

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
April 10, 2018

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, April 10, 2018 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:
Annette Della Posta, Richard Geer, Kathy Kanaley, Jeanne Phillips, Stanley Pustulka, Eileen Crawford, Sheila Ginnane

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

APPROVAL/CHANGES TO AGENDA:

- Motion made by Kathy Kanaley and seconded by Annette Della Posta to accept agenda as is. Motion passed.

ADOPTION OF MINUTES OF MARCH 13, 2018 BOARD MEETING:

- Motion made by Annette Della Posta and seconded by Kathy Kanaley to accept March 13, 2018 minutes. Motion passed.

APPROVAL OF BILLS:

- Listing of monthly bills distributed and reviewed. Motion made by Annette Della Posta and seconded by Eileen Crawford to approve payment of bills. Motion passed.

REPORT OF THE TREASURER:

- Treasurer's report distributed and reviewed. Motion made by Eileen Crawford and seconded by Kathy Kanaley to accept report. Motion passed.

REPORT OF THE CHAIR:

- Chair Geer expressed appreciation for donation from the Friends of the Library. He expressed the importance of the Friends organization in support of the libraries. He noted that the Friends are having a Spring Book Drive on April 28 from 10-2 at Lincoln Arena.
- Chair Geer acknowledged the wide selection of programs that are being offered at the Town of Tonawanda libraries.

REPORT OF THE DIRECTOR:

STATISTICS

Circulation:

Kenmore:	March 2017: 24,360	March 2018: 20,514	-15.8%
Kenilworth:	March 2017: 5,753	March 2018: 5,490	-4.6%

Patron Visits:

Kenmore:	March 2017: 13,039	March 2018: 12,420	-4.7%
Kenilworth:	March 2017: 4,454	March 2018: 4,382	-1.6%

Programs:

Town of Tonawanda Public Library Director **Dorinda Darden** facilitated a visit from Ripen With Us Child Care Center at the Kenilworth Branch on March 1st. The children participated in singing a song, listened to **Dorinda** read Bear stories and they enjoyed watching a movie. The children also picked out books to take home. There were 8 children and 2 adults for a total of 10 in attendance. Kenilworth Branch Volunteer **Teresa Brancato** provided assistance as a *Computer Coach* on March 1st at the Kenilworth Branch. There was 1 participant. Kenmore Branch Librarian **Jill Jablonski** presented the *Preschool Storytime Program* for ages 3-5 on March 1st at the Kenmore Branch. There were 14 children and 11 adults for a total of 25 in attendance. The Central Library Children's Programming Team Librarian **Jennifer Lelinski** presented the *Sensory Storytime* for children up to age 12 on March 1st, March 8th, March 15th and March 22nd at the Kenmore Branch. There were 12 children and 12 adults for a total of 24 in attendance. There were no sign-ups for the *What Pet Should I Get Storytime Program* scheduled for March 2nd at the Kenilworth Branch. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** presented two sessions of the *Toddler Time for 2s Program* on March 2nd at the Kenmore Branch. There were 13 children and 11 adults for a total of 24 in attendance. Kenmore Branch Librarian **Jill Jablonski** presented the *Crafter-Day Program* for ages 5-10 on March 3rd at the Kenmore Branch. There were 18 children and 12 adults for a total of 30 in attendance. Kenmore Branch Volunteer **Susan Doran** was unable to volunteer for the *Resume Helper Program* during the month of March. Kenmore Branch Librarian **Jill Jablonski** presented the *Kenmore Library Knitting/Crochet Group* on March 5th, March 12th, March 19th and March 26th. There were a total of 35 in attendance. Kenmore Branch Volunteer **Partho Bhattacharya** provided assistance as a *Computer Coach* on March 6th, March 13th, March 20th and March 27th at the Kenmore Branch. There were a total of 14 participants. **Anna Cryan** and **Lily Smith**, two student volunteers from Kenmore West High School 's International Baccalaureate Program presented the *Homework Helpers Program* for students in Grades 1-7 on March 6th, March 13th and March 27th at the Kenmore Branch. There were a total of 8 participants. The *Button Making! Program* was held on March 6th, March 13th, March 20th and March 27th at the Kenmore Branch. There were 26 children and 25 adults for a total of 51 in attendance. Kenilworth Branch Librarian **Amy Christman** facilitated the monthly *Adult Monthly Journal Group* at the Kenmore Branch on March 6th. There were 8 in attendance. Kenilworth Branch Librarian **Amy Christman** facilitated the monthly *Adult Book Discussion Group* at the Kenilworth Branch on March 7th. There were 14 in attendance. The *Button Making! Program* was held at the Kenilworth Branch on March 7th, March 14th, March 21st and March 28th. There were 15 children and 12 adults for a total of 27 in attendance. Kenmore

Branch Librarian **Joseph Patton** presented the *Kenmore Library News Program* for ages 9-12 on March 7th, March 14th and March 28th at the Kenmore Branch. There were a total of 38 in attendance. Kenmore Branch Volunteer **Matthew Gates** provided assistance as a *Computer Coach* on March 7th, March 14th and March 28th at the Kenmore Branch. There were a total of 7 participants. The Central Library Cybertrain Team presented *Book a Technology Trainer* sessions on March 8th at the Kenmore Branch. There were 3 participants. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** presented the *Craft Club* for children ages 5 and up on March 9th at the Kenilworth Branch. There were 10 children and 1 adult for a total of 11 in attendance. Kenmore Branch Librarian **Jill Jablonski** facilitated the *Books and Barks Program* for ages 5-12 held on March 10th at the Kenmore Branch. There were 6 children and 6 adults for a total of 12 in attendance. The Central Library Cybertrain Team presented *Book a Technology Trainer* sessions on March 12th at the Kenilworth Branch. There were 2 participants. Kenilworth Branch Librarian **Amy Christman** facilitated the *Reading with Gus Therapy Dog Program* held on March 14th at the Kenilworth Branch. There were 4 children and 4 adults for a total of 8 in attendance. Kenmore Branch Volunteer **Jill Greenberg** facilitated the *Resume Helper Program* on March 14th and March 28th. There were a total of 2 participants. Kenmore Branch Librarian **Joseph Patton** presented the *Lego Club* for ages 6-12 on March 17th at the Kenmore Branch. There were 14 children and 6 adults for a total of 20 in attendance. A docent from the *Martin House* provided a presentation on the *restoration of the Martin House* and on the architect *Frank Lloyd Wright* at the Kenmore Branch on March 21st. The event was scheduled to coincide with Kenilworth Branch Librarian **Amy Christman's** *Book Discussion Group's* selection for the month, *Loving Frank* by Nancy Horan. There were a total of 20 adults in attendance. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** facilitated a class visit for students in grades K-2 from the Stanley Falk School on March 26th at the Kenmore Branch. Students listened to stories, watched a video, and looked for books. There were 12 children and 3 adults for a total of 15 in attendance. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** facilitated the *Teen Gaming Program* for ages 12-17 on March 27th at the Kenmore Branch. There were 4 teens in attendance. **Mitch Flynn**, Founder of *The Ride For Roswell*, provided a *Presentation and Q&A session* on March 29th at the Kenmore Branch on *The Ride For Roswell*, a fundraiser that helps cancer research and patient care in Western New York. There were 9 in attendance.

AARP provided free *Tax Assistance* on March 5th, March 7th, March 12th, March 14th, March 19th, March 21st, March 26th and March 28th.

The Kenmore Branch received a letter dated March 9, 2018 from the National Fuel Gas Company Foundation about the Kenmore Branch being selected to receive donations from *National Fuel's Employee Charitable Giving Program* and the *National Fuel Gas Company Foundation* in 2018. The Kenmore Branch will receive checks semi-annually beginning in July on behalf of **Daniel A. Yaeger**, a

resident of Kenmore who gives this donation every year. This year's pledge is \$300 with a matching donation from the *National Fuel Gas Company Foundation*. Town of Tonawanda Public Library Director **Dorinda Darden** sent a *Thank You Letter* to **Mr. Yaeger**.

The Kenmore Branch received a letter from the Community Foundation for Greater Buffalo dated March 15, 2018 about being the recipient of \$145.50 to be donated to the Kenmore Branch in October 2018 from the *Swanson Community Fund*. Town of Tonawanda Public Library Director **Dorinda Darden** sent a *Thank You Letter* to the Community Foundation for Greater Buffalo.

Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** created a *Suggestion Box* at the Kenilworth and Kenmore Branches on March 15th at the request of Town of Tonawanda Public Library Director **Dorinda Darden** per a recommendation from the Town of Tonawanda Public Library Board.

The *Town of Tonawanda Coalition Community Resource Hub* was held on March 15th at the Kenmore Branch. As a member of the Town of Tonawanda Coalition, Town of Tonawanda Public Library Director **Dorinda Darden** was one of the volunteers that helped navigate participants to the services they were looking for. The service providers included, *Belmont Housing Resources, Buffalo Urban League Housing Coordinator, Catholic Charities WIC Program, Erie Community College, Erie County Bar Association Volunteer Lawyer Project, Good Neighbors Credit Union, People Inc., Home Energy Assistance Program (HEAP), PUSH Green, Schofield Care, UB Education Opportunity Center, Western New York Independent Living Inc.* There were 23 participants. In addition, there were 9 people who inquired about services.

On March 22nd, Kenmore-Town of Tonawanda Friends of the Library President **Laura Glass** accompanied by Kenmore-Town of Tonawanda Friends of the Library Board Member **Elizabeth Federice** presented Town of Tonawanda Public Library Director **Dorinda Darden** with a check for \$15,000 from the *2017 Annual Book Sale* to purchase items from the *Town of Tonawanda Public Library Wish List* that **Dorinda** provided to the Kenmore-Town of Tonawanda Friends of the Library in January 2018. A photo was taken of **Dorinda** and **Laura** holding a *Big Check MockUp*. An editorial titled *Library programs provide engagement for children* appeared in the *Ken-Ton Bee Newspaper* on March 28, 2018 and an editorial titled *Library grant* along with the photo appeared in the *The Sun Newspaper* on March 30, 2018.

Town of Tonawanda Public Library Director **Dorinda Darden** and Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** conducted interviews on March 26th and March 27th at the Kenmore Branch for the *Librarian I Full-Time* position available at the Kenmore Branch due to the results of the *Librarian I* Civil Service exam scores.

The *Book Madness Contest* held at the Kenmore Branch which pitted popular authors in different genres against each other took place during the month of March. In the Children's category, there were 258 entries throughout the month and **Mo Willems** ended up being the favorite author. In the Adult category, there were 42 entries throughout the month and **Lillian Jackson Braun** was the favorite author.

Students and teachers from *Autism Services* began their monthly volunteer service creating **handmade bookmarks** for the public at the Kenmore Branch. Two different classes will be visiting each month- one on the 1st Wednesday of the month, and the other on the 1st Friday of the month. During March, only the Wednesday group volunteered due to bad weather on the 1st Friday.

The Town of Tonawanda Public Library – Kenilworth and Kenmore Branches provided a *Pizza Basket Raffle*. For every 5 items checked out, patrons could enter their name in a drawing to win the *Pizza Basket*. **Breanna Bloniarz** won the *Pizza Basket* at the Kenilworth Branch. There were 47 entries at the Kenilworth Branch. **Bill Brady** won the *Pizza Basket* at the Kenmore Branch. There were 227 entries at the Kenmore Branch.

Tonawanda Public Library Director **Dorinda Darden** participated in the *Ask Us 24/7 Virtual Reference Chat service* on March 7th and March 21st for a total of 2 hours.

As a member of the Zonta Club of Kenmore, Town of Tonawanda Public Library Director **Dorinda Darden** attended the *Zonta Club of Kenmore's Business Meeting* held at the Church of the Advent on March 7th.

Town of Tonawanda Public Library Director **Dorinda Darden**, Town of Tonawanda Public Library Board Members **Eileen Crawford**, **Richard Geer**, **Shelia Ginnane**, **Kathleen Kanaley** and **Jeanne Phillips** attended the *Association of Contract Library Trustees (ACT) Annual Workshop* held at the Central Library on March 10th. Topics included *Collection Development*, *Exhibit Design and Development @ Your Library*, Guided Tour of the Buffalo & Erie County Public Library's *Buffalo Never Fails: The Queen City and World War I Exhibit* and *Gadgets and Gizmos a Plenty*, *Whozits and Whatzits Galore* – An exploration of the latest technologies and various STEM activities from the Central Library's Launch Pad MakerSpace.

Town of Tonawanda Public Library Director **Dorinda Darden** and Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** had a *Conference Call* with Buffalo & Erie County Public Library Development Manager **Maureen Germaine** on March 12th about a *Citizen Science Project* in partnership with Citizen Science Community Resources who would provide tool kits of citizen science resources for patrons.

Town of Tonawanda Public Library Director **Dorinda Darden** and Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** attended the *Manager-Director Meeting* held at the Central Library on March 14th. **Dorinda** and **Nicole** provided a presentation on *Program Highlights* from the Kenilworth and Kenmore Branches.

Town of Tonawanda Public Library Director **Dorinda Darden** met with **Jackie James-Creedon**, Executive Director of the Citizen Science Community Resources who visited the Kenmore Branch on March 21st to discuss the *Citizen Science Project*.

UNFINISHED BUSINESS:

- Strategic Plan – Updated draft of Strategic Plan was distributed to Board Members with some discussion and revision. The Board will review one action per month to revise as needed.

NEW BUSINESS:

- Review of Bulletin Board Policy; Claims Audit Policy; and Conflict of Interest Policy. No changes were recommended and they will continue as written.
- Resolution to accept 2017 State Report and Annual Report – Motion made by Eileen Crawford and seconded by Sheila Ginnane to accept the resolution as read by the Secretary. Motion passed with 7 yeas and 0 nays.

Motion made by Annette Della Posta and seconded by Kathy Kanaley to adjourn. Motion passed. Meeting adjourned at 7:51 pm.

The next meeting of the Town of Tonawanda Library Board will be held on Tuesday, May 8 at 7 pm.

Respectfully Submitted,
Jeanne Phillips
Secretary