

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
OCTOBER 8, 2013

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, October 8, 2013 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 Eileen Crawford Laura Glass
Nancy O'Donnell Jeanne Phillips

Also attending: Dorinda Darden, Library Director of the Town of Tonawanda Public Library – Kenmore and Kenilworth Branches

APPROVAL/CHANGES TO AGENDA:

- Motion made by Nancy O'Donnell to add "Treasurer's Report" under New Business. Motion seconded by Laura Glass and passed.

ADOPTION OF MINUTES:

- Motion made by Eileen Crawford to accept minutes from meeting of September 10, 2013 as written. Motion seconded by Laura Glass and passed.

REPORT OF THE CO-CHAIR:

- Jason Aronoff reported that a letter stating the Town of Tonawanda Library Board acceptance of the MOU for the creation of a Special Legislative District for the Buffalo and Erie County Public Library System has been forwarded to Mary Jean Jakubowski.
- Jason Aronoff also stated that he forwarded an e-mail to Lisa Chimera re: library initiatives previously discussed and questioned whether Town funding would be available to use toward the cost of any of these initiatives. He has not yet received a reply.
- Both the Chairperson and the Library Board expressed congratulations to Dorinda Darden and the entire Kenmore Library staff for increasing new library card members during the month of September by 192. It should be noted that this was the largest increase of any branch in the system excluding the Central Library

- Jason Aronoff congratulated the Friends of the Library for a very successful book sale.

REPORT OF THE DIRECTOR:

STATISTICS

Circulation:

Kenmore: September 2012: 26,084 September 2013: 24,136 **-7.5%**

Kenilworth: September 2012: 6,690 September 2013: 6,690 **0.0%**

Foot Traffic:

Kenmore: September 2012: 15,224 September 2013: 14,008 **-8.0%**

Kenilworth: September 2012: 1,925 September 2013: 2,538 **+31.8%**

Programs – Kenilworth Branch Manager Amy Christman facilitated the monthly **Adult Monthly Journal Group** at the Kenmore Branch on September 3rd. There were 10 in attendance. Kenilworth Branch Manager Amy Christman facilitated the monthly **Adult Book Discussion Group** at the Kenilworth Branch on September 4th. There were 8 in attendance. The Falk School visited the Kenilworth Branch on September 10th, September 16th, September 23rd, September 24th and September 27th. There were 35 children and 14 adults for a total of 49 in attendance. The Central Library Cybertrain staff conducted the **eBooks & eReaders** adult computer class on September 11th at the Kenilworth Branch with five in attendance. Creative Care Nursery School visited the Kenmore Branch on September 17th with 22 children and 4 adults for a total of 26 in attendance. Kenmore Branch Librarian Nancy Offerman read stories and showed a short movie to the children. On September 19th, Creative Care Nursery School visited the Kenmore Branch with 18 children and 3 adults for a total of 21 in attendance. Kenmore Branch Manager Susan Makowski talked about the library and read stories to the children. On September 19th, Library Associate Cynthia Lenzer from the Central Library Children’s Programming Team presented a **Love That Dog! Program** for ages 3-8 to Celebrate Clifford the Big Red Dog at the Kenmore Branch. There were 13 children and 10 adults for a total of 23 in attendance. Kenmore Branch Librarian Nicole Bermingham presented the **Kenmore Book Club for Kids** for ages 9-12 on September 21st to discuss **Kizzy Ann Stamps** by Jeri Watts. There was 1 in attendance. Kenmore Branch Librarian Jill Jablonski facilitated the **Teen Gaming Night** for ages 13-17 at the Kenmore Branch on September 24th. There were 3 in attendance. The Central Library Cybertrain staff presented two adult computer classes at the Kenmore Branch. The **Computer Basics** class was held on September 20th with 9 in attendance and The **Internet**

Basics Computer class on September 27th with 6 in attendance. Librarian Wanda Collins from the Central Library Children's Programming Team presented **Preschool Story time** on September 26th at the Kenmore Branch with 18 children and 12 adults for a total of 30 in attendance.

Kenilworth Page Shawna McGuire resigned. Her last day was September 4, 2013. Joanna Battaglia was hired is a Senior Page at the Kenilworth Branch effective September 21, 2013. Her first day was September 25, 2013. She was previously a Senior Page in the Children's Department at the Central Library.

The Kenmore-Town of Tonawanda Friends of the Library held the **Annual Book Sale** from September 12, 2013 – September 14, 2013 at the Lincoln Arena. The Book Sale raised \$13,000 in proceeds to benefit the Town of Tonawanda Public Library – Kenilworth and Kenmore Branches.

The Kenmore Branch won the **Buffalo and Erie County Public Library's Library Card Sign-up Month Contest** with 192 new cards issued during the month of September. The library staff will receive a catered lunch from Buffalo & Erie County Public Library Director Mary Jean Jakubowski on October 24th.

Kenmore Branch patron Lesley Rudin was a winner in the **Young Adult Book Contest**. She won a \$25.00 Amazon Gift Card. Kenmore Branch patron Sarah Coupal was a winner in the **Teen Online Summer Reading Challenge**. She won a \$10.00 Amazon Gift Card. Kenmore Branch patron Katherine Murphy was a winner in the **Kids Online Summer Reading Challenge**. She won a \$10.00 Amazon Gift Card. Kenmore Branch patron Jocelynn Munoz was the **Summer Independent Reading** winner. She read 265 books and 7,350 minutes. Kenmore Branch patron Liam Doyle was the second place winner having read 129 books and 3,590 minutes. Jocelynn and Liam each won library bags filled with books and assorted novelties.

The Town of Tonawanda Public Library Director Dorinda Darden submitted a **Monthly Report for the Town of Tonawanda Public Library** to the Central Library that was included in the **B&ECPL Monthly Report July and August 2013** for the September 19, 2013 System Board meeting.

Sue Barnes from Grantmakers Advantage, Inc submitted the **2013-2014 New York State Construction Grant Applications** for both the

Kenilworth and Kenmore Branches to the Buffalo & Erie County Public Library System on September 8, 2013 for the Heating, Ventilation and Air Conditioning (HVAC) and Roof at the Kenilworth Branch and the Heating, Ventilation and Air Conditioning (HVAC) at the Kenmore Branch.

Students in an Occupational Therapy class at the University of Buffalo visited the Kenilworth Branch on September 19th to observe the levels of handicap accessibility in the building. They measured the parking spaces, entry doors, aisles, table heights and restroom facilities for a paper on public buildings and accessibility for their class.

Tonawanda Public Library Director Dorinda Darden sent a letter to Dr. Nan M. DiBello, Dean of the Niagara Frontier Center, SUNY – Empire State College about the 14 contemporary alternative books and 52 contemporary alternative music compact discs that were ordered from the \$750.00 donated to the Kenmore Branch Library on May 1st by the staff of the Niagara Frontier Center **In Memory of John E. Farrell**. A Bookplate has been put in each book in memory of John E. Farrell and the bookplate acknowledges that the donation was from the Niagara Frontier Center, SUNY – Empire State College.

Library Accident/Incident Report - On September 12th at approximately 4:00 PM a regular Kenilworth Branch patron discovered a toddler in the parking lot wearing only a diaper. The boy was all alone, and the man attempted to find out where he lived. When he brought the boy into the library, Kenilworth Branch Manager Amy Christman called the police. Before the police arrived, a young man came in to claim the child, and he stayed to talk with the officers about the incident. The man and the child left with the police.

Kenmore Branch Librarian Nicole Bermingham attended the NY Council for the Humanities **Choosing the Right Text Webinar** on September 12th.

Tonawanda Public Library Director Dorinda Darden attended the **Zonta Club of Kenmore Meeting** on September 11th and September 18th.

Town of Tonawanda Public Library Director Dorinda Darden attended the **Town of Tonawanda Community Needs Assessment Meeting** conducted

by the Mobile Safety-Net Team held at the Sheridan Parkside Community Center on September 24th.

Town of Tonawanda Maintenance was called to adjust the heating/cooling at the Kenilworth Branch because the thermostats are locked. They did not bring keys for the locked boxes, so a paperclip was used to move the setting from cooling to heating.

Dorinda Darden reminded everyone that the Volunteer Appreciation Brunch for the Friends would be held on October 26 at 10:30 am in the Kenmore Library Community Room. She invited all board members to attend.

UNFINISHED BUSINESS:

- Dorinda Darden reported that on September 24 Town of Tonawanda Supervisor of Parks Maintenance Rich Ford informed her that a representative from the Paper Retriever Program came to the Kenilworth and Kenmore Branches to see if the recycle bin could be placed in both locations. The representative stated that there would not be an appropriate place for the needed bins. Consequently this program will not be pursued.

NEW BUSINESS:

- Follow-up discussion re: Kenmore Branch initiatives. Dorinda Darden stated that it may be necessary to use the downstairs offices for storage. She also stated that Friends would fund some of the items needed.
- Motion made by Nancy O'Donnell to accept the resignation of Penny DePasquale from the Town of Tonawanda Library Board. Due to family illness she has submitted her letter of resignation. Motion was seconded by Eileen Crawford and passed.
- Jason Aronoff has asked for suggestion for new board members.
- Dorinda Darden stated that some library staff members have suggested fundraising ideas for library funds. Two of these suggestions were selling chocolate bars and selling library buttons. Dorinda Darden will investigate this further.
- Eileen Crawford presented a Treasurer's report. She stated that there are 5 accounts at M&T and Key Banks and reviewed these accounts with the Board. Two construction grant accounts from 2009 and 2010 with minimal funds will need to be closed. Discussion followed re: possible investment of the Legacy Account in a secure area so that

there can be more profitable returns. Jason Aronoff will speak to Ken Stone about financial advisors for this account.

A motion was made by Eileen Crawford to adjourn and was seconded by Nancy O'Donnell. Meeting adjourned at 8:15 pm.

THE NEXT MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD WILL BE HELD ON TUESDAY, NOVEMBER 12, 2013 AT 7 PM.