

**Clarence Public Library
Board of Trustees Minutes
November 23, 2015**

Present: Monica Mooney, Judy Hilburger, Michelle Mogavero, Anita Ballow, Mike Rockwell, Marjorie Ebersole, Joan Schultz, Bernie Kolber, Carey Shoemaker

President's Report:

- **The Friends:** They are doing very well, and experiencing an increase in donations. They will be paying for December programs. The basket raffle will conclude December 15th.
- **ACT Meeting:** A meeting will be held December 5 to discuss the Trustees Handbook.

Director's Report: *See Monica's report for additional information.*

- Financial- Trustees reviewed the packet Monica handed out. Financial statements were presented. Monica will review monthly financial statements with Marjorie. Need to revise due to the addition of funds from Ranzenhofer.
- Circulation- Consistent with decrease in circulation trend. Patron count in programs is up, as well as increase in WiFi and computer use. More groups are utilizing the community room.
- Programs/events: The Bully Pulpit program was a big hit- more than 100 people attended. Clarence library has the largest Nero Wolfe book collection; the Wolfe Pack will start meeting monthly. Approximately 50 people attended the Micro Comics Fest- an interactive panel worked to create comics.
- Veterans Day Display: WW II Doughboy helmet from the lost Battalion.
- Children's Reading Garden- Plans have been drawn, and committee will work on fundraising efforts. It is anticipated to be shovel ready by Spring 2016. The goal is to have a volunteer group based at the library to maintain the garden.

Public Comment- none

Unfinished Business

- Calendar of Open Hours 2016- Monica handed out the memo and the Trustees reviewed; four additional closing dates were added to the schedule: May 28, September 3, October 10, and December 24. Motion to accept additional closed days: M. Rockwell, 2nd – J. Schultz, Unanimous
- Volunteers- New Application/Waiver- reworked by David Fairle to fit Clarence's needs. Motion to accept the above mentioned form and application tailored to Clarence Library: M. Mogavero, 2nd- M. Ebersole, Unanimous.
- J. Hilburger suggested to have current volunteers sign the new application and waiver.

New Business

- B&ECPL Internet & Acceptable Use Policy- The Board reaffirms the posting of Section 245.11. Motion to add Rules of Conduct have been amended to include the following: "The library is a public and open environment, images prohibited un NYS Penal Law 245.11 may not be in public display." Motion to accept: M. Ebersole, 2nd- C. Shoemaker, Unanimous

Next Meeting Date: January 25, 2016

Motion to Adjourn: M. Ebersole, 2nd – M. Mogavero, Unanimous