

# **BOARD OF TRUSTEE – CITY OF TONAWANDA LIBRARY**

## **Minutes of September 22, 2015 6:30 pm**

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

Bonnie called the meeting order at 7:30pm ( Note: Ken Stone came to talk to Friends Group , then to our Board)

Minutes from July were read and approved by all.

### **LIBRARY FINANCES**

Attached

### **BUILDING & GROUNDS**

Chantal Sukel and Carolyn Perillo were the adult artists and Julianna Sukel remained the childrens artist for the month of August.

The far back drop box remains on the maintenance to do list for now ( Will need cushioning). Repainting has been completed.

A third local contractor was consulted to build an additional section of shelves and two new childrens Board book bins. The quoted price was almost double the previous estimate( this item is on hold to further talk with the contractor on pricing) May use \$350.00 of gift money.

Still waiting for the City Electrician Aaron Kisloski to come by to replace the exterior outlets on the building to GFI's. He will also have to replace some worn bulbs in the basement

Caretaker John and Glenn completed pruning of the trees along the parking lot and roof line.

John has completed the task of re-flashing all flashed roof joints and caulking all flashing seams. The roof has also been cleared of tree debris.

SmartEdge/Grantwork ... the meeting room unit has been installed and is running, all replacement control valves and wiring for these valves has been completed. Final electronic hook-up to new controller board will be completed this week. Unfinished work includes the new blower motor, CO 2 controls for main air handler, control software set-up and training, and weatherizing an old exhaust fan on the roof.

John has painted the white exhaust pipes (boiler) a dark brown to match the building. He also painted the white "hours" display box dark brown to match the building.

New scanner is up and running. The old scanner has been placed on an open table next to an existing public computer.

Discussions are ongoing with Liz Randell ( art Director of Ton School) in regards to starting a new program that will feature specific student artwork at the library throughout the year.

City DPW crews have made further repairs to the parking lot and restriped the parking lines.

Discussions have begun with the Historical Society regarding the next photo exhibit. The start date is scheduled for some time around Early January.

John has tiled over the wall hole in the ADA restroom from when the electrical work was completed long ago.

John is currently power washing the exterior concrete panels of the circular sections of the building.

## **FRIENDS OF THE LIBRARY**

Next meeting confirmed for the 29<sup>th</sup> 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 50<sup>th</sup> Anniversary garden bench are in place. The City Parks Dept Has received the bench and now they have everything that is needed to install. Just waiting for the time schedule for putting it in place.

Shelf and board book holders (book plates) were approved by Mary to insert in Friends item purchases.

## **STAFF**

Director Glenn has completed the Public Library Administration Certification Program (PLACP).

## **DIRECTORS NOTES**

Assemblyman Robin Shimmings office has confirmed, by letter, the awarding of \$6,000.00 towards the replacement of our service desk/upgrade of the service desk area. Glenn is looking to put this towards a NYS constructions grant in 2016.

This years NYS Construction grant deadline was September 1, 2015. The timing of a meeting with the Mayor did not work out to be able to take advantage of a grant project for the 2015 grant cycle. (Bonnie will send the mayor a note about this missed date on behalf of the Board)

Discussions are still on going with David Pfaff (Senator Panepinto's office) and Professor Stratigakow for UB School of Architecture regarding a student project for small library expansion.

Ken Stone has asked about the current state of our snowthrower... he is looking into doing a system purchase to replace any that are in need. Glenn has submitted to Ken that Tonawanda is interested and in need.

## **OLD BUSINESS**

## **NEW BUSINESS**

### **PROGRAM STATISTICS:**

Lego Club – 3 sessions – 60 patrons

Battle of the Books Team Finished 29<sup>th</sup> of 34

Knitting Club – 4 Sessions - 48 patrons

End of Summer Picnic with Gravitational Bull, 73 patrons

SPCA Storyhour, 21 patrons

PreSchool StoryHour, 2 sessions, 18 patrons

Toddler Time, 3 sessions, 65 patrons

Book Babies, 2 sessions, 36 patrons

### **CIRCULATION STATISTICS**

Total Circ. 10,188 (August 2015), 10, 173(August 2014) Up 15 items

Hi – 696, Lo – 211; Avg. (22 days) 463 (2015)

Next Meeting – October 19<sup>th</sup>, 2015

Meeting was adjourned at 7:54 pm by Bonnie, 2<sup>nd</sup> by Sue

Respectfully Submitted

Kathleen A Reitz