

DUNKIRK PUBLIC LIBRARY

536 Central Avenue
Dunkirk, New York 14048

Minutes

August 24, 2021

Present: Mary Beth Muldowney, Sarah Marsowicz, Lynn Hoth, Jason Hammond, Pam Czarniak, Megan Giebner, Susan Nickle, Nancy Tuggle

M Muldowney presided. Called to order at 4:24 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 July meeting were approved (S Marsowicz, S Nickle)

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

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

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

- 1228 Facebook views for July 2021
- 279 patrons and craft kits were distributed
- Summer Reading program will end on August 20. Kids are handing in reading logs, coloring contest sheets and bingo sheets. For the children that met their reading goals, they will be entered into a raffle to win a \$50 Walmart gift card, receive a new book to keep and their name put on a bookplate in a new library book. The winners in each age group of the coloring contest will win a \$10 gift card from Dollar General.
- Statistics from the summer reading program will be tallied and the Summer Reading Report completed for CCLS
- Story time is to continue on Tuesdays and Thursdays at 11:00.

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

- Book Club – On August 5 the group met to discuss *The Night Watchman* by Louise Erdrich.
- Construction Grants
 - The doors are reinstalled. After some issues with the crash bar and locks, they now seem to be working again.
- Brickwork/Cornice Repair – Two estimates were received for the brickwork/cornice repair. A unanimous vote was taken to accept the lower bid of \$7,395 from Raymond E Kelly—who did the original work to make the area safe earlier in the year
- Teen Activities
 - A handful of summer activity sheets have been returned. Prizes will be drawn at the end of August
 - On 8/13 our D&D group enjoyed a “Game Night Snack” with Molly from Cornell Cooperative Extension nutrition program. She will be back for another session on 8/27.
 - The staff from Critical Gaming gave a tabletop gaming figure painting tutorial on 8/20 and are interested in scheduling another joint activity in the future
- Alarm Inspection – The annual alarm system checkup took place in August. On Friday of the same week a DFT outage set the alarm off. Great Lakes and Brown Security could not fix it, and the person responsible at DFT was out of the building. They must have resolved it some time on Saturday, as Jason received the automated alert from Great Lakes Friday evening, but not again over the weekend. (Note—the alarm was again going off all during this meeting)
- Bench Cushion was picked up from the upholsterer in Hamburg on 8/10. It looks great!

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- Front Lawn Sculpture – Approximately fifty people were present for the unveiling of the DPL/CREATE Project unveiling of the Child Nature community art installation. Video and audio recordings were made by various venues, along with website posts and newspaper coverage.
- Roof Issues – There was another leak on 8/16 – this time at the end of the bookshelves upstairs. Farrell did more patchwork and will send an invoice.
- Staff Changes – Libbey’s last day was on 8/17. She said Fredonia could offer twenty hours per week at higher pay.
- Building Insurance – Danielle brought over the new policies on 8/20. The lawn sculpture is covered for \$10,000 at about a cost of \$70 annually.

- Meetings and Conferences—
 - 7/28/21 Grant Writing Workshop
 - 7/28/21 Student Employee Conference
 - 8/16/21 Review of finance database resources for computer lab

Old Business:

- DPL Policy Updates
 - Block Grant Requirements—under revision
- NYS HERO Act – Completed template. A unanimous vote was made to approve the policy Jason presented
- Book Sale -- Books have been being accepted for the “end of summer sale” to be held September 4 from 10 am to 2 pm. Serving Up Smile will be providing the ice cream truck. Either LJ or Megan from CCLS may come down to promote Libby and other Library services
- Staff Vacations – just want to keep this topic on our minds with the shortened summer hours.
- We are thankful for the large donations from Lynne Di Stassi, Lois Barris and Joel Cuthbert. The Bench cushion has arrived and looks great. Jason supplied Lynne Di Stassi with pictures of the bench as well as the canopies being during the art unveiling that her donations have provided.

New Business:

- Wheelchair Accessibility – If we apply for the NCCF grant how much of the cost can the library cover to add the ramp downstairs?
- NYS Grants – Jill Meaux from City Hall received notice from Senator Gillabrand that if we were able to partner on a grant, she would send a letter of support. Project options were shared with Jill and we’re awaiting her response.
- End of Summer Hours- Saturday’s will be open from 10-2. Jason can set the remaining hours for a total of 45 hours per week.
- Clerk Resignation – Libbey Locke begins work at the Fredonia Library on 8/23/21. Cindy, Roberta and Alison took over her shifts.
- Jan’s Monthly Plan
 - The annual audit is due at the end of August. The auditors had us file an extension letter again.

S Marsowicz and M Muldowney motioned for the meeting to be adjourned at 5:17.

Respectfully submitted,
Lynn Hoth, Secretary