

Chili Public Library Board of Trustees Meeting
Approved Minutes for June 28, 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), Monique Rew-Bigelow, Vinny Dallo, Sara Landes,
Library Director: Jeff Baker
Town Liaison: Mary Sperr

Absent: None

Excused: Vinny Dallo, Jeff Stoiber

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 from May 24, 2022. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- **Town Liaison/Gates Chili Chamber of Commerce:**

The Town of Chili dog census was approved. Approval was given to tear down two structures in disrepair. The Board of the Town of Chili set aside special pages of their minutes from the June 24, 2022, Town Board Meeting in memory of James Batz, Ilze Bullwinkel and Larry Smith.

Tickets for the July, 2022 Gates-Chili Chamber of Commerce Golf Tournament can be purchased on the Chamber web site.

- **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).

- A patron incident on June 16,2022, was resolved peacefully using the established CPL protocols.

Information:

- **Friends of the CPL Board:** The Friends Board will next meet Tuesday, July 12, 2022 at 6pm. Jeff Stoiber has volunteered to attend. The Friends Board is having a mini Summer

Book Sale. The Friends Preview is on Friday, July 15 (1pm-5pm). Open to the public Saturday, July 16 (9am-5pm). A \$5 bag sale is Sunday, July 17 (1pm-4pm).

Statistics:

	May 2022	*May 2021	% of change
Circulation	14,504	8,967	62%
Library Visits	7,368	**0	N/A
Reference Questions	922	440	100%
Programs (in-house)	31	0	N/A
Program Attendance (in-house)	424	0	N/A
Items Borrowed (holds)	762	307	148%
Items Loaned (holds)	679	673	1%
Overdrive	3,136	3,102	1%
Hoopla Circulation	275	240	15%
Meeting Room	124	7	1,671%
Website Sessions	5,178	4,286	21%
Website Pageviews	7,496	6,642	13%
Curbside	0	N/A	N/A
Sparklab Open Hours	91	N/A	N/A
	Jun 2021-May 2022	Jun 2020-May 2021	% of change
Circulation	210,806	148,275	42%
Library Visits	84,043	38,727	117%
Reference Questions	15,302	11,188	37%
Programs	436	0	N/A
Program Attendance	5,918	0	N/A
Overdrive	37,313	38,993	-4%
Hoopla Circulation	3,071	3,023	2%

*The library was closed from May 1-14, 2021 in preparation for the move to the new Community Center. There were no in-house programs in May 2021.

**The people counter was not working in May 2021.

Virtual Programming – May 2022

	Sessions	Participants
Adult Programs	1	45

- **Chil-E Fest** – The Chili Community Center Library will be closed during Chil-E Fest to allow for vendors to be in the parking lot. The Library will take part in the Chil-E Fest parade on Friday, June 24 and will have a booth on Saturday, June 25 from 12pm – 7pm. The CPL booth was well received, especially the free book give away and the introduction of Zephyr, the Dinosaur, made in the Spark Lab using the 3D printer.
- **Polling Site** – The library is a polling site on June 28th for the Primary Election.
- **Churchville Elementary School Display** – As part of the Library’ long range plan to serve as a center of community engagement by establishing and sustaining partnerships with educational, cultural, and community organizations to address community needs, the

library is displaying artwork from Churchville Elementary School children until the end of August. The Town Historian Pete Widener spoke to the school about the history of Wells barns and the children created artwork for a class assignment called Barn Repurposing Project where they envisioned different uses for Wells barns.

- **26th Annual Gates Chili Chamber of Commerce Golf Tournament** – This year’s fundraiser for the Chili and Gates libraries will be held on Monday, July 25, 2022 at the Brook-Lea Country Club. Registration for golfing and/or attending the dinner is found on the Chamber’s website.
- **Summer Reading Program** - The Library’s Summer Reading Program begins July 11. The theme of the statewide Summer Reading program is Oceans of Possibility. During the summer of reading and programs kids will be earning beads for reading, and teens and adults will be able to win prizes too. On July 11 is the Summer Reading Family Kickoff Truck Show at 10am for all ages. The first hour is horn free. The Summer Reading Teen Kickoff Ice cream Social is July 8 at 5pm for ages 13-18. A copy of the children’s summer reading *Bookmark Design Challenge* entry form was in our Board packets.
- **Summer Reading School Visit** – The Programs and Youth Services staff visited Paul Road Elementary School on June 14th and met with over 400 students to introduce them to the Library’s Summer Reading program. Due to COVID considerations the last time library staff were able to visit the school was in 2019.
- **Summer Reading School Tour of the Library** - Florence Brasser Elementary School visited the library on June 17th for a tour of the library and introduction about the Library’s Summer Reading Program.
- **Library Director Meet & Greet** - There was a meet and greet with the director on June 17th. The director and head of the Senior Center Jennifer Kelley.
- **Personnel Update** – Amanda Ingres been promoted to part-time Library Clerk at a pay rate of \$14.20 effective July 2, 2022.

Old Items:

Draft Proposal for the Library 2023 Budget – The Library Director will review the latest draft for the 2023 Library Budget. The CPL Board revisited the CPL 2023 draft budget to address the changing economy and job market. The CPL Board looked at different ways to meet the goals and NYS standards expected by CPL patrons as well as staff needs. The Board supports the 2023 draft budget as revised at this meeting,

New Items:

- **None to report**

MCLS Items:

- **Member Library Costshare** - Due to a 5.9% increase in State funding the library’s costshare for next year will remain flat. The cost share helps to pay for Monroe County

Library System services such as shipping and delivery, the Integrated Library System, the library system's IT Network, NYS mandated services, and member library support.

State Items:

- None to report

Meetings:

- MCLS Directors' Council Meeting – 6/1/22
- Gates Chili Chamber of Commerce Program Committee Meeting – 6/2/22
- Gates Chili Chamber of Commerce Program Ribbon Cutting – 6/2/22
- CPL Reference Staff Meeting – 6/3/22
- Gates Chili Chamber of Commerce Golf Tournament Meeting – 6/7/22
- Gates Chili Chamber of Commerce Golf Tournament Meeting – 6/14/22
- Friends of the CPL Board Meeting – 6/10/22
- Churchville Elementary School Media Librarian Meeting – 6/14/22
- Senior Center Meet & Greet the Chili Public Library Director – 6/17/22

Committees: None

Old Business:

- Committee sign-up is tabled until our July CPL Board meeting.
- The Board will discuss the handout *Overdue Fines Advantages, Disadvantages, and How Eliminating Them Can benefit Public Libraries* at a future CPL Board meeting.

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: The Library/Town Building Operation cost reflects CPL's cost for the cleaner. The Chili Lions donation appeared on the Memorial Fund spreadsheet.

Approval Items:

- Approval of Library Fund Abstract amount of \$11,911.14.
- Approval of Memorial Fund Expenditures amount of \$354.60.
- Approval of Memorial Fund Donations amount of \$1,500,00.

- Lori Hahn asked **for approval** of the Library Fund Abstract, Memorial Fund Expenditures and the Memorial Fund Donations. **Hearing no objections**, all were approved by Unanimous Consent

Additional Comments from Audience: None

Hearing no objections, the meeting was adjourned @ 7:32pm.

Next meeting date/time: 26, 2022 @ 6pm in the Chili Public Library Ireland Room.

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