

DUNKIRK PUBLIC LIBRARY  
536 Central Avenue  
Dunkirk, New York 14048

Minutes

March 1, 2018

Present: Joe Price, Jim Palmatier, Lisa Forbes, Lynn Hoth, Nancy Tuggle, Pam Czarniak Janice Dekoff

Excused:

Mr. Price presided. Called to order at 4:03 p.m.

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 January 2018 be approved. (J Pamatier, L Forbes)

RESOLVED: That the financial reports for January 2018 be approved. (J Pamatier, N Tuggle)

RESOLVED: Approval of bills for February 2018. (N Tuggle, L Forbes)

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

- The DPL book club was attended by 12 people on February 1.
- D & S Glass will wait until the weather is warmer (April) to repair the peeling paint on the new drop box area to give it a better chance to adhere properly.
- A lock was installed on the breakroom door due to missing items.
- Mold abatement needs to be performed in the boiler room. A test completed showed no airborne mold, but there is mold on the ceiling in boiler room. Jan has gotten one quote and is looking for others.
- Paige "Finley" Gelsimino was hired to replace Mary Burnside.
- Eli Guinee will attend the March 27 meeting to discuss strategic planning for the library.
- Janice Dekoff has been in touch with NYS Retirement to investigate why the City of Dunkirk is being charged for library employees.
- Brown Security and Ahlstrom-Schaeffer visited the library to look at getting started with security installation.

Children's Room Report was submitted by Pam Czarniak. Key points include:

- Pam Czarniak completed and sent in the Walmart Community Foundation and Dollar General Summer Reading Program grant applications
- The Winter Reading Program had 32 children participate. Each of these participants completed at least ten books during the month.
- Winter Activities including Robot Building and Make Your Own Craft were not well attended due to the frigid temperatures and snow.
- Pam has begun work on the Libraries Rock Summer Program for 2018
- Pam attended a meeting on February 28 concerning the possibility of having a summer lunch program at the library. Lunches need to be kept cold from the time they are delivered until the time they are served. The library does not have a refrigerator.
- Pam was scheduled to read to School 5 kindergarten students on March 2 as part of "Read Across America"

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day in honor of Dr. Seuss's birthday.

- March is "Read Aloud" Month. Parents are encouraged to read aloud to their young children.

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**Under Old Business:**

- 2018 Vote—a motion will be made in March for the election and budget vote

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**New Business**

- Library Maintenance—new person hired lasted only 7 ½ hours. Janice Dekoff to research subcontractors who may be interested in mowing the lawn and removing snow. Any one considered will need to provide proof of insurance. A motion was made and approved to hire Andrea Collazo provided her insurance certificate could be confirmed.

J Palmatier and L Hoth motioned for the meeting to be adjourned at 4:53.

Respectfully submitted,  
Lynn Hoth, Secretary