

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
AUGUST 9, 2016

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, August 9, 2016 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:
Eileen Crawford, Annette Della Posta, Laura Glass, Richard Geer, Sheila Ginnane, Kathy Kanaley and Jeanne Phillips.

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

Guests: Kathleen Byrd, Buffalo and Erie County Public Library System Board Trustee Liaison; Mr. Peter Savage, Erie County Legislator

Chair, Richard Geer, called meeting to order at 7pm

APPROVAL/CHANGES TO AGENDA:

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

Chair Geer welcomed guests. Legislator Savage presented a check to Laura Glass (representing the Friends of the Library), to be used toward the rental fee of the Lincoln Arena for upcoming Book Sale. Mr. Savage expressed his appreciation for libraries and their contributions to the community, his joy in meeting people who volunteered their time toward the success of the library, and his desire to support libraries whenever possible in the future. Legislator Savage offered his help if needed as much as possible. Laura Glass expressed appreciation for his assistance.

Kathleen Byrd stated she was attending this meeting to listen and see what questions or concerns there may be in the Kenmore-Town of Tonawanda Libraries and take these concerns back to the System Board. She also stated that there would be a Library presence at Buffalo Canalside every 2 weeks this summer until the end of August. She also noted that the Chairman Book Club hosted by Frank Housh, Chair of the System Board, would be held at the Downtown Branch on June 1 and October 5. Trustee Byrd also advised that the new One Buffalo library cards would be issued in October.

ADOPTION OF MINUTES OF THE JULY 19, 2016 BOARD MEETING:

- Laura Glass made a motion to accept the minutes and the motion was seconded by Kathy Kanaley. Minutes accepted.

REPORT OF THE TREASURER:

- Report reviewed and discussed. Motion by Annette Della Posta to accept the Treasurer's report and seconded by Laura Glass. Report accepted.

REPORT OF THE CHAIR:

- Chair Geer reported that he has had a discussion with Town Board Member, Lisa Chimera, concerning grants and moving forward with library needs. He has invited Mrs. Chimera to attend future Board of Trustee meetings.

REPORT OF THE DIRECTOR:

STATISTICS

Circulation:

Kenmore:	July 2015:	26,491	July 2016:	24,998	-5.6%
Kenilworth:	July 2015:	6,246	July 2016:	5,566	-10.9%*

Patron Visits:

Kenmore:	July 2015:	13,732	July 2016:	13,009	-5.3 %
Kenilworth:	July 2015:	4,968	July 2016:	4,753	-4.3%

*The *Kenilworth Branch* was open three less days in 2016 than it was in 2015 which may account for the higher percentage decrease in circulation.

Programs:

The Central Library **Cybertrain Team** presented a *Book a Technology Trainer* session on July 1st at the Kenilworth Branch. There were 2 participants.

Kenmore Branch Librarian **Nicole Bermingham** presented two sessions of the *Toddler Time for Twos Program* on July 1st, July 8th, July 15th, July 22nd and July 29th at the Kenmore Branch. There were 98 children and 69 adults for a total of 167 in attendance.

Kenmore Branch Librarian **Nicole Bermingham** facilitated the visit from Tiny Treasures Day Care to the Kenmore Branch on July 1st. They received a tour, listened to stories and looked at books. There were 13 children (ages 2-4) and 3 adults for a total of 16 in attendance.

Kenmore Branch Librarian **Nicole Bermingham** presented the *Crafter-Day Program* for ages 6-10 on July 2nd at the Kenmore Branch. There were 16 children and 7 adults for a total of 23 in attendance.

Kenmore Branch Librarian **Jill Jablonski** presented the *Summer Fun Club* for ages 6-10 on July 5th, July 12th, July 19th and July 26th at the Kenmore Branch. The programs featured the *On York Mark, Get Set Read! Summer Reading Program* theme. There were 55 children and 6 adults for a total of 61 in attendance.

Kenilworth and Kenmore Branch Manager **Amy Christman** facilitated the *Adult Monthly Journal Group* at the Kenmore Branch on July 5th. There were 8 in attendance.

Kenilworth and Kenmore Branch Manager **Amy Christman** facilitated the monthly *Adult Book Discussion Group* at the Kenilworth Branch on July 6th. There were 9 in attendance.

Kenmore Branch Librarian **Nicole Bermingham** presented the *Kenmore Library News Program* for ages 9-12 on July 6th, July 13th, July 20th, July 27th at the Kenmore Branch. There were a total of 26 in attendance.

Kenmore Branch Librarians **Jill Jablonski** and **Joseph Patton** facilitated the *Battle of Books Meetings* on July 6th, July 13th and

July 20th and July 27th. There were a total of 35 young adults and 3 adults for a total of 38 in attendance. Librarian **Mary Ann Budny**, from the Central Library Children's Programming Team presented the *Preschool Story Time* at the Kenmore Branch on July 7th, July 14th, July 21st and July 28th. There were 79 children and 58 adults for a total of 137 in attendance. Kenilworth Branch Librarian **Sarah Plunkett-McLean** facilitated the *Read and Talk ESL Book Club* for adults on July 8th at the Kenilworth Branch. There were 3 in attendance. The *Books and Barks Program* for ages 5-12 coordinated by Kenmore Branch Librarian **Jill Jablonski** was held on July 9th at the Kenmore Branch. There were 8 children and 5 adults for a total of 13 in attendance. Kenilworth Branch Library Associate **Margaret Kunz** facilitated the weekly *Adult Coloring Clinic* held at the Kenilworth Branch on July 11th, July 18th, July 25th. There were a total of 19 participants. Kenmore Branch Librarian **Jill Jablonski** presented the *Kenmore Library Knitting Group* on July 11th, July 18th and July 25th at the Kenmore Branch. There were a total of 5 in attendance. SPCA presented the *SPCA Preschool Storytime* for ages 3-6 at the Kenilworth Branch on July 12th. There were 15 children and 7 adults for a total of 22 in attendance. Librarian **Mary Ann Budny** from the Central Library Children's Programming Team presented the *Teddy Bear Olympics Program* for ages 3-6 at the Kenilworth Branch on July 19th. There were 24 children and 15 adults for a total of 39 in attendance. The *Visit with Violet Reading Program* for ages 5-12 coordinated by Kenilworth Branch Librarian **Nancy Offerman** was held on July 20th at the Kenilworth Branch. There were 6 children and 6 adults for a total of 12 in attendance. The Central Library **Cybertrain Team** presented a *Book a Technology Trainer* session on July 20th at the Kenmore Branch. There were 3 participants. The Wondermakers presented the *Folktales from Around the World Program* for all ages on July 26th at the Kenilworth Branch. There were 30 children and 9 adults for a total of 39 in attendance. The *Jump Bunch Program* for ages 5-10 was held at the Kenilworth Branch on July 28th. Participants enjoyed exercising and sports activity. There were 8 children and 7 adults for a total of 15 in attendance. Kenmore Branch Page **Shawna McGuire** facilitated the *Adult Coloring Group* at the Kenmore Branch on July 28th. There were 10 in attendance. Kenilworth Branch Librarian **Sarah McLean-Plunkett** facilitated the *ESL Drop In* on July 29th at the Kenilworth Branch. There were 3 adults in attendance.

Town of Tonawanda Public Library Director **Dorinda Darden** after consulting with Kenilworth and Kenmore Branch Manager **Amy Christman**, graciously accepted the offer from Buffalo & Erie County Public Library Manager, Children's Services and Outreach **Kathryn Galvin** who contacted her on July 20th about the Kenmore Branch hosting a six week, *Sensory Storytime Program* for autistic children and their families that will be conducted by a librarian from the Central Library Children's Programming Team on Thursdays, October 6, 2016 through November 10, 2016 at 6:30 PM. Staff will be invited from all libraries in the Buffalo & Erie County Public Library System for hands on training by assisting with the program with the ultimate goal that they would be able to offer similar programs at their own libraries in an effort to increase services to children with

autism and their families. The *Preschool Storytime* that is normally conducted on Thursday mornings by the Children's Programming Team will be conducted by Kenmore Branch Librarian **Jill Jablonski** who enthusiastically accepted conducting the *Preschool Storytime* during this time. The *Preschool Storytime* conducted by the Central Library Children's Programming Team will resume in early 2017.

Town of Tonawanda Public Library Director **Dorinda Darden** ordered 3 books on fishing and 3 books on golf from Baker & Taylor on July 22nd for a *Memorial Donation* received in February 2016 from the United Automobile, Aerospace and Agriculture Implement Workers of America (UAW) Local 3302, *In Memory of James Carl Lakeman* whose favorite hobbies were fishing and golf. A Bookplate will be put in each book *In memory of James Carl Lakeman* and the Bookplate will also acknowledge that the donation was from the *United Automobile, Aerospace and Agriculture Implement Workers of America (UAW) Local 3303*.

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. Of the 63 registered children, 44 participated in July at the Kenilworth Branch. Of the 144 registered children, 83 participated at the Kenmore Branch in July.

The Town of Tonawanda Public Library – Kenilworth and Kenmore Branches provided two Basket Raffles; an *Ice Cream Sundae Basket* and a *Barbecue Basket*. For every 5 items checked out, patrons could enter their name in a drawing for the basket of their choice. Jaidin Day won the *Ice Cream Sundae Basket* and B. Scott won the *Barbecue Basket* at the Kenilworth Branch. There were 50 entries for the *Ice Cream Sundae Basket* and 30 entries for the *Barbecue Basket* for a total of 86 entries at the Kenilworth Branch. Matthew Latko won the *Ice Cream Sundae Basket* and Amanda Murtell won the *Barbecue Basket* at the Kenmore Branch. There were 282 entries for the *Ice Cream Sundae Basket* and 148 entries for the *Barbecue Basket* for a total of 430 entries at the Kenmore Branch.

The Kenmore Branch began participating as a worksite for the *2016 Buffalo Employment and Training Center – Summer Youth Employment Program*. **Corey Powell** started as a Summer Youth worker on July 22nd at the Kenmore Branch and will work until August 26th.

Sharon Piatek was hired as a Senior Page at the Kenmore Branch effective July 23rd.

Kenilworth Branch Librarian **Sarah McLean-Plunkett** continued to attend the *LIS 534 Resources and Services for Children* Summer course at the State University of New York at Buffalo.

Kenilworth and Kenmore Branch Manager **Amy Christman** viewed *The Hopeful Workplace Infopeople Webinar* on July 8th.

Tonawanda Public Library Director **Dorinda Darden** participated in the *Ask Us 24/7 Virtual Reference Chat service* on July 11th and July 27th for a total of 2 hours.

Town of Tonawanda Public Library Director **Dorinda Darden** attended the *Town of Tonawanda Community Coalition Meeting (formerly Town of Tonawanda Community Meeting)* held at 169 Sheridan Parkside Drive on July 27th.

Kenmore Branch Librarian **Jill Jablonski** viewed the *Serving the Underserved: Children with Disabilities at Your Library OCLC Webjunction Webinar* on July 30th.

UNFINISHED BUSINESS:

- 2016-2017 New York State Library Construction Grant: Discussion weather the Library Board should seek a grant for the following year with the possibility of a new library building. Director Darden noted that we could not consider a new building for 10 years after receiving a grant unless we are willing to pay back the monies already received. In light of this it was decided to forego an application for a grant this year. However, Director Darden will discuss the cost of securing a new phone system through the B&ECPL contract. The cost of this system would need to be absorbed by either the Town Board or the Town of Tonawanda Public Library System. These options will be investigated.
- Town of Tonawanda Public Library Initiatives: Dorinda Darden reported that she continues efforts to contact Matthew McDonald who has offered to build the storage shed at Kenilworth library as an Eagle Scout project. It was noted that the town had initially offered to build the shed, so this possibility will also be investigated.
Director Darden noted that the Friends of the Library continue to provide the funds for renovating the community room at the e Kenilworth Library. This includes new blinds and paint. There was also discussion re: an estimate to replace the carpeting.
- Town of Tonawanda Coalition Resource Hub Network: Dorinda Darden reported that on July 27th at the Town of Tonawanda Coalition Community Meeting, the Kenmore Branch was selected to pilot the Town of Tonawanda Coalition Community Resource Hub. A Resource Hub brings together services (such as food, housing, legal services, employment and education, etc.) in one location in the community on a regular basis to make it easier for the community to access. This Hub will begin on

Tuesday, October 18, 2016 from 10 am to 1 pm in the Community Room at the Kenmore Branch Library. Thereafter the Resource Hub will be held at the Kenmore Branch Library on the 3rd Tuesday of every month from 10 am to 1 pm. Director Darden and the Trustees expressed enthusiasm for this service to begin.

NEW BUSINESS:

- Amended Buffalo and Erie County Public Library Collection Development Policy, Gift and Donor Recognition Policy Consideration, Freedom of Information Law (FOIL) Policy Consideration were distributed to Trustees. Request made by Dorinda Darden to review these policies so they can be discussed at the September meeting.
- Sheila Ginnane distributed Library Director's Performance Evaluation to each Trustee for completion and review at Executive Session at September meeting.

ADJOURNMENT: Motion made by Laura Glass to adjourn. Motion seconded by Eileen Crawford. Meeting adjourned at 8:25 pm.

THE NEXT SCHEDULED LIBRARY BOARD MEETING IS TUESDAY, SEPTEMBER 13, 2016 AT 7PM.

Respectfully Submitted,
Jeanne Phillips
Secretary