

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, New York 14048

Minutes
April 27, 2021

Present: Mary Beth Muldowney, Nancy Tuggle, Sarah Marsowicz, Lynn Hoth, Jason Hammond, Pam Czarniak.

Unexcused Absence: Marcia Lukach

Excused Absence: Megan Giebner

M Muldowney presided. Called to order at 4:15 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: The minutes for the March meeting were approved after legal notice was amended (S Marsowicz, J Hammond)

RESOLVED: Financials for March 2021 are approved (L Hoth, S Marsowicz)

RESOLVED: Approval of bills for March 2021. (L Hoth, S Marsowicz)

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

- 530 Facebook views for March 2021
- 233 take home crafts were distributed
- The number of Thursday Craft Kits and Snacks is increasing, which means more craft supplies are needing to be purchased. Pam does try to use items on hand whenever possible.
- Pam Czarniak attended the Transition to Kindergarten virtual meetings by Chautauqua Opportunities on March 23 and April 20. The group includes representatives from SUNY Fredonia daycares, Head Start, representatives from area school districts and some area libraries. A representative has mentioned how happy they are to have our library attending these meetings (we were the only library on one of the calls). The library will be involved with hosting a story time, a tour of our library and more in July, as well as helping to promote this program. More details will follow
- Tails and Tales, the summer program will run from July 12 through August 20. Animal themed crafts, reading contest and story times under a tent are being planned. Due to the pandemic, some plans are on hold until we find out how many in-person events can be held

Director's Report was submitted by Jason Hammond. Key points include:

- Book Club – *Where the Crawdads Sing* by Delia Owens was the book in April. There were six readers. Still hoping to be able to begin meeting in person soon.
- Construction Grants
 - Chautauqua Woods has been paid and Jason is working on report to NYS to receive the final portion of the funds for this project;
 - D&S Glass has provided a rough timeline to get the window installation underway and Casale requested and received a signed authorization to get started. A request to NYS for a third year to complete the AC Project needs to be requested as it does not look like the project will be complete by this June.
- Memorial Funds—the new DVD shelf has arrived, was assembled and is in use. We will try to obtain a plaque that reads “Donated by the friends and family of Alex Uszacki”
- Lynn DiStassi Donation—A check was received for \$1500 to cover a book rack for the Children's Room, two more Vaultz cubes for storing video discs, and the rest to be put towards popup canopies for outdoor

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programs plus a periodical rack if one can be found to work in our available space

- Community Service—Katherine Clement owes Pennsylvania twenty-five hours of community service so she is working at the library on various projects for her time (about three hours a day)
- CREATE Project – Valerie is attempting to resume the monthly cultural events by filming and posting videos from the meeting room featuring the various presenters
- Block Grants – A lot of time was spent in April focusing on grants. We are hoping to request \$1,500 to maintain the student snacks for the next school year. (Anne showed up with a big box of chip packages and Girl Scout Cookies and is happy we have continued to hand out snacks). Another option is to use the grant funds to help offset some of the cost to help make the downstairs ADA compliant. Jason learned in a training conference that the funds could be used this way and wanted to share that information
- Meetings and Conferences—
 - 3/31/21 CCLS Summer Reading Prep
 - 3/31/21 Emergency Broadband Fund Overview
 - 4/2/21 CCLS Training
 - 4/5/21 Dunkirk Block Grant Meeting
 - 4/16/21 CCLS Director’s Meeting
 - 4/21 Information Literacy for Teens
 - 4/22/21 Library Pokemon Programs for All Ages

Old Business:

- DPL Policy Updates
 - Block Grant Requirements—Olean has shared a number of forms—Jason is working on revisions
 - Security Cameras – Install new equipment on 4/26/21—not quite finished, will need to reschedule completion
 - Computer Upgrades for Teens – Letters have been mailed to state reps in response to an announcement of potential “bullet aid” funds for libraries
 - Draft of Budget—there were still some questions and this will be tabled until the next meeting

New Business:

- City of Dunkirk Community Block Grants - S Marsowicz and seconded by L Hoth to approve application for the City Block Grant of \$1500 to continue the student snack program
 - Tabled the suggestion of using Block Grant money for ADA Compliant Ramp in Children’s Room at this time. We are hoping to find a group or Eagle Scout looking to do a community project to help us with this endeavor
- The minimum hours open per NYS is 35 hours for a population of our size. Discussion regarding a potential decrease in service hours and modification took place during a separate meeting on May 5, 2021.
- According to Jan’s Plan, Trustee Election Candidate petitions are available and must be returned by May 26th.

J Hammond and L Hoth motioned for the meeting to be adjourned at 5:13.

Respectfully submitted,
Lynn Hoth, Secretary