

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes

November 22, 2016

Present: Joseph Price, Nancy Tuggle, Lisa Forbes, Jim Palmatier, David Walter, Pam Czarniak, Janice Dekoff

Excused: Lynn Hoth

Mr. Price presided. Called to order at 4:00 p.m. Janice Dekoff, secretary pro-tem

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 October be approved. (J. Palmatier/N. Tuggle)

RESOLVED: That the financial reports for October be approved. (J. Palmatier/L. Forbes)

RESOLVED: Approval of bills for November. (J. Palmatier, L. Forbes)

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

- Funds have been requested from the Dunkirk City School District
- Janice attended the 2016 NYLA Conference in Saratoga Springs, NY.
- Carapella completed the repair work to the front steps.

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

- Thanksgiving craft day will be November 23, 2016 at 3:00p.m.
- Mrs. Texter, principal of School 4 has included the library in the 21st Century Grant.

Under Old Business:

Dropbox:

- David Walter attended the meeting and answered board questions and discussed options to help reduce the overall project cost
- David Walter will work with a Jamestown glass company to see if there is a way that the drop slot can be inserted directly through the glass window.
- The board and Mr. Walter agreed that the closet around the box was not necessary and Mr. Walter will work with Janice to select a box that will meet the library's needs.

Civil Service:

- A meeting has been scheduled for December 6, 2016 at 11:15a.m. in Mayville.
- Janice will check in with Robert Schofield to see if the Ripley Library should be invited to join this meeting.

Treasurer:

- The application has been received to apply for the bond. Janice Dekoff will provide personal financial information and return to the insurance company
- Vote for Treasurer carried over to the December meeting

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New Business

Holiday Closings:

- The board decided that the library will be closed December 23-26 in observance of Christmas Eve and Christmas Day and December 31 – January 2 in observance of New Year's Eve and New Year's Day.

Library Logo:

- Janice presented information about 48hourslogo, a website that runs contests for creating a logo.
- Janice will provide the board with additional information on the contest and work that the site has produced and the board will revisit in December.

Food for Fines:

- The library will have forgiveness for fines and lost items during the first two weeks of January if patrons bring in non-perishable food items. Lost items will only be eligible for forgiveness if the items belong to the Dunkirk Public Library.
- The library will collect non-perishable food items throughout January and the items will be donated to the Rural Ministry.
- The library will also advertise the need for scarves, hats, and gloves for the annual project of providing those items free of charge to those in need throughout the winter.

J. Palmatier and L. Forbes motioned to adjourn the meeting at 5:12 PM

Respectfully submitted,

Janice Dekoff, Secretary Pro-Tem