

AURORA TOWN PUBLIC LIBRARY  
550 Main Street, East Aurora, New York 14052  
Board of Trustees Regular Monthly  
Meeting  
April 27, 2021  
*Held Via GoToMeeting App*

**Minutes**

Present: Alice Askew, Martha Buyer, Elaine Chow, Kara Spencer-Ching, Richard Wiesen, Paula Klocek, Director

President Alice Askew called the meeting to order at 12:45 p.m.

1. There were no comments from the audience.
2. A motion (MB, KSC) to approve the minutes, as amended, of the meeting of March 23, 2021 carried by a voice vote.
3. A motion (MB, EC) to approve the Treasurer's Report, March 2021 Financial Statements, and the Internal Auditor Report carried by a voice vote.
4. Director's Report: March 2021
  - The e-Branch continues to post large gains in patron use over 2019 while contracting libraries continue to post declines due to restrictions of the pandemic.
  - ATPL and other Contracting Libraries show increased WIFI use over a year ago.
  - The Friends Ongoing Book Sale continues to show good sales--\$117 this month.
  - Take-home program kits continue to be very popular and ATPL will continue them into summer. Two Read to a Dog programs will take place, in-person, at the Library.
5. Reports of Interest
  - a. The System Director, Mary Jean Jakubowski, has announced her retirement effective June 20, 2021.
  - b. National Library Week took place April 4-10; but Buffalo & Erie County Public Libraries will celebrate for the entire month. This year's theme is "Welcome to Your Library," promoting the idea that libraries extend beyond the four walls of a building and everyone is always welcome. ATPL is holding a family raffle to celebrate. For every five books checked out, patrons of all ages earn one raffle ticket. The winner will be selected May 3, 2021.
  - c. The Bicentennial Year of Erie County (April 2021-April 2022) will be celebrated with displays and programming in collaboration with Town Historian, Robert Goller. The possibility of an Elbert Hubbard Impersonator was discussed.
  - d. ATPL partnered with Kenny Arnold, industrial designer, to assist the virtual Play Path Design Workshop by publicizing the free event and being a pickup site for the program kits. Play Path is a winning project of the Play Everywhere Design Challenge from Kaboom! and the Ralph C. Wilson Jr. Foundation in collaboration with Kenny Arnold Design and the Rural Outreach Center. There were a number of creative concepts developed by our participants.

- e. Effective April 5, 2021, B&ECPL has reduced the quarantine of returned library materials to 2 days (48 hours).
  - f. Effective March 23, 2021, New York State law requires gender neutral signage for single use bathrooms. The bathrooms must be clearly designated as gender neutral by a posting on or near the entry door. The CEN will be providing permanent signage—a temporary sign is currently in use.
6. Personnel
- a. The Trustees reviewed the Payroll Report for Pay Period 4 (March 2021).
  - b. The Board did not enter into Executive Session.
7. Old Business
- a. The Summer Reading program schedule for July and part of August 2021 was given to the Trustees in advance of the public release. There are three programs each week for that six weeks period.
8. New Business
- a. The NYS 2021-22 Budget will provide financial opportunities for B&ECPL and for ATPL. The final budget restores the 7.5% cut (\$7.1 M) proposed by the Governor’s Budget. During the last FY the Governor paced a hold on 20% of the Library’s budget. Those funds (\$573,427) have been released. Those funds along with the approved budget funds (\$286,714) gives B&ECPL a total of \$810,141, some of which is one year funding. In addition, Library Construction Funding has been raised to \$1.559 M from the 642 M last year.
  - b. B&ECPL has created a Program Equipment & Facility Improvement Initiative (\$500,000) for improvements that add to the patron experience, can be implemented in the near future, and would not typically qualify for NYS Library Construction Aid. After a discussion, the Trustees authorized the Director to prepare a proposal to present to the Board at its next meeting. The plan will include a renovation to the “front desk” area with the goal of enhancing patron service and overall functionality.
  - c. The Director proposed a five hour increase to 43 hours each week beginning May 3. There would be an adjustment in personnel scheduling commensurate with coverage needs. A motion (RW, MB) to authorize the Director to increase library hours as proposed carried by a voice vote.
  - d. The ACT Meeting via ZOOM will be held on Saturday, May 1, 2021, beginning at 9:00 a.m. The Agenda has been send to all trustees. The meeting is expected to last 2 hours.

A motion (RW, KSC) to adjourn the meeting was carried by a voice vote. President Alice Askew adjourned the meeting at 2:19 p.m. The next regularly scheduled meeting: May 25, 2021 at 1:00 p.m.

Respectfully submitted

Richard Wiesen,  
Secretary