



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)

Campaign Name	Dates	Amount Deposited
Candy bars	10/1 to 10/31/16	\$109.00
Ongoing book sale	10/1 to 10/31/16	\$266.04

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)
- Childrens programs offered: 25 (23 last year)
- Attendance at childrens programs: 457 (407 last year)
- Adult programs offered: 10 (8 last year) 2016 vs. 2015
- 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 starting 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