

**Aurora Town Public Library
Board of Trustees
January 24, 2017 @ 1:00pm**

Present: Dick Wiesen, Alice Askew, Kara Spencer-Ching, Carol Griffis, Director Rob Alessi

Guests: Kim Bathrick, Rhoda Zucker

Excused: Deb Carr-Hoagland

1. Comments from the audience: Alice introduced Rhoda (chair of Book Sale) & Kim (chair of Friends). Motion made (AA, CG) and carried to move guest report to first on the agenda. The Friends are concerned about having dependable, secure storage for both donated books and library discard materials. Rhoda reviewed history of previous storage places and the difficulties which occur when having to move from time to time over the years. Since it is unlikely that there will ever be room on-site at the library, the Friends would like to ask the Town for dedicated space for our use at the Town Hall when it is built on Oakwood Ave. As far as we know, there is no design yet, so it is agreed that the sooner the Town knows of our wishes the better chance we have of being included. Rhoda will begin the process by composing a letter to be signed by both the Friends and also the Trustees. At the appropriate time, members of both groups will be available to speak before the Town Board.

2. Minutes of the meeting, December 13, 2016 were approved as submitted. (DW, KSC).

3. Treasurer's Report & Monthly Financial Statements, December 2016 were approved. (CG, DW)

4. Director's Report, December 2016 was accepted following review. Borrowing of physical materials is declining throughout the county. Electronic borrowing does not record where the patron holds a card. So that cannot be recorded as local usage. People still come into the building but how they use it is different. The furnace which supplies the meeting room broke down on a Saturday. Town had it repaired early the next week. Winter/Spring programs have resumed. Attendance is down for preschool story times. Maker Space Mondays have been popular. Windows 10 class has been rescheduled, and full attendance is expected. (CG, AA)

5. Reports of Interest

- a. The WNY Library Resources Council held an advocacy meeting at the Main St. School. Legislator DiPietro was unavailable and sent someone from his office. Rob will attend the one next Thursday in West Seneca. Senator Gallivan is expected to be there.
- b. For the 2017 Survey of Occupational Injuries and Illnesses, Rob hopes to have zero incidences to record.
- c. The B&ECPL System Board of Trustees has scheduled their September 21st meeting here at EAU at 4pm.

6. Personnel -no report

7. Old Business

- a. Rob has had no response to phone calls to Pro-Fireplace, Rob will stop in on Thursday if time allows.

8. New Business

- a. Dick and Alice can definitely attend the ACT meeting on Saturday, February 11. Kara will see if she can make it. Carol cannot.
- b. The 2016 Contract Extension & 2017 Budget Schedules were reviewed. The process is the same as in past years.
- c. 2016 NYS Comptroller's Report Extension Request, to be signed by Kara. Report is handled by the business office, quite straight forward.
- d. e. & f. Confidentiality of Library Records; Free Direct Access Plan; and New Construction/Library Expansion System policies have been recently updated. They apply to all B&ECPL units.
- g. Maker Space sessions have been popular. Several more items are desirable, especially a spare 'cubelet' battery pack and an i-pad. Laptop (as recommended by CEN), some other small items. Motion made and carried to increase allowance by another \$600. (KSC, DW)
- h. The original kitchenette order arrived damaged. Due to shipping errors we now have an extra, new refrigerator. The dealer does not want it returned. We will allow the Friends to include it in the basket raffle or otherwise sell it. The list price is over \$200.
- i. Part of the Board of Trustees by-laws requires that there be a designated Governance Committee & Chair. Dick proposes that this be a committee-of-the whole and that the vice chair be named as Governance Committee Chair. So moved (DW, KSC) & vote to be recorded at the next meeting.
- j. Dick and Deb will be the committee to complete the Director's performance evaluation. They will set a date they can agree on.
- k. A patron found some RFID tags tucked into a book. They had been peeled off several blue-ray items and hidden in the book. The videos have apparently been stolen. Also two 'holds' disappeared. These losses are fairly minor but need watching.

Meeting adjourned at 3:00.

Carol Griffis, secretary