

DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk, NY 14048

Minutes
September 27, 2022

Attendees Present

Mary Beth Muldowney, Sara Marsowicz, Jason Hammond, Susan Nickle, Nancy Tuggle,
Matthew Woelfle, Pam Czarniak

Attendees Absent

Megan Giebner

Mary Beth Muldowney presided. Called to order at 4:20 p.m.

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

RESOLVED: Minutes of the August 2022 meeting were approved (S. Marsowicz, N. Tuggle)

RESOLVED: Financials for August 2022 approved (S. Marsowicz, N. Tuggle)

Children's Room Report

Submitted and reviewed by Pam Czarniak.

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

No old business to discuss.

New Business

1. David Walter presented the Building Plan where projects were prioritized for completion. Also, the ADA Ramp Project was addressed. Bids were due by 09-14-22 but as of meeting no bids received. David planned to do a follow up.
2. Harassment Training is required for the board. Proof of training from members employer should be forwarded to Jason, or the Library System version will be available on library website staff page in October.
3. Fire Monitoring Service needed a contact person living nearby. Nancy Tuggle volunteered to be a contact.
4. Knox Box suggested by the fire department in 2019 was addressed. Currently one is not in place due to cost, but suggestions were made to revisit or possible other solution for supplying local police/fire department keys to enter upon alarm activating.
5. Monthly Finances/Income discussion was held. Sara Marsowicz requested to review spreadsheets showing financial trends in expenses & how they were affected since our last tax increase. Also, an updated Building Plan phase spreadsheet from David Walter will be requested by Jason.
6. Jan's Monthly Plan discussed including securing an appointment for fire extinguisher inspection, boiler tune-up & AC upkeep and building insurance renewal with Putnam on 08-24-22.

Executive Session

Called to order by Mary Beth Muldowney, President at 5:50 pm to discuss personnel matters. Session concluded at 5:53 pm.

Next meeting is scheduled for October 25, 2022.

S. Nickle & S. Marsowicz motioned for the meeting to be adjourned at 6:00 pm.

Respectfully submitted by,
Susan Nickle, Secretary