

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes
March 27, 2018

Present: Joe Price, Lisa Forbes, Lynn Hoth, Nancy Tuggle, Pam Czarniak Janice Dekoff, Eli Guinnee

Excused: Jim Palmatier

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 February 2018 be approved. (N Tuggle, L Forbes)

RESOLVED: That the financial reports for February 2018 be approved. (N Tuggle, Lynn Hoth)

RESOLVED: Approval of bills for March 2018. (L Hoth, L Forbes)

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

- The DPL book club was attended by 12 people on March 1.
- Power went out just prior to closing on March 1. The library was safely evacuated.
- The library was closed on March 2 due to inclement weather.
- There have been issues with teen behavior recently. Staff will be trained on how to handle certain behaviors so that all are handling the behaviors appropriately and consistently.
- Mold abatement estimates are continuing to be sought.
- Janice Dekoff attended the CCLS Director's meeting on March 7 at the Olean Public Library.
- A cell phone policy is being researched due to recent issues involving cell phone use in the library.
- Janice has been taking a series of training webinars on the new online system for New York State Retirement.

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

- The Eater Egg Hunt was scheduled for Saturday March 24. It was not well attended so the children had the opportunity to hunt for eggs over the next several days as well.
- The Summer Reading Program schedule design has been completed. Entertainers have been signed. The carnival supplies and prizes have been purchased. Still much to be done, but a lot of progress has been made.

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Under Old Business:

DUNKIRK PUBLIC LIBRARY
BOARD OF TRUSTEES

RESOLUTION

At a duly called meeting of the Board of Trustees of the Dunkirk Public Library, upon a motion made by N Tuggle, and seconded by L Forbes, it was

RESOLVED that, pursuant to General Municipal Law § 3-c(5), the Board of Trustees of the Dunkirk Public Library overrides, for the purpose of the Dunkirk Public Library 2018-2019 Fiscal Year budget, the tax levy limit imposed by Municipal Law §3-c(3).

Dated: March 27, 2018

Lynnette Hoth, Secretary

Vote: 4 In Favor
 Opposed
1 Abstentions

The following resolution was also presented:

RESOLUTION

DUNKIRK PUBLIC LIBRARY - BOARD OF TRUSTEES

At a duly called meeting of the Board of Trustees of the Dunkirk Public Library held on March 27, 2018 upon a motion made by N Tuggle and seconded by L Forbes, it was

RESOLVED, that, in accordance with Education Law §260, the Board of Trustees calls special district meeting of the voters of the Dunkirk City School District for the purpose of electing a Trustee for a three year term to fill two vacancies created by the expiration of the terms of incumbent Trustees James Palmatier and Joseph Price, and it is further

RESOLVED, that the election will be held on June 19, 2018 from the hours of 12:00 p.m. to 8:00 p.m. at the Dunkirk Public Library, 536 Central Avenue, Dunkirk, New York, and it is further

RESOLVED, that the Library Director, with the assistance of the Library's counsel, is authorized and directed to circulate nominating petitions, create and distribute absentee ballot applications, post notice of the election, accept filed nominating petitions, print ballots, and comply with the legal notice publication requirements of law in order to hold the election as scheduled herein, and it is further

RESOLVED that, the Board of Trustees authorizes the Library Director to incur costs necessary to conduct the election, including but not limited to printing, postage, publication fees, inspector fees, technician fees, polling place rent, supplies, and professional services which shall be paid by the Library

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upon presentation to the Board of Trustees of authenticated vouchers in accordance with its usual and customary payment procedures.

Lynnette Hoth, Secretary

Vote: 4 In Favor
 Opposed
 1 Abstention

The following legal notice was also approved for publishing:

**LEGAL NOTICE SPECIAL DISTRICT
MEETING FOR THE DUNKIRK PUBLIC LIBRARY
CITY OF DUNKIRK, CHAUTAUQUA COUNTY**

NOTICE IS HEREBY GIVEN that a Special District Meeting of the qualified voters of Dunkirk City School District (the "District"), Chautauqua County, New York, will be held on **Tuesday, June 19, 2018, from 12:00 o'clock P.M. prevailing time to 8:00 o'clock P.M. prevailing time** for the purposes of electing two (2) Trustees of the Dunkirk Public Library, and transacting such other business as is authorized by law. Said Special District Meeting will be held at the Dunkirk Public Library, 536 Central Avenue, Dunkirk, New York.

AND FURTHER NOTICE IS HEREBY GIVEN that the election shall be held to elect two (2) members of the Board of Trustees of the Dunkirk Public Library to fill two terms of three (3) years each, commencing July 1, 2018 and expiring June 30, 2021, to fill the vacancies created by the expiration of the terms of incumbent Trustees James Palmatier and Joseph Price.

AND FURTHER NOTICE IS HEREBY GIVEN that for the purpose of voting at such special district meeting on June 19, 2018, the polls will be open between the hours of 12:00 o'clock P.M. prevailing time to 8:00 o'clock P.M. prevailing time, and voting will be held in the Dunkirk Public Library, 536 Central Avenue, Dunkirk, New York.

AND FURTHER NOTICE IS HEREBY GIVEN that petitions nominating candidates for the office of Trustee of the Dunkirk Public Library shall be filed with the Director of the Library at her office in the Dunkirk Public Library, 536 Central Avenue, Dunkirk, New York, not later than **May 31, 2018, between 10:00 o'clock A.M. prevailing time and 5:00 o'clock P.M. prevailing time**. Vacancies on the library board are not considered separate, specific offices, and the nominating petitions, therefore, shall not describe any specific vacancies upon the library board for which the candidate is nominated. Nominating petitions, must be directed to the Director of the Library, must be signed by at least twenty-five (25) qualified voters of the District, must state the name and residence of each signer, and must state the name and residence of the candidate.

AND FURTHER NOTICE IS HEREBY GIVEN, that personal registration of voters is required either pursuant to Section 2014 of the Education Law or pursuant to Article 5 of the Election Law. If a voter is heretofore registered pursuant to Section 2014 of the Education Law and has voted at any annual or

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special district meeting within the past four years, such voter is eligible to vote at this election; if a voter is registered and eligible to vote pursuant to Article 5 of the Election Law, such voter is eligible to vote at this election. All other persons who wish to vote must register with the Clerk of the District or the Chautauqua County Board of Elections.

AND FURTHER NOTICE IS HEREBY GIVEN that pursuant to the provisions of Education Law § 2018-a, applications for absentee ballots for purposes of election voting will be obtainable during library business hours from the Library Director beginning May 18, 2018. Completed applications must be received by the Library Director at least seven (7) days before the Special District Meeting if the ballot is to be mailed to the voter, or the day before the Special District Meeting if the ballot is to be delivered personally to the voter. Absentee ballots must be received by the Library Director not later than 5:00 o'clock P.M. prevailing time on June 19, 2018. A list of persons to whom absentee ballots are issued will be available for inspection to qualified voters of the District in the Library on and after June 12, 2018, during Library business hours on days prior to the day set for the Special District Meeting and on June 19, 2018, the day set for the Special District Meeting. Any qualified voter then present in the polling place may object to the voting of the ballot upon appropriate grounds by making his/her challenge and the reasons therefore known to the inspectors of Election before the close of the polls.

Dunkirk, New York
March _____, 2018

BY ORDER OF THE BOARD OF TRUSTEES
OF THE DUNKIRK PUBLIC LIBRARY

Lynnette Hoth, Secretary of the
Board of Trustees

New Business

- The Computer Use Policy was updated to accurately reflect a change in the internet access in the Children's Room as Dunkirk City School District no longer supplies these filters
- HELP (Helping Every Library Plan) CCLS strategic planning service's Eli Guinnee helped us begin the process of a strategic plan for the library. Eli had a great presentation and his help will be greatly appreciated.

N Tuggle and L Hoth motioned for the meeting to be adjourned at 5:28.

Respectfully submitted,
Lynn Hoth, Secretary