

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
MAY 14, 2013

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, May 14, 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:

| | | |
|------------------|----------------|-----------------|
| Eileen Crawford | Jason Aronoff | Nancy O'Donnell |
| Penny DePasquale | Sheila Ginnane | Jeanne Phillips |

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

APPROVAL/CHANGES TO AGENDA:

- Eileen Crawford made a motion to accept the agenda as is. Motion was seconded by Sheila Ginnane and passed.

ADOPTION OF MINUTES OF THE APRIL 9, 2013 MEETING:

- Sheila Ginnane made a motion to accept the minutes as they are written. Motion was seconded by Penny DePasquale and passed.

REPORT OF THE CO-CHAIR:

Jason Aronoff made comments on April 29, 2013 letter written by Phyllis O'Donnell of the Cheektowaga Library Board to Jack Connors of the Buffalo and Erie County Library Board. (The letter was distributed by mail to Town Library Board Trustees prior to the 5-14 meeting.) Mrs. O'Donnell's letter calls into question the value of pursuing a special library district, and whether such a district, if achieved, will solve the basic funding problems that have made the future of many libraries in the system so unsure. She questioned the finality of the legal documentation that will establish a special library district and wondered if there is any documentation that clearly details what the special district entails for all concerned. Discussion followed.

- Jason Aronoff and Dorinda Darden met with Farrell (from Frey Electric) and Saunderson (from Graybar Electric) re: lighting proposal for Kenmore Library to clarify a few things. Nickerson, from National Grid, is processing rebate information and forwarding it to Frey

Electric so work can begin since the rebate is needed before work can begin.

- Jason Aronoff is continuing to investigate use for room on ground floor of Kenmore Library.
- Jason Aronoff suggested that the Library Board secretary send a letter to Kate Burd congratulating her on her appointment to the Board of Trustees for the Buffalo and Erie County Public Libraries. He also suggested she be invited to a future meeting of this board.

REPORT OF THE DIRECTOR:

STATISTICS

Circulation:

| | | | |
|---------------|--------------------|--------------------|--------|
| Kenmore: | April 2012: 28,067 | April 2013: 27,118 | -3.4% |
| Kenilworth: | April 2012: 8,121 | April 2013: 7,758 | -4.5% |
| Foot Traffic: | | | |
| Kenmore: | April 2012: 16,557 | April 2013: 16,453 | -.6% |
| Kenilworth: | April 2012: 5,105 | April 2013: 3,186 | -37.6% |

Programs – Kenilworth Branch Manager Amy Christman presented her **Adult Monthly Journal Group** meeting at the Kenmore Branch on April 2nd with a total of 9 in attendance. Kenilworth Branch Manager Amy Christman facilitated the monthly **Adult Book Discussion Group** at the Kenilworth Branch on April 3rd. There were 3 in attendance. The Central Library Cybertrain presented the **Free Stuff Online** adult computer class at the Kenilworth Branch on April 4th. There were 11 in attendance. Librarian Wanda Collins from the Central Library Children’s Programming Team presented **Preschool Story Hour** at the Kenmore Branch on April 4th, April 11th, April 18th, and April 25th with 60 children and 48 adults for a total of 108 in attendance. Librarian Erin Burke from the Central Library Children’s Programming Team presented the **Superheroes** program for children ages 6-10 at the Kenmore Branch on April 4th with 13 children and 5 adults for a total of 18 in attendance. The Falk School visited the Kenilworth Branch on April 8th, April 23rd and April 25th with 18 children and 7 adults for a total of 25 in attendance. Kenmore Branch Librarian Nicole Bermingham presented **Toddler Time for 2s Story time** on April 12th, April 19th and April 26th with 35 children and 33 adults for a total of 68 in attendance. **Local Author/Illustrator Jane Marinsky** visited the Kenmore and Kenilworth Branches on April 15th. She read The Goat-Faced Girl: an Italian folktale by Leah Sharpe illustrated by Jane Marinsky and Just Perfect by Jane Marinsky to children age 5-10 and their parents/caregivers. Children also enjoyed a Goat-Faced Girl craft. There were 13 children and 6 adults for a total of 19 in attendance at the Kenmore Branch and 6 in attendance at the Kenilworth Branch. Kenmore Branch Librarian

Nicole Bermingham started the **Kenmore Book Club for Kids** for children ages 9-12. The first meeting was on April 20th to discuss Wonder by R.J. Palacio. Meetings will be the third Saturday of each month. There were 13 in attendance.

Kenmore Branch Librarian Mary Catherine (Kate) Weeks resigned her Librarian I part-time position at the Kenmore Branch effective April 8th. Librarian Beth Lewitzky who formerly worked at the Central Library started as a Librarian I Part-Time at the Kenmore Branch on May 6, 2013.

AARP provided **Income Tax Preparation** at the Kenmore Branch on April 1st, April 3rd, April 8th, April 10th and April 15th.

The Kenilworth and Kenmore Branches participated in the **Books for Kids Book Drive** from April 1st through April 30th.

In **Celebration of National Library Week**, April 14th through April 20th, the Kenilworth and Kenmore Branches had programs, contests and activities throughout the week. Patrons were invited to fill out a heart which read “**I love my library because...**” and add it to the board displayed near the circulation desk at both the Kenilworth and Kenmore Branches and both the Kenilworth and Kenmore Branches had a visit from the **Local Author/Illustrator Jane Marinsky** on April 15th. A **Children Book Contest** and an **Adult Book Contest** were held for patrons at the Kenilworth Branch. The **Children Book Contest** was a form which pictured illustrations from famous children picture books. Children were asked to match the title of the book with the illustration. Three children participated. The **Adult Book Contest** listed famous lines from literature. Patrons were asked to pair the line with its author and the title of the book from which it came. Three adults participated. The winners were presented with prizes: a backpack and reading light for the children’s winner, and a travel mug and reading light for the adult winner. The Kenmore Branch also participated in the **Adult Book Contest**. Patron Jonathan Lawrence won the Adult Book Contest. He received a reading light and travel mug as prizes. The Kenmore Branch had a **Children’s Scavenger Hunt** and freebies that included bookmarks, pencils and sticker that were distributed to patrons. Patrons Winifred Benson and Mark Butler won the Scavenger Hunt. They each won a Regal Cinema movie certificate package which included movie passes and refreshment coupons.

UNYTS held a blood drive at the Kenmore Branch on April 22nd.

Town of Tonawanda Public Library Director Dorinda Darden adapted a **Welcome Packet** for both the Kenilworth and Kenmore Branches to be distributed to new patrons.

A poetry display was created by Kenilworth Branch Manager Amy Christman to celebrate April as **National Poetry Month**. The display featured a collaged sign and a **"Guess the Famous Poet"** backdrop. Photos of well-known poets popular with both adults and children were displayed, along with a line or two of poetry as hints to the identity of each poet. An answer key was also displayed for those who needed a little help. The display also featured poetry books for both adults and children.

Town of Tonawanda Public Library Director Dorinda Darden at the invitation of Town of Tonawanda Board Member Sheila Ginnane attended the **Zonta Club of Kenmore's Lucky Number Dinner** held at the Classic V Banquet Hall on Niagara Falls Boulevard on April 17th.

Town of Tonawanda Public Library Director Dorinda Darden, Town of Tonawanda Board Member Jason Aronoff met with Mike Farrell from Frey Electric Construction Company and Sam Saunderson from Graybar Electric at the Kenmore Branch on April 18th to finalize the acceptance of the contract to upgrade the lighting at the Kenmore Branch.

Town of Tonawanda Public Library Director Dorinda Darden, Kenilworth Branch Manager Amy Christman and Kenmore Branch Librarian Nicole Birmingham attended the **Ancestry for Staff Part I** Technology Training class presented by the Central Library's Grosvenor Room Librarians Carol Pijacki and Susan Cutrona at the Kenmore Branch on April 23rd.

Kenmore Branch Manager Susan Makowski attended the **Booklist Crime Fiction Spring 2013 Announcements Webinar** on April 30th.

Town of Tonawanda Public Library Director Dorinda Darden attended the **Public Library Administrator's Certificate Program (PLACP)** class held at the Central Library on May 6th and May 7th.

Town of Tonawanda Public Library Director Dorinda Darden, Kenilworth Branch Manager Amy Christman, Kenmore Branch Librarian Nicole Birmingham and Kenmore Branch Clerk Molly McDuff attended the **Ancestry for Staff Part II** Technology Training class presented by the Central Library's Grosvenor Room Librarian Rhonda Konig at the Kenmore Branch on May 13th.

Library Accident/Incident Report – On May 13th, Jennifer Buczynski called the Kenmore Branch Library around 10:30 AM to report that she had witnessed an

elderly woman driving a white car hitting a gray Toyota Corolla in the Kenmore Branch Library's parking lot. The elderly woman drove off. Ms. Buczynski was able to get the license plate of the white car. Town of Tonawanda Public Library Director Dorinda Darden was able to find out that Sabah Khouri who was at the library owned the car that was hit. She spoke with Mrs. Khouri about the accident and they went down to examine the damage. The car had some scrapes by the driver's side of the car near the back tire. Dorinda asked Mrs. Khouri if she wanted her to call the police. She called her husband who told her to call the police. Dorinda called the Kenmore Police Department and an officer came to investigate. He spoke to Dorinda, Mrs. Khouri and Chehadeh Khouri (husband of Sabah Khouri who showed up). The officer took the report and Dorinda told him that they did have a Security Camera, the officer asked her to check it to verify that it was a white car. Initially Dorinda tried viewing it with the officer but there were some problems so she told him she would call him if she were able to see anything on the tape. Dorinda was able to view the accident and saw what looked like a white Ford Taurus hit the gray Toyota Corolla and saw the witness and also the white car drive off. She called the officer back who confirmed that the witness told him the same information.

Technicians from Envisionware worked on the security gates at the Kenilworth Branch throughout the month. The alarm stopped working, the "Branch Manager" feature would not display, and lights only lit in 1/3 of the unit.

The laptops at the Kenilworth Branch were non-operational from April 8th through April 10th due to a malfunction in the router. After it was unplugged and rebooted, the problem was solved.

The toilet in the public restroom at the Kenilworth Branch was snaked by Town of Tonawanda workers on April 9th due to a series of backups. It was finally determined that patrons have been putting paper towels in the toilet, causing clogged pipes and an overflowing toilet.

Jim Abramo and Chuck Panzica from the Town of Tonawanda Youth, Parks and Recreation Department were contacted on April 10th about the water leakage from the ceiling in the Lounge Area at the Kenmore Branch. Chuck came to assist staff with putting bins temporarily in the window area where the leakage occurred until the rain stopped.

Bill McDonald and Rich Ford from the Town of Tonawanda Youth, Parks and Recreation Department were contacted on April 12th about the ceiling tile falling down in front of the magazine section at the Kenilworth Branch on April 11th after a heavy rain. The area was roped off until the roofer repaired a section of the roof on April 15th.

Nick Smith from the Town of Tonawanda Youth, Parks and Recreation Department ran the data lines needed for the new computers at the Kenmore Branch on April 12th.

Nick Smith from the Town of Tonawanda Youth, Parks and Recreation Department cleaned the coils on the HVAC System at the Kenmore Branch on April 18th.

The Town of Tonawanda installed a new sink in the staff restroom at the Kenmore Branch on April 19th.

Youth, Parks and Recreation Director Jeff Ehlers and Town of Tonawanda Parks Maintenance Supervisor Rich Ford were notified on April 19th about the fading parking lot line stripes at the Kenilworth Branch.

Chuck Panzica from the of Tonawanda Youth, Parks and Recreation Department checked the measurements of the Toilet Paper Dispenser in the upstairs public restroom at the Kenmore Branch on April 30th to make sure it was ADA Compliance due to a concern expressed from a patron on April 27th. The Toilet Paper Dispenser was moved in March 2012 due to concerns from the same patron to make it ADA compliant.

UNFINISHED BUSINESS:

- Information received from Jonathan Nickerson from National Grid is that the library will receive a \$3,589 rebate toward the installation of the upgraded lighting in the Kenmore Library and an anticipated annual savings of \$2,812.
- Continue to wait until summer to receive an estimate for the lighting in the parking lot.
- Eileen Crawford has approached a candidate for a board member for the Kenmore Library Board. She will forward this candidate's resume to all board members for consideration.

NEW BUSINESS:

- Dorinda Darden informed the board that John E. Farrell, an Empire State College employee, recently passed away and has donated \$750 to the Kenmore library for the purchase of Contemporary Alternative Music CD's and books. He was a resident of Kenmore. Nameplates will be placed in books and on CD's purchased to recognize his donation.

ADJOURNMENT:

- Motion made by Penny DePasquale to adjourn. Motion seconded by Eileen Crawford. Meeting adjourned at 8:10 pm.

The next regular board meeting will be held on Tuesday, June 11 at 7pm.