

BOARD OF TRUSTEE – CITY OF TONAWANDA LIBRARY

Minutes of June 8, 2015 6:30 pm

In attendance: Bonnie, Sue, Sylvia, Kathy and Glenn

Visitor: Elaine Panty

Bonnie called the meeting order at 6:45pm

Minutes from March were read,

Note: That we had David Pfaff as a visitor at last month's meeting

Sylvia made a motion to accept the minutes and Sue seconded.

LIBRARY FINANCES

Attached

BUILDING & GROUNDS

Josie Burke and Larry Brown were the adult artists and Julianna Sukel Remained the children's artist for the month of May. Liz Randall from The high school will have student art work for a period of 2 – 2-1/2 Months.

The far back Book drop box has begun to show signs of wear. Glenn showed John Marcaccio how to address this issue from the last time it needed repairs. Further enhancements will be needed which will include painting and some Cushioning for the door.

A third local contractor was consulted to build an additional section of shelves and two new children's board book bins. The quoted price was almost double The previous estimate. Glenn will talk to the Friends group about this.

Still waiting for the City Electrician Aaron Kisloski to come by, as his schedule allows, to replace the exterior outlets on the building to GFI;s. He'll also have to replace some worn bulbs in the basement.

Glenn pruned the rose and butterfly bushes around the building perimeter. Assessment of the Birch tree is not great, but it is still alive in the upper section.

There will be another assessment at the end of the summer to see if regrowth has occurred or if replacement is needed.

SmartEdge has been in to perform the spring maintenance for the HVAC equipment. They have also run new control wiring to the points where new T'Stat's will be going in per the construction grant project. The old HVAC unit in the meeting room has been completely taken out. The space is ready for the new unit which, unfortunately, has just been ordered. The end of June is the soonest that the new unit could arrive.

The new mobile cart and 60 in TV (Bullet Aid Project) has arrived. Glenn and John Have assembled the cart and mounted the TV. The unit just fits through the doorways to be able to transport between the meeting room and library front area. Network(Central) will be coming out this week to do final networking hook-up between the computer, camera, TV, and external speaker system.

New public access computer will be added when network comes out to hook up programming cart (Bullet Aid funds).

John completed the wall prep work for the "Best of Bugbee Show" exhibit.

Current student artwork was taken down to make way for the new selections coming.

Tonawanda Middle School Service Club came out to pick up leaves from last fall.

FRIENDS OF THE LIBRARY

Next meeting confirmed for the 29th of September

Membership list - still waiting

Frame and refreshment reimbursements from the 50th have been received.

Bench in honor of the 50th Anniversary -- some research still ongoing.

Book Plates - prototype in the works

STAFF

Sexual Harassment /Workplace violence training has been completed.

Director Performance review - to be completed soon.

Senior Page interviews, Candidate has been chosen will start Saturday June 13
Her name is Tracey Wing

Michelle Hurley set up and attended the Tonawanda HS Wellness fair.

Betsey Higgins is setting up flyers at City Hall and The Niagara Street Tops.

DIRECTORS NOTES

No Feedback as of yet from Assemblyman Schimmingers office regarding last
Month's proposal.

All State related reporting has been officially completed.

Ongoing Library Administration Management class – Glenn – Aug/Sept for
Facility Management

Glenn provided a building tour to system trustee liaison Elaine Panty.

Glenn will be meeting with David Pfaff (Senator Panepinto's office) on June 16,
2015.

OLD BUSINESS

NEW BUSINESS

PROGRAM STATISTICS:

Lego Club – 3 sessions – 29 patrons

Book Babies – 3 sessions – 80 patrons

PreSchool Story Hour- 3 sessions – 27 patrons

Toddler Time – 6 sessions – 70 patrons

Swiftwater Book Club – 11 patrons

Battle of the Books – 2 sessions – 15 students – 2 student teachers
Northtown's Boys & Girls Read to succeed Literacy Fair, 125 patrons
Durham staffing – 3 sessions – 14 patrons
Knitting Club – 5 Sessions - 56 patrons
Max meets the Mayor – 3 patrons
IPad Basics – 7 patrons
Pink Warrior Wellness Night @ Ton HS – 88 patrons

CIRCULATION STATISTICS

Total Circ 7634 (May 2015), 10,465 (May 2014) Down 27%

Hi – 513, Lo – 206; Avg (21 days) 364 (2015)

Next Meeting – July 13th, 2015

Meeting was adjourned at 7:41 pm by Bonnie, 2nd by Sue

Respectfully Submitted

Kathleen A Reitz
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