

**DUNKIRK PUBLIC LIBRARY**

**536 Central Avenue**

**Dunkirk, NY 14048**

**Minutes**

**May 28, 2024**

## **Attendees Present**

Susan Nickle, Mary Beth Muldowney, Matthew Woelfle, Jason Hammond, Sara Marsowicz, Terri Sutherland and Pam Czarniak

President Mary Beth Muldowney presided. Called to order at 4:11 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 March 2024 meeting & May 8, 2024 Special Meeting were approved (S. Marsowicz; T. Sutherland)

## **Approval of Bill Payments & Budget Transfers**

## **Children's Room Report/Computer Lab Report**

Children's Room report submitted and reviewed by Pam Czarniak.

## **Director's Report**

Submitted and reviewed by Jason Hammond.

## **Unfinished Business**

1. Resolution to amend by-laws - awaiting the lawyer's revisions.

## **New Business**

1. Election Inspectors -passed resolution for approval - OK'd approved by all.
2. Library Subcommittees - Two groups were formed; Construction Grant Projects and Employee Engagement. Each committee will consist of two (2) members and will meet outside of regular board meetings as needed. Other committees may be formed in the future on an as needed basis.
3. CCLS Program Options - Three (3) options were presented. The program for the loanable fishing poles was agreed on by all members, but the programs for a Narcan Box and for Fentanyl Test Strips available at the library were put on hold for further information/discussion.
4. Outdoor Sign - discussion to proceed with which option would be aesthetic to the historical preservation of our building.
5. Staff Opinion Survey - Jason, Terri and Matthew met prior to the board meeting to discuss the results of the recent survey responses. The majority topics brought to

attention from the survey were discussed and possible solutions were brought to the table.

6. Finance/Income - monthly discussion & budget planning - motion was made (M. Woelfle; S. Nickle) to approve the budget proposed for June 2023 vote at the July 2024 meeting. All in favor to accept the budget for the upcoming year if the budget was approved or not approved.
7. Monthly Tasks: **April** - Get trustee candidate petitions from R. Schofield was completed and the petitions must be returned to the library director by 5:00 p.m. on May 28, 2024. **May** - Prep election materials with Board of Education (date, candidates, budget, election, inspectors, voting lists, ballots) & also pass resolution to approve Election Inspectors. **June** - Prep/Mail absentee ballots and hold election on June 18, 2024.

Next meeting is scheduled for July 23, 2024.

S. Marsowicz & S. Nickle motioned for the meeting to be adjourned at 5:21 p.m.

Respectfully submitted by,  
Susan Nickle, Secretary