November 14, 2016 Library Board Meeting

In Attendance: Bonnie, Jay, Sylvia, Kathy and Mary

October, 2016 Monthly Report of Activities
Prepared by Mary Muscarella
City of Tonawanda Library

In Library Programs:

- Lego Club was held on Saturdays, October 8th & October 22nd and on Tuesday, October 18th. There were a total of 49 participants.
- Evening Book Club was held on Tuesday, October 4th. There were 8 participants.
- Adult Coloring program was held on Thursdays, October 13th & October 27th. There were 31 participants.
- Preschool story time was held on Mondays, October 3rd, October 10th, October 17th, October 24th & October 31st. There were 54 participants.
- Evening story time was held on Mondays, October 10th, October 17th & October 24th. There were 68 participants.
- Toddler story time was held on Tuesdays, October 4th, October 11th, October 18th & October 25th. There were 107 participants.
- Book Babies story time was held on Thursdays, October 6th, October 13th, October 20th & October 27th. There were 141 participants.

Adult Technology Programs:

* Book A Technology Trainer sessions were held on Thursday, September 15th and had 3 participants. 1 on 1 sessions 45 min ea.

Outreach:

- ‘Think Pink’ Wellness Night was attended by Librarian Michelle Hurley on Friday, October 7th. Held at the High School

Displays:

- Sr.Page Julia Ruch created a Fall themed display in the Young Adult area.
Partnerships:

- Durham Staffing had an informational table at the library on Tuesdays, October 11th and October 18th.
- Ravel Rousers knitting group met on Fridays, October 7th, October 14th, October 21st & October 28th. There were a total of 32 participants.
- A certified diabetes instructor held an informational session regarding self care in the meeting room on Tuesday, October 11th.
- The Friends of the City of Tonawanda Library held a meeting at the library on Tuesday, October 25th. There were 12 people in attendance.
- The Swiftwater Book Club held a meeting at the library on Tuesday, October 25th. There were 18 people in attendance.

Correspondence: (none)

FUNDING

- 2016 MAT and AV budgets:
  - MAT = $0 (100% encumbered)
  - AV = $0 (100% encumbered)
  - SER = $0 (100% spent)

<table>
<thead>
<tr>
<th>Campaign Name</th>
<th>Dates</th>
<th>Amount Deposited</th>
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<tbody>
<tr>
<td>Candy bars</td>
<td>10/1 to 10/31/16</td>
<td>$109.00</td>
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<tr>
<td>Ongoing book sale</td>
<td>10/1 to 10/31/16</td>
<td>$266.04</td>
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</tbody>
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LIBRARY FINANCES
(ATTACHED)

STAFF DEVELOPMENT

- Library Director Mary Muscarella participated in Ask 24/7 Reference Service on Tuesdays, October 11th and October 25th.
- Librarian Betsey Higgins participated in Ask 24/7 Reference Service on Thursdays, October 6th and October 20th.

STATISTICS

Changes from October 2015 to October 2016
• Change in circulation: -11.4%
• Change in door count: -3.4%
• Change in PAC statistics: -16.7% (due mainly to changeover to Windows 10 and computers crashing)
• Change in WiFi: +219.9%

New Statistics: Month of October
• Reference questions answered: 190 (for comparison, Kenilworth Library had 145 reference questions, Grand Island had 207 reference questions, and Elma had 175 reference questions in the month of October)
• Children's programs offered: 25 (23 last year)
• Attendance at children's programs: 457 (407 last year)
• Adult programs offered: 10 (8 last year)
• Attendance at adult programs: 105 (100 last year)
• Family programs offered: 1 (4 last year)
• Attendance at family programs: 53 (88 last year)

FACILITIES
• Requested City to re-surface the parking lot
• Requested City to install water alarm in basement
• Requested City to install security cameras
• City serviced snow thrower

ONGOING BUSINESS
• Alison Slyman was hired for PT Librarian I position and her first day of work will be November 12th.
• Sunday Hours have been popular. We see a steady increase in the number of patrons coming in to the library on Sunday, and we have several special events planned on Sundays. (Curious George birthday party (over 70 attended!); Graham Cracker Houses)

NEW BUSINESS
Review & adopt Library Incident Report. Jay Motioned to accept, Bonnie 2nd/all Approved.
Possible names for open Board position. Sheets to be put out in the library To get some interest.
Erie County Executive Poloncarz will be at the City of Tonawanda Library for a question & answer session regarding the 2017 Erie County Budget on Wednesday, Nov.16th @ 6pm.
We will be a host location for the University Express program staring in Spring 2017.
Director of Advance Planning at Acacia Park cemetery would like to present a program at the City of Tonawanda Library. Request Board review. Discussion Followed. Mary to check into this further

Possible re-adjustment of open hours to accommodate ongoing Sunday hours. Discussion to keep the Sunday hours we may start one of the days later.

Bonnie Adjourned the meeting at 7:25pm
2Nd by Sylvia

Respectfully submitted

Kathleen A. Reitz
Secretary