

Library Mtg Notes 061521

Tues 06/15/2021

Attended @ Library:

Submitted by S Wirth

Norm Ellis
Ceil Kelley
Garrett McGowen
Mark Smith
Rex Wiggers
Vanessa Spitulnik
Joe Liberto

Attended Via Zoom:

Sharon Wirth
Pat Moore

Special Presenters:

Haleigh Youll
Sue Thompson

Regular meeting called to order at 5:04

Haleigh and Sue present the Summer Program.
Event Calendar was passed out.

SECRETARY'S MINUTES – Motion to approve minutes by Rex, 2nd by Joe

Mark Smith> Interim Director's Report

1 Usage Stats for May, 2021

Total Patron Transactions = 2108
Total In-House Patron Visits = 846
Day/Night = 517 day / 331 eve
Daily Avg. = 40.2 patrons per day (includes short Friday and Saturday hrs)

2 Summer programs: Kudos to Haleigh Youll and Sue Thompson

Tues, Wed, Friday from July 12 – August 6th (event calendar will be distributed at meeting)

One (possibly 2) event(s) at Hornell Art Center

Haleigh and Sue will present the program

STLS Training is ongoing for Director and Staff (met with STLS trainers 3 times this month, online and in-person) Topics including Bar-coding, Weeding, Patron Transactions including new cards, Over-dues processing and system cleanup, WordPress web training.

3 Big Summer Push: Getting the house in order

Shelving training and accountability

Shelf Reading assignments by sections

Possibly our first ever Inventory (coming this Summer)

Test Proctoring – postponing new appointments due to requirements and director availability (and without compensation to library for out of area residents)

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Alzheimer's Caregivers resuming monthly group meetings in July

Book/DVD Ordering resumed - after 6 week lag in ordering has resumed. Alice ordered quite heavily in March and April and established standing orders for critical collection items

New Copier contract signed and arriving soon – It will go upstairs. Decision to get one copier for use upstairs and will use the fax machine as our copier for downstairs. In addition, we have purchased a supplies/maintenance contract for the Fax/Copier downstairs. Many thanks to Rex and Bret Carver for their assistance in negotiations and selection.

4 Staff:

Jo Ann Argentieri is back

Kristin Williams returning in July

Staff has been super in accepting new assignments throughout the library

5 For Discussion:

Computer purchases – according to plan to budget for and purchase new 2 computers each year – Quote from EDS = 2 computers = \$2,198

Authorization to accept temporary “workforce” employees

Picnic table

Full page “Thank You” Ad in Tribune

Rex Wiggers> Financial Report

- 1 June reports were approved and accepted w/o reservations or changes, Motion by Norm & 2nd by Garrett.
- 2 The price of a full page ad in the local newspaper is \$1,260 for color photos with print or \$882 for Black and White photos with print.
After an open discussion, the Board agreed this was not the time to spend this amount of money.
- 3 Open discussion of the value of a ‘Lamina tor’ purchase.
Motion was made to provide up to \$250.00 for the purchase of a ‘Lamina tor’, by Rex 2nd by Norm.

Various>Reporting on Personnel

- 1 Jo Ann Argentieri is back
- 2 Kristin Williams is returning in July
- 3 The parents, chaperons and teachers of children (grades k-12) should be responsible for the current CDC mask requirements. Adults can decide for themselves. Signage could be placed at Library entrances asking unvaccinated patrons and k-12 age children to continue wearing masks for their safety and well-being.
- 4 Open discussion of the value of a ‘Picnic Table’ purchase.
While the Board agrees that it would be a great addition to our outdoor space, the reality of possible misuse by loiterers etc and lack of monitoring would not make such a purchase feasible at this time. Further discussion of a foldable table or tables that can be moved and stored has been tabled.

Joe Liberto> Reporting on Building Committee

- 1 Joe will speak to the City regarding cutting the grass.

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- 2 Joe will speak to a computer tech to correct the Audio issues with ZOOM.

Other:

- 1 SEARCH COMMITTEE UPDATE

Talked about the Search Committee progress IE, getting ready to send out invitations for prospective Librarians.

- 2 Website and Facebook are both up to date and Summer Program content has been added.

Next Board Meeting to be Tuesday 07/20/2021 @ 5:00 PM via ZOOM/Library Conference Room

Motion to Adjourn @ 6:32 PM-

Moved by Garrett, 2nd by Joe