

Cheektowaga Public Library Board of Trustees March 20th, 2024

Board of Trustees

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

AGENDA

1. Call to Order – TRUSTEES

Mark Weber, Christine Cywinski, Angela Yates, Denise Wilczak and Judith Mietlicki.

Guests: Laura Scott

2. Public Comment: none

3. Minutes: January 3, 2024

4. Treasurer's Report: Nov. 1, 2023 thru Dec. 31, 2023

Bank statements, approval of expense report

5. Directors Report:

Infrastructure/Statistics/Notable Programs

6. Correspondence:

- a. National Fuel Employee Giving Program
- b. NYS Trustee Handbook Received for NYS Library

7. Old Business:

After a Town Board resolution, Judith Mietlicki will continue for another term as a CLP Board Member.

8. New Business:

- a. Review of Meeting Room Policy
- b. Discussion of NYS Library Construction Grant Timeline

9. Adjournment - Next Meeting – April 17, 2024 - 4pm at the Julia Boyer Reinstein Library

MEETING NOTES:

Attendance:

- Mark E. Weber – Chairman, via phone call
- Denise Wilczak – Vice-Chairman
- Angela M. Yates – Secretary-Treasurer
- Christine Cywinski – Trustee
- Daniel Caufield – Library Director
- Laura Scott - Librarian I, served as substitute note taker for Jill Todd

1. Call to Order: 3:59 PM

2. Public Comment: none

3. Minutes: January 3th minutes accepted as presented: 4 yeas, 0 nays

4. Treasurer's Report

- a. Postponed until April 17th meeting

5. Director's Report

- a. Attendance decline in January-February (1-6% at JBR and 20% at REI), likely due to weather-related closings and reduced foot traffic.
- b. Circulation numbers remain in the top 5 for branches.
- c. Programming numbers are good.
 - i. Laura gave a brief content summary of the popular take-home Teen Activity Boxes, which each contain a monthly reading list with links to the library catalog, a complete craft activity, and a small treat.
 - ii. An eclipse program will take place on March 21st and the library plans to be open for the eclipse viewing on April 8th.
 - iii. New program: Hooks, Needles, and Threads; a knitting and crochet group for adult patrons
 - iv. New program: The Silent Book Club
 - v. January featured a spotlight on business programming.
 1. Dan attended the Straight Talk Business conference in January to discuss library resources.
 - vi. February featured multiple music events.
 1. In February, REI hosted a Candlelight Concert before Valentine's Day (24 attendees) and Henri Star Mohammad's music group. JBR hosted Joyce Carolyn and The Best of the Best trio for a Jazz concert.

