

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD  
March 10, 2015

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, March 10, 2015 at the Kenmore Library, 160 Delaware Road, Kenmore, New York, following due notice to trustees, official public notice to the Ken-Ton Bee and a posting in the Kenmore and Kenilworth Libraries. The following members were present:

Jason Aronoff, Eileen Crawford, Sheila Ginnane, Laura Glass, Jeanne Phillips

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

Chair, Sheila Ginnane called meeting to order at 7:10 pm.

APPROVAL/CHANGES TO AGENDA:

- No changes were made.

ADOPTION OF MINUTES:

- Motion was made by Eileen Crawford to accept the proposed minutes from January 13, 2015, and seconded by Laura Glass. Motion passed.

REPORT OF THE TREASURER:

- Motion was made by Eileen Crawford to accept the Treasurer's Report, and seconded by Jeanne Phillips. Motion passed

REPORT OF THE CHAIR: The Annual Trustee workshop for 2015 will take place Saturday, March 21 from 8:30 am until 1:00 pm at the Central Library in downtown Buffalo. Reservations are due March 18<sup>th</sup>.

Chair Ginnane attended the Town of Tonawanda Town Board Meeting, Monday, March 9, 2015. The Board approved the appointment of 3 new members to the Town of Tonawanda Library Board for a five-year term from March 9, 2015 though December 31, 2020. The new members are Annette Della Posta, Rick Geer, and Stanley J. Pustulka. A letter will be sent to each new Trustee and we will welcome them at our next meeting April 14, 2015.

REPORT OF LIBRARY DIRECTOR DARDEN:

**STATISTICS**

**Circulation:**

Kenmore:	February 2014: 23,121	February 2015: 21,300	-
	<b>7.9%*</b>		
Kenilworth:	February 2014: 5,716	February 2015: 5,123	<b>-10.4%</b>

**Foot Traffic:**

Kenmore:	February 2014: 14,621	February 2015: 12,809	-12.4%*
Kenilworth:	February 2014: 2,881	February 2015: 3,800	+31.9%*

\*The Kenmore Branch was closed on February 15<sup>th</sup> due to the weather.

\*After many months of inaccurate counts, the Patron Counter was moved further into the building to eliminate the glare which prevented the counter from reading properly. The dramatic increase can, in part, be attributed to the very low readings experienced before the problem was detected.

**Programs** – The **Preschool Storytime** scheduled to be held at the Kenilworth Branch beginning in February was cancelled because there were no children registered for the program. An evening **Preschool Storytime** is being explored. Kenilworth Branch Manager Amy Christman facilitated the **Adult Monthly Journal Group** at the Kenmore Branch on February 3<sup>rd</sup>. There were 8 in attendance. Kenilworth Branch Manager Amy Christman facilitated the monthly **Adult Book Discussion Group** at the Kenilworth Branch on February 4<sup>th</sup>. There were 8 in attendance. **Ripen With Us Child Care Center** visited the Kenilworth Branch on February 5<sup>th</sup>, to choose books for their classroom, hear a story, and watch a short movie. There were 6 children and 1 adult for a total of 7 in attendance. Kenmore Branch Librarian Nicole Bermingham presented the **Toddler Time for Twos Program** on February 6<sup>th</sup>, February 13<sup>th</sup>, February 20<sup>th</sup> and February 27<sup>th</sup> with 53 children and 45 adults for a total of 98 in attendance. The Central Library Cybertrain staff presented four adult computer classes at the Kenmore Branch. The **Computer Basics** was held on February 6<sup>th</sup> with a total of 9 in attendance, the **Internet Basics** was held on February 13<sup>th</sup> with a total of 4 in attendance, the **Microsoft Word 2007 Basics** was held on February 20<sup>th</sup> with a total of 7 in attendance and the **eBooks and eReaders** computer class was held on February 26<sup>th</sup> with a total 11 of in attendance. Kenmore Branch Librarian Nicole Bermingham presented the monthly **Crafter-day Program** on February 7<sup>th</sup> at the Kenmore Branch with 17 children and 6 adults for a total of 23 in attendance. Kenmore Branch Librarian Jennifer Silmser presented the **Classic Movie Matinee Program** for adults on February 7<sup>th</sup> at the Kenmore Branch. There were 3 in attendance. The **Falk School** visited the Kenilworth Branch on with February 10<sup>th</sup>. There were 5 children and 1 adult for a total of 6 in attendance. Librarian Wanda Collins from the Central Library Children’s Programming Team presented **Preschool Storytime** at the Kenmore Branch on February 12<sup>th</sup>, February 19<sup>th</sup> and February 26<sup>th</sup> with 62 children and 41 adults for a total of 103 in attendance. The Central Library Children’s Programming Team presented the **Duct Tape Design Program** for ages 8-12 on February 18<sup>th</sup> at the Kenmore Branch. There were 10 children and 4 adults for a total of 14 in attendance. The Central Library Cybertrain staff presented the **iPad Basics** adult computer class on February 20<sup>th</sup> at the Kenilworth Branch. There were 8 in attendance. Kenmore Branch Librarian Jennifer Silmser presented the **Family Movie Matinee** on February 21<sup>st</sup> at the Kenmore Branch. There were 2 adults in attendance. Kenmore Branch Librarian Jill Jablonski presented the **Teen Gaming Night** for ages 13-17 at the Kenmore Branch on February 24<sup>th</sup> with 6 teens in attendance.

**AARP** provided free **Income Tax Preparation** on February 4<sup>th</sup>, February 9<sup>th</sup>, February 11<sup>th</sup>,

February 18<sup>th</sup>, February 23<sup>rd</sup> and February 25<sup>th</sup> at the Kenmore Branch.

**Volunteers** from the **New York State Tax Department** assisted library patrons with free **Federal and State Income Tax Preparation** at the Kenilworth Branch on February 17<sup>th</sup>, February 18<sup>th</sup>, February 24<sup>th</sup> and February 25<sup>th</sup>

Town of Tonawanda Public Library Director Dorinda Darden participated in the **Assembly Program** at the Oliver Wendell Holmes Elementary School on February 5<sup>th</sup> to celebrate the 2,000 books awarded to Oliver Wendell Holmes Elementary School through the Project FLIGHT's **Martin Luther King, Jr. Leaders are Readers Literacy Initiative**. As a result the Oliver Wendell Holmes Elementary School has partnered with the Kenmore Branch to have classes visit the library and to have library staff provide programs at the school as well as students obtaining library cards. At the **Assembly Program**, Town of Tonawanda Public Library Director Dorinda Darden provided remarks and also read, Martin's Big Words: the Life of Dr. Martin Luther King, Jr. by Doreen Rappaport on stage to a third grade class while the book was projected on the screen to the audience in the school auditorium. She also sung, **Who Was Martin?** with participation from the class and audience. Buffalo & Erie County Public Library Director Mary Jean Jakubowski as Chair of the Selection Committee and Process for the Western New York Area was the Mistress of Ceremonies. Co-Director of Project FLIGHT Dr. Elizabeth (Betty) Cappella, Assistant Commissioner, New York State Office of General Services William L. Hill, Jr., Superintendent of the Kenmore-Town of Tonawanda Union Free School District Dawn Mirand, Oliver Wendell Holmes Elementary School Principal Lisa Cross, Oliver Wendell Holmes Elementary School Library Media Specialist Patricia Ensminger and Oliver Wendell Holmes Elementary School Library Clerk Paula Pera also participated as well. Kenmore Branch Jennifer Silmser was in attendance. There were 350 in attendance. An article titled, **Holmes Elementary receives 2,000 new books** appeared in the Ken-Ton Bee on February 11, 2015 with a photo of Town of Tonawanda Public Library Director Dorinda Darden reading Martin's Big Words: the Life of Dr. Martin Luther King, Jr. on stage.

Town of Tonawanda Public Library Director Dorinda Darden was selected on February 10<sup>th</sup> as the **Public Library representative** for the **Western New York Library Resources Council (WNYLRC)** region for the **Ask Us 24/7 Advisory Board** to serve a 2-year term from 2015-2016.

Markarian Rugs installed the new carpeting in the Community Room at the Kenmore Branch on February 14<sup>th</sup>.

Kenmore Branch Librarian (PT) Jennifer Silmser resigned. Her last day at the Kenmore Branch was February 25<sup>th</sup>. She accepted a full time librarian position in South Carolina. Kenilworth Branch Manager Amy Christman created a number of displays in February. **In Celebration of Valentine's Day**, a special display of Valentine's books for children were placed in the book trough in the Children's area. Also in the Children's area was a tabletop display of books for **Black History Month**. There was a display of **Black History Month** books in a tabletop display in the adult section of the library as well. This display also featured a **Black History Month Reading List**. The adult shelf display this month was titled **All You Need is Love...and a Good Book**. Staff members chose titles they consider good reads, placed a bookmark (which featured a heart design and

the words, **This is a Good Book**) inside the book, and placed the book in the display. Additional good books could be found throughout the library with the bookmarks displayed prominently.

Kenilworth Branch Library Associate Margaret Kunz continues to promote the library by creating a presence on the Kenilworth Branch's **Facebook** and **Pinterest Pages**. In February, Margaret created five new **Pinterest Boards: Romance, Black History** (both adult and juvenile), **President's Day**, and **Oscar Inspired** titles. Margaret also posts often to the Kenilworth Facebook page. Posts in February included reminders about the ease and convenience of **renewing materials by phone**; links to the **New York State and Federal Tax forms**; a **Celebration of National Homemade Soup Day**; promotion of the Kenilworth Branch **Preschool Storytime Program**; and the announcement of the Kenilworth Branch's **new Drop Box hours on weekends**.

The Kenmore Branch celebrated, **Take your Child to the Library Day** on February 7<sup>th</sup> with freebies-- goodie bags filled with bookmarks, stickers, and other assorted novelties were given to children attending the library that day. Kenmore Branch patrons Nathan Elghaziri and Wendie Reed and their families were winners in a raffle for tickets to **A Very Beary Valentine Buffalo Philharmonic Orchestra (BPO) Kids Concert**.

Kenmore Branch patron Amelia Elliott and her family were winners in a raffle for **The Magical Music of Disney BPO Kids Concert**. Tickets were donated courtesy of the Central Library.

The Kenmore Branch showcased A **Black History Month Display** and a **Make a Date with a Book Valentine's Day Display**. Patrons could check out a wrapped up **surprise book**.

Town of Tonawanda Public Library Director Dorinda Darden worked the **Ask Us 24/7 Virtual Reference Chat** service on February 4<sup>th</sup> and February 18<sup>th</sup> for a total of 2 hours.

As a member of the **Zonta Club of Kenmore**, Town of Tonawanda Public Library Director Dorinda Darden attended the **Zonta Club of Kenmore Business Meeting** held at Wynwood of Kenmore on February 4<sup>th</sup>.

Kenmore Branch Caretaker Rickie Davis attended the **Safety Data Sheet Training** at the Central Library on February 5<sup>th</sup>.

The Town of Tonawanda Public Library Director Dorinda Darden and Kenilworth Branch Manager Amy Christman attended the **Manager-Director Meeting** held at the Central Library on February 11<sup>th</sup>.

The Town of Tonawanda Public Library Director Dorinda Darden met with Assemblyman Robin Schimminger at his Delaware Office on February 17<sup>th</sup> to advocate for libraries and to encourage an increase in New York State Library Aid for 2015.

Grand Island Library Director Lynn Konovitz, Riverside Branch Manager Mary Muscarella, Western New York Library Resources Council (WNYLRC) Executive Director Sheryl Knab, Eric Kolber from the US Army Corps of Engineers and a representative from Herschell Carrousel Museum were also in attendance.

Kenmore Branch Librarian Nancy Offerman and Kenmore Branch Clerk Typist Molly McDuff conducted the **Page Meetings** on February 19<sup>th</sup> and February 27<sup>th</sup> at the Kenmore Branch.

The Town of Tonawanda Public Library Director Dorinda Darden conducted **Staff Meetings** at the Kenilworth Branch on February 23<sup>rd</sup> and at the Kenmore Branch on February 24<sup>th</sup> and February 25<sup>th</sup>.

The Town of Tonawanda Public Library Director Dorinda Darden attended **The Golden Age of Gaming: Board Games for Grown-ups WebJunction Webinar** on February 26<sup>th</sup>.

Kenmore Branch Manager Susan Makowski, Kenmore Branch Librarians Nicole Bermingham and Jill Jablonski attended the **Librarians Meeting** at the Kenmore Branch on February 26<sup>th</sup>.

#### UNFINISHED BUSINESS:

Initiatives for the Town of Tonawanda Public Library-Kenmore and Kenilworth Branches.

- Director Darden noted that, in May, we expect to hear more about the project on getting new windows for the Community Room at Kenilworth. Also, Jim Abramo from the Town staff is looking into getting more data cables to make the computers work more efficiently.
- Since the Kenmore Garden Club would not be able to provide people to tend to the plantings proposed for around the Kenilworth Library, Laura Glass asked how we might get volunteers to help. Director Darden said we could do a survey in the community to see if people might be interested in keeping the plantings at Kenilworth in good shape.
- Questions arose about the ceiling tiles in the Community Room at the Kenmore Library. There were concerns about the poor acoustical properties of the tiles after the room was painted. Jim Abramo said that the new tiles were ordered and that they would be installed within the week of our March Library Board meeting. In addition, Director Darden noted that the conference room, the first floor hallway, and the main stairwell had been painted on March 6<sup>th</sup>. All agreed that the painting looked good.
- Board members discussed the rules for the use of the display case in the first floor lobby at the Kenmore Library. Rules for the use of such a case from the B&ECPL system and from other sources will be discussed further at the April meeting. Director Darden said the case is available for local cultural and civic organizations in order to publicize their activities.
- Director Darden said she has sent a note to the Town about getting clearer signs for the Kenmore Library parking lot for the handicapped spaces. There have been complaints about non-handicapped patrons parking in those spaces.

#### NEW BUSINESS:

- Director Darden noted that Town Supervisor Anthony Caruana's State of the Town address would be held on March 20<sup>th</sup> at Cardinal O'Hara High School. Town Public Library Board members were encouraged to attend.
- Director Darden reiterated the leaders of the Buffalo and Erie County Public Library leaders' emphasis on asking people write to their State Assembly

member and to their State Senator urging them to support additional money for libraries in the State.

**PUBLIC COMMENT:**

No comment was made.

The Board convened for an Executive Session to discuss a personnel matter.

Motion to adjourn was made by Eileen Crawford and seconded by Jeanne Phillips. Motion passed. Meeting adjourned at 8:32 pm. The next meeting of the Town of Tonawanda Public Library Board will be on April 14, 2015.

Respectfully Submitted,  
Jason Aronoff  
Secretary