

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
DECEMBER 10, 2013

A regular meeting of the board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, December 10, 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 Sheila Ginnane
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 Sheila Ginnane to accept the agenda as presented and seconded by Eileen Crawford. Motion passed.

ADOPTION OF MINUTES:

- Motion made by Eileen Crawford to accept minutes from November 12, 2013 as they are written and seconded by Sheila Ginnane. Motion passed.

REPORT OF THE CHAIR:

- Jason Aronoff stated that he wrote a response to a letter written by Phyllis O'Donnell (trustee for the Cheektowaga Libraries). This letter was circulated expressing some concerns about the creation of the Special Legislative District for the Buffalo and Erie County Public Library System. He addressed each of her points. He also emailed lawyer Ellen Bach questioning if there was a legal way to provide an open invitation to the Advisory Boards and Town Boards to the Library Board meetings as they would be set up through the Special Legislative District. The Advisory Boards would not have a vote at these meetings but they would have an opportunity to express ideas and concerns. He emailed a copy of this to Mary Jean Jakubowski. Jason Aronoff also asked Ellen Bach if there would be a way to impeach a representative who was not representing the best interests of his/her area. No reply to these questions has yet been received.

REPORT OF THE DIRECTOR: STATISTICS

Circulation:

Kenmore:	November 2012: 24,731	November 2013: 25,095	+1.5%
Kenilworth:	November 2012: 6,663	November 2013: 6,343	-4.8%

Foot Traffic:

Kenmore:	November 2012: 14,940	November 2013: 14,789	1.1%
Kenilworth:	November 2012: 2,784	November 2013: 3,171	+13.9%

Programs – Kenmore Branch Librarian Nicole Bermingham presented the **Toddler Time for Twos** on November 1st, November 8th and November 15th. There were 46 children and 39 adults for a total of 85 in attendance. The Central Library Cyber train staff conducted two adult computer classes at the Kenmore Branch. The **Kindle Fire Basics** was held on November 1st with 5 in attendance and the **Introduction to Skye** was held on November 15th with 3 in attendance. Kenmore Branch Librarian Nicole Bermingham presented her new monthly **Crafter-day program** for children ages 6-10 on November 2nd at the Kenmore Branch. There were 15 children and 2 adults for a total of 17 in attendance. The Falk School visited the Kenilworth Branch on November 4th, November 5th, November 12th, November 18th and November 21st. There were 17 children and 6 adults for a total of 23 in attendance. Kenilworth Branch Manager Amy Christman facilitated the **Adult Monthly Journal Group** at the Kenmore Branch on November 5th. There were 10 in attendance. Kenilworth Branch Manager Amy Christman facilitated the monthly **Adult Book Discussion Group** at the Kenilworth Branch on November 6th. There were 5 in attendance. The **Pop-Up Creations Program** for ages 8-10 which was scheduled to be facilitated by the Central Library Children's Programming Team on November 8th at the Kenilworth Branch was cancelled because only two children registered to attend. On November 13th, Sandra Barlow from the Cooperative Extension set up a display in the lobby at the Kenilworth Branch, and spoke to patrons about the basics of healthy eating. This impromptu program was meant to introduce people to the workings of the Cooperative Extension as well as to provide current, reliable information on health and healthy foods. The Central Library Children's Programming Team presented the **Discover Shadows Program** for ages 6-10 at the Kenmore Branch on November 13th. There were a total of 7 in attendance. Librarian Wanda Collins from the Central Library Children's Programming Team presented **Preschool Story time** on November 14th and November 21st at the Kenmore Branch. There were 30 children and 22 adults for a total of 52 in attendance. Kenmore Branch Librarian Nicole Bermingham presented her **Book Club for Kids** for ages 9-12 on November 16th at the Kenmore Branch without any children attending. Due to poor attendance this program will no longer be offered. The Central Library Cyber train staff

conducted the **Introduction to Twitter** adult computer class on November 19th at the Kenilworth Branch. There were 2 in attendance. Kenmore Branch Librarian Jill Jablonski facilitated the **Teen Gaming Night** for ages 13-17 at the Kenmore Branch on November 26th. There was 1 in attendance.

Kenilworth Branch Manager Amy Christman created a display for the display case in the lobby at the Kenilworth Branch entitled "**Books Color Your World.**" The display consisted of colorful streamers hanging from the top of the case, which were attached to copies of books covers, all of which have titles that contain a color.

Town of Tonawanda Public Library Director Dorinda Darden attended the **Focus Group Session in the subject area of Community Facilities** for the Comprehensive Plan Committee of the Town of Tonawanda that was held on November 12th at the Town of Tonawanda Youth, Parks and Recreation Department.

On November 14th, the Kenmore Art Society changed some of the artwork they have displayed at the Kenmore Branch.

Gregory Sterlace started as a Page at the Kenmore Branch on November 19th.

Tonawanda Public Library Director Dorinda Darden conducted **Staff Meetings** at the Kenmore Branch on November 19th and November 21st and a **Staff Meeting** at the Kenilworth Branch on November 21st.

Kenmore Branch Librarian Beth Lewitzky attended the **WNYLRC High School to College Committee Meeting** on November 20th.

Town of Tonawanda Public Library Director Dorinda Darden and Kenmore Branch Librarian Nicole Bermingham attended the **Heritage Quest Online Genealogy Class for Library staff** at the Audubon Library on November 26th.

Town of Tonawanda Public Library Director Dorinda Darden received a Thank You Card on November 21st from Linda Katz who resides in Huntington Beach, California for the old photos of the Kenmore Branch Library 50 years ago that Dorinda provided on October 2nd to Linda Katz's daughter Monica who requested them on her mother's behalf. She wanted to give them to her mother who was very fond of the Kenmore Branch Library.

The Kenmore Branch has received tables for the Children's Area and Community Room, chairs for the Community Room, Staff Lounge and Children's Area, book trucks and display cases for the lobby that were ordered in October 2013. These

items were paid for from Book sale proceeds that the Kenmore-Town of Tonawanda Friends of the Library has raised over the years.

The Kenilworth Branch has received tables for the Community Room. A shelving bench, Library Computer Carrels, a 55" flat screen Television and Blu Ray player have been ordered. These items will be paid for with Book sale proceeds raised by the Kenmore-Town of Tonawanda Friends of the Library over the years.

UNFINISHED BUSINESS:

- Dorinda Darden reviewed items that have been purchased for the Kenmore Branch as she has indicated in her report. Jason Aronoff will contact the Town re: other areas that need to be addressed including painting the interior walls inside the library and staff rooms; a drinking fountain in the downstairs hallway; a new paper towel dispenser in the staff rest room.
- Dorinda Darden also reviewed items purchased/ordered for the Kenilworth Library as she stated in her report. Jason Aronoff stated that he will contact the Town re: other areas that need to be addressed including new windows; painting inside walls; handicapped accessible front entrance; drinking fountain; exhaust fans in rest rooms; picnic table; new ceiling tiles; indoor book drop; remodeling of the community room and expansion of the building.
- Eileen Crawford suggested that Community Development Funds might be available for these improvements.
- New officers for 2014 include: Chair – Sheila Ginnane; Vice Chair – Jason Aronoff; Secretary – Eileen Crawford; Treasurer – Laura Glass.

NEW BUSINESS:

- A test light was installed today in the Kenmore Branch parking area. All agreed it is an improvement. Dorinda Darden is awaiting an estimate on the cost of replacing all the lights in the parking area.

EXECUTIVE SESSION:

Regular meeting adjourned to Executive Session. Discussion followed re: Town of Tonawanda Library bank accounts.

Motion made by Jeanne Phillips to adjourn and seconded by Eileen Crawford. Meeting adjourned at 8:23 pm.