



**City of Tonawanda Library
March 11, 2019 Library Board Meeting Minutes**

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

Meeting called to order at 6:30 PM by Bonnie Bugbee

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

Director's report for February 2019

PUBLIC SERVICES

FEBRUARY In-Library Programs:

- Mother Goose on the Loose was held on Mondays, February 4th, 11th, & 25th, and Tuesdays, February 5th, 12th, 19th, and 26th. There were a total of 276 participants.
- Book Babies was held on Thursdays, February 7th, 14th, 21st, & 28th. There were a total of 251 participants.
- Evening Book Club met on Tuesday, February 5th to discuss 'The Sparrow'. There were 6 attendees.
- Adult Coloring program was held on Thursdays, February 7th & 21st. There were a total of 27 participants
- Lego Club was held on Tuesdays, February 12th and 26th, and Saturday, February 16th. There were a total of 56 participants.
- Science Saturday was held on Saturday, February 23rd. There were 19 attendees.
- Makerspace Open House was held on Tuesday, January 19th. There were 2 attendees.
- My Friends Make Me Happy was presented by the Central Library's Children's Programming Team on Saturday, February 9th. There were 13 attendees.

FEBRUARY Adult Technology Programs:

- 'Book A Technology Trainer' one-on-one sessions were held on Tuesday, February 26th. There were 3 attendees.

FEBRUARY Outreach:

FEBRUARY 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.

FEBRUARY Partnerships:

- Ravel Rousers knitting club met at the library on Fridays, February 1st, 8th, 15th, & 22nd. There were a total of 28 participants.
- Friendship Quilters met at the library on Tuesdays, February 5th, 12th, & 19th. There were a total of 12 participants.
- The YWCA Widows’ Group met at the library on Monday, February 4th. There were 17 attendees.
- PAWS to Read was held on Sunday, February 3rd. There were 6 attendees.
- The Girl Scouts of Western New York hosted a session of G.I.R.L STEM Lab on Thursday, February 14th. There were 6 attendees.
- Beach Party Bash was held on Sunday, February 24th. There were 41 attendees.

Correspondence:

FUNDING

- 2019 MAT, SER and AV budgets:
 MAT = \$3934 (minus \$291 spent to date) = \$3643
 AV = \$1375 (minus \$0 spent to date) = \$1375
 SER = \$3722 (minus \$3722 paid to date) = \$0
 PBKSO = \$191 (minus \$10 paid to date) = \$181

Campaign Name	Dates	Amount Deposited
Candy bars	2/1 through 2/28/2019	\$98.00 YTD = \$188.00
Ongoing book sale	2/1 through 2/28/2019	\$242.35 YTD = \$488.75

LIBRARY FINANCES

(ATTACHED)

STAFF DEVELOPMENT

- Library Director John Gaff attended the first of two sessions of “Getting Started With Grants” on Monday, February 25th at the Audubon Library.

STATISTICS

Changes from February 2018 to February 2019

- Total Circulation: 7,653
- *Change in circulation: 13.3% (member library average %) (for comparison, CEN % ELM %)
- Door Counts: 5,296
- Change in door count: -0.1% (member library average 1.2%)
- Public Access Computer Sessions: 824
- Change in PAC statistics: -5.2% (member library average -6.4%)
- WiFi Logins: 439
- Change in WiFi: 6.1% (member library average 14.4%)

*Not all statistics available at time of writing

FEBRUARY New Statistics:

- Reference questions answered in January: 242 (for comparison, Grand Island had 154 reference questions, Elma had 332, and East Aurora had 351)
- Children's programs offered: 30 (22 last year)
- Attendance at children's programs: 691 (438 last year)
- Adult programs offered: 9 (8 last year)
- Attendance at adult programs: 68 (40 last year)
- Intergenerational programs offered: 3 (3 last year)
- Attendance at intergenerational programs: 33 (59 last year)

Total Program Attendance: 795

NEW BUSINESS

- Permanent partnership with Widows Support Group
- Partnership with local Boys and Girls Clubs
- Volunteers
- Audit
- Updates to minimum standards

Election of officers held, with officers elected as follows: Bonnie Bugbee - President; Jay Holler - Vice President; Carole Sinclair - Secretary; Sharry Folmsbee - Treasurer. Elections unanimously approved.

Motion made to approve purchase of gift cards for University Express presenters in the amount of \$550.00 with the Friends of the Library agreeing to reimburse the library \$275 by Bonnie Bugbee and seconded by Jay Holler. Unanimously approved.

Motion made by Sharry Folmsbee and seconded by Bonnie Bugbee for adjournment at 7:45 p.m. Unanimously approved.