

AGENDA & MEETING MINUTES

Meeting Date:	June 15, 2022	Time of Meeting:	6:00PM
Prepared By:	Pauline M. Kurtz	Location:	Sunset Grill
Purpose/ Outcome:	Monthly Board Meeting		

“Where minds can set sail”

1. Attendance

Role	Name	Minutes	Present (☑)
Director	Meghan Brauer		☑
Vice President	Pauline Kurtz	☑	☑
Treasurer	Jim Madden		
Trustee	Kate Metro		☑
President	Kathy Neville		☑
Secretary	Kate Peck		
Trustee	Amy Seeley		☑
Trustee	Nancy Simmons		☑
	Guests		
Former Board President	Diane Muscoreil		

2. Meeting Agenda

#	Topic	Motioned	Carried
1	Recognized Diane for her years of leadership as Board President and presented her with a token of our appreciate		
2	Approved minutes from the May meeting	Motioned – Kate 2 nd – Nancy	Carried
3	Budget Review – maintaining budget parameters. No significant variances to date. See hand out for additional details.		
4	Director’s Report – Bills paid as presented. Caller ID & Call Waiting to be dropped from Verizon services - \$40.00 savings will be realized.	Motioned – Kathy 2 nd – Pauline	Carried



5	Marge recognized at NIOGA annual dinner.		
6	Grant extension approved.		
7	Unrestricted Grant present by Dave Godfrey as part of Niagara County Community Partnership Funding – will be used to support the 2022 Summer Reading Program		
8	Library Open House scheduled for September 29, 2022 – 7 to 9 PM – Friends will provide support. All should be formulating a potential list of invitees. Looking to have light refreshments, live music and recognition of those who supported the expansion through funding, services rendered, voluntary support of time and talent. Newspaper article and announcements planned.		
9	Lecture Series – first program booked for August 4 th @ 6:30PM at the Sunset Grill. NY Times Bestselling author Lorenzo Carcaterra – Nonna Maria and the Case of the Missing Bride. Additional suggestions for guests for series – Tim Clark Buffalo Niagara Film Commission, Mike Randall doing his Mark Twain character.		
10	Meghan worked with Mike Seeley & Keith Weisinger to resolve the ramp/railing issue. The half wall will stay as it meets ADA requirements. The solution recommended by Mike & Keith is to build a matching bookshelf that extends to the end of the ramp. Keith has generously volunteered his time and talents the library will purchase materials through the open grant.	Motioned – Amy 2 nd – Kate	Carried
11	Toilets to be replaced on 1 st Floor using current grant moneys	Motioned – Pauline 2 nd – Nancy	Carried
12	Lighting upgrades to be started shortly by Thilk Electric		
13	Friends Activities – Fence install in backyard, looking for photo submissions for calendar. To assist with Eagle Scout Project – Backyard Beautification		
14	Empire Pass – not an item that can be loaned out		
15	For additional details see Director’s Report		
16	Meeting Adjourned @ 7:35PM		

3. Key Meeting Decisions & Notes

Meghan will reach out via email throughout the summer months if she needs anything from the Board such as checks signed, updates regarding ongoing projects, etc.

ENJOY YOUR SUMMER EVERYONE!



1. Open Action Items

Action	Assigned to	Due Date
<ul style="list-style-type: none"> Eagle Scout Project – Backyard Beautification 	Jim / Friends of the Library	
<ul style="list-style-type: none"> Looking for additional ideas/accomplishments to highlight during Open House – Testimonials for the Dolly Parton Imagination Library, Pictures from various programs such as Paws for Reading, etc. 	All	
<ul style="list-style-type: none"> List of invitees for Open House – Due to Meghan 8/26 	All	
<ul style="list-style-type: none"> Use Tiny Art Show submissions for a note card or calendar fund raiser 		
<ul style="list-style-type: none"> Guest suggestions for lecture series 	All	
<ul style="list-style-type: none"> Uncommon Checkouts – Brainstorm items list, budgeting, checkout policies, etc. 	All	

2. Topics for Next Meeting - September 12, 2022 - 7:00PM

#	Agenda Topics	Facilitator	Time
1	Approve minutes from previous meeting		
2	Treasurer's Report		
3	Correspondence		
4	Director's Report		
5	Old Business		
6	New Business		

3. Core Distribution List for Agenda/Minutes**To:**

M. Brauer
P. Kurtz
J. Madden
K. Metro
K. Neville
K. Peck
A. Seeley
N. Simmons

