

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes

January 24, 2017

Present: Joseph Price, Nancy Tuggle, Lisa Forbes, Pam Czarniak, Janice Dekoff

Excused: Lynn Hoth, Jim Palmatier

Mr. Price presided. Called to order at 4:00 p.m. Janice Dekoff, secretary pro-tem

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: That the secretary's minutes for December be approved. (N. Tuggle/L. Forbes)

RESOLVED: That the financial reports for December be approved. (N. Tuggle/L. Forbes)

RESOLVED: Approval of bills for January. (N. Tuggle/L. Forbes)

RESOLVED: That Janice Dekoff is appointed treasurer of the Dunkirk Public Library. (N. Tuggle/L. Forbes)

RESOLVED: That the patron conduct policy be adopted. (N. Tuggle/L. Forbes)

Janice Dekoff presented the Director's Report. Key points include:

- The fine forgiveness plan ran the first two weeks of the month and we continue to collect non-perishable food items through the end of January. All food will be delivered to Rural Ministries in February.
- Jan Dekoff attended the annual report meeting on January 20 at CCLS. The annual report is now open and work has begun to complete the report. It is due to CCLS by February 8, 2017.

Pam Czarniak presented the Children's Room Report: Key points include:

- The Christmas Craft Day was successful, with 56 patrons in attendance. The movie "The Secret Life of Pets" shown during the school vacation had 12 patrons in attendance.
- Pam Czarniak attended a webinar for the summer program, presented by Upstart. "Build a Better World" is the theme. Pam will attend another webinar on January 26th for the summer program with the theme geared toward early literacy

Under Old Business:

Dropbox:

- David Walter met with D&S Glass and they have proposed a solution that would put the drop slot in through the glass of the window and have the drop box on an elevated platform. Quote is pending.

Treasurer:

- The bond has been received.
- Janice Dekoff was appointed treasurer and took the oath of office.

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Library Logo:

- Tabled until February meeting.

Patron Conduct Policy:

- The proposed policy was reviewed and adopted by the board.

New Business

NYS Retirement Resolution:

- Tabled until February meeting.

Audit Review:

- Tabled until February meeting.

N. Tuggle and L. Forbes motioned to adjourn the meeting at 4:45 PM

Respectfully submitted,

Janice Dekoff, Secretary Pro-Tem