

BOARD OF TRUSTEE – CITY OF TONAWANDA LIBRARY

Minutes of July 13, 2015 6:30 pm

In attendance: Bonnie, Sue, Sylvia, Kathy and Glenn

Bonnie called the meeting order at 6:38pm

Minutes from June were read and approved by all.

LIBRARY FINANCES

Attached

BUILDING & GROUNDS

Mark Tattenbaum and Carolyn Perillo were the adult artists and Julianna Sukel Remained the children's artist for the month of June.

The far back Book drop box has begun to show signs of wear. Further enhancements will be needed which will include painting and some Cushioning for the door.

A third local contractor was consulted to build an additional section of shelves and two new children's board book bins. The quoted price was almost double The previous estimate. Glenn will talk to the Friends group about this. This item is on hold to further discuss finances.

Still waiting for the City Electrician Aaron Kisloski to come by, as his schedule allows, to replace the exterior outlets on the building to GFI;s. He'll also have to replace some worn bulbs in the basement.

Glenn Finished pruning the roses and all other bushes (except the large yews) around the building perimeter. Official assessment of the Birch tree is still forthcoming from Russell's Trees, but it is doing much better. John completed mechanical weeding of the beds prior to the new flowers being added. The beds are all set for the City of Tonawanda Garden Walk on July 18th.

Glenn and John have added a new eyebrow feature to the north perimeter bed. It features three new rose bushes and some transplanted daisy perennials. Additional annual flowers were also purchased to fill in color to other areas. This was possible thanks to a generous donation from Board member Kathy Reitz.

SmartEdge / Grantwork ... still awaiting delivery of HVAC unit from the factory. New ship date is July 14th. The deadline for completion has been extended with the state. The original completion date for the meeting room work was June 30, 2015.

The new mobile cart and 60 in TV (Bullet Aid Project) is up and functioning. Senior Page Chelsea Kerwin has used it for a children's program and it was also used for the Erie Canal adult program.

New public access computer is up and running.

All 2015 editions for the student artwork have been put on display including the latest student chihuly piece. Discussions have begun with Tonawanda School Art Director Liz Randell for starting a new program that will feature specific student artwork at the library throughout the year.

FRIENDS OF THE LIBRARY

Next meeting confirmed for the 29th of September, Featuring a guest speaker who will discuss the Shroud of Turin. The October meeting will feature Pat Loeswick who will speak about Marilyn Monroe and Joe DiMaggio.

Logistics for the 50th Anniversary garden Bench are taking shape. The City of Tonawanda Parks Department will put in a concrete pad for the bench just South of the front sign. They will also take delivery of the bench and install it.

Shelf and board book holders (book plates), prototype in the works.

STAFF

The 2015 staffing budget has been re-allocated to bring in a new laborer part time position. This position is for 15 hours per week. The cleaner position is now 12

hours per week. The other laborer position remains at 19 hours per week. Joe Marcaccio has been selected for this position.

Director performance review - Forthcoming.

Tracy Wing has been added to the staff as a Senior Page.

DIRECTORS NOTES

Assemblyman Schimminger's office has confirmed receipt of the service desk proposal.

This year's NYS Construction grant deadline is September 1st. New requirements have been added to the rules. Glenn is still waiting to hear from city officials regarding any potential budget for this year.

Ongoing Library Administration Management class.

Glenn met with David Pfaff (Senator Panepinto's office) on June 16th. He will be forwarding the contact information from the UB Architectural School to begin a relationship to potentially create working expansion plans. This will allow us to gauge what the cost would be to expand the meeting room and enhance the side entrance and staff area.

The current vacuum has become problematic and Glenn would like to replace with current maintenance funds. Approx. \$350.00

OLD BUSINESS

NEW BUSINESS

PROGRAM STATISTICS:

Lego Club – 3 sessions – 53 patrons

Battle of the Books – 5 sessions – 30 students

Knitting Club – 3 Sessions - 27 patrons

Computer Basics, Intermediate Internet – 11 patrons

Erie Canal Legacy Book Discussion – 6 patrons

David Bugbee Photo Exhibit – 125 patrons

Nickel City Chef – 20 patrons

Wonder makers Story Time – 27 patrons

CIRCULATION STATISTICS

Total Circ. 9304 (June 2015), 9642(June 2014) Down 4%

Hi – 583, Lo – 179; Avg. (22 days) 423 (2015)

Next Meeting – September 14th, 2015

Meeting was adjourned at 7:30 pm by Bonnie, 2nd by Sylvia

Respectfully Submitted

Kathleen A Reitz