

Board of Trustees – City of Tonawanda Library
Nov 16, 2015 6:30 p.m.

LIBRARY FINANCES ATTACHED

BUILDING & GROUNDS

- Mark Tattenbaum and John Choczynski were the adult artists and Julianna Sukel remained the childrens artist for the month of October.
- Still need to reinforce the drop box door to prevent overextension which leaves it open.
- The discussion of two new children's Boardbook bins has changed based on some creative reuse of existing bin holders. The two bins currently holding archived newspapers and misc other items have been re-commissioned for children's Board books. The archived newspapers will be placed under the information handouts table. I will have a discussion with the shelf contractor to price just the extension shelves.
- City electrician Aaron Kisloski will be by, as his schedule allows, to replace the exterior outlets on the building to GFI's. He'll also have to replace a worn ballast in the basement, the photo sensor for the flag and sign lights, run new network cables for two new computers and relocate the fax line cable to the front service desk.
- SmartEdge / Grantwork...all work has been completed as of today Nov 16. I will be getting all needed invoicing from City Treasurer Hogenkamp so both grants can be closed out. Director Glenn has completed controls training with SmartEdge. Caretaker John has completed installing new ceiling panels where the new HVAC components were installed as well as other spot locations that were in need of replacing due to water damage.
- Caretaker John has completed installing shelves in the basement for storage in an area previously occupied by HVAC equipment. He also painted the walls in this area to increase the level of reflected light.
- Librarian Betsey met with TonSchool Art Director Liz Randell on Oct 27th to discuss the logistics for a new display program that will feature specific student artwork at the library throughout the year.
- Coordination continues with the Historical Society and CEN Graphics Dept regarding the next photo exhibit. The start date is scheduled for sometime around early January.
- We have received confirmation from CEN business office that we will be receiving a new snowthrower, walk mower, and string trimmer.
- The Tonawanda Middle School Service Club brought 12 students to the library to pick up leaves.

FRIENDS OF THE LIBRARY

- Book sale dates have been confirmed for Jan 14, 15, 16, 2016.
- Oct 27th meeting had 14 attendees.
- TonCity Parks Dept has begun the installation of the concrete pad for the 50th Anniversary bench.
- The bake sale held on Election Day had a good selection of items.
- Discussions have begun on transitioning from having a large book sale in January to an ongoing sale throughout the year. This would remain the new status quo until a long term storage solution can be located.

STAFF

Librarian Michelle attended the Youth Services Meeting at CEN on Tuesday Nov 10th.

DIRECTORS NOTES / NEW BUSINESS

- Still waiting on official word from Assemblyman Schimmingers office regarding the \$6000 aid money for an ADA service desk.
- Eric Tower, Community Coordinator for the Dept of Social Services, stopped by on Nov 6th to introduce staff to Medina Ejaz, the UB intern assigned to our library to assist patrons with a variety of ECDSS program assistance. She will be here every Thursday through next May.
- New fax service options.

OLD BUSINESS

- Janet Holler Memorial book purchase

PROGRAM STATISTICS (Oct):

- Lego Club, 3 sessions, 55 patrons.
- Knitting Club, 5 sessions, 51 patrons.
- Medicare Info Session, 11 patrons.
- Computer Training, 1 session, 6 patrons.
- PreSchool StoryHour, 7 sessions, 41 patrons.
- Toddler Time, 4 sessions, 70 patrons.
- BookBabies, 5 sessions, 155 patrons.
- SwiftWater BookClub, 18 patrons.
- Amazing Race, 13patrons.
- Charlie/Checkers Halloween Show, 42 patrons.
- Pumpkin Jubilee, 27 patrons.
- Durham Temporary Services, 5 patrons.

CIRCULATION STATISTICS

Total Circ **9517** (Oct 2015), **10205** (Oct 2014) Down 6.7%

Hi – **603**, Lo – **214**, Avg (23 days) **414** (2015)

*****Next meeting: Dec 14, 2015*****