

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

January 13, 2025

Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:48 p.m. Roll call: Jim Yorks, Laura Dulmage, Darcy Teets, Jake Wachholz, Katie Wenger, and Elizabeth Hui were present. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager. Ryan Krase was present from the public.

PUBLIC COMMENTS

Ryan Krase introduced himself and gave an overview of his background. Krase noted that he was happy to be interviewing for a Trustee position.

The Trustees proceeded to interview Krase for the open Trustee position. Krase left the meeting at 6:11 p.m. All Trustees agreed to recommend Krase to the Amherst Exempted Village School Board of Education for appointment to the library's Board.

MINUTES

Yorks moved, seconded by Hui, to accept Resolution # R-25-1-1, accepting the meeting minutes for the December 9, 2024, regular meeting and the 2025 Organizational meeting held December 9, 2024. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Fiscal Officer Cioffi reviewed the December 2024 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation), Cioffi reported on the year's final revenue, expenditure, and carryover totals. Yorks moved, seconded by Dulmage to accept Resolution # R-25-1-2, accepting the December 2024 Financial Reports. All present voted in favor.

MOTION PASSED

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that he was approached by the Board of Elections about the library being an election polling location. After speaking with them, the library is no longer being considered since the Community Room is upstairs.

Dovala reported that with Nancy Tomek retiring, he investigated making changes to the Youth Services Management position. After consideration, he decided to keep the position as a full-time manager. Two internal

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applicants will be interviewing for the position next week. Dovala reported that Operation Gratitude was a success, with over 800 letters being sent. Dovala report that Skylar Reichlin has started as a new PSA. New carpeting is scheduled to be installed in the DeLloyd room and local history area at the beginning of March. Repairs to the nosing on the steps will also be made at that time. A larger scanner and printer will be purchased after the carpeting is complete.

Wachholz moved, seconded by Hui, to accept Resolution # R-25-1-3, approving the hiring of PSA Skylar Reichlin effective January 6, 2025. All present voted in favor.

MOTION PASSED

There was some discussion between Dovala and Hui regarding the Friends' book sales and sorting procedures.

GIFTS & CORRESPONDENCE

Yorks moved, seconded by Wachholz, to accept Resolution # R-25-1-4, accepting the following gift:

- \$50.00 from Eric and Elizabeth Parker

All present voted in favor.

MOTION PASSED

COMMITTEE REPORTS none

Teets asked Cioffi to update the Trustee contact list for the next meeting.

Teets adjourned the meeting at 6:34 p.m.

President

Attest.