

BOARD OF TRUSTEE – CITY OF TONAWANDA LIBRARY

Minutes of March 9, 2015 6:30 pm

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

Bonnie called the meeting order at 6:35pm

Minutes from February were read, Meeting Changes were discussed

Dec – there will be a meeting and April's meeting will be a thank you

Dinner for the staff on the 22nd. These changes were approved along with the rest of the Minutes. Motion made By Jay and Seconded by Bonnie.

LIBRARY FINANCES

Attached

BUILDING & GROUNDS

SmartEdge has completed the installation of the new boilers and the chimney liner for the hot water tanks. Glenn had the men leave the metal from the demolition behind so the library can get the money from the scrap

Joe Kelly(SmartEdge), Joe Hogenkamp (City Treasurer),JasonLaMonaco(City Engineer) and Glen will be getting together to discuss getting the abatement contractor in as soon as possible. The City Council has passed a resolution at their meeting on March 3, allowing Jason to form a contract with MCI for the abatement.

City Electrician Aaron Kisloski has performed the annual maintenance of all the light fixtures including the emergency lights that failed the fire inspection. Aaron also completed changing out some loose receptacles, replaced the battery for the front ADA exterior button, moved the WiFi antenna from the staff room to the meeting room, and completely replaced the ADA button mechanism for the parking side. He will be back when the weather breaks/snow recedes to address a couple of the outside items.

Joe Marcaccio has been exclusively performing snow removal and salt carpet stain removal.

Glenn is continuing to paint the dome area on the adult side of the library with the night based theme. Central Graphics department is currently working on the quotes and may be out as soon as this week to install.

Chelsea and Alyssa have completed their work on the book mural at the entrance of the main area.

The Library was closed all day on Thursday Feb 26, 2015 due to a water main break on Main Street and Minerva that left the building without water. The library closed early (4:00 pm) on Tuesday March 3, 2015 due to excessive fumes in the building due to the installation of the new boilers.

Glenn will be meeting with Mike Burkett on March 10, 2015 to discuss final estimate numbers for additional shelf section and board book holders.

FRIENDS OF THE LIBRARY

- Mary Smith is now the new president
- The next meeting is April 28, 2015
- Offered to pay for the anniversary expenses
- Rug for Baby time – discussion
- Book Sale total was \$800.00

STAFF

John M continues along the path of recovery. He will know what his work future looks like after an evaluation meeting on March 23, 2015. Thus far talk has been very positive for his return.

New Employee Handbook – This should be live as of Jan 1st 2016

Standardized training/ evaluations for Senior Pages - Not Finalized as yet

Librarian/Clerical evaluations are finished minus the final formal computer edit and signature.

DIRECTORS NOTES

Video thief update – no evidence of activity since January meeting.

Plan for Budget Aid – (\$4000.00) 60 in wall mount TV for program /presentations, three new public access computers, and more chairs.

OLD BUSINESS

50th Anniversary event – April 15 from 5 – 7:30pm

Flyer and Invitation - rough draft

Historical Society Presentation at 6pm

NEW BUSINESS

The board agreed to purchase the rug for Baby Time at an
Approximate cost of \$370.00

Staff appreciation discussion / event April 22, 2015 at Pane's

Check book Signatures

PROGRAM STATISTICS:

None provided this month

CIRCULATION STATISTICS

Total Circ 8504 (Feb 2015), 9311 (Feb 2014) Down 8%

Hi – 891, Lo – 209; Avg (19 days) 448 (2015)

Closed Feb 26 due to water main break

Next Meeting – May 11th, 2015

Meeting was adjourned at 7:35 pm by Bonnie, 2nd by Sue

Respectfully Submitted

Kathleen A Reitz