

Town of Tonawanda Public Library

Board of Trustee Meeting

Tuesday May 11, 2021

Attendees- Mary Muscarella, Richard Geer, Stanley Pustulka, Nicole Pauly-Rejewski, Marney Klein, Mark Jowett, Kathy Kanaley

Excused- Annette Della Posta, Shannon Patch

The meeting was called to order by Rick Geer at 5:35 and was held both in person at the Kenmore location and via Zoom.

Motion made by Marney, seconded by Mark to accept the agenda as presented. Motion carried.

Motion made by Marney, seconded by Mark to approve the minutes of the April 13,2021 as amended. Motion carried.

Motion made by Kathy, seconded by Marney to approve payment of the monthly expenses and accept the financial report as presented. Motion carried.

Report of the Chair- Rick reported there are picnic tables at Kenilworth now that can be used for outdoor summer reading and other programs. Rick will follow up with Mark Campobella from the Town as there is a need for additional lighting at that facility for security concerns.

Report of Director- Reviewed statistics from both locations with increases noted at both. Kenmore ranked #3 in circulation and #4 in visitor count in the B&ECPL.

Craft and Carry programs for both adults and children continue to be successful. Virtual programs, Storytime and book clubs remain strong. We will now be using meeting rooms at both locations for both programs and use for outside activities.

The number of tutoring sessions, which include various therapies and supervised visitation for children, were 30 at Kenilworth and 28 at Kenmore.

Kenmore had a display celebrating Erie County's 200th anniversary.

We are considering submitting a request for the NYS Library Construction Grant for an ADA accessible bathroom at Kenilworth. Mark Sutton, Town engineer will be involved with the plan.

Facility Improvement Money - It has been suggested that we purchase all new seating at the Kenmore branch and mobile shelving, lounge chairs and side table at Kenilworth. We would ask for \$20,000 (high shipping costs) for each location and would contribute 10% of our funds to the total cost. Proposal due in June 2021 with award announcements mid- July 2021. Mary will have more information at the June meeting.

Staff attended various programs and trainings throughout the month.

Mary also brought up concerns about littering and lawn maintenance at Kenilworth. She will speak with the Town for assistance.

Mary encouraged trustees to review the online materials in order to create the required Long-Range plan. Further discussion will be held in June.

There was a brief discussion on use of the money we receive from the Friends.

New Business- policy review

Kathy made the motion seconded by Marney to accept the Meeting Room Policy without revisions. Motion carried.

Marney made the motion, seconded by Kathy to accept the Lost and Found Policy without revision. Motion carried.

There being no public comment or further business, Stan made the motion, seconded by Mark to adjourn at 6:30 pm. Motion carried.

Respectfully submitted,

Kathy Kanaley