

AMHERST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
June 16, 2016  
Secretary's Report

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

1) Call to Order

Ms. Hofmeister called the meeting to order at 4:26 PM in the study room of the Audubon Library.

2) Approval of Minutes

The minutes of the April 26, 2016 meeting could not be approved as there was a quorum of Board members.

3) Approval of Agenda

The agenda for today's meeting was approved.

4) Public Comment

None

5) President's Report

At the request of the Board members present a Board meeting was scheduled for September 21, 2016 at the Eggertsville-Snyder branch at 4:15pm.

6) Director's Report

- Amherst Public Library Staffing

A part-time librarian has been hired and will start later this month. In addition to reference duties she will be conducting children's programming. She will replace a librarian who retired earlier this year.

Amherst staff attended Staff Development Day at the Central library on May 11, 2016. All staff attended a presentation called *A+ Customer Service* after which staff could elect to participate in break out programs of their choice.

All B&ECPL staff are required to take training yearly. This year all Amherst staff completed two video training sessions on the subjects of harassment and workplace violence.

- Fund Raising Events

Williamsville will be selling water and popcorn at the Old Home Days Parade to be held on Tuesday, July 12, 2016. Fund raisers will also take place at the Glen Park Art Festival on July 30-31, 2016. Library staff will work on Saturday and trustees are asked to work on Sunday.

Please notify the Director of your availability. The Taste of Williamsville will be held on August 7, 2016 and staff is in place to work this fundraiser.

- Library Summer Programs

The summer reading kick off will be held on Friday, June 25, 2016 at the Clearfield library. The Director provided the details of the Summer Reading Program for children, teens and adults and said that all four Amherst libraries will have a bicycle raffle for participants.

- Vacation

The Director stated that she will be on vacation beginning June 25, 2016 and returning July 11, 2016.

7) Trustee's Report

Tabled

8) Finances

- 2016 Budget

Spreadsheets detailing all bills paid in the month of May were distributed to the Board. Discuss held on reimbursement to the Director for travel expenses.

- Town of Amherst Budget

The Town of Amherst budget has been drafted and the director will be meeting with the Town Supervisor and Comptroller on June 23, 2016 to discuss it.

9) Buildings

A new telephone system has been installed at the Eggertsville-Snyder branch  
Quotes are being compiled for security cameras at all branches.

10) Unfinished Business

Tabled

11) New Business

None

12) Correspondence

The Central Library Assistant Deputy Director corresponded with Director Butler-Smith via email regarding a patron who is banned from all B&ECPL libraries until further notice. Staff was informed.

13) Next Meeting

The next meeting of the Board of Trustees of the Amherst Public Library is scheduled for July 13, 2016 at 4:15pm at the Clearfield Library.

13) Adjournment

There being no further business, the meeting was adjourned at 5:16 PM.