

**Clarence Public Library Board of Trustees Minutes**  
**November 22, 2021**  
**Final**

Roll Call: The meeting was called to order at 7:13 PM by Judy.

Present: President Judy Hilburger; Secretary Joseph Zinni; Treasurer Marjorie Ebersole; Trustee Marlene Arno; Trustee Stacey Jafarjian; Trustee Sue Powers; Director Monica Mooney; Town Board Liaison Paul Shear.

Excused: Trustee Dawn Olczak

I. Approval of Minutes from October 25, 2021

The minutes were approved with no changes.

*Motion: M. Arno. 2<sup>nd</sup>: J. Hilburger. Unanimous.*

II. Approval of Claims

The board reviewed checks written in November 2021 from the County checking account and in November 2021 from the Trustees checking account.

- A motion was made to approve the Abstract of Audited Vouchers for the County checking account: 38c-39c. *Motion: J. Zinni. 2<sup>nd</sup>: S. Jafarjian. Unanimous.*
- A motion was made to approve the Abstract of Audited Vouchers for the Trustees checking account: 40t-42t. *Motion: S. Jafarjian. 2<sup>nd</sup>: S. Powers. Unanimous.*

III. President's Report

- ACT – there is nothing new to report from them. It is unknown if they will host their meeting in March, which was held at the Central Library prior to COVID.
- The Friends hosted a book sale earlier this month and it was very successful. The turnout was fantastic and all of the remaining materials were donated to the Teacher's Desk.

IV. Director's Report

- CPL was ranked 7<sup>th</sup> in circulation and patron visits in October.
- CPL is not taking donations until the carpet has been replaced. This guideline went into effect in late October.
- Story time, Lego Club and Dungeons and Dragons continue to be popular.

- Monica completed a professional development course: “Resilient Together: Building School and Public Library Partnerships”. She thought the course was insightful and was able to learn new ideas from this course.

V. Liaison’s Comments

- The Town will have an organizational meeting on January 5<sup>th</sup>. CPL may have a different liaison after that meeting.

VI. Public Comment – N/A

VII. Unfinished Business

- **Long Range Plan Discussion** – Marlene walked the board through the results of the SWOT discussion from last meeting. A sub-committee was created and Judy, Marlene and Monica have agreed to review the findings. They will implement some ideas into the long range plan and create a rough draft, which will be presented to the board at the January meeting.

VIII. New Business

- **Gift and Donor Recognition Policy** – The Board reviewed the current policy and accepted the policy as written.

*Motion: M. Ebersole. 2<sup>nd</sup>: S. Jafarjian. Unanimous.*

IX. Next Meeting

The next meeting is Monday, January 24, 2022 at 7:00 PM. The public is welcome to attend.

X. Adjournment

The meeting was adjourned at 8:35 PM. *Motion: M. Ebersole. 2<sup>nd</sup>: J. Zinni. Unanimous.*

*Submitted by J. Zinni*