

Cheektowaga Public Library

-----Board of Trustees-----

Julia Boyer Reinstein Library
Administration Office
1030 Losson Road
Cheektowaga, NY 14227

At a regularly scheduled meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. Cheektowaga, NY. Held at the Julia Boyer Reinstein Library 1030 Losson Rd. in said town, on Wednesday, October 16, 2024 at 4:00 p.m.

Trustees:

Present:

Mark E. Weber, Chairman
Denise Wilczak, Vice-Chairman
Angela M. Yates, Secretary-Treasurer
Judith M. Mietlicki - Trustee

Mark E. Weber
Chairman

Denise Wilczak
Vice-Chairman

Angela M. Yates
Secretary-Treasurer

Judith M. Mietlicki
Trustee

Christine Cywinski
Trustee

Daniel Caufield
Director

Excused:

Christine Cywinski - Trustee

Also

Present:

Daniel Caufield, Director
Jill Todd, Recording Secretary

Public

Guests:

N/A

The Board Meeting was officially called to order by Chairman Mark E. Weber at 4:02 pm.

PUBLIC COMMENT: N/A

MINUTES:

The minutes from September were read, and were unanimously approved and carried.

TREASURER'S REPORT:

The treasurer's report for September have been unanimously accepted, approved, and carried.

STATISTICS:

Library statistics for the Julia Boyer Reinstein Library and the Anna M. Reinstein Memorial Library were reviewed. Unanimously approved and carried.

CORRESPONDENCE:

The Cheektowaga Public Library received a thank you letter from the Western New York Iris Society, along with a \$100.00 donation.

DIRECTOR'S REPORT:

- **Programs** are abundant in the Cheektowaga Libraries.
 1. SCORE presented a workshop on Starting and Running your Business at JBR. Twenty-two potential entrepreneurs learned the basics of starting a business and met with mentors for guidance. Director, Dan Caufield spoke about the free resources the Library offers and signed the attendees up for Library cards.
 2. The Western New York Lace Guild offered free Bobbin Lace classes at JBR & REI. Attendees learned the basics of Bobbin Lace by making lace bookmarks.
 3. In collaboration with the Department of Labor, JBR hosted a Job Fair. Thirty-two local employers met with over a hundred and seventy-five attendees. Some attendees arranged interviews for a later date but a few individuals were hired at the Job Fair. The Cheektowaga Libraries will continue this partnership with the Department of Labor and look forward to the next Job Fair in February.
 4. In celebration of Hispanic Heritage Month, JBR offered a free Sunday concert featuring musicians Stephen Guerra and Titus Stevens. Mr. Guerra (guitar) and Mr. Stevens (mandolin) offered an acoustic sampling of Choro music, upbeat Brazilian jazz music from Rio de Janeiro, Brazil.
 5. REI partnered with the Erie County Department of Health and sponsored a NARCAN training workshop. The opioid epidemic is still a problem in Erie County and NARCAN saves lives. The meeting was well received with attendees leaving informed, prepared and empowered to render aid.
 6. REI partnered with Just Say Yes and hosted a health and wellness program. Just Say Yes is a NYS initiative dedicated to empowering adults and families to make informed food choices. Easy techniques to include more fruits and vegetables into cooking were discussed, and tasting samples were shared with attendees.
 7. REI hosted a free Pumpkin Patch Family Fun program. Included were scarecrow crafts, petting zoo animals, games, a magic show, and real pumpkins for all the children that attended.
 8. At JBR, Librarian Laura Scott coordinated an Adult Craft program with the theme "Tiny Art". Attendees were given 2"x2" and 3"x3" canvases to fill with their inspirations.
 9. At both JBR & REI local volunteer Judy Wipej hosts "Hooks, Needles and Thread" where she can either teach someone how start a project or just be the company of someone working on a project, while offering and sharing tips and tricks. Due to the popularity of this program, additions days and hours have been added to the schedule.

10. Cheektowaga Y.E.S hosted Lego Clubs and Craft Nights for children under 12 years old at both JBR & REI.

- **Outreach**

1. Director, Dan Caufield met with Buffalo and Cheektowaga students at Erie Community College with other Astronomers, Storytellers and STEM Teachers to explore our solar system and prepare the students for NASA's Observe the Moon Day (September 14th)
2. Director, Dan Caufield spoke at "Arts and Entrepreneurs", a Small Business Development Center event held at Buffalo State College. Dan spoke about the free library resources available to help entrepreneurs to build a business plan and conduct market research.

- **Collections**

Both JBR & REI are updating their Large Print collections thanks to a generous donation from Christine Cywinski.

- **Displays**

1. With the American Synchronized Swim Team winning Silver at the year's Summer Olympics, the SwimKins Synchronized Swimming Club created a display explaining the sport and contact information for children to learn synchronized swimming at their Maryvale practices.
2. The League of Women Voters created a display to inform voters on important dates and issues being voted on this coming November.
3. Celebrating Constitution Day (September 17th) the Daughters of the American Revolution (DAR) created a display featuring the history and importance of this living document. Free pocket Constitutions were available to patrons to take thanks to the generosity of the Daughters of the American Revolution.

- **Operations and Infrastructure**

1. Johnson Control HVAC visited both JBR & REI for general maintenance checkups of the boilers in preparation of cooler temperatures.

- **Partnerships, Meetings / Future Planning / Special Projects**

1. Librarian Heidi Bofinger joined our staff at REI, filling the vacant role of Librarian I, part-time. Heidi is stepping into the role of Children's Librarian and continuing our story hour programs in October. Our staff is delighted to have Heidi on our team.
2. The Cheektowaga Libraries participated in Project Flight's annual "Books for Kids" book drive. Books for Kids collects new children's books from the Western New York community and distributes them to needy children who

would not otherwise have a chance to own a book of their own. REI received 53 donated new books and JBR received 28 donated new books during the drive.

OLD BUSINESS

- **ITEM #01: Trustee ACT meeting:** On October 19th the East Aurora Town Library will be hosting an ACT meeting. Attending this meeting will meet the NYS training requirement for trustees.

NEW BUSINESS

- **ITEM #02: Review of 5 year plan:** Director, Dan Caufield will present the Cheektowaga Public Library's 5 year plan at the January 2025 meeting, where there will be further discussions and a possible vote on acceptance.

At 4:45 pm Chairman, Mark E. Weber motioned to adjourn the meeting, and passed unanimously.

The next regularly scheduled meeting will be held November 20th, 2024 at the Julia Boyer Reinstein Library at 4:00 pm.

Respectfully submitted:

Jill Todd, Recording Secretary