

Chili Public Library Board of Trustees Meeting
Approved Minutes for November 16, 2021

Chili Public Library Mission Statement

The Chili Public Library is the center of lifelong learning for our community, and a welcoming responsive place people come to for the discovery of new ideas, the joy of reading and the power of information.

Board of Trustees: Susan Ackerman (President), Jeffrey Stoiber (Vice President), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Vinny Dallo, Lori Hahn, Sara Landes

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: None

Excused: Susan Ackerman, Jeffrey Stoiber, Lori Hahn

Meeting called to order @ 6:00pm by Lorraine Ahearn.

Approval of agenda: Lorraine Ahearn asked if there were any objections to the approval of the agenda, as amended. Hearing none, the agenda was approved with Unanimous Consent.

Approval of minutes of October 26, 2021: Lorraine Ahearn asked if there were any objections to the approval of the minutes. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- **Town Liaison/Gates Chili Chamber of Commerce:**
 - A public hearing will be planned to gather feedback on whether to opt out of allowing marijuana dispensaries in the Town of Chili.
 - The Town of Chili budget has passed. The town tax will decrease by 16% in 2022.
 - A community tree lighting and stationary parade is planned Friday, December 3rd at the Town of Chili Community Center parking lot.

Director's Report:

(Please note: All documents to be discussed were electronically sent to the CPL Board prior to the meeting. Documents emended during the meeting were electronically sent to CPL Board members.)

General Information

- **Friends of the CPL:** The Friends Board will not be meeting in December.
- **CPL Foundation:** The Foundation had an invitation only special event at the library on November 12, 2021.
- **Outreach** – The Library and Recreation Department had a Community Halloween event on October 30, 2021. The Library’s CPL-on-the-Go! was represented at the Gates Chili School District Fall Family Fest on November 10, 2021.
- **Reading Room Art Wall** – There is a new display of art in oils, pastels, acrylic, watercolor, and mixed media from the Chili Art Group.
- **CPL Holiday Party:** The CPL Holiday Party is Friday, December 17, 2021 at 7:00pm. Library Board, Town Board, CPL Friends Board, CPL Foundation Board, staff and volunteers are welcome to attend.
- **Tabletop Gaming Club** – The Library has begun a new Tabletop Gaming Club for Teens between the ages of 13 and 18.

Statistics:

| Month | October 2021 | *October 2020 | % of change |
|--|--------------------------|--------------------------|--------------------|
| Circulation | 16,208 | 14,774 | 10% |
| Library Visits | 8,629 | 5,010 | 72% |
| Reference Questions | 1,352 | 1,461 | -7% |
| Programs (in-house) | 53 | 0 | 100% |
| Program Attendance (in-house) | 685 | 0 | 100% |
| Items Borrowed (holds) | 775 | 799 | -3% |
| Items Loaned (holds) | 1,043 | 646 | 61% |
| Overdrive | 2,983 | 3,340 | -11% |
| Hoopla New Patrons (patron registered for the first time) | 14 | 22 | -36% |
| Hoopla Unique Patrons (borrowed at least one title) | 85 | 79 | 8% |
| Hoopla Circulation | 237 | 248 | -4% |
| Meeting Room | 104 | 0 | 100% |
| Website Visits | 4,722 | 3,091 | 53% |
| Website Pageviews | 6,987 | 4,746 | 47% |
| Curbside | 1 | N/A | N/A |
| Makerspace Open Hours | 72 | N/A | N/A |
| | Nov 2020-Oct 2021 | Nov 2019-Oct 2020 | % of change |

| | | | |
|----------------------------|---------|---------|------|
| Circulation | 181,387 | 157,998 | 15% |
| Library Visits | 44,509 | 63,327 | -30% |
| Reference Questions | 13,356 | 11,686 | 14% |
| Programs | 148 | 211 | -30% |
| Program Attendance | 2,398 | 2,857 | -16% |
| Overdrive | 37,492 | 38,676 | -3% |
| Hoopla Circulation | 2,845 | 1,224 | 132% |

*Due to COVID measures during October 2020 the Library was open 32 hours a week, no in-library programming took place. The statistics are becoming commensurate with pre-pandemic numbers. Many in-house programs are replacing the pandemic virtual programming.

Virtual Programming

| | Sessions | Participants |
|--|----------|--------------|
| Adult Programs (Painting Night) | 1 | 50 |

New Items:

Approval of the Updated Chili Public Library Personnel Policy – The Library Director requests the Library Board approve the updated 2021 CPL Personnel Policy.
Action Requested: Approve the Updated CPL Personnel Policy as presented.

Lorraine Ahearn asked if there were any objections to the approval of the Updated Chili Public Library Personnel Policy. **Hearing none**, the updated personnel policy was approved by Unanimous Consent.

MCLS Items:

- None to report

State Items:

- None to report

Meetings:

- MCLS Teen Meeting– 10/27/21
- Bicentennial Subcommittee Meeting – 10/28/21
- Gates Chili Chamber of Commerce Program Committee Meeting – 11/2/21
- Directors’ Council Meeting – 11/3/21
- Town Finance Director Meeting – 11/3/21
- CPL Foundation Meeting – 11/4/21
- Full Staff Meeting – 11/5/21

- Gates Chili Chamber of Commerce Meeting – 11/9/21
- Friends of the Chili Public Library Board Meeting – 11/9/21
- Department Heads Meeting – 11/10/21
- Town Veterans Reverse Parade – 11/11/21
- Gates Chili Chamber of Commerce Annual Meeting – 11/16/21

Committees: None

Old Business: None

New Business: None

Approval Items:

- Approval of Library Fund Abstract amount of \$32,695.39.
- Approval of Memorial Fund Expenditures amount of \$38.49.
- Lorraine Ahearn asked if there were any objections to the approval of the Library Fund Abstract and Memorial Fund Expenditures. Hearing none all were approved by Unanimous Consent.

Additional Comments from Audience: None

Hearing no objections, the meeting was adjourned @ 6:45 pm.

Next meeting date/time: December 14, 2021 @ 6pm in the Chili Public Library Ireland Community Room.