In attendance: Bonnie Bugbee, Jay Holler, Sharry Folmsbee, Library Director John Gaff

Meeting called to order at 6:37 PM by Bonnie Bugbee

Director’s Report for January 2019
PUBLIC SERVICES

JANUARY In-Library Programs:
- Adult Coloring program was held on Thursdays, January 10th & 24th. There were a total of 23 participants
- Evening Book Club met on Tuesday, January 8th to discuss ‘The Nightingale’. There were 5 attendees.
- Lego Club was held on Saturdays, January 5th and 26th and Tuesday, January 15th. There were a total of 66 participants.
- Science Saturday was held on Saturday, January 19th. There were 16 attendees.
- Makerspace Open House was held on Saturday, January 12th and Tuesday, January 22nd. There were 5 attendees.
- Mother Goose on the Loose was held on Mondays, January 7th, 14th, and 28th, and Tuesdays, January 8th, 15th, 22nd, and 29th. There were a total of 307 participants.
- Book Babies was held on Thursdays, January 10th, 17th, & 24th. There were a total of 180 participants.

JANUARY Adult Technology Programs:
- ‘Book A Technology Trainer’ one-on-one sessions were held on Friday, January 11th. There were 3 attendees.

JANUARY Outreach:

JANUARY Displays:
- Monthly art exhibit from City of Tonawanda Schools.
- Broom display by local artist and craftsperson Karen Koch.
- Seasonal book display by Librarian Terasa Gipson.

JANUARY Partnerships:
• Ravel Rousers knitting club met at the library on Fridays, January 4th, 11th, 18th, & 25th. There were a total of 28 participants.
• Friendship Quilters met at the library on Tuesdays, January 15th & 22nd. There were a total of 9 participants.
• The YWCA Widows’ Group met at the library on Monday, January 7th. There were 19 attendees.
• PAWS to Read was held on Sunday, January 6th. There were 4 attendees.
• The Girl Scouts of Western New York hosted a session of G.I.R.L STEM Lab. There were 6 attendees.

Correspondence:

FUNDING

○ 2019 MAT, SER and AV budgets:
  MAT = $3934 (minus $23 spent to date) = $3911
  AV = $1375 (minus $0 spent to date) = $1375
  SER = $3722 (minus $0 paid to date) = $3722
  PBKSO = $191 (minus $3 paid to date) = $188

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LIBRARY FINANCES
(ATTACHED)

STAFF DEVELOPMENT

STATISTICS

Changes from January 2018 to January 2019
• *Change in circulation: % (member library average %) (for comparison, CEN % ELM %)
• Total Circulation: 7,291
• Change in door count: -13.9% (member library average -2.7%)
• Change in PAC statistics: -12.5% (member library average -10.8%)
• Change in WiFi: -17.1% (member library average 19.6%)

*Not available at time of writing

JANUARY New Statistics:
• Reference questions answered in January: 231 (for comparison, Grand Island had 109 reference questions, Elma had 236, and East Aurora had 545)
• Children’s programs offered: 23 (17 last year)
• Attendance at children’s programs: 578 (409 last year)
• Adult programs offered: 10 (8 last year)
• Attendance at adult programs: 59 (51 last year)
• Intergenerational programs offered: 3 (4 last year)
• Attendance at intergenerational programs: 28 (19 last year)

Total Program Attendance: 665

NEW BUSINESS
• Library closed early on January 29th and was closed on January 31st due to weather conditions
• ACT Workshop on March 2nd
• University Express update
• Order submitted for CD shelving unit and CD cases
• Vacuum purchase
• Election of officers

Motion made to amend Section 1 of the Board of Trustees Bylaws. Section 1 to read, with change, an addition, highlighted in red: “The officers shall be a president, a vice president, a secretary, and a treasurer, elected from among the appointed trustees at the first meeting of the year to serve for one year. No officer shall serve more than three consecutive terms in any one office. A simple majority of votes cast is necessary for election. In the event of a vacancy in office, a special election shall be held at the next regular meeting of the Board to fill the vacant office for the remainder of the unexpired term.”

Motion to approve by Bonnie Bugbee and seconded by Jay Holler. Unanimously approved.

Motion to table election of officers until next meeting made by Jay Holler and seconded by Sharry Folmsbee. Unanimously approved.

Respectfully, Submitted,

Carole Sinclair
Notes taken by Sharry Folmsbee