

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Monthly Meeting Minutes
February 28, 2023

Present: Kara Spencer-Ching, Elaine Chow, Sashi Racho, Adam Zaremski, and Aurora Town Public Library Director, Paula M. A. Klocek.

Absent: Martha Buyer

President Kara Spencer-Ching called the meeting to order at 1 p.m.

1. No comments from the audience

2. A motion (EC, SR) to approve the Minutes of the Meeting from January 24, 2023 was carried by a voice vote.

3. A motion (AZ, EC) to approve the Treasurer's Report: Monthly Financial Statements & Internal Auditor Report: January 2023 was carried by a voice vote.

4. Director's Report: January 2023

Discussion: Klocek noted that there was a voided check because ATPL only received a partial order and a check was already written, so a new check was needed to address the change. This was related to a purchase of AED equipment through Cardio Partners. The correct check will be noted in next month's report.

Klocek also discussed the online renewal statistics following a question by Racho. Klocek noted that it is different in the past due to automatic renewals, and the library that checked out the material continues to receive credit for those automatic renewals. Klocek also explained other circulation statistics.

A motion (EC, AZ) to approve the Director's Report for January 2023 was carried by a voice vote.

5. Reports of Interest

a. ATPL received a check for \$2,670 from Erie County. These funds are designated as System Appropriation funds, which help the Library cover direct operating expenses for the year. This will be in next month's Treasurer's Report.

b. Governor Hochul released her Proposed Fiscal Year 2024 Budget, which reduces library aid from what was provided in the FY 2023 Enacted Budget. Operating aid 3.5M to 96.1M (3.7%), which would mean B&ECPL would fall short of the 2023 budget by approximately \$145,000. State Aid for Library Construction is reduced \$20M to \$14M, lowering funding allocation for B&ECPL by \$914,226 (from \$1,551,184 down to \$639,958). There will be opportunities announced by the Library System for our communities to advocate for improved support.

c. Other

The system libraries were told they would be given training kits for CPR training at libraries. It was made possible through Buffalo Bills Foundation and other groups such as the American Heart Association. The training kits are expected to be available by mid March and they are for patrons to check out and learn about CPR on their own. It's only for patrons, not staff, and it is not a certification for CPR. Klocek said the idea is that even if people are not certified, they can know the basics to maybe save a life. She noted that staff cannot be required to take CPR courses, but several have mentioned an interest and may obtain certification on their own time.

6. Personnel

a. Payroll Report: Pay Period 26

Racho asked about what happens if there is a surplus at the end of the year in the payroll. Klocek said it would go back to Central and that the money cannot be used for other purposes. Klocek said that as Director she has to make sure ATPL is properly using its payroll funding and not scheduling people to work just to spend down the funding, there has to be a need correlating to foot traffic and circulation.

There was also some discussion about the title of Librarian I and the recent change to a new Children's Librarian following a retirement. Klocek said the Children's Librarian title is not the official title, but the person will be focused on books, materials and activities for children, as has been the case in the past.

Klocek also said the new cleaner is doing well and was happy to have this person on staff.

b. There was no reason for the board to enter into an executive session.

7. Old Business

a. For the board's Long Range Plan, it will have a discussion at its March 28 meeting.

b. Other

Klocek said that the week-long Cold Case program that took place at the library as a part of Winter Fest during was quite successful. Over 200 children and adults were drawn in to participate. She said prizes supported local businesses.

8. New Business

a. 2022 Contract Extension & 2023 Budget Schedules

b. NY State Library Aid—NYS FY 2024 (23-24) Budget & B&ECPL 2023 Budget Impact Questions and discussion related to how Central makes determinations and ways to adjust to adjust to potential decreases.

c. System Paid Budget Analysis (As of 12/31/22)

Klocek said ATPL does not owe anything to the System.

Klocek added she has been watching expenses for ATPL in relation to utilities. To help lower costs, she has kept the fireplace off unless patrons are in the area or someone asks for it to be turned on.

The next regularly scheduled meeting will take place on March 28, 2023 at 1:00 p.m.

A motion (EC, SR) to adjourn at 1:35 p.m. was approved by a voice vote.

Respectfully submitted,

Adam Zaremski, Secretary.