

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD, August 11, 2015

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday August 11, 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, Richard Geer, Laura Glass, Sheila Ginnane, Jeanne Phillips

Also attending: Dorinda Darden, Library Director of the Town of Tonawanda Public Library – Kenmore and Kenilworth Branches, and Katie Burd from the Buffalo and Erie County Public Library Board

Chair, Sheila Ginnane called meeting to order at 7:03 pm.

APPROVAL/CHANGES TO AGENDA:

- No changes were made. Motion to accept the Agenda was made by Eileen Crawford, and seconded by Jeanne Phillips. Motion passed.

ADOPTION OF MINUTES:

- Motion was made by Rick Geer to accept the proposed minutes from July 7, 2015, and seconded by Eileen Crawford. 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 SHEILA GINNANE:

We welcome Katie Burd to our meeting tonight. Being a Trustee from the Buffalo & Erie County Public Library Board, we appreciate her coming to meet our new Board members and to share with us what matters her Board is focusing on at this time.

We thank the Friends of the Library for the historical pictures they have purchased and hung in the Community Room. It has complemented the painting and carpeting that they have already provided for.

We are happy to hear that the Town of Tonawanda Libraries will receive the two grants we applied for. One is to rehabilitate the elevator at the Kenmore Library and the other Grant is to replace the windows in the Kenilworth Library's Community room with energy efficient windows and to install automatic door openers.

Our Library Director, Dorinda Darden, will complete a five year course in September that will have earned her an Advanced Certificate in Library Science from the Palmer School of Long Island. The Palmer School of Library and Information Science is one of the most distinguished schools in the United States for Library and Information Science.

Dorinda and twenty other recipients will receive their certificates on Tuesday, September 15, 2015. There will be a reception from 4:30 to 6 PM at the Buffalo and Erie county Public Library to honor the recipients. Our Board of Trustees is invited to join Dorinda at this event.

REPORT OF LIBRARY DIRECTOR DORINDA DARDEN:

STATISTICS

Circulation:

Kenmore:	July 2014:	29,705	July 2015:	26,491	-10.8%
Kenilworth:	July 2014:	7,612	July 2015:	6,246	-17.9%

Patron Visits:

Kenmore:	July 2014:	15,776	July 2015:	13,732	-13.0%
Kenilworth:	July 2014:	5,905	July 2015:	4,968	-15.9%

Programs – Kenilworth and Kenmore Branch Manager Amy Christman facilitated the monthly Adult Book Discussion Group at the Kenilworth Branch on July 1st. There were 7 in attendance. Librarian Wanda Collins from the Central Library Children's Programming Team presented Preschool Storytime on July 2nd, July 9th, July 16th and July 23rd at the Kenmore Branch. There were 74 children and 59 adults for a total of 133 in attendance. Kenmore Branch Librarians Nicole Bermingham and Jill Jablonski held Battle of the Books Meetings on July 2nd, July 9th, July 16th, July 23rd and July 31st at the Kenmore Branch. There were 88 young adults and 11 adults for a total of 99 in attendance. Central Library Children's Programming Team presented Superhero Training Camp for ages 6-10 on July 6th at the Kenmore Branch. There were 8 children and 5 adults for a total of 13 in attendance. Kenmore Branch Librarian Jill Jablonski presented the Summer Fun Club for ages 6-10 on July 7th, July 14th, July 21st and July 28th at the Kenmore Branch. The programs featured the Every Hero Has a Story Summer Reading Program theme. There were 33 children and 5 adults for a total of 38 in attendance. Kenilworth and Kenmore Branch Manager Amy Christman facilitated the monthly Adult Monthly Journal Group at the Kenmore Branch on July 7th. There were 6 in attendance. Kenmore Branch Librarian Nicole Bermingham presented the Toddler Time for Twos Program on July 10th, July 17th, July 24th and July 31st at the Kenmore Branch. There were 60 children and 52 adults for a total of 112 in attendance. The Central Library Cybertrain Team presented three Adult Computer classes at the Kenmore Branch. The iPad Basics was held on July 10th with 8 in attendance. The Kindle Fire Basics was held on July 17th with 5 in attendance. The eBooks and eReaders was held on July 24th with 3 in attendance. Kenmore Branch Librarian Nicole Bermingham presented the Crafter-day Program for children ages 6-10 on July 11th at the Kenmore Branch. There were 10 children and 3 adult s for a total of 13 in attendance. Central Library Children's Programming Team presented the Super Animals Program for ages 3-8 on July 15th at the Kenmore Branch. There were 9 children and 7 adults for a total of 16 in attendance. Central Library Children's Programming Team presented the Science Heroes – Magnet Fun! Program for ages 6-12 on July 17th at the Kenilworth Branch. There were 8 children in attendance. A group

of 3-4 year olds from the Delaware YMCA visited the Kenmore Branch on July 17th. Kenmore Branch Librarian Peter Kirsch provided a tour of the Children's area, read two books, discussed the proper behavior in the library and how to take good care of library books. There were 25 children and 5 adults for a total of 30 in attendance. The Family History Technology Training class scheduled for July 22nd at the Kenilworth Branch was cancelled due to low registration. Central Library Children's Programming Team presented the Super Animals Program for ages 3-8 on July 24th at the Kenilworth Branch. There were 4 children and 2 adults for a total of 6 in attendance. Kenmore Branch Librarian Peter Kirsch facilitated the Teen Gaming Night for ages 13-17 at the Kenmore Branch on July 28th. There were a total 2 teens in attendance.

The Independent Reading Club for children ages 12 and under began in July and will run through the end of August for the Kenilworth and Kenmore Branches. Children register and receive a Reading Log on which to keep track of the Titles/Authors read, the number of books and the number of minutes read. Each week, they can bring a ticket back to the library and choose a prize.

There were 4 participants in the 5 and under age group and 16 participants in the 6-12 age group, for a total of 20 participants at the Kenilworth Branch and 31 participants in the 5 and under age group, and 39 participants in the 6-12 age group for a total of 71 participants at the Kenmore Branch throughout the month.

UNYTS held a Blood Drive at the Kenmore Branch on July 1st.

Robert C. Smith provided a check donation in the amount of \$100.00 to the Kenmore Branch on July 2nd. Town of Tonawanda Public Library Director Dorinda Darden sent Mr. Smith a Thank You Letter on July 6th.

Local author Daniel Louis Frisa donated a copy of his book, Quotations' Greatest Hits to the Kenmore Branch on July 9th. The book will be sent to the Catalog Department at the Central Library for processing and be added to the Kenmore Branch's collection.

Town of Tonawanda Public Library Director Dorinda Darden received a letter dated, July 28, 2015 from New York State Assemblyman Robin Schimminger about the Assembly Ways and Means Committee and Counsel's Office approving the \$6,000 Legislative Grant for the Town of Tonawanda Public Library. It has now been sent to the Budget Division for approval.

Town of Tonawanda Public Library Director Dorinda Darden and Kenilworth and Kenmore Branch Manager Amy Christman attended the Manager-Director Meeting held at the Central Library on July 8th.

Tonawanda Public Library Director Dorinda Darden worked the Ask Us 24/7 Virtual Reference Chat service on July 8th and July 22nd for a total of 2 hours.

Kenilworth and Kenmore Branch Manager Amy Christman held a Librarians Meeting at the Kenilworth Branch on July 23rd, which was attended by Kenmore Branch Librarians Nicole Bermingham, Jill Jablonski, and Peter Kirsch.

Town of Tonawanda Public Library Director Dorinda Darden met with Town of Tonawanda Public Library Board Member Jason Aronoff on July 24th at the Kenmore Branch.

Town of Tonawanda Public Library Director Dorinda Darden held Staff Meetings at the Kenmore Branch on July 29th and at the Kenmore and Kenilworth Branches on July 30th.

Kenmore Branch Librarian Peter Kirsch began training at the Kenilworth Branch on July 30th.

[At the August 11, 2015 meeting, Director Darden was asked about the declines in circulation and patron visits that have been evident in her statistics over the past year or so. Director Darden said that similar percentage declines are being seen at most branches in the Buffalo and Erie County Public Library (B&ECPL) system, and are a national trend. She cited data from the B&ECPL branches. However, Director Darden noted that requests for eBranch downloadable and eBranch eBooks are up by 5.3% this year. She added that system Library Director Mary Jean Jakubowski would like to form a committee to look into reasons for the declines, and to look for ways to measure other library activities, like programs and outreach efforts, that affect patrons' use of libraries.]

UNFINISHED BUSINESS:

2013-2014 New York State Construction Grant

Director Darden reported that Parise construction workers are not comfortable finishing the railings around the HVAC equipment on the roof of the Kenmore Library. Sam Parise sent a note about this to Jim Jones, and indicated that it is in the interest of everyone to have National Grid involved in the work. The Town sent a list of work that has to be done by Parise Mechanical at the Kenmore Library and at the Kenilworth Library before final payment is made to Parise Mechanical. Parise Mechanical is expected to sign off on the work that remains to be done.

Johnson Controls is working on getting the heating and air conditioning regulated, and still has to consult with Parise Mechanical about making some adjustments.

2014-2015 New York State Construction Grant

Director Darden reported that money for the 2014-2015 Grants from New York State have been awarded. The Grant for the windows in the Community Room at the Kenilworth Library is for \$17,235 of the projected cost of \$22,980. The Grant for the

rehabilitation of the elevator at the Kenmore Library is for \$50,291 of the projected cost of \$67,055.

Ken Stone, the library systems Chief Financial Officer, sent a letter of congratulations to those library directors whose libraries received grants. He also noted the timelines for the start dates of the projects, the two-year dates of checking on the progress toward completion, and the three-year ending date by which the work has to be completed.

NEW BUSINESS

Mini-branch Exploration. Jason Aronoff presented the list of contacts made with various people about the possibility of returning a public library to the former Brighton Public Library at 999 Brighton Road. That public library and the two other two public libraries north of Sheridan Drive, were closed in 2005. A not-for-profit library now called Brighton Place opened in 2006 in the former Brighton Public Library building and has been operating continuously since 2006.

Various plans since 2005 to open a public library north of Sheridan Drive have been unsuccessful. The current effort to open a public library in the Brighton library building is modeled on a mini-branch public library in St. Louis. The building has two staff people, neither a librarian, is open 28 hours a week, has one computer, has 1000 books, and serves a population of about 20,000 people. It is very economically run and has been open for about fifteen years. That mini-branch is basically a place to order, pick up and drop off books, and gives local residents access to the City of St. Louis' materials.

If a public library can be run that is small and cost neutral to the public library system due to outside of the system fundraising efforts, it is believed that it might be successful in the area north of Sheridan Drive. It is this idea for a library that is being explored by Jason Aronoff and Jeanne Phillips, both of whom have been active at the Brighton Place Library since its opening in 2006.

On July 15, 2015 Jason met with Erie County Legislator Kevin Hardwick, and on July 24th with Town of Tonawanda Public Library Director Dorinda Darden, both of whom were supportive of the idea of a public library north of Sheridan Drive. On July 16th Jason and Jeanne Phillips met with Mike Rizzo, President of the Board of Directors at Brighton Place and the person chiefly responsible for fundraising at Brighton Place. Mr. Rizzo was supportive, but wanted the uniqueness of Brighton Place maintained. Mr. Rizzo also wondered under what circumstances the Brighton Place materials would be transferred to a public library operation.

On July the 16th, Jeanne and Jason met with Katie Burd of the Buffalo and Erie County Public Library Board. Mrs. Burd was supportive of the idea of a mini-branch and said she would contact Mary Jean Jakubowski, Director of the Buffalo and Erie County Public Library with some question about how some of the financial arrangements might be made to have a mini-branch operation. Mrs. Burd did send a letter to Director Jakubowski, who did respond to Mrs. Burd's questions.

Jason had previously met with Lisa Chimera, a Town of Tonawanda Councilwoman, who also was supportive of the idea for a public mini-branch library north of Sheridan Drive.

On August 5, 2015, Jason sent a letter to Mary Jean Jakubowski, Carol Batt, the system's Chief Operating Officer, and to Ken Stone, the system's Chief Financial Officer, requesting a meeting to get more exact costs that would have to be met by fundraisers to meet the library system's expectations for a mini-branch public library operation.

PUBLIC COMMENT:

Mention was made about the Friends of the Town of Tonawanda annual book sale to be held at the Lincoln Arena from September 9-12. A call for volunteers was made. Tens of thousands of books will be in the sale.

A motion to adjourn was made by Rick Geer and seconded by Laura Glass. Motion passed. Meeting adjourned at 8:57 pm. The next meeting of the Town of Tonawanda Public Library Board will be on September 8, 2015.

Respectfully Submitted,

Jason Aronoff, Secretary