

BOARD OF TRUSTEE – CITY OF TONAWANDA LIBRARY

Minutes of January 13, 2014 6:30 pm

In attendance: Sylvia, Sue, Jay, Kathy and Glenn

Jay called the meeting order at 6:30pm

Minutes from November were read and moved to accept by Sylvia and
Seconded by Sue. All approved.

LIBRARY FINANCES

Attached

BUILDING & GROUNDS

Grant – Glenn received a copy of the building mechanical prints from Jason, The City Engineer, but found out that he needs the “as-built” Drawings. Glenn is still trying to physically locate all the service valves so Abatement contractor can create a realistic bid.

The side entry mural was started and put on hold to focus on the clouds For the Children’s area. The mural should be complete within the next Month. Clouds have been completed and two of three will be hung next Week. The third will need the scissor truck to install.

Chris from the city parks dept. picked up and later dropped off the snow-Thrower for a tune-up

Aaron stopped by to run two new network lines to the children’s computer Area. Last weeks weather prevented the delivery of the new computer equipment So the installation has been rescheduled for January 22, 2014. They should be Able to have in place : two (2) new childrens PC’s , two (2) new laptops, five (5) Childproof headphones, and all new PC’s in place of the current public PC’s. Also A new replacement PC for the circulation desk.

Fire Inspection follow up: No answer as yet on: 2nd extinguisher in basement
Key for basement door
Completed: Boiler Certificate has been updated
Replacement of batteries in the two (2)
Emergency Lights

Fire Alarm Sensor Update: Aaron will clean sensors when he brings scissor truck
For light work in the domes.

FRIENDS OF THE LIBRARY

Beth Ann, The Holiday Harpist, entertained an audience of about 70 people

Basket raffle concluded, raising just over \$700.00

Book/ Jewelry / Bake Goods Sale is set for January 23, 24, and 25.

STAFF

Allysa broke her toe at home and was out for three weeks, she is back
And working.

Discussion on Chantal's situation. Glenn will keep everyone in the loop.

DIRECTORS NOTES

The Library (All BECPL) was closed on Tuesday Jan 7th due to the weather and
Was the last library to close early on Monday Jan 6th due to the weather (6:30
pm).

Glenn is trying to coordinate a meeting with the new Mayor Rick Davis and
Treasurer Joe Hogenkamp at our next Board meeting – Feb 10.

OLD BUSINESS

The meeting minutes on line will start Jan 2014 – Michelle has been updating The website for all other information including programs. She has also created A Pinterest account for the library where pictures are used to tell our story. Lisa Ermer has taken the responsibility for keeping our Facebook page current.

The Entry hallway floor is still on hold.

NEW BUSINESS

Schedule of Board Meetings for 2014:

Jan 13	Apr 14	July 14	Oct 20
Feb 10	May 12	Aug NONE	Nov 17
Mar 10	June 9	Sept 8	Dec 10 PANES

Officer Assignment, Address updates to be taken care of by Glenn

Slate stands as follows: Bonnie – President

Jay – Vice President

Kathy- Secretary / Treasurer

Sue

Sylvia

A vote was cast for all with no opposing's of any of the offices and Kathy

Made note that all was approved

PROGRAM STATISTICS:

- Toddler Time, 4 Sessions, 41 patrons
- Pre-School Story Hour, 0 sessions
- Lego Club, 3 sessions, 76 patrons
- Knitting Club, 5 sessions, 53 patrons

- Ginger Bread Houses, 2 sessions, 76 patrons
- Santa and Mrs. Claus Visit, 84 patrons
- Computer Training, 2 sessions, 15 patrons
- Brownie troop visit, 12 patrons

CIRCULATION STATISTICS

Total Circulation – 9,057 (Dec 2013)

9,175 (Dec 2012) down 1.3%

Hi – 621 (Check out of all material)

Low – 176

Avg (22 days)

412 (2013)

Next Meeting – February 10th, 2014

Meeting was adjourned at 7:30pm by Jay, 2nd by Sue

Respectfully Submitted

Kathleen A Reitz