

Chili Public Library Board of Trustees Meeting
Approved Minutes for February 22, 2022

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: Lori Hahn (President), Jeffrey Stoiber (Vice President), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Vinny Dallo, Sara Landes,
Library Director: Jeff Baker
Town Liaison: Mary Sperr

Absent: None
Excused: None

Meeting called to order @ 6:00pm by President Hahn.

Approval of agenda: Lori Hahn asked if there were any objections to the approval of the agenda. **Hearing none**, the agenda was approved with Unanimous Consent.

Approval of minutes of: Lori Hahn asked if there were any objections to the approval of the minutes of January 25, 2022. **Hearing none**, the minutes were approved with Unanimous Consent.

Communications

- **Town Liaison:** A public hearing, concerning a local law to provide tax exemptions for volunteer fighters and ambulance personnel in the Town Of Chili, has been scheduled for March 16, 2022.
The Town of Chili Bicentennial news: Gala ticket sales are very good. Gift cards for local businesses will be distributed. On April 2, 2022, @ 10:00 the Chili Town Board will commemorate the bicentennial of the first Chili Town Board meeting.
The Chili Town Board does not support the New York State proposal to oversee local zoning laws.
- **Guests/Public:** None Present

Director's Report

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

General

- **Friends of the CPL Board:** The Friends Board will next meet March 8, 2022 at 6pm. Lori Ahearn has volunteered to attend.
- **CPL Foundation Board:** The CPL Foundation Board will next meet March 16, 2022, at 5pm.
- **New 3D Printer:** The library has a new MK3S+ 3D printer for the Spark Lab. The previous 3D printer broke and needed to be replaced. The new 3D printer has a 9.8" x 8" x 8" build volume

which is twice the size of the previous printer. The printer also allows for printing up to five colors at once. Samples were passed around to the CPL Board

- **Receipts Printout Updated:** The receipt patrons receive when checking out material now states the library’s hours at the top of the receipt.
- **Additional Picture Book Shelving:** The Friends of the Chili Public Library helped support the payment of five shelving units of picture book shelving in the Children’s Room. The additional shelving allows the Library to spread that collection out so picture books can be shelved in the upright position. The CPL Board thanks the Friends for this support.
- **Replacement of Carpet in the Hallway:** A section of the cement floor was leveled and the carpet replaced in the hallway where the public bathrooms are located, after a plumbing repair was fixed.
- **Trustee Handbook Book Club:** Library Board members are invited to join co-authors of the Handbook for Library Trustees of New York State Jerry Nichols and Rebekkah Smith Aldrich for this fun and informative series! Each month trustees are encouraged to read a chapter of the Trustee Handbook and send in questions that the authors will address at live events later this year. Trustees from all public library systems in New York State are welcome. Library Directors from across the state are welcome to attend as well.
 February 22: Facilities
 March 29: Policies & Risk Management
 April 19: Ethics & Conflicts of Interest + Intellectual Freedom, Censorship and Privacy
 May 3: Planning & Evaluation
 June 14: PR & Advocacy
 Director Baker will send a link to the CPL Board.

Statistics:

	January 2022	January 2021	% of change
Circulation	15,235	8,119	88%
Library Visits	7,966	N/A	N/A
Reference Questions	1,156	704	64%
Programs (in-house)	30	N/A	N/A
Program Attendance (in-house)	242	N/A	N/A
Items Borrowed (holds)	806	773	4%
Items Loaned (holds)	1,114	1,096	2%
Overdrive	3,425	3,449	-1%
Hoopla Circulation	239	264	-10%
Meeting Room	115	N/A	N/A
Website Sessions	4,686	3,927	19%
Website Pageviews	6,887	6,588	5%
Curbside	2	N/A	N/A
Spark Lab Open Hours	74	N/A	N/A
	Feb 2021-Jan 2022	Feb 2020-Jan 2021	% of change
Circulation	193,314	139,955	38%
Library Visits	62,671	39,913	57%

Reference Questions	14,014	10,429	34%
Programs	273	67	307%
Program Attendance	3,744	907	313%
Overdrive	36,921	40,624	-9%
Hoopla Circulation	3,027	2,001	51%

*Due to the COVID restrictions, curbside only was only available to patrons during January 2021.

Virtual Programming

	Sessions	Participants
Adult Programs	3	69
Children's Programs	4	62

New Items:

- Approval of the Chili Public Library Budget Amendment – Friends Donation:** WHEREAS, the Friends of the Chili Public Library approved at their February 8, 2022, meeting to donate \$10,000 to the 2022 Library budget which is \$2,000 more than was budgeted, NOW, THEREFORE, BE IT RESOLVED, for the 2022 Library Budget to increase the revenue account Gifts and Donations – Friends of the Library 03.2705.0000.9501 by \$2,000, and increase the expense accounts Other Operations & Maintenance. Juvenile 03.7410.4089.9780 by \$1,000, Other Operation & Maintenance. Young Adult 03.7410.4089.9781 by \$500, and Other Operation & Maintenance. Adult 03.7410.4089.9782 by \$500.

Action Item: Approve the 2022 Chili Public Library Budget Amendment Resolution as described.

Lori Hahn asked if there were any objections to the approval of the 2022 Chili Public Library Budget Amendment Resolution as described. **Hearing none**, the amendment was approved by Unanimous Consent.

- Approval of the FFRPL Grant Acceptance Letter:** The Chili Public Library Board agrees to accept a grant in the amount of \$4,756.03 and abide by the conditions of the FFRPL Grant.

Action Requested: Approve the FFRPL Grant acceptance letter as described.

Lori Hahn asked if there were any objections to the approval of the FFRPL Grant acceptance letter as described. **Hearing none**, the letter was approved by Unanimous Consent.

- Approval of the Chili Public Library Budget Amendment – FFRPL Grant:** WHEREAS, the Chili Public Library Board approved to accept at their February 22, 2022 meeting the FFRPL Grant for 2022. NOW, THEREFORE, BE IT RESOLVED, for the 2022 Library Budget to increase the revenue account Gifts & Donations - Other 03.2705.0000.9999 by \$4,756.03, and increase the expense accounts Books 03.7410.4071.0000 by \$3,329.22, Discs/Tapes.Audio Books - Adult/Teen 03.7410.4072.970 by \$951.21, and Overdrive 03.7410.4072.9743 by \$475.6.

Action Item: Approve the 2022 Chili Public Library Budget Amendment Resolution as described.

Lori Hahn asked if there were any objections to the approval of the 2022 Chili Public Library Budget Amendment Resolution as described. **Hearing none**, the amendment was approved by Unanimous Consent.

- **Approval the cost of Youth Services Staff to attend the NYLA Youth Services Section (YSS) Conference April 8, 2022, Not to Exceed \$1,480:** The director requests the library board approve the Youth Services staff (Cathy Kyle, Valerie Watson, Wendy Saxena, Jill Marshall, Laura Sutter) attend the NYLA YSS Conference on April 8, 2022 in Schenectady, NY. The cost is not to exceed \$1,480 to cover registration, mileage, meals and a one night's lodging. **Action item:** Approve the cost, not to exceed \$1,480 in registration, mileage, meals, and lodging for Youth Services staff to attend the YSS Conference on April 8, 2022.

Lori Hahn asked if there were any objections to the approval of the cost, not to exceed \$1,480 in registration, mileage, meals, and lodging for Youth Services staff to attend the YSS Conference on April 8, 2022. **Hearing none**, the cost was approved by **Unanimous Consent**.

- **Approval to Purchase Logitech Rally Plus for \$2,984.74:** At the height of the COVID crises libraries solely relied on video conferencing to reach its audience. Now that libraries have reintroduced in-person programs and meetings, it is important the Ireland Room is set up with equipment to allow for hybrid meetings and events to occur whereby in-person attendees can best connect with virtual attendees. Logitech Rally Plus offers two mic pods and two speakers to ensure everyone in larger spaces with 14 participants or more are clearly heard and seen. **Action item:** Approve the purchase of Logitech Rally Plus in the amount of \$2,984.74.

Lori Hahn asked if there were any objections to the approval of the purchase of Logitech Rally Plus in the amount of \$2,984.74. **Hearing none**, the purchase was approved by **Unanimous Consent**.

- **Approve Submitting Application for a RRLC Causewave Capacity Building Grant in Brand Development:** The deadline for the RRLC Causewave Capacity Building Grant application is March 19, 2022. The purpose of the grant is to allow the staff and library board to be able to clearly and consistently articulate who we are and what we do for all of our constituents. RRLC funding for this program is limited, projects with in-kind funding given preference. The CPL library director will be applying for \$2,500 in grant funding with the CPL providing \$2,000 in-kind funding. **Action item:** Approve the submittal of the RRLC Causewave Capacity Building Grant Application.

Lori Hahn asked if there were any objections to the approval of the submittal of the RRLC Causewave Capacity Building Grant Application. **Hearing none**, the submission was approved by **Unanimous Consent**.

- **Review Library's Collection Development Policy:** The library director will review with the Library Board the Collection Development Policy of the Library. The CPL Board discussed the Collection Development Policy.

MCLS Items:

- **None to report**

State Items:

- **From the New York Public Library Association in Response to Governor Hochul Released FY2022-2023 Executive Budget Proposal:** Library Aid makes up less than 1/10th of 1% of the State budget. When considering the entire budget, this is nominal but, the value to our libraries is

tremendous. It is estimated that state investment in libraries delivers a 7:1 return in services and benefits. In 2021, the Library Aid Program only received \$94.1M - that's \$8.5M less than what is called for in Education Law. Moreover, that means that over \$125M in statutory aid has been withheld from libraries since 2007. Imagine what those funds could have provided if in the hands of our libraries and library systems.

Our Library Construction Aid Program also deserves more. Last year, the Legislature secured \$34M. While we are grateful for the investment, especially in the wake of a \$20M reduction - there is a \$1.5B need. Many of our libraries are rapidly aging and their infrastructure is decaying. With increased investment in the Library Construction Aid Program, libraries would have the ability to develop their spaces to ensure they are safe, accessible, and sustainable for everyone.

Meetings:

- CPL Foundation Bylaws Committee Meeting – 1/27/21
- Directors' Council Meeting – 2/2/22
- CPL Long Range Plan Committee Meeting – 1/7/22
- MCLS Associated Director Selection Committee Meeting – 2/4/22
- Gates Chili Chamber of Commerce Board Meeting – 2/8/22
- Friends of the CPL Board Meeting – 2/11/22
- Department Heads Meeting – 2/9/22
- CPL Long Range Plan Committee Meeting – 2/14/22
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting 2/15/22
- Gates Chili Chamber of Commerce Program Committee Meeting – 2/15/22
- MCLS Annual Report Webinar – 2/15/22
- CPL Foundation Board Meeting – 2/16/22
- Causewave CPL Branding Grant Meeting – 2/17/22
- Causewave Chamber Goals Meeting – 2/17/22
- Community Center Eclipse Committee Meeting – 1/25/22

SIMPLY STORIES

For children of all ages with an adult. Join us for a special storytime full of stories, songs, and fun!

Meets Tuesdays at 10am.

February 15th
March 1st, 8th

No registration required.

TEEN GAME NIGHT

FEBRUARY 15, 2022, 6:00 PM

CATAN, LEGENDARY, COUP, MUNCHKIN, DUNGEONS & DRAGONS, CODENAME

MAKER MONTH: BOARD GAMES

Join us once a week throughout all of March as we make a unique board game out of YOUR ideas! Teens will meet and brainstorm together, and will create rules, cards, pieces, etc. Afterward, each teen will be able to bring home their own copy of the game!

First meeting is March 1st, 2022.
Teen Room, 6:30 - 8:00

Open to ages 13 - 18
Registration required

HEALTHY YARD INITIATIVE

WEDNESDAY, FEBRUARY 16 AT 7PM.

Come learn about what it is to have a healthy yard, by making your yard bird and pollinator-friendly, reducing energy/chemical inputs for maintenance, creating green space that can sequester carbon, and/or finding opportunities for creating edible landscapes. Registration is required and begins January 26.

Teens Who Brunch

At the Chili Library

Join us for a fun brunch at the library! We will be making delicious waffles and breakfast sandwiches, playing games, and more! Please note any food allergies on the registration form.

For ages 13-18
Registration is required and begins February 5.

Saturday, February 19th
From 12:30pm to 1:30pm

CHILI 585-889-2200

Babies and Books

For babies and toddlers up to age 24 months with an adult. Join us for stories, songs, and fingerplays followed by an open play session. No registration required.

Meets Thursdays at 10:30am.

February: 17th
March: 3rd, 10th

TAIL WAGGIN TUTOR

February 15th
at 4 PM

No registration required.

Family Lego Club

February 17th at 6 pm

For all ages.
No registration required.

FAMILY MOVIE MORNING

Wednesday, February 23
at 10am

For all ages.
Please register!

TWEEN POLYMER CLAY

CREATIONS WITH MISS LAURA

TUESDAY,
FEBRUARY 22
AT 3PM

FOR AGES 8-12
REGISTRATION REQUIRED

DRUM YOUR WAY INTO BLACK HISTORY MONTH



Thursday, February 24 at 10am

For all ages! Registration required.

We put a modern spin on traditional African entertainment, emphasizing the beauty in our diverse world. Representing our home Zambia, Africa and educating children about the rich culture. We welcome you to join in on the fun!

Feeding Folks with Urban Forests

Thursday, February 24 at 7pm.



Learn some permaculture design basics and principles while meeting some particularly useful plants and techniques. Discuss the challenges and gifts of sub/urban farming and some solutions for growing food in even the most challenging spaces. Registration is required and begins February 3.

TWEEN POLYMER CLAY
CREATIONS WITH MISS LAURA



TUESDAY, FEBRUARY 22 AT 3PM

FOR AGES 8-12
REGISTRATION REQUIRED

COME CELEBRATE IRISH DANCE WITH US!

RINCE NA TIARNA



SATURDAY, MARCH 5 FROM 10-10:30AM

FOR ALL AGES!

REGISTRATION REQUIRED AND BEGINS FOUR WEEKS BEFORE.

CALENDAR.LIBRARYWEB.ORG/EVENT/8833399

CHILI PUBLIC LIBRARY

ADULT GAME NIGHT



Tuesday, March 1st
6:30-8:30PM

Please Register

TWEEN POLYMER CLAY
CREATIONS WITH MISS LAURA



TUESDAY, FEBRUARY 22 AT 3PM

FOR AGES 8-12
REGISTRATION REQUIRED

Committees: The nominating committee, Jeff Stoiber and Lori Ahearn will be conducting interviews for the vacant CPL Board position on March 7, 2022, and March 8, 2022.

Old Business: None

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: Biannual employee medical insurance paid.

Approval Items:

- Approval of Library Fund Abstract amount of \$3055.81.
- Approval of Memorial Fund Expenditures. No expenditures.
- Approval of Memorial Fund Donations. No donations.

Lori Hahn asked if there were any objections to the approval of the Library Fund Abstract. **Hearing none**, it was approved by Unanimous Consent.

Additional Comments from Audience: None

- **Lori Hahn called an executive session** at 7:05 pm to discuss a salary issue.
- **General meeting resumed** at 7:20pm.
- **Lori Hahn asked if there were any objections** to approve an increase of \$3,000.00 to the salary of the Youth Services manager. **Hearing none**, it was approved by Unanimous Consent.

Hearing no objections, the meeting was adjourned @ 7:25.

Next meeting date/time: March 22, 2022 @ 6pm in the Chili Public Library Ireland Room.