Association (NYLA) Annual Conference (November 6 - 9, 2024) in Syracuse, NY and will be submitting funds for reimbursement from the Amherst Libraries.

Librarian Joan Stoltman attended the WNYLRC Annual Meeting on Tuesday, October 22, 2024 and received an award for being a Library All Star.

Director Dougherty attended two sessions of the post-graduate Public Library Administrator's Certificate program (PLACP) series with a focus on facilities. Another session will take place in November, along with a group project and the last session will be on December 6, 2024 after which the Advanced Certificate in Public Library Administration will be achieved.

APL Trustee Marilyn Feuerstein attended the WNYLRC Intersect conference.

I). Old Business – none at this time

J). New Business

2025 Holiday and Sunday Hours

New Year's Day Wednesday, January 1, 2025

Martin Luther King Jr. Day Monday, January 20, 2025

President's Day Monday, February 17, 2025

Good Friday Friday, April 18, 2025

Memorial Day Monday, May 26, 2025

Juneteenth Thursday June 19, 2025

Independence Day Friday, July 4, 2025

Labor Day Monday, September 1, 2025

Veteran's Day Tuesday, November 11, 2025

Thanksgiving Thursday, November 27, 2025

Christmas Eve Wednesday, December 24, 2025

Christmas Day Thursday, December 25, 2025

Sunday Hours (12-5pm) Main Library at Audubon

January 5 to June 8, 2025 (no April 20 & May 25)

September 7 to December 14, 2025 (no December 21 & 28)

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

All in favor.

The Board will consider shifting the hours for the Williamsville Library during Old Home Days week or closing on the evening dates.

- Personnel Appointments

Pay Period 22 – PT Senior Page, Diane Belcher, Clearfield Library; PT Senior Page, Kristen Cioppa, Audubon Library; PT Senior Page, Ann Szumski, Eggertsville-Snyder Library

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

All in favor.

- Executive session to discuss personnel matter - Session called to order at 6:25 pm. Session ended at 6:34 pm.
- After Executive session ended, discussion ensued regarding the personnel matter.

K). Correspondence/Other Items As Needed - none at this time

Next meeting to be held:

Tuesday, December 3, 2024 at 5:30pm at the Williamsville Library, Community Room

L). Adjournment - 6:48 pm

Motion to approve by David Saia, seconded by Carolyn Giambra. All in favor.