

**MINUTES OF THE MEETING OF THE  
TOWN OF TONAWANDA LIBRARY BOARD  
FEBRUARY 14, 2012**

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, February 14, 2012 at the Kenmore Library, 160 Delaware Road, Kenmore, New York, following due notice to trustees, official public notice to the Tonawanda News, and a posting in the Kenmore and Kenilworth Libraries. The following members were present:

Jason Aronoff  
Jeanne Phillips

Sheila Ginnane

Eileen Crawford

Also attending: Dorinda Darden, Library Director of Kenmore-Town of Tonawanda Libraries

Board Co-Chair, Jason Aronoff, called meeting to order at 7:11 pm

**APPROVAL/CHANGES TO AGENDA:**

- Request made by Jason Aronoff to add “Library Re-opening Ceremony” under New Business. Motion made by Eileen Crawford and seconded by Jeanne Phillips to make this addition.

**APPROVAL/CHANGES TO MINUTES:**

- Motion made by Eileen Crawford to change the word “draw” (at the top of page 3) to the word “drawn” and then accept minutes as written. Motion seconded by Sheila Ginnane and passed.

**REPORT OF CHAIR:**

A. January 21, 2012 ACT meeting at Orchard Park Public Library.

In addition to about forty people from the library Boards in attendance, Mary Jean Jakubowski the Director of the B&ECPL system, Ken Stone, the CFO of the library system, and Jack Connors, the Chair of the central library board, were in attendance.

Ellen Bach, the lawyer from Albany who is writing the legislation to create a Special District Library (SDL) was at the meeting. She was the main presenter for the last two hours of the three-hour meeting.

The first hour was given over to discussion of concerns about the SDL that David Dietz, writing in behalf of the Town of Tonawanda Library Board, had expressed to the chairpersons of each contract library board. Dr. Dietz had expressed concerns about moving forward on the SDL when there still were significant issues to resolve and when the new County Executive has stated an approach that differs with the SDL plan. Dr. Dietz suggested a pause in the SDL considerations while more questions were answered.

At the outset of the time allotted to the position Dr. Dietz stated, the three members of the Town of Tonawanda Library Board in attendance, Sheila Ginnane, and Jeanne Phillips, and Jason Aronoff, distributed a list of concerns to each person present.

In the discussion that ensued Ken Stone noted that there would be no new separate tax and explained how the tax for the library system would work.

Mary Jean Jakubowski wanted to be sure that it was clear that the towns would not be giving up their buildings. The SDL would seek to have lease agreements with all the towns, with the towns retaining ownership of the buildings and grounds. Mary Jean Jakubowski said that she and others at the central library have been trying to work with Mark Poloncarz and members of his staff, Richard Tobe being one, to try to secure the County's cooperation as the move to the SDL continues.

Several trustees from other contract libraries said that we should continue with the SDL process because the other avenues to secure sustained appropriate funding were not viable. Other than the concerns raised by representatives from three of the 22 contract libraries, Town of Tonawanda, Grand Island, and Cheektowaga, there were few other concerns raised about the SDL. Barbara Birt from Grand Island said that the SDL people should recognize negative possibilities and not only focus on the rosy picture.

Ellen Bach, the lawyer from Albany who the library system has hired, went over changes in the proposed legislation. She had pages of her latest draft of some of the legislation to go over. There were several points that addressed major concerns we and a few other library boards had. One was the issue of particular library board assets. The legislation now reads that those assets will be transferred to the SDL and entered into an account for the library from which they came and can be used only for that library. A legally enfranchised advisory board of that particular library can use those assets. The money used by the advisory board would have to be cleared through the elected library board. Money or other assets given for specific purposes will have to be used or spent for those purposes.

A trustee from Cheektowaga was particularly concerned about valuable Reinstein family papers that have international significance. Ellen Bach said those papers would become SDL property but would remain in the Cheektowaga libraries and could not be moved elsewhere.

One article of legislation Ellen Bach read was about the creation of a minimum five member advisory board that did not have any legal powers. The idea that the advisory board has some say in the spending of the assets carried over gives the impression that they do have some say, albeit under the thumb of the central board.

After the session the three of us from the Town of Tonawanda felt somewhat more comfortable about the handling of Town Library Board's assets, and about the role that towns would have in keeping their buildings under the SDL model. Towns would be

encouraged to retain ownership of their buildings and work out lease arrangements for the SDL to continue to operate the buildings as libraries.

At the meeting Mary Jean Jakubowski said that the timetable for getting the SDL idea to the voters would be set back to 2013, and thus would give all of us more time to arrive at the best solutions to funding the library system through the SDL.

Although the meeting helped clarify a number of key points, there still are concerns, particularly how the County Executive will emerge and help craft the best possible long-term financial condition for the library system, either on his own or with the SDL people. If he's going to do it from within his office and with County Legislators, then he should get to it soon so he is not running a parallel library campaign for a long time that opposes the SDL movement.

## **B. Town Board Work Session.**

Jeanne Phillips, Sheila Ginnane, and Jason Aronoff attended a Town Board Work Session on February 6, 2012. Lisa Chimera asked us to talk about the Special District Library initiative that has been undertaken by leaders of our library system's central staff, in particular Mary Jean Jakubowski and Ken Stone.

We distributed the central library's question and answer sheets about the SDL that had most of the basics on it. Jason Aronoff highlighted some of the points and took questions and tried to be objective about the SDL, and at the same time indicate that we still had some reservations about governance and the Town's role with the buildings.

Before the meeting Lisa gave me Denise Gee's phone number at the Buffalo News and asked me to call her. Denise wanted to talk with Lisa about the SDL, but Lisa thought that one of us on the Library Board should chat with her. Denise is working on a story about the SDL.

Denise interviewed me for the article, which as of today, has not appeared. I tried to indicate that some of our reservations about the SDL have been addressed, but that we still were being cautious and had some concerns.

Work on the Kenmore Library.

Jeanne Phillips, Jason Aronoff, and Dave Dietz, prior to his departure to Maryland, have been meeting weekly with Dorinda Darden, Sue Makowski, David Decker, Rich Ford, and several other Town workers to get updates on the progress of the re-modeling at the Kenmore Library. Dave Decker and Rich Ford have kept us informed of the progress and have entertained suggestions and questions from us.

The job the Town workers and the contractors did has been outstanding, and their efforts

have resulted in a much better looking library and more efficient use of the space. The re-opening on February 8th after two weeks and two days resulted in an improved facility for patrons.

The work on Dorinda Darden's and Sue Makowski's offices will continue on for a week or two. Dave Decker believes those projects will be completed by the end of February.

Dan Wiles, Director of the Town's Youth, Parks and Recreation Department and his staff, particularly David Decker, Rich Ford, Marv Hudson, and Chuck Panzica, who worked on this project should be commended for their work.

Dorinda Darden and Sue Makowski and their staff should be applauded for their tireless work during the re-modeling. It took a major effort to coordinate and actually move books back and forth, and back and forth again.

## **REPORT OF THE DIRECTOR:**

### **STATISTICS**

#### ***Circulation:***

Kenmore:	January 2011: 26,359	January 2012: 19,460	<b>-26.2%*</b>
Kenilworth:	January 2011: 7,830	January 2012: 8,764	<b>+11.9%</b>

#### ***Foot Traffic:***

Kenmore:	January 2011: 16,901	January 2012: 11,128	<b>-34.2%</b>
Kenilworth:	January 2011: 4,841	January 2012: 5,061	<b>+4.5</b>

**\*Kenmore was closed for Remodeling from January 23, 2012 – February 7, 2012.**

The Kenmore Branch was closed for remodeling from January 23, 2012 – February 7, 2012. 58 Additional Hours were granted at the Kenilworth Branch from January 23, 2012 – February 5, 2012. The construction reflects the changing community needs and means the Library can operate more efficiently. The library is now more welcoming, replacing an outdated circulation desk, a new children's area was constructed and space dedicated to public computers, a Magazine area and a Media area were created. An inviting lounge provides a quiet and relaxing environment. The New entrance doors are equipped with automatic door openers in compliance with the American with Disabilities Act (ADA). A New York State Construction Grant from the 2010-2011 State budget was awarded to the Kenmore Branch Library for this remodeling. The \$76,805 award will be matched with funds from the Town of Tonawanda. A special thanks to the hard work from the Town of Tonawanda Youth, Parks and Recreation and the Kenmore Branch staff who were invaluable with moving and organizing library materials during the remodeling of the Kenmore Branch.

**Programs** – Kenilworth Branch Manager Amy Christman presented her **Adult Monthly Journal Group** program at the Kenmore Branch on January 3<sup>rd</sup> with 12 in attendance. The **Computer Basics and Internet Basics** Adult Computer classes were presented by the Central Library Cybertrain staff on January 11<sup>th</sup> and January 18<sup>th</sup> respectively with a total of 42 in attendance. The Falk School visited the Kenilworth Branch on January 3<sup>rd</sup>,

January 6<sup>th</sup>, January 10<sup>th</sup> and January 17<sup>th</sup> with 18 children and 7 adults for a total of 25 in attendance. Creative Child Day Care Center visited the Kenmore Branch on January 13<sup>th</sup> with 18 children and 3 adults for a total of 21 in attendance. The children read stories and helped their teachers choose books to check out. Ripen with Us Nursery School visited the Kenmore Branch on January 19<sup>th</sup> with 5 children and 1 adult for a total of 6 in attendance. The children listened to stories and helped their teacher choose books to check out.

**Library Accident/Incident Report** – On February 9<sup>th</sup> a rug runner near the Circulation Desk caused Marilyn Rocco to trip and fall on the floor. She got up on her own and refused medical attention. **Kenmore Branch Manager Susan Makowski filled out The Library Accident/Incident Report.**

Dorinda Darden along with Kenmore Branch Manager Susan Makowski, Town of Tonawanda Public Library Board of Trustees Jason Aronoff and Jeanne Phillips, Town of Tonawanda Parks Maintenance Supervisor Rich Ford and Town of Tonawanda Senior Engineer Assistant David Decker attended the Kenmore Remodeling Project weekly meetings held at the Kenmore Branch.

The Town of Tonawanda Historian Ed Adamczyk interviewed Dorinda Darden for an article in the Tonawanda News on February 1<sup>st</sup> about the remodeling at the Kenmore Branch.

- Dorinda Darden reported that there was an incident today concerning two students who took refuge in the library claiming there was another student outside who had a pocketknife. The Police were contacted.
- Dorinda Darden expressed the need for some new computer chairs. She will provide the Board with more information at the next meeting. She is also investigating the purchase of a new “crowd control” rope for use at the circulation desk.

#### **UNFINISHED BUSINESS:**

- Eileen Crawford will speak with the bank about the design of checks that we were given since they are not what were requested. We will soon begin to receive invoices from the construction.
- Memorandum of Understanding for SDL: Discussion re: #5 “Real Property” and that it is the responsibility of the Library Board to be sure the Town understands and is aware of this provision. Provision #6 “Personal Property” was also discussed with a question as to how these monies would be absorbed by the SDL. Discussion continued with #7 “Advisory Board”. A question was raised as to who provides insurance for this board.
- Jason Aronoff plans to forward the MOU to the Town Board for their review
- A copy of the survey for Ellen Bach was distributed. Completion of this survey will be resolved at our next meeting.

#### **NEW BUSINESS:**

- Security System: Discussion re: need for an updated security system for the

Kenmore Library. There are several areas of the facility that cannot be monitored by sight and should have camera overview. Dorinda Darden will proceed with securing bids for this system. Dorinda Darden also mentioned that there are some libraries that hire a security guard for a few hours a day when they are most needed.

- Discussion re: most appropriate use of downstairs offices. A suggestion was made that possibly a store staffed by the Friends would be a good use for the Director's former office. Eileen Crawford will present this idea to the Friends for their input.
- Library Re-opening Ceremony – Dorinda Darden suggested that this be delayed until the RFID is complete (probably the week of 4/9)

### **EXECUTIVE SESSION**

Motion made by Eileen Crawford to adjourn and seconded by Sheila Ginnane. Meeting was adjourned at 8:36 pm.

The next Library Board Meeting will be on March 7 at 4 pm