

# ***Cheektowaga Public Library***

## ***-----Board of Trustees-----***

### ***Julia Boyer Reinstein Library***

*Administration Office  
1030 Losson Road  
Cheektowaga, NY 14227*

At a regular meeting of the Library Board of Trustees of the Town of Cheektowaga, Erie Co. NY, held at the Julia Boyer Reinstein Library, 1030 Losson Road, in said town, on Wednesday, October 21, 2015 at 4:00 p.m., there were:

#### ***Trustees:***

***MARK E. WEBER***

*Chairman*

***DEBORAH E. COPE***

*Vice-Chairman*

***CHRISTINE CYWINSKI***

*Secretary-Treasurer*

***PHYLLIS O'DONNELL***

*Trustee*

***JUDITH M. MIETLICKI***

*Trustee*

***PRESENT:*** *Mark E. Weber, Chairman  
Deborah E. Cope, Vice-Chairman  
Christine Cywinski, Secy-Treas.  
Phyllis O'Donnell, Trustee  
Judith M. Mietlicki, Trustee*

***ALSO PRESENT*** *Christine S. Bazan, Director  
A.M. Yates, Recording Secy.*

*Cheektowaga Library Board Welcomes:  
Frank Housh, Vice Chairman Buffalo & Erie County  
Public Library Board of Trustees & Cheektowaga  
Public Library Liaison*

*The meeting was called to order by Chairman  
Mark E. Weber at 4:04 pm  
Seconded by Deborah E. Cope*

The minutes of the last regularly scheduled meeting, September 16, 2015 were approved unanimously under motion duly made and carried.

***CHRISTINE S. BAZAN***

*Director*

---

### **Item #01: Monthly Reports**

***Statistics:***

***September 2015***

JBR -11.1 %

REI -21.98%

**Item #2: Statistics** The entire system was down statistically. September saw the beginning of the school year and experienced some unusually warm weather.

**Item #3: Treasurer's Report** Chris Czywinski, Treasurer, presented the Board of Trustees' bank statement, as well as quarterly and monthly financial reports prepared by the B&ECPL. The Cheektowaga Library's spending is in line with and on target for the 4<sup>th</sup> quarter of the current year.

**Item #4: Public Comment** Frank Housch, Vice-Chair, Central Library Board expressed his gratitude for excellent service and a smoothly run library. He also commented on how great the audit turned out. He spoke of how the system wide board is available to answer questions, and is ready to assist the Cheektowaga Public Library in any way possible.

#### **OLD BUSINESS**

**Item #5: DSS Pilot Program with Public Libraries** Mrs. Bazan presented the board with the contract with the Department of Social Services for the program for the public. Eligible patrons would be able to sign up for public assistance at the Reinstein Library three afternoons a week. The library has provided laptops and an upgraded wi-fi in the meeting room. The only things in question were phone and copier services. Mrs. Bazan was going to get it clarified and will report back. The program would be beneficial to the community.

**Item #6: Personnel** The Director and Senior Library Clerk jobs have been posted. Waiting to receive resumes from prospective candidates and then will schedule interviews.

#### **NEW BUSINESS**

**Item #7: ACT Meeting October 17<sup>th</sup>** The meeting was held at the Reinstein Library and the main topic of discussion was the Cheektowaga Public Library audit. A report was presented by representatives of the CPL.

**Item #8: Handbook for Public Library Trustees** The *Handbook for Public Library Trustees of New York State* was presented to each trustee to keep for their records. The author, Jerry Nicolas, will be the featured speaker at a future ACT meeting.

There was no further business and under a motion duly made and carried, the meeting was adjourned at 4:45 pm.

The next regularly scheduled meeting will be held on November 18, 2015 at the Julia Boyer Reinstein Library, 1030 Losson Rd., Cheektowaga, NY at 4:00 pm.

Respectfully submitted:

A.M. Yates, Recording Secretary

---