



**City of Tonawanda Public Library
June 10, 2019 Library Board Meeting Minutes**

In attendance: Bonnie Bugbee, Jay Holler, Sharry Folmsbee, Karen Bordonaro, Gayle Brown, Elaine Panty & Library Director John Gaff

Meeting called to order at 6:30 PM by Bonnie Bugbee

New Trustee, Gayle Brown, welcomed to the library by those in attendance.

Motion made to approve May Minutes with amendment to correspondence by Gayle Brown and seconded by Karen Bordonaro. Unanimously approved

PUBLIC SERVICES

MAY In-Library Programs:

- Mother Goose on the Loose was held on Mondays, May 6th, 13th, & 20th, and Tuesdays, May 7th, 14th, & 21st. There were a total of 256 participants.
- Book Babies was held on Thursdays, May 9th, 16th, & 23rd. There were a total of 212 participants.
- Evening Book Club met on Tuesday, May 7th to discuss 'The Emperor of Ocean Park'. There were 5 attendees.
- Coloring for Relaxation program was held on Thursdays, May 2nd, 16th, & 30th. There were a total of 40 participants.
- Lego Club was held on and Saturdays, May 4th & 18th, and Tuesday, May 14th. There were a total of 58 participants.

MAY Adult Technology Programs:

- 'Book A Technology Trainer' one-on-one sessions were held on Saturday, May 18th. There were 3 attendees.

MAY Outreach:

- The Library continued its partnership with the Boys & Girls Club of the Northtowns in the month of May. As part of the partnership, the library travelled to the Middle School satellite clubhouse once per week for three weeks. Hands-on Science, Technology, Engineering, & Math activities were presented middle schoolers. In total, three sessions were held and there were 57 participants.
- The library hosted activities at the High School STEM event on Wednesday, May 15th. The library interacted with parents and children alike about library programs and services, as well as demonstrated stomp rockets. In total, there were 112 attendees.

MAY Displays:

- Military Order of the Purple Heart exhibit.
- Monthly art exhibit from City of Tonawanda Schools.
- Broom display by local artist and craftsperson Karen Koch.
- Seasonal and topical book displays by Librarian Terasa Gipson.
- Triangle display holding new non-fiction materials converted to a display. Housed four special collections chosen by staff.

MAY Partnerships:

- University Express sessions were held throughout the month of May. Sessions were held on May 2nd, 3rd, 9th, 10th, 13th, 17th, 23rd, 24th, 30th, & 31st. There were a total of 201 participants.
- Ravel Rousers knitting club met at the library on Fridays, May 3rd, 10th, 17th, 24th, & 31st. There were a total of 41 participants.
- Friendship Quilters met at the library on Tuesdays, May 7th, 14th, & 21st. There were a total of 11 participants.
- The YWCA Widows' Group met at the library on Mondays, May 6th and May 20th. There were 44 attendees.
- PAWS to Read was held on Sunday, May 5th. There were 6 attendees.
- Local author, Susan Potter, held a book signing event for her new book "Don't Judge a Book By Its Cover". There were 55 attendees.
- The Swiftwater Book Club met on Tuesday, May 28th. There were 9 attendees.
- WNY Boggleheads met at the library on Saturday, May 11th. There were 8 attendees.

Correspondence:

- Letters sent to local legislators Assemblymember Robin Schimminger and Senator Chris Jacobs requesting aid available to libraries.
- Resignation letter of Mary McKee as Secretary from the Friends of the City of Tonawanda Library received. Included in the correspondence were the minutes from the recently held Friends meeting.

FUNDING

- 2019 MAT, SER and AV budgets:
MAT = \$3934 (minus \$1462 spent to date) = \$2472
AV = \$1375 (minus \$76 spent to date) = \$1299
SER = \$3722 (minus \$3722 paid to date) = \$0
PBKSO = \$191 (minus \$42 paid to date) = \$149

Campaign Name

Dates

Amount Deposited

Candy bars	5/1 through 5/31/19	\$112 YTD = \$444.00
Ongoing book sale	5/1 through 5/31/2019	\$401.10 YTD = \$1391.55

LIBRARY FINANCES

(ATTACHED)

STAFF DEVELOPMENT

- Library Director John Gaff attended the second of four classes as part of the Public Library Administrator's Certificate Program on May 3rd. John will graduate from the program at the end of June.

STATISTICS

Changes from May 2018 to May 2019

- Total Circulation: 6,665
- Change in circulation: -8.3% (member library average .9%) (for comparison, CEN - 16.9% ELM -5.3%)
- Door Counts: 5,998
- Change in door count: 8.4% (member library average 4.2%)
- Public Access Computer Sessions: 982
- Change in PAC statistics: -3.2% (member library average -0.5%)
- WiFi Logins: 683
- Change in WiFi: 9.3% (member library average 20.2%)

MAY New Statistics:

- Reference questions answered in May: 256 (for comparison, Grand Island had 234 reference questions, and Elma had 304.
- Children's programs offered: 27 (16 last year)
- Attendance at children's programs: 658 (363 last year)
- Adult programs offered: 25 (15 last year)
- Attendance at adult programs: 315 (245 last year)
- Intergenerational programs offered: 6 (3 last year)
- Attendance at intergenerational programs: 212 (37 last year)

Total Program Attendance: 1,185

NEW BUSINESS

- Purchasing updates
- Parking lot update

Trustees Sharry Folsmbee and Karen Bordonaro indicated that they took the Oath of Office at City Hall. Trustee Gayle Brown informed of the requirement to take Oath of Office.

Motion made by Jay Holler and seconded by Sharry Folsmbee for adjournment at 7:43 PM. Unanimously approved.

Respectfully submitted,

Board of Trustees