

## **Board of Trustees of the Dunkirk Public Library**

### **Minutes of March 29, 2016**

**Present:** Fiebelkorn, Tuggle, Price, Palmatier, Forbes Czarniak, Dekoff

#### **Call to Order:**

Price called meeting to order at 4:05 p.m.

#### **Review of Minutes from February 23, 2016:**

Fiebelkorn made a motion to accept the minutes, seconded by Forbes. Unanimously approved.

#### **Financial Report:**

Board reviewed the report, questioned Farrell roofing repair due to leaky roof. Tuggle made a motion to accept report, seconded by Forbes. Unanimously approved.

#### **Approval of Bills:**

Difference in Payroll due to increased hours of the Library. We decided to look into retaining Whiteman as Attorney of Record for the Library Board. Tuggle made a motion to accept report, seconded by Forbes, and unanimously approved by Board.

#### **Children's Room Report:**

1. Walmart awarded \$1,000.00 to Children's Room, which would allow us to purchase 100 books.
2. March 5, 2016 SUNY Fredonia Music Dept. gave 2 concerts at Library.
3. March 9, 2016 Annual Easter Egg Hunt was held, with 50 children attending.
4. Czarniak noted that she is ready for the Summer Reading Program.

#### **Director's Report:**

1. Video Conferenced computer classes sponsored by CCLS completed.
2. Dekoff addressing BOCES Trainers for not showing up.
3. Extended hours started February 29, 2016, with more people staying longer, "so far, so good".
4. Lizette Carmona (bilingual) hired as upstairs desk, and Mary Burnside hired in Children's Room, bringing new hires up to 2 and leaving Czarniak free to not work the desk in Children's Room.
5. March 18, 2016 Library will show movies for teens. Plan is to offer this twice a month beginning at 3:00 p.m.
6. Dekoff attended Director's Meeting at Ellicottville Library. Plan by CCLS is to help Libraries, increase speed of internet service at a low price. Currently at E-rate. Broad band available through schools, with the cost being less than \$1,000.00 per year. This could be effective by July 1, 2016.
7. Re-casing adult audio books has been completed, which has resulted in increased usage.
8. Need to find out if Friends of the Library still want wooden sign for outside.
9. Still waiting on Estimate for Book Drop, from Ed Schober.
10. Need to replace Copy Machine, possibly lease as opposed to buying a new one.
11. Hole in parking lot needs to be filled in. Looking for estimates from Olson and Tabone companies.
12. Sign Change from Free to Public will cost \$200.00 to 300.00
13. Dekoff is starting up a Book Club for adults. The first Book will be China Doll. The start date and time will be published when decided.

**Transition:**

1. Civil Service is solidifying job classifications for Library positions.
2. Czarniak's position will be classified as Assistant, for Children's Room.
3. Will submit information by April 14<sup>th</sup>, 2016.

**2016-2017 Vote:**

1. Date has been set for vote, being held on June 7, 2016 at the Library.
2. Resolution for preparation for vote made by Palmatier, seconded by Fiebelkorn, and unanimously approved by Board.
3. \$2,000.00 has been allotted for election process.
4. April 23, 2016 will be first posting in Observer for the election of Trustee position, with 3 more subsequent postings, per requirements of a total of 4 postings, prior to said election.
5. Petition deadline is May 9, 2016 for the position. (Press Release in May)
6. Looking to Olean Library for Ballot examples, paper ballots and plastic lock boxes for deposit of said ballots.
7. Need to contact Board of Elections for attendants to run election, (3 to 4) needed.
8. Also need to request Voter ledgers from Board of Elections.
9. Absentee Ballots will be available at Library.

**New Business:**

None

**Adjournment:**

Board was adjourned at 5:00 p.m., after a motion made by Fiebelkorn, seconded by Forbes, and approved by board members.

Respectfully Submitted;

Lenore Fiebelkorn, Secretary to Board of Trustees, of the Dunkirk Public Library