

Library Mtg Notes 092121

Tues 09/21/2021

Attended @ Library:

Submitted by S Wirth

Norm Ellis
Garrett McGowen
Mark Smith
Ceil Kelley
Rex Wiggers
Pat Moore
Vanessa Spitulnik
Sharon Wirth
Denise Chilson (Director)

Absent:

Joe Liberto

Special Guests From Community Bank:

Janet Arnold
Christopher Hacker

Presentation of financials and status of accounts by Community Bank representatives.

Discussion and endorsement of recommended minor portfolio changes.

Regular meeting called to order at 5:31 PM

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

Denise Chilson> Director's Report

1 Moving of Offices Completed:

The Hornell City Schools have reached out to us to support of their grant application for a Dept of Educ. "Innovative Approaches to Literacy Grant" focused on grades 4-6. We have sent a letter of support for their grant. If the grant is successful, we will agree to provide library cards to all elementary students and share programming over next 5 years.

2 New Copier Installed Upstairs:

The new copier prints B/W & Color and offers scanning and connectivity for printing from mobile devices

3 2 New Computers:

Bret Carver installed 2 new computers as replacements for old computers. The new computers are able to run the Microsoft Office Suite. The Microsoft licenses have been purchased but they are not installed yet. Installation of MS Office will be a priority in the coming weeks.

4 ARC GRANT kickoff:

\$16K ?

5 Diversity collection:

Haleigh Youll is adding materials to our new diversity collection. She is selecting appropriate diversity materials from the regular collection and adding

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them to the diversity collection so it is more complete and well rounded.

6 Recycling:

Implementing recycling (Work in progress)

7 Work Order for tracking internal work requests:

IT, Maintenance, etc. (Work in progress)

8 Author Visit:

Gregory Laker 10/21/21, 12PM-3PM

9 STATS:

Patron visit stats - another large jump in daily patron count. Approx. 60% increase largely due to summer programs.

	TOTAL PATRON COUNTS						
	YA MORN	YA EVEN	FRONT MORN	FRONT EVEN	JUV MORN	JUV EVEN	MONTHLY TOTALS
MAY 21	263	222	42	35	212	72	846
JUNE 21	165	173	276	283	185	124	1206
JULY 21	200	158	381	367	547	345	1998
AUG 21	142	183	490	433	258	222	1728
	770	736	1189	1118	1202	763	5778

Rex Wiggers> Financial Report

- 1 August reports to be approved and accepted w/o reservations or changes, Motion by Pat & 2nd by Sharon was approved by all.
- 2 Budget balance of approximately 40K to be moved to capitol fund account.
- 3 CDs currently yielding .05% Interest and looking for better rate.
- 4 Motion to pay all current bills by Sharon & 2nd by Garrett was approved by all.

Various>Reporting on Personnel

- 1 Official start date of new director 9/13/21
- 2 Replacement hire and promotion to aide position.
- 3 Sharon to join Finance Committee.
- 4 Rex will respond to the patron inquiry regarding additional hours of operation, as there is currently no additional money available.

Joe Liberto et al > Reporting on Building Committee

- 1 WIFI signs posted
- 2 Young Adult signs needed
- 3 Director to issue, collect and report on 'work orders'.
- 4 Rex will research the current Insurance coverage regarding inventory and liability.

Old Business:

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- 1 Director to recommend list of needs for IT Grant use to include a server, battery backup, laptops and peripherals.

New Business:

- 1 Discussion of additional local authors to present at the Library.

Next Board Meeting to be Tuesday 10/19/2021 @ 5:00 PM @ Library Conference Room

Motion to Adjourn @ 6:22 PM-

Moved by Rex, 2nd by Sharon