

Town of Tonawanda Public Library

Board of Trustees Meeting

September 14, 2021

Attendees- Mary Muscarella, Richard Geer, Annette DellaPosta, Marney Klein, Mark Jowett, Kathy Kanaley

Excused- Nicole Pauly-Rejewski, Stanley Pustulka

The in person meeting was called to order at 5:37 pm and was held at the Kenmore Location.

Motion made by Kathy, seconded by Annette to approve the agenda as presented. Motion carried.

Motion made by Mark, seconded by Annette to accept the minutes of the August 10,2021 meeting as corrected. Motion carried.

Motion made by Marney, seconded by Annette to accept the treasurer's report which included a review of bill payments and the monthly bank account statements. Motion carried.

Report of the Chair-

Rick reminded the board of the upcoming ACT meeting which will be held virtually on Saturday 10/2/2021 from 9-11 am.

Rick asked that all the trustees please take the B&ECPL survey regarding the search for a new System director. The firm of Bradbury-Miller has been hired to assist with the endeavor.

Report of the Director-

Circulation and Visitor count at both locations is slowly creeping up to 2019 precovid numbers.

Both locations will continue virtual programs while adding in person activities. Tales and Tails at both libraries was a big success. The “Take and Make” craft kits and “Bricks to go” Lego program also remain popular.

Both locations have used the funds in their respective Materials Budget for this year.

Kenilworth- \$5261.00

Kenmore\$10,269

Total new library cards issued-

Kenilworth 24- 18 adults,6 children

Kenmore-103- 71 adult, 32 children

NY State Construction Grant additional paperwork requested was submitted on 8/10/21. We are waiting a reply for formal closure and payment of the final 10% of funds.

We are planning to resume in-person kid’s programs in October depending on Covid infection rates and local restrictions.

Kenmore Branch is open Sundays from 12-5 until 12/19/21.

There will be a Friends of the Library book sale from 9/30/21-10/2/21 at Kenmore Middle.

The Board approved Mary’s request to purchase additional Town of Tonawanda blue reusable bags for a total of \$840.00.

Mary met with Dave Decker from the Town to see if the Town can do the work involved with installing and inside drop box at Kenilworth. Estimated cost is \$5000. The money used will be from the Special Legislative Grant from Bill Conrad.

Town building representatives also assessed the space at Kenmore for 2 glass walled study rooms. The Town will arrange for Krug Glass to give an estimate. The money used will also come from the Special Legislative grants from Bill Conrad and Robin Schimminger.

The Tonawanda Community Environment Benefits Fund will hold online and in person voting from 9/20-9/26 for projects which made it to the second round. The Kenilworth rain garden project is in the running.

Old Business-

We are waiting for a response from Central on the FOIL Policy.

Mary, Marney and Mark will be meeting to work on the Libraries Long Range Plan.

New Business-

After reviewing the Claims Audit Policy, Marney made the motion, seconded by Mark to keep the policy as is. Motion carried.

There being no further business, Annette made the motion, seconded by Mark to adjourn at 6:50 pm. Motion carried.

Next Meeting is October 12,2021 at 5:30.

Respectfully submitted,

Kathy Kanaley

Secretary