

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes
July 24, 2018

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

Absent: Marcie Lukach

Mr. Palmatier presided. Called to order at 4:16 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 2018 be approved. (N Tuggle, L Forbes)

RESOLVED: That the financial reports for June 2018 be approved. (L Forbes, N Tuggle)

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

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

- The DPL book club was attended by 11 people on July 5.
- Bullet Aid of \$7,500 was awarded to the library and should arrive in the Fall. These funds can be used for anything and Senator Katy Young was instrumental in helping libraries to receive these funds.
- National Fuel has been working on gas lines and are stating that they will repair the lawn at the end of the project.
- Tiffany Lynch is working a maximum 30 hours a week at the library and being paid by Chautauqua Works.
- The microfilm machine was delivered and Tiffany Lynch and Michele Quatroche are creating the instructions for staff and Patrons.

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

- The summer program, Libraries Rock, continues with many activities still planned. Activities that have taken place are:
 - Making musical instruments on Mondays (average 20 attendees)
 - Repco Wildlife Encounters presented their outdoor show on July 11 with approximately 150 patrons attending
 - Pam has read and made crafts with two groups of kindergarteners to date with more planned
 - Cris Johnson presented his Goofy Gooky, Music and Magic Show on July 20 at the Middle School
- Still to come for the Readings Rock summer program are:
 - The Omnipresent Puppet Theatre will present "The Little Mermaid" on July 27
 - Four classes from the Smarter Summer program will be taking walking field trips to the library
 - The finale party will be held on August 3 with prizes being awarded to the children who have met their summer reading goals. Lori Felt will be baking a cake for the celebration keeping to the theme "Libraries Rock."

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Under Old Business:

- 2018 Vote—Janice Dekoff summarized the results of the vote with Jum Palmatier being re-elected and Marcie Lukach being elected by receiving the most write-in votes (10).
- HELP (Helping Every Library Plan, CCLS strategic planning service)—nothing new to report for July
- Construction Grant—Janice will present our proposal for to the Construction Grant Board on Saturday, July 28.

New Business

- The Election of Officers was postponed until the next meeting when all trustees are present.
- A motion was made to appoint Janice Dekoff as Treasurer for the 2018-2019 year by N Tuggle and seconded by L Hoth. All present were in favor.
- A motion was made to approve Janice Dekoff to pay utilities, insurances, payrolls and payroll withholding taxes as they become due during the 2018-2019 Fiscal Year by L Hoth and seconded by N Tuggle. All present were in favor.
- A motion was made to authorize Janice Dekoff to maintain the library bank accounts during the 2018-2019 Fiscal Year by L Forbes and seconded by N Tuggle. All present were in favor.
- Jim Palmatier brought up an issue that took place while Janice Dekoff was on vacation involving teenager behavior in the library. He questioned the procedures in place with regard to patron behavior and the need to revisit those procedures. The Board of Trustees along with library management will be following up on this issue in future meetings.

J Palmatier and L Forbes motioned for the meeting to be adjourned at 4:59.

Respectfully submitted,
Lynn Hoth, Secretary