

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



Thursday, September 5, 2024 – starting 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-5:28 pm

Present: Oliver C. Young, Carolyn Giambra, Marilyn Feuerstein, Penny Wolfgang, David Saia

Excused absence: Jeffrey Voelkl

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 July 11, 2024

Motion to approve by Carolyn Giambra, seconded by Penny Wolfgang.

All in favor.

C). Review and Approval of the Agenda for September 5, 2024

Motion to approve by Marilyn Feuerstein, seconded by David Saia.

All in favor.

D). Public comment – Members of the public who are interested in a Board of Trustees position spoke.

E). Report of the President – none at this time

F.) Finances

- 2024 Budget
- County bills paid

Motion to approve by Penny Wolfgang, seconded by Marilyn Feuerstein. All in favor.

- Williamsville bills paid

Motion to approve by Penny Wolfgang, seconded by Marilyn Feuerstein. All in favor.

- Other bills paid

Motion to approve by Penny Wolfgang, seconded by Marilyn Feuerstein. All in favor.

G). Committee Reports

- Town of Amherst Library Liaison – Angela Marinucci
Ms. Marinucci reported that there will be budget preparations at the end of this month.
Director Kristi Dougherty met with the town and the budget stays the same, \$60,000.

H). Report of the Library Director

- Buildings & Grounds

Williamsville:

Children's area in front of window rearranged and new toys added.
Patrons are delighted with the farmers market/kitchen set.

Staff door issue addressed by Town of Amherst.

Clearfield:

The adjacent drainage of a retention pond and outlet jetting took place multiple times. Invasive weeds had choked out existing plants, so they were cut down. Dead trees to be removed, in addition to an old light post. Drain tile is due to be put in to divert storm sewer water away from the Clearfield Library and sidewalk to prevent flooding, in addition to helping with library humidity levels. Outdoor sprinklers to be winterized at the end of September.

Delayed opening at 2pm on August 20th due to a water main break.

AC repaired by NOCO Mechanical.

Audubon:

Broken train table replaced and new cars/tracks added. Door core for meeting room closet repaired. Old entrance mats replaced. Circle in children's area repainted to prevent scuffing.

Eggertsville-Snyder:

Materials have been purchased to replace the flooring in the children's playroom and staff work area (adjacent to circulation desk). The play

room will be overhauled with a woodland theme featuring new toys, paint, shelving, throw rug and flooring. The workroom carpet is warped and will be replaced with flooring for safety. Town of Amherst inspected beneath the flooring to ensure safety prior to carpet being pulled. Work is scheduled next week by library caretakers.

The Community Room has been patched and painted.

Two parking lot door issues reported to Town of Amherst, door contractor will investigate issues.

Due to humidity, maintenance area had condensation on the floor – dehumidifier relocated and the issue was addressed.

Carpet cleaners purchased for the 4 libraries to handle various stains in the buildings. A service may need to be pursued for a preliminary deep clean, especially for the Eggertsville-Snyder Library.

Quarterly HVAC maintenance completed.

Parking lots re-sealed (after a few rain dates):

Eggertsville-Snyder Library - August 7, 2024

Audubon Library - August 12, 2024

Clearfield Library - August 15, 2024

Recycling bins were full for several weeks at Eggertsville-Snyder and Clearfield Libraries due to issues with the company having enough drivers to pick up bins. There was also a patron complaint regarding children's books in the recycling bins. Director Dougherty responded to a WIVB inquiry with the following:

The books that the patron is referring to, may be the leftovers from a used book sale that benefitted the library. Funds from book sales are essential for specialized programming and library services. While the bulk of the remaining books for the most recent Children's Book Sale ended up going to our Teacher Supply Fair on August 30, (<https://buffalolib.libcal.com/event/12913090>) the remainder were recycled in the library's Paper Retriever bins.

From the website: "The Paper Retriever program is a landfill-free, low-cost service for schools, offices, churches, and other community-based organizations. Paper placed in the Paper Retriever bin is directly recycled back into newsprint within a few weeks of it being collected. Acceptable materials include newspapers, magazines, catalogs, books, office paper, school paper, and mail with no need to sort."

These bins are open to the public for paper recycling and the public will also recycle

their books. However, these bins are often overfilled. It is dangerous for people to dig through them. Our caretakers often find items that should not be in the bins to the point where we have had to post signage for no dumping.

The Amherst Libraries also receive hundreds of donations a week, many of which are not in good condition to sell or are outdated, so those are recycled. Books that have been for sale for an extended period of time and not purchased, may be weeded and recycled. Space is also limited for the storage of books dedicated for sale.

If there are organizations in need of particular books and are able to pick them up, they are encouraged by staff to reach out to the Amherst Public Library Director, Kristi Dougherty, doughertyk@buffalolib.org.

The Amherst Libraries partner with various organizations in the community and the Director is happy to discuss potential partnerships.

- Library Material Circulation

Circulation of materials checked out in July 2024:

Audubon - 42,476
 Clearfield - 36,816
 Eggertsville-Snyder - 5,389
 Williamsville - 4,755

89,436 materials checked out in July 2024!

Circulation of materials checked out in August 2024:

Audubon - 43,015
 Clearfield - 34,272
 Eggertsville-Snyder - 4,733
 Williamsville - 4,521

86,541 materials checked out in August 2024!

- Programming

Summer Raffle - June 14 to August 15 - winners picked August 16

Audubon - 2,222 entries
 Clearfield - 2,302 entries
 Eggertsville-Snyder - 793 entries
 Williamsville - 262 entries

Total of 5,579 entries!

Battle of the Books team – coached by Librarian Trainee Katherine Pizzuto - Field Day held by Central Library staff at the Audubon Library on Saturday, August 24 with 175 attendees.

End of Summer Reading Celebration – Thursday, August 15 (11am-2pm) – Main Library at Audubon – 305 hot dog lunches redeemed, 325 attendees

August 21 – Senior Day at the Williamsville Library, organized by Librarian Wanda Collins – 34 attendees

Teacher and School Librarian Fair held August 30 - organized by librarians Katherine Pizzuto, Beth Staebell and Joan Stoltman. Katherine was interviewed by the Amherst Bee, which published information about the Fair on its front page. There were 208 attendees. We plan on having a 2025 fair as we continue organizing and cleaning various storage areas.

Meeting with programming librarians scheduled for September 6 for a summer wrap up and to discuss future events.

Weekly fall story times will begin at the end of September/beginning of October. Other events include, a Bollywood Dance & Yoga Class, Graphic Novel Club, Family Book Bingo, Art themed After School Club, Pokemon Club, Chair Yoga, LEGO events, Technology Training, Book Clubs, Jewelry Making, Introduction to Seed Saving, Photography Show, Chess Clinics, Adult Craft Club, Halloween Baby Rave and more.

Librarian Joan Stoltman is one of the award recipients of the 2024 Library All Star Award from the Western New York Library Resources Council (WNYLRC).

- Book Sales
 - Pop Up Book Sale featuring Children's & Young Adult Books
Clearfield Library
August 21 – 24, 2024
\$576.00
 - Media Sale – Clearfield Library
September 25 – 28, 2024

I). Old Business-none at this time

J). New Business

- Personnel Appointments – **Board of Trustees must approve 2024 personnel appointments.**

Pay Period 18 – PT Senior Page Jyothi Kamath promoted to PT Clerk-typist,
Audubon Library

Pay Period 19 – PT Senior Page, Donna Kerr and PT Page, Christine Van Patten,
Clearfield Library

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

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

Next meeting to be held:

Wednesday, October 23, 2024 at 5:30pm at the Eggertsville-Snyder Library, Community Room – Two board members have reported they are unable to attend, other board members must attend for there to be a quorum, otherwise the meeting will need to be rescheduled.

L). Adjournment – 6:10 pm

Motion to adjourn by David Saia, seconded by Marilyn Feuerstein.

All in favor.