

AMHERST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 26, 2016
Secretary's Report

Present: Marjorie Franknecht, Elizabeth Hofmeister, Ronald Kern, Penny Wolfgang, Marjorie Zelman
Jeffrey Voelkl arrived at 4:25PM
Excused Absence: Carolyn Giambra Unexcused: Julie Anain
Also Present: Deborah Bruch Bucki, Roseanne Butler-Smith, Sara Edwards

1) Call to Order

Ms. Zelman called the meeting to order at 4:20 PM in the community room of the Williamsville Library.

2) Approval of Minutes

On a motion by Ms. Zelman and a second by Ms. Wolfgang, the minutes of the March 30, 2016 meeting were approved.

3) Approval of Agenda

On a motion by Ms. Zelman and a second by Ms. Wolfgang, the agenda for today's meeting was approved.

4) Public Comment

None

5) President's Report

The Director, Town Board Liaison and a Board and staff member met with the Amherst Police regarding a safety concern at the Audubon Library. The Director is researching security camera options for the library.

6) Director's Report

With great sadness, Director Butler-Smith reported the death of former Board member Paul Wietig. His contribution to the Board and years of dedicated service were greatly appreciated. The Director reviewed the 2015 Annual Report for Public and Association Libraries and answered questions from the Board regarding statistics, program attendance and patron usage. Mr. Voelkl requested a motion to approve the 2015 Annual Report. On a motion by Ms. Zelman and a second by Ms. Hofmeister, the report was approved unanimously.

The 2015 Annual New York State Comptrollers Report for the Amherst Public Library was also discussed. Ms. Franknecht asked if this report applied to all libraries in the B&ECPL system, which it does. Mr. Voelkl inquired about the process of compiling the report.

The Director reported that all full time staff and two part-time staff will be attending a Staff Development Day program at the Central Library on May 11, 2016.

7) Trustee's Report

Mr. Kern reported on the April 9, 2016 ACT meeting. A representative from Lawley Insurance discussed insurance needs for libraries including coverage for volunteers, groups using library facilities and library staff.

Director Butler-Smith informed the Board that the Library Trustee Association of New York State will hold their annual meeting on May 6-7, 2016 in Plattsburgh, NY.

8) Finances

The 2017 Town of Amherst Budget request is in development.

Disbursements for the month of March were reviewed. The Treasurer and Board approved reimbursement to the Director for a programming purchase.

9) Buildings

The third quote for the repair of the broken window at Audubon will be given today.

The bid notice for electrical work at Eggertsville-Snyder appeared in the Amherst Bee last Wednesday.

10) Unfinished Business

The discussion at last month's Board meeting regarding the possibility of a tie vote was continued. The Board unanimously agreed that in the event of a tie vote on a first ballot, the vote will be tabled until the next Board meeting. If a second vote ends in a tie, the Board will follow the procedure as specified in Roberts Rules of Order.

11) New Business

The Conflict of Interest Policy was reviewed and will be voted on yearly. On a motion by Ms. Hofmeister and a second by Mr. Zelman, the Board unanimously approved the Conflict of Interest Policy.

12) Correspondence

Mary Jean Jakubowski corresponded with Director Butler-Smith via email regarding the Central Library Board.

13) Next Meeting

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for May 25, 2016 at 4:15 PM at the Audubon Library.

13) Adjournment

There being no further business, on a motion by Ms. Wolfgang with a second by Ms. Franknecht, the meeting was adjourned at 5:24 PM.