

TOWN OF HAMBURG PUBLIC LIBRARY - BOARD OF TRUSTEES MEETING
HAMBURG LIBRARY – January 22, 2025

PRESENT:

Michelle Parker, President, Catherine Lee, Vice-President, Holly Schreiber, Treasurer, Anita Metzger, Trustee, Nicole Brown (Branch Manager), and Brian Hoth (Director)

Also in attendance were: Keven Zawadzki CMU (Clerical Maintenance Union President), Eric Szyborski CMU (Clerical Maintenance Union Vice President), and Matt Bourke.

Michelle called the meeting to order at 6PM.

MINUTES:

The minutes were presented by Michelle, Cait moved to accept the Minutes of the November 18, 2024 meeting, Anita seconded, and the motion was passed.

PUBLIC COMMENT:

Caroline Meunier- concern about Laurie being moved to the Lake Shore Library. Michelle explained that the board does not make library operations decisions. Caroline wanted to know who above Brian she could talk to. Michelle requested a written complaint to be directed to the board.

DIRECTOR'S REPORT:

See Reports Link on the website.

PRESIDENT'S REPORT:

Reported receiving and reviewing several correspondences from the system and Hamburg Public Library.

TREASURER'S REPORT:

Dr. Holly Schreiber stated that all transactions were routine this month. Cate made the motion to approve the report, Anita seconded, and it was approved.

OLD BUSINESS:

- a. Music Garden update - New instrument will be installed in spring.
- b. NYS Construction Grant - J&Ds Seal Tech Corp. was the chosen contractor for the parking lot rehabilitation at the Lake Shore Library at a cost of \$54,700. Looking to start work in the spring.
- c. Funding for the Hamburg Public Library - \$100,000 in funding from Assemblymember Rivera's office. Emailed Marta Torres and have not heard anything.

Erie County Legislator John Mills will be providing \$1000 in funding for the Hamburg Library.

- d. Imagine Hamburg Project – Historical murals to be installed in the meeting room on Friday, January 24.
- e. Rel Comm phone system – Director Hoth spoke with Jennifer Robertson (Town IT director), looking to do a simple phone jack system. Brian is fine with that. Looking for some cordless phones.
- f. System Grant Program for Libraries - Money being made available from the System to provide grant money. Brian submitted a grant each for the Hamburg and Lake Shore libraries. A seating/shelving combination for the teen area at the Hamburg Library and an ADA accessible garden box for the Lake Shore Library. Grants will be awarded in March.

NEW BUSINESS:

- a. Trustee vacancy - Matt Bourke's name has been submitted to the Town Board for appointment. Will be appointed at Monday January 27th town board meeting. Brian mentioned once he is appointed he will need to take the oath of office at the Town Clerk's Office. He will contact him.
- b. Staff changes - Stephanie Molnar (Librarian) was appointed the director of the Elma Library. Search is underway for her replacement. Lisa Thiel (Senior Page) resigned effective Friday January 24. She accepted appointment as a part time clerk at the Julia B. Reinstein Library. Her replacement has been hired. Julia Knodel (Page) resigned. Her last day is Thursday, January 30. A replacement has been hired. Both will begin on February 5.
- c. Trustee Education - Brian suggested bringing in a presenter during a board meeting for training purposes. Cate asked if there would be a cost, Brian said no. Discussion ensued about options and how training has been done in past. Holly and Cate stated it was an option worth exploring.
- d. First Amendment Auditors - Individuals visit with cameras to film library buildings, operations, and staff work performance. Brian discussed guidelines that were emailed by System Director John Spears on how to deal with the situation.

EXECUTIVE SESSION:

Anita moved into executive session at: 6:21PM. Anita moved out of executive session at 6:57PM.
Seconded by Holly

Brian mentioned that the March meeting agenda will include: Election of Officers, Conflict of Interest, and a change to the By-laws.

ADJOURNMENT:

Michelle adjourned the meeting at 7PM.

Next meeting scheduled for Wednesday, March 26 at 6:00 PM at the Hamburg Public Library.

Respectfully submitted,
Nicole Brown