

MEETING OF THE TOWN OF TONAWANDA LIBRARY BOARD
May 8, 2018

A regular meeting of the Board of Trustees of the Town of Tonawanda Public Library was held on Tuesday, May 8, 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, Jeanne Phillips, 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 Eileen Crawford to add “discussion of Assemblyman Schimminger Grant” under New Business. Motion seconded by Sheila Ginnane and passed.

GUEST SPEAKER:

- Patricia Lahti, Kenmore Library Senior Page informed the Board of her responsibilities and answered questions re: her position and insights.

ADOPTION OF MINUTES OF April 10, 2018 BOARD MEETING:

- Motion made by Eileen Crawford and seconded by Sheila Ginnane to accept April 19, 2018 minutes. Motion passed.

APPROVAL OF BILLS:

- Listing of monthly bills distributed and reviewed. Motion made by Eileen Crawford and seconded by Sheila Ginnane to approve payment of bills. Motion passed.

REPORT OF THE TREASURER:

- Treasurer’s report distributed and reviewed. Motion made by Jeanne Phillips and seconded by Eileen Crawford to accept report. Motion passed.

REPORT OF THE CHAIR:

- Chair Geer was in contact with Ken Berlinski from Assemblyman Schimminger’s office to clarify the procedure for the 2017 Special Legislative grant.
- Chair Geer expressed appreciation to the Library Board members for their donation to the Boys and Girls Club in his Mom’s memory.

REPORT OF THE DIRECTOR:

STATISTICS

Circulation:

Kenmore:	April 2017:	23,444	April 2018:	19,973	-14.8%
Kenilworth:	April 2017:	3,806	April 2018:	5,446	+43.1%

Patron Visits:

Kenmore:	April 2017:	12,883	April 2018:	11,817	-8.3%
Kenilworth:	April 2017:	3,288	April 2018:	4,556	+38.6%

Programs:

Kidding Around Yoga presented a *Family Yoga Program* on April 2nd at the Kenilworth Branch during Spring Break. There were 17 children and 2 adults for a total of 19 in attendance. Kenmore Branch Librarian **Jill Jablonski** presented the *Kenmore Library Knitting/Crochet Group* on April 2nd, April 9th, April 16th, April 23rd and April 30th. There were a total of 32 in attendance. Kenmore Branch Volunteer **Partho Bhattacharya** provided assistance as a *Computer Coach* on April 3rd, April 10th and April 17th at the Kenmore Branch. There were a total of 10 participants. Kidding Around Yoga presented a *Family Yoga Program* on April 3rd at the Kenmore Branch during Spring Break. There were 12 children and 4 adults for a total of 16 in attendance. **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 April 3rd, April 10th, April 17th and April 24th at the Kenmore Branch. There were a total of 6 participants. The *Button Making! Program* was held on April 3rd, April 10th, April 17th and April 24th at the Kenmore Branch. There were 33 children and 18 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 April 3rd. There were 10 in attendance. Kenilworth Branch Librarian **Amy Christman** facilitated the monthly *Adult Book Discussion Group* at the Kenilworth Branch on April 4th. There were 6 in attendance. The *Button Making! Program* was held at the Kenilworth Branch on April 4th, April 11th, April 18th and April 25th. There were 15 children and 10 adults for a total of 25 in attendance. Kenmore Branch Librarian **Joseph Patton** presented the *Kenmore Library News Program* for ages 9-12 on April 4th, April 11th, April 18th and April 25th at the Kenmore Branch. There were a total of 30 in attendance. **Vanessa Lauria** presented an *Intro to Etsy Workshop* for adults on April 4th at the Kenmore Branch. Participants learned how to set up a shop on the popular eCommerce website for handmade goods. There were 21 adults in attendance. Kenmore Branch Volunteer **Matthew Gates** provided assistance as a *Computer Coach* on April 4th, April 11th, April 18th and April 25th at the Kenmore Branch. There were a total of 9 participants. Kenilworth Branch Librarian **Amy Christman** facilitated a visit from Ripen With Us Child Care Center at the Kenilworth Branch on April 5th. There were 7 children and 1 adult for a total of 8 in attendance. Kenmore Branch Librarian **Jill Jablonski** presented the *Crafter-Day Program* for ages 5-10 on April 7th at the Kenmore Branch. There were 12

children and 6 adults for a total of 18 in attendance. The *Reading with Gus Therapy Dog Program* scheduled for April 11th at the Kenilworth Branch was cancelled due to a scheduling conflict with Gus's owner. The *Kids Indoor Global Games Program* for ages 8-12 scheduled at the Kenmore Branch on April 11th was cancelled due to lack of interest. Kenilworth Branch Volunteer **Teresa Brancato** provided assistance as a *Computer Coach* on April 12th and April 19th at the Kenilworth Branch. There were no participants. The *Animals, Animals, Animals! Storytime Program* planned for April 12th by Kenilworth Branch Librarian **Amy Christman** had to be canceled due to lack of registration at the Kenilworth Branch. The Central Library Cyber Train Team presented the *Family History Research with Ancestry Library Edition Technology Training* on April 12th at the Kenmore Branch. There were 6 adults in attendance. The Central Library Children's Programming Team Librarian **Jennifer Lelinski** presented the *Sensory Storytime* for children up to age 12 on April 12th, April 19th and April 26th at the Kenmore Branch. There were 6 children and 5 adults for a total of 11 in attendance. Kenilworth Branch Librarian **Amy Christman** presented the *Craft Club* for children ages 5 and up on April 13th at the Kenilworth Branch. There were 15 children and 10 adults for a total of 25 in attendance. Kenmore Branch Librarian **Jill Jablonski** facilitated the *Books and Barks Program* for ages 5-12 held on April 14th at the Kenmore Branch. There were 9 children and 6 adults for a total of 15 in attendance. An *Author Talk with Lissa Marie Redmond* was held at the Kenmore Branch on April 14th. **Ms. Redmond** spoke about her debut novel, *A Cold Day in Hell*. She also spoke about her involvement in the Bike Path Rapist Case and her time on Buffalo's Cold Cases Squad and what led her to be an author. There were 30 adults in attendance. The *Book a Technology Trainer* sessions scheduled for April 16th at the Kenilworth Branch had to be cancelled due to only 1 person registering. New volunteer **David Bortolin** facilitated as a *Computer Coach* on April 16th, 23rd, and 30th at the Kenmore Branch. There were 7 participants. In Celebration of the *Week of the Young Child*, **Lindsay Kilijanski** from Holy Cross Head Start presented the *Tasty Tuesday Story Time* at the Kenmore Branch on April 17th for families and children of all ages. There were 16 children and 10 adults for a total of 26 in attendance. Kenmore Branch Librarian **Jill Jablonski** presented the *Preschool Storytime Program* for ages 3-5 on April 19th and April 26th at the Kenmore Branch. There were 47 children and 38 adults for a total of 85 in attendance. Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** presented two sessions of the *Toddler Time for 2s Program* on April 20th and April 27th at the Kenmore Branch. There were 62 children and 52 adults for a total of 114 in attendance. Kenmore Branch Librarian **Nicole Brown** presented the *Lego Club* for ages 6-12 on April 21st at the Kenmore Branch. There were 18 children and 7 adults for a total of 25 in attendance. Town of Tonawanda Public Library Branch Manager **Jill Jablonski** facilitated the *Teen Gaming Program* for ages 12-17 on April 24th at the Kenmore Branch. There were no participants. Kenmore Branch Volunteer **Susan Doran** facilitated the *Resume Helper Program* on April 30th. There was 1 participant.

In Celebration of National Library Week April 8, 2018 – April 14, 2018, the Kenmore Branch provided a *Scavenger Hunt* for children and an *Adult Literature Quiz*. No children participated in the *Scavenger Hunt*, but 1 adult took the *Adult Literature Quiz* and therefore won the \$25 Barnes and Noble Gift Card.

In Celebration of National Library Week April 8, 2018 – April 14, 2018, the Kenmore Branch provided *Scavenger Hunts* for Grades K-4, Grades 5-8 and an *Adult Literature Quiz*. Participants had a chance to win a \$25 Barnes and Noble Gift Card. **Kidus Afeworki** (3rd Grade) won the *Scavenger Hunt* for Grades K-4 (out of 7 participants), **Matthew Dickey** (5th Grade) won the *Scavenger Hunt* for Grades 5-8 (he was the only participant). There were no adult entries.

The *Town of Tonawanda Coalition Community Resource Hub* was held on April 19th 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*, *Congress on Your Corner with Congressman Higgins Office*, *Erie County Bar Association Volunteer Lawyers Project*, *Fidelis Care*, *New York State Department of Public Service*, *Schofield Care*, *UB Education Opportunity Center*, *Western New York Independent Living, Inc.* and the *Western New York Law Center*. There were 11 participants. In addition, there were 13 people who inquired about services.

The Town of Tonawanda Public Library – Kenilworth and Kenmore Branches provided a *Sci-Fi Basket Raffle*. For every 5 items checked out, patrons could enter their name in a drawing to win the *Sci-Fi Basket*. **Tracey Roth** won the *Sci-Fi Basket* at the Kenilworth Branch. There were 68 entries at the Kenilworth Branch. **Shaun McCleary** won the *Sci-Fi Basket* at the Kenmore Branch. There were 359 entries at the Kenmore Branch.

Kenmore Branch Caretaker **Rickie Davis** returned to work on April 9th after being out on Sick Leave since October 23, 2017.

Nicole Brown was hired as a Librarian I Full-Time at the Kenmore Branch effective April 14, 2018. **Nicole** transferred from Mobile Services as the Bookmobile Branch Manager. Kenmore Branch Librarian **Joseph Patton** who was in the position provisionally will resume his Part-Time Librarian I position.

Town of Tonawanda Public Library Director **Dorinda Darden** as Chair, held a meeting for the *Zonta Club of Kenmore Risk Management Committee* on April 3rd at the Kenmore Branch.

Tonawanda Public Library Director **Dorinda Darden** participated in the *Ask Us 24/7 Virtual Reference Chat Service* on April 4th and April 18th 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 April 4th.

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 April 11th.

Town of Tonawanda Public Library Branch Manager **Nicole Bermingham** attended the *Progressive Discipline Training* held at the Central Library on April 11th.

As a member of the Zonta Club of Kenmore, Town of Tonawanda Public Library Director **Dorinda Darden** attended the *Zonta Club of Kenmore's Lucky Number Dinner* held at the Classics V Banquet Hall on Niagara Falls Boulevard on April 11th.

Kenmore Branch Librarian **Joseph Patton** viewed the *Active Shooter Procedures for Libraries WebJunction Webinar* on April 17th.

Tonawanda Public Library Director **Dorinda Darden** participated in the *Ask Us 24/7 Virtual Reference Chat Service Training* held at the Central Library on April 17th.

Town of Tonawanda Public Library Director **Dorinda Darden** attended the *Contracting Library Director/Manager Meeting* held at the Eden Library on April 18th.

Kenmore Branch Librarian **Nicole Brown** viewed the *Weeding Your Library Collection WebJunction Webinar* on April 20th.

Town of Tonawanda Public Library Director **Dorinda Darden** conducted a *Staff Meeting* at the Kenilworth Branch on April 24th and at the Kenmore Branch on April 25th and April 26th.

Town of Tonawanda Public Library Director **Dorinda Darden** attended the *Town of Tonawanda Community Coalition Meeting* held at 169 Sheridan Parkside on April 25th.

Kenilworth Branch Library Associate **Margaret Kunz** viewed *Do You Hear What I Hear? How Patron Bashing Is Killing Our Spirit WebJunction Webinar* on April 26th.

Kenilworth Branch Library Associate **Margaret Kunz** viewed the *Dealing with Angry Patrons WebJunction Webinar* on April 27th.

- Director Darden informed the Board that she will be serving on an Buffalo and Erie County Public Library committee to evaluate statistics re: the increase and decrease in services.

UNFINISHED BUSINESS:

- Motion made by Eileen Crawford to amend the Asset Inventory increasing the minimum amount from \$200 to \$1000. Motion seconded by Sheila Ginnane and passed.
- Strategic Plan discussed. Leadership Goal to maintain a board that is diverse, engaged and possesses various area of expertise was addressed. Discussion centered on the possible needs for new Board members with particular backgrounds and skills.

NEW BUSINESS:

- Discussion re: items designated for purchase from the Assemblyman Schmminger grant and items designated for purchase from the Friends of the Library funds. It was decided that the Schimminger grant would be used strictly for Mobile Shelving Units. Friends of the Library funds will be used for a list of items previously approved by both the library and the Friends and not to be used for Mobile Shelving Units.

PUBLIC COMMENT:

- None

ADJOURNMENT:

- Motion made by Annette Della Posta to adjourn. Motion seconded by Eileen Crawford. Meeting adjourned at 7:50 pm.

THE NEXT MEETING OF THE TOWN OF TONAWANDA PUBLIC LIBRARY BOARD OF TRUSTEES WILL BE HELD ON TUESDAY, JUNE 5, 2018 AT 7PM.

Respectfully Submitted,
Jeanne Phillips, Secretary