

William H. Bush Memorial Library  
Board of Trustees  
February 15, 2017 Meeting

President Susan McArdle called the monthly meeting to order at 7:05 p.m.

Members Present: John Domagala, Amy Beyer, Nelson Schwartzentruber, Susan McArdle, Cheryl Kelly.

Members Absent: Daniel Jantzi, Michelle Jones.

Also Present: Assistant Librarian Brandie Rogers.

**Librarian's Report:** See the attached notes.

**Secretary's Report:** Nelson moved to accept the minutes of the January 18, 2017 meeting as written. Amy seconded the motion. Carried.

**Old Business:**

The plaque for the bell has been completed and placed on the bell platform.

The board reviewed attendance records kept by library staff. Discussion was held regarding the possibility of changing the library's weekly hours, based upon the records kept by staff indicating peak hours of visitation. Brandie will discuss this with Karen, a decision will be made at next month's meeting.

A motion was made by Nelson, seconded by Amy to pass a resolution to petition the state to amend our charter. Motion carried. This amendment will address the change in number of board members from a set number to a range in the number of trustees to be on the board at any time.

Jerry Schell has indicated that the fiberoptic application is nearly completed.

The Dress Code Policy is being worked on.

Discussion was held regarding options that may be employed to allow DVDs to be safely returned via drop box.

**New Business:**

National Library Week is April 9 – April 15 2017. Brandie will look into scheduling a Floral Centerpiece Class sometime during that week. The staff will also distribute library bags to patrons.

Brandie would like to continue holding a Wednesday morning coffee hour the first Wednesday the months of March, April and May, as this activity has been very well received. Board is in agreement.

Discussion was held regarding being placed on the school ballot this year. Nelson will speak with our NCLS consultant regarding the process.

Sue shared correspondence. March 1, 2017 is Library Advocacy Day.

A letter received from NYS DOT was shared with the board. A curb ramp project will be taking place in front of the library this year. Curb ramps are being replaced to become compliant with current Americans with Disabilities Act Accessibility Guidelines. They are requesting permission to perform grading and re-seeding outside of DOT right of way and on our property. The Property Release Form was signed as requested and mailed to the NYS DOT.

Our next meeting will be held March 22, 2017 at 7:00 p.m.

The meeting was adjourned with a motion made by Nelson at 8:21, seconded by Amy.

Respectfully Submitted,

*Cheryl L. Kelly, Secretary*