

**West New York Public Library  
Board of Trustees Meeting  
Monday; December 5, 2011 Minutes; 6:00-pm**

**In Attendance:**

*Trustees Rita Alam; Vilma Reyes; Jennifer Rodriguez; John Fauta, Supt. of Schools;  
Acting Chair Roland Alum; Mayor's Repr. George Dones; WNY Commissioner Fior Frías;  
Library Attny. Herbert Klitzner; Director Weiliang Lai; Ref. Librarian Estela Longo (Actg. Secy)*  
**Absent:** *Barbara Viu.*

Public notice of board meeting was posted, and read at the meeting by Actg. Chair R. Alum.

Mr. Alum informed members that Joseph De Marco, one of the Town's principal Attorneys, was scheduled to attend the meeting to make a presentation to us about parliamentary procedures, but had to excuse himself due to a last minute emergency. He is expected to make his presentation at the next meeting.

**PETTY CASH:** Ms. Reyes brought up the issue of the amount of petty cash available to the director. She felt that the \$250 approved at the last meeting was too low. The amount of \$500 was voted for, which Dir. Lai appreciated.

**NEW BUSINESS:** Alum asked Dir. Lai about next year's board meeting schedule. Members were asked to review their schedules for January 2012. The following changes were made: January 2<sup>nd</sup> meeting to Tuesday, January 3<sup>rd</sup>; April 2<sup>nd</sup> meeting to Tuesday, April 10<sup>th</sup>.

**DIRECTOR'S REPORT:** Mr. Lai asked for approval of budget reports. He and Board Treasurer Rita Alam reviewed the budget prior to the meeting. Ms. Reyes moved the motion, seconded by Ms. Rodríguez, passed with unanimous vote.

**TELEPHONE SYSTEM:** At previous meetings, Mr. Alum had asked Dir. Lai about the options to improve the library's telephone system, since as it is presently, it is not possible to transfer calls from Town Hall, and nor within the library itself. The Director reported that Johnston Communications will submit an estimate. The equipment could be updated by AVAYA, the same company that provided services for Town Hall. He estimates a cost of \$8,889.50. Mr. Alum asked if these inquiries could be approved right away. Mr. Klitzner stated they could. At the Board's direction, Mr. Lai will still obtain at least one more quote for comparisons.

**WNY COMMISSIONER FRÍAS** addressed the members stating that she was pleased with how the ESL and computer classes were progressing. Since the library is a multifaceted facility, these programs are important for the benefit of patrons. She expressed confidence in the board members' work and pledged to support the library, and to make herself available to lend her assistance.

Dir. Lai shared two photos of the ESL class. It was noted that some students in the class spoke only Spanish. Mr. Lai said he would try to find another teacher to teach English on an intermediate level. These sessions could take place at the Senior Center.