

Chili Public Library Board of Trustees Meeting  
Approved Minutes for July 26, 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: Jeffrey Stoiber

**Meeting called to order @ 5:58pm 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 June 26, 2022. Hearing none, the minutes were approved with Unanimous Consent.

**Communications**

- **Town Liaison/Gates Chili Chamber of Commerce:**
  - The 26<sup>th</sup> Annual Gates Chili Chamber Golf Tournament was held Monday, July 25, 2022. The proceeds will benefit the Friends of the Chili Public Library and the Friends of the Gates Public Library.
  - The Town of Chili will receive several free EV charging stations to be placed at locations around Chili.
  - The Founders Day 5k Race and a Fall Picnic will be held in the fall to continue our Bicentennial celebrations.
- **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).

**Information:**

- **Friends of the CPL Board:** The Friends Board will next meet Tuesday, August 9, 2022 at 6pm. Lori Hahn has volunteered to attend. The Friends Board had its first ever mini Summer Book Sale July 15-17, 2022. The abbreviated sale, only 19 hours compared to the usual 31 hours brought in \$1812.80 in book sales and \$99.04 in membership fees. Total: \$1911.84.

- **CPL Foundation:** Calnon & Cilano had a vendor booth at Chil-E Fest and raised \$500 for the CPL Foundation.

**Statistics:**

	<b>June 2022</b>	<b>June 2021</b>	<b>% of change</b>
<b>Circulation</b>	16,329	19,636	-17%
<b>Library Visits</b>	7,996	0	N/A
<b>Reference Questions</b>	965	1,518	-36%
<b>Programs (in-house)</b>	36	1	3,500%
<b>Program Attendance (in-house)</b>	269	16	1,581%
<b>Items Borrowed (holds)</b>	730	791	-8%
<b>Items Loaned (holds)</b>	1,174	890	32%
<b>Overdrive</b>	3,116	2,915	7%
<b>Hoopla Circulation</b>	261	262	-.4%
<b>Meeting Room</b>	124	49	153%
<b>Website Sessions</b>	4,427	4,247	4%
<b>Website Pageviews</b>	7,087	6,781	5%
<b>Curbside</b>	0	1	-100%
<b>Sparklab Open Hours</b>	131	N/A	N/A
	<b>Jul 2021-Jun 2022</b>	<b>Jul 2020-Jun 2021</b>	<b>% of change</b>
<b>Circulation</b>	207,499	160,666	29%
<b>Library Visits</b>	92,039	38,727	138%
<b>Reference Questions</b>	14,749	12,436	19%
<b>Programs</b>	471	1	47000%
<b>Program Attendance</b>	6,171	16	38,469%
<b>Overdrive</b>	37,514	38,114	-2%
<b>Hoopla Circulation</b>	3,070	3,005	2%

\*The library was beginning to slowly introduce in house programs in June 2021.

\*\*The people counter was not working in June 2021.

**Virtual Programming - June 2022**

	<b>Sessions</b>	<b>Participants</b>
<b>Adult Programs</b>	1	45

- **Summer Reading Kickoff Truck Show** - The Library's Summer Reading Kickoff Truck Show was July 11<sup>th</sup>. Program begins July 11. CPL-on-the-Go! gave away 75 CPL sunglasses and 85 books at the event.

**Old Items:**

- **26<sup>th</sup> Annual Gates Chili Chamber of Commerce Golf Tournament** - This year's fundraiser for the Chili and Gates libraries was held Monday, July 25, 2022. The Library Director will share with the Library Board the results of the fundraiser.
- **Approval of the 2023 Chili Public Library Proposed Budget** - The Library Director's 2023 Budget request will be presented to the Library Board at the July Board meeting. The

Library's 2023 budget request needs to be approved by the July Library Board meeting. Once approved the budget proposal and cover letter will be forwarded to the Supervisor.

**Action Requested** – Approve the 2023 Chili Public Library Proposed Budget Request.

**New Items:**

- **Review Eliminating Library Overdue Fines Article:** The Library Director will review the article about the advantages and disadvantages of how eliminating overdue fines can benefit public libraries.

**MCLS Items:**

- None to report

**State Items:**

- None to report

**Meetings:**

- MCLS Directors' Council Meeting – 7/6/22
- MCLS Trustee Training – 7/7/22
- Gates Chili Chamber of Commerce Program Committee Meeting – 7/2/22
- Gates Chili Chamber of Commerce Golf Tournament Meeting – 7/12/22
- Gates Chili Chamber of Commerce Program Ribbon Cutting – 7/12/22
- Gates Chili Chamber of Commerce Golf Tournament Meeting – 7/19/22
- Gates Chili Chamber of Commerce Golf Tournament Fundraiser – 7/25/22

**Committees:** The list of committee members has been adjusted:

Budget Committee:

Trustees: Jim Lechner, Lori Hahn, Sara Landes

Staff: Jeff Baker

Long Range Planning Committee:

Trustees: Jim Lechner, Monique Rew-Bigelow, Vinny Dallo

Staff: Jeff Baker, Jennifer Lindsey

Personnel Policy Committee:

Trustees: Lori Hahn, Jeff Stoiber, Sara Landes

Staff: Jeff Baker

Policies Review Committee:

Trustees: Monique Rew-Bigelow, Lori Ahearn, Vinny Dallo

Staff: Jeff Baker

Trustees Nominating Committee:

Trustees: Jeff Stoiber, Lori Ahearn, Lori Hahn

**Old Business:** None

**New Business:** None

**Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet:** Medical and Dental Benefits for June were less than the budgeted amount. Utilities continue to be higher than the budgeted amount.

**Approval Items:**

- Approval of the 2023 Chili Public Library Proposed Budget
  - **Lori Hahn called the motion** to approve the 2023 Chili Public Library proposed budget as presented.
  - **Motion** made by Vinny Dallo, 2<sup>nd</sup> by Jim Lechner. In Favor: 6; Opposed: 0; Abstained: 0.
  - **Lori Hahn asked if there were any objections** to submitting the 2023 CPL approved proposed budget to the Town of Chili Supervisor. **Hearing no objections**, the 2023 CPL proposed budget will be submitted to the Town of Chili Supervisor.
  
- Approval of Library Fund Abstract amount of \$11,744.84
- Approval of Memorial Fund Expenditures amount of \$1,625.35
- Approval of Memorial Fund Donations amount of \$120.00.
  
- **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 @ 7:12pm**

**Next meeting date/time: August 23, 2022 @ 6pm in the Chili Public Library Ireland Room.**