

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes
July 25, 2017

Present: Joseph Price, Lisa Forbes, Jim Palmatier, Lynn Hoth, Pam Czarniak, Janice Dekoff

Excused: Nancy Tuggle

Mr. Price presided. Called to order at 4:00 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 June 2017 be approved. (J Palmatier/L Hoth)

RESOLVED: That the financial reports for June 2017 be approved. (J Palmatier/L Hoth)

RESOLVED: Approval of bills for July 2017. (J Palmatier, L Hoth)

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

- The DPL book club continues to meet monthly. There were 13 attendees for the July meeting.
- Ahira Hall Memorial Library and Dunkirk Public Library have been approved to participate in the Community Change Agent program along with Literacy Volunteers of Chautauqua County.
- The Day Adventure Pass program has added more venues to its program.
- Bullet aid for the library in the amount of \$7,500 is expected to arrive in the Fall. This grant can be used for any necessary expenses.
- Planning for the joint venture with Meals on Wheels continues. Expected start time is in the early Fall.
- Janice Dekoff is scheduled to represent the library at the Chautauqua County Fair at the CCLS booth on July 28.

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

- There was a Tower Building Class on July 10 that had 20 participants. Towers were built using egg cartons, stick and cups.
- St. Bonaventure Art Mobile came to the library on July 17. Approximately 35 patrons were in attendance. The St. Bonaventure students gave out small globe balls to the children to take home.
- Pam has been conducting a craft and story time at the Dunkirk Middle School on Monday mornings. There are 31 students involved.
- An audience of approximately 100 people attended the magician Cris Johnson's show at the middle school as part of our summer reading program, "Build a Better World."

Under Old Business:

- The contractor who is to install the Dropbox has visited the site. There are some issues involved and talks continue as to how and when the project will be completed.

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- A budget of \$377,835.45 has been approved unanimously (J Palmatier, L Forbes)

New Business

- Strategic Planning – We will begin looking into the next few years to develop a strategic plan to help with major repairs/renovations and the purchase of needed equipment
- The vote for officers for the coming year was tabled until all members are present.
- Janice Dekoff was appointed Treasurer for the 2017-2018 year unanimously (J Palmatier, L Hoth)
- The Treasurer has been approved to pay utilities, insurances, payrolls and payroll withholding taxes as they become due during the 2017-2018 fiscal year. (J Palmatier, L Hoth)
- The Treasurer has been authorized to maintain the library bank account during the 2017-2018 fiscal year (J Palmatier, L Hoth)
- The Conflict of Interest Policy was distributed to all board members and Janice has requested that they be returned at the August board meeting.
- NYS Paid Family Leave was discussed. Janice was going to check for interest with the library staff and get back to us at the August board meeting.

J. Palmatier, L Forbes motioned for the meeting to be adjourned at 4:38.

Respectfully submitted,
Lynn Hoth, Secretary