



**City of Tonawanda Library
September 2016 Minutes
Sept 12, 2016**

In Attendance: Bonnie, Jay, Sylvia, Kathy and Mary

Meeting Called to order at 6:35 pm

NOTE: The July and August monthly activity reports were made into the September Board Minutes as we do not meet in August.

PUBLIC SERVICES

In Library Programs:

- Lego Club was held on Saturday, August 20th and Tuesdays, August 9th and
- Evening Book Club was held on Tuesday, August 2nd. There were 9 participants.
- Adult Coloring program was held on Thursday, August 25th. There were 7 participants.
- Preschool story time was held on Mondays, August 1st and August 8th. There were 34 participants.
- Evening story time was held on Monday, August 8th. There were 23 participants.
- Toddler story time was held on Tuesdays, August 2nd and August 9th. There were 62 participants.
- Book Babies story time was held on Thursdays, August 4th and August 11th. There were 67 participants.
- Summer Fun Club was held on Thursdays, August 4th and August 11th. There were 12 participants.
- End-of-Summer Picnic was held on Thursday, August 18th. There were 106 people in attendance.
- In Jest Family program was held on Monday, August 1st. There were 82 people in attendance.
- Nature Ed-Ventures presented 'Weird Science Wonders' on Tuesday, August 2nd. There were 22 participants.
- Nature Ed-Ventures presented 'Icky, Sticky, Science' on Tuesday, August 9th. There were 11 participants.

- Children’s Programming Team presented ‘Minute Olympics’ on Saturday, August 13th. There were 6 participants.
- Niagara University Theatre Dept. performed on Monday, August 15th. There were 33 people in attendance.
- Buffalo Museum of Science presented ‘Science Below Zero’ on Monday, August 15th. There were 11 people in attendance.
- Local Author, Alyssa Palombo, spoke and signed her book on Tuesday, August 16th. There were 20 people in attendance.

Adult Technology Programs:

Computer Basics class held on Thursday, August 11th had 5 participants.

Outreach : NA

Displays: NA

Partnerships:

- Durham Staffing had an informational table at the library on Tuesday, August 16th.
- Ravel Rousers knitting group met on Fridays, August 5th, August 12th, August 19th & August 26th. There were a total of 23 participants.
- Catholic Health offered free screening tests for community residents on Friday, August 12th.
- Walgreens Pharmacy had an informational table at the library on Monday, August 22nd.

Correspondence:

- Thank you letter to Friends of the City of Tonawanda Library for sponsorship of Summer Reading prizes, programs and picnic.
- Thank you letter to Kiwanis Club for Summer picnic hot dogs.

FUNDING

- 2016 MAT and AV budgets:
 - MAT = \$742.42 (70% spent to date)
 - AV = \$1007.06 (68% spent to date)
 - SER = \$2611 (100% spent)

Campaign Name	Dates	Amount Deposited
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Candy bars	8/1-8/31/16	\$115.00
Ongoing book sale	8/1-8/31/16	\$203.00

LIBRARY FINANCES
(ATTACHED)

STAFF DEVELOPMENT

- Library Director Mary Muscarella participated in Ask 24/7 Reference Service on Tuesdays, August 9th and August 23rd.
- Librarian Betsey Higgins participated in Ask 24/7 Reference Service on Thursdays, August 4th and August 18th.
- Library Director Mary Muscarella attended a Manager/Director meeting at the Central library on Wednesday, August 10th.

STATISTICS

Changes from August 2015 to August 2016

- Change in circulation: -14.2%
- Change in door count: -4.3%
- Change in PAC statistics: +4.6%
- Change in WiFi: +356%

FACILITIES

- Basement flooded on August 15th. After that, the City installed 2 new sump pumps in the basement and have promised to install a water alarm as well.
- On August 25th, Library volunteer Bethany Howell's bike was stolen from the bike rack on the parking lot side of the building. Bethany did not lock her bike to the rack. The police were called & a report was filed.
- On August 9th at approximately 7:30am library caretaker Bob Bunts noticed some clothing on the ground next to the shed. On closer inspection, he found that someone had defecated on the ground next to the shed & left their clothing. The police were called & a report filed.

Discussion on getting a Security camera.

ONGOING BUSINESS

NEW BUSINESS

- Sunday Hours (11am-4pm) commenced yesterday, and will continue on a trial basis for the remaining Sundays of 2016.
- Historical Society of the Tonawandas will be holding their September program at the library on Wednesday, September 14th from 7-8:30pm. The author of 'Gastown Girl', Lois Sonnenberg, will speak and sign books.
- Due to increase in security incidents, I have requested that the City of Tonawanda Police add the library as a regular stop a few times a week to show their presence. I have also requested that security cameras be placed both inside and outside of the library.

Meeting adjourned at 7:40 pm by Bonnie, 2nd by Kathy

Respectfully submitted

Kathleen A. Reitz
Secretary