

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes

January 28, 2020

Present: Nancy Tuggle, Lynn Hoth, Megan Giebner, Mary Beth Muldowney, Pam Czarniak, and Jason Hammond
Special Guest—Valerie Walawender
Absent: Marcie Lukach; Jennifer Costa
Mrs. Muldowney presided. Called to order at 4:10 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 December 2019 be approved. On hold since minutes were not yet received.

RESOLVED: Financials for December 2019 are approved (L Hoth, J Hammond) This included the adjusting entries suggested by external auditors for the last several years.

RESOLVED: Approval of bills for January 2020. (L Hoth, N Tuggle) This included the processing and approving of a deposit for the new front doors to Chautauqua Woods so that they begin their part of the construction project totaling one half of the total estimate.

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

- Pam read an English and Spanish book to children attending the CREATE program along with the help of one of the children who offered to read the Spanish sections;
- Pam will help to generate interest in the CREAT events by creating flyers and Facebook posts promoting the events;
- "The Lorax" was read by Pam to the Head Start children before they watched the movie;
- Kay Barlow's music classes have begun. Attendance is very good.
- The Summer Reading Program this year is "Imagine Your Story" and is based on fairy tales and mythology. Planning for this program has begun.
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Director's Report was submitted by Jason Hammond. Key points include:

- The book club decided not to meet in January. They will resume in February;
- Mariah Postewart resigned but Finley Gelsimino was rehired to take her place. Finley is looking for a full-time position, so this may be temporary;
- Count the snowmen contest was a success with thirty entries submitted;
- On January 7, 2020, the Alzheimer's Group presented an informational video and there were five individuals in attendance;
- The library will be prepped and ready to help patrons complete the census information. A dedicated kiosk will be set up with the help of CCLS;
- Hearthstone Tournament #2 on January 16 had eight participants;
- CREATE Project Community Outreach Night on January 16 was well attended with over 28 people signing the attendance sheet. Mayor Rosas opened the event.
- Tamerlane Chess Club was present on January 21 to teach patrons how to play a Persian variant called Tamerlane Chess. Participants also had an opportunity to play traditional chess matches and solve chess puzzles that require a set number of moves. We look forward to the Club coming back in the near future;
- A staff meeting was held on January 23 to explain pay notices and vacation time. Census information was discussed along with the showing of a video clip from the Alzheimer's group specifically related to a library setting;

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- Sara Leon was in need of performing 15 hours of community service. She cleaned tables following the CREATE night, polished some shelves and furniture, updated some bulletin board and helped Pam prep numerous craft materials;
- There is a training session on the Annual Report of January 29 at Prendergast.

Old Business:

- Friends of the Library—the person who had contacted Jason showing an interest has changed jobs and will no longer be able to help revive this group, however, Jason found out per Robert Schofield that:
 - It is ok to start out with volunteer group;
 - A policy agreement between library and friends will be needed;
 - Any fundraising must be done individually by the two groups as they are different types of tax entities
 - Financial activity over \$50,000 will really complicate things, so research well before things reach this point;
 - Refer to MidHudson guides for pointers;
- DPL Policy Updates—staff needs guidelines especially on break times

New Business:

- The Board Meeting Dates were set for the remainder of 2020:
February 25, March 24, April 28, May 26, June 23, July 28, August 25, September 22, October 27, November 17, and December 15.
- Taxes – the annual filing of taxes was prepared by the auditors and reviewed by the Trustees at a previous meeting
- It was decided not to pursue using T-Mobile Hot Spots at this time as we have not had any requests for such things by any of our patrons. We will revisit this option should this type of request warrant it.
- Community Art Opportunity – Valerie Walawender—Valerie spoke to the board about the sculpture she wishes to have placed on the Library property. She answered our questions and after she left, the Board discussed the pros and cons of the project and unanimously agreed to proceed with the project.

J Costa and L Hoth motioned for the meeting to be adjourned at 4:58.

Respectfully submitted,
Lynn Hoth, Secretary