A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, January 10, 2017 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:

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

Chair, Richard Geer, called meeting to order at 7:00 pm.

Guest Speakers: Chris Blake and Joe Griffo representing Premise Communications (PremCom)
- Presentation focusing on the pros and cons of the ShoreTel Connect On-site phone system vs. the ShoreTel Hosted phone system. Information distributed to and reviewed by Library Board members
- A bid for PremCom to provide phone service for the Kenmore Library is on the agenda of the Town Board Meeting on January 23, 2017

Approval/Changes to Agenda:
- Motion made by Eileen Crawford to accept the agenda as is. Motion seconded by Laura Glass. Motion passed.

Adoption of Minutes:
- Motion made by Annette Della Posta to accept the minutes from December 13, 2016 with the addition of “Samples of strategic plans were distributed with recommendation to review and return to January meeting with ideas for the Library strategic plan” to be inserted under Unfinished Business. Motion seconded by Sheila Ginnane. Minutes approved.

Approval of Bills:
- Bills since previous meeting were reviewed.
- Motion made by Annette Della Posta to approve payment of bills and seconded by Kathy Kanaley. Motion passed.

Report of the Treasurer:
- Treasurer’s report was distributed and reviewed. Motion made by Annette Della Posta to approve the report and seconded by Eileen Crawford. Motion passed.

Report of the Chair:
- Chair Geer reported that he has discussed end of the year issues with Director Darden
- Chair Geer noted that the State of the Town luncheon will be held on February 10, 2017 and encouraged Trustees to attend.
- State Assembly Member, Robin Schimminger, will be at the Kenmore Library on January 20 at 3 pm for a Library Advocacy Meeting sponsored by the Western New York Library Resources Council (WNYLRC).

Report of the Director:

Unfinished Business:
- **Town of Tonawanda Public Library Initiatives**: The request for payment of the new carpeting at the Kenilworth Library is on the agenda for the Town Board Meeting since it is a Capital Budget item
- **Amend Treasurer Duties**: Eileen Crawford made a motion to amend the by-laws Article IV section 4 to read “The treasurer shall make disbursements from private funds of the library with the approval of the board”. Motion was seconded by Kathy Kanaley and unanimously approved.
- **Strategic Plan**: Kathy Kanaley and Annette Della Posta will begin writing a rough draft of a strategic plan to be used for discussion

New Business:
- **Election of Officers**: The slate of nominees was presented by Sheila Ginnane as: Chair: Richard Geer; Vice Chair: Annette Della Posta; Treasurer: Stanley Pustulka; Secretary: Jeanne Phillips. Floor was opened for further nominations. No further nominations so nominations were closed. Motion made by Kathy Kanaley to accept the slate as presented and seconded by Laura Glass. Motion passed.
- **Annual Trustees Workshop**: Saturday, February 11, 2017 from 8:30 to 1:00 at the Buffalo Central Library.
- **2016 Contract Extension and 2017 Budget Schedules**: Information distributed to trustees noting that the contract is extended until 7/31/17.

Public Comment:
- A patron questioned the heat regulation in the library stating it is often too warm. Director Darden will investigate this.

Motion made by Annette Della Posta to adjourn and seconded by Sheila Ginnane. Meeting adjourned at 8:20 pm.

The next meeting of the Town of Tonawanda Public Library Trustees will be held on Tuesday, February 14, 2017 at 7 pm.

Respectfully Submitted,
Jeanne Phillips
Secretary