

Chili Public Library Board of Trustees Meeting
Approved Minutes for August 24, 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), Lori Hahn, Sara Landes,
Library Director: Jeff Baker
Town Liaison: Mary Sperr

Absent: None

Excused: Lorraine Ahearn, Vinny Dallo

Meeting called to order @ 6:00pm by President Ackerman

Approval of agenda: Sue Ackerman 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 July 27, 2021: Sue Ackerman asked if there were any objections to the approval of the minutes. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- **Town Liaison:** The Chili Fire Department is having a 20th Anniversary of 9/11 Event at 6pm on 9/11. The town passed a resolution to purchase Zoning Software for community use. Bicentennial signage for the Library and Senior Center has been ordered.
- **Guests/Public:** None Present

Director's Report

General Information:

- **Friends of the CPL Board:** The next Friends of the CPL Board meeting is September 14, 2021. Jeff Stoiber has volunteered to attend. The Library will host the next MCLS Friends Council meeting in October. The next Friends Fall Book Sale. Friends Preview - Wednesday, September 29 from 4pm-8pm. General Public - Thursday, September 30 from noon-8pm, Friday, October 1 from 9am-4pm, Saturday, October 2 from 9am-4pm. \$5 Bag Sale - Sunday, October 3, from 1pm-4pm
- **Chili Public Library Foundation Board:** The next CPL Foundation Board meeting is September 1, 2021.

Statistics:

Month	July 2021*	July 2020	% of change
Circulation	24,511	14,123	74%
Library Visits*	N/A	3,737	-100%
Reference Questions	1,752	1,119	57%
Programs (in-house)	33	0	100%
Program Attendance (in-house)	426	0	100%
Items Borrowed (holds)	823	667	23%
Items Loaned (holds)	1,138	831	37%
Overdrive	3,187	3,260	-2%
Hoopla New Patrons	10	19	-47%
Hoopla Unique Patrons	82	79	4%
Hoopla Circulation	249	230	8%
Meeting Room	40	0	100%
Website Visits	4,680	4,131	13%
Website Pageviews	7,293	6,762	8%
	Aug 2020- Jul 2021	Aug 2019- Jul 2020	% of change
Circulation	171,054	171,467	-24%
Library Visits	34,990	83,786	-58%
Reference Questions	13,069	12,201	7%
Programs	34	374	-91%
Program Attendance	442	6,088	-93%
Overdrive	38,041	36,107	5%
Hoopla Circulation	2,800	510	449%

*The electronic people counter in the new library has not been set up yet. Due to the COVID-19 virus, the library closed to the public on March 14, 2020. The library began curbside service on May 20, 2020 with limited amounts of staff reporting and reopened to the public with limited hours on July 6, 2020. The library closed again to only curbside service again on December 14, 2020. Reopened again February 1, 2021. The library closed completely on April 17, 2021 to pack and prepare for the move to the new Community Center which occurred on May 15, 2021.

Virtual Program

	Sessions	Participants
Adult Programs	2	52

- **Results of the 25th Annual Golf Tournament & Dinner Auction** – \$6,135.77 was raised for the Chili Public Library at the Golf Tournament. The Chamber will present the check to the Friends of the Chili Public Library at the Chamber’s annual meeting in November. The Director has received approval for the funds to be used to purchase needed additional picture book shelving in the Children’s Room.
- **Town Budget Workshop** - The Library’s Town Board Budget Workshop is scheduled for Thursday, September 2nd at 5pm.
- **New Library Cards Issued!** – For the month of July the Library issued 175 new Library cards. The usual amount of Library cards issued during this time of year is between 60 to 70 library cards.

New Items:



- **Library Street Sign** - After a patron turns onto Old Scottsville Chili Road from Chili Avenue, on the right they will see a 24" green library street sign with an arrow pointing to the left. In the opposite direction when they are on Old Scottsville Chili Road driving toward Chili Avenue, on the right they will see another 24" green library street sign with an arrow pointing to the right. These signs will help patrons find the library.
- **Personnel Update** – Madeline Warburton has resigned her part time Library Page position. Alivia Amering has been hired as a part time Library Page effective June 21, 2021. Faith Walter has been hired as a part time Library Page effective July 12, 2021. Elizabeth Kurz Michel has been hired as a part time Teen Clerk effective August 16, 2021. Alexander Keller has been hired as a part time Library Assistant effective August 17, 2021.
- **Library Building Update** – This past month the Library Director has seen the installation of three overhead struts for the Adult Fiction and Non Fiction area to better secure the shelving. Library staff have also been finishing putting metal backstops that were purchased for the Adult Fiction and Non Fiction shelving.

- **Library Signage** – It has been three months now the Library has been in the new building. Based on patron feedback and observing how the new Library is being used the Director has determined what additional signage is needed for the Library. He will review his thoughts on the topic at the Library Board meeting.
- **Ireland Room Reservation Procedure** – In that the Library is part of the Chili Community Center the Library Director recommends the Ireland Room follow the same room reservation procedure as is followed in reserving the Senior Center and Recreation Center rooms. It is recommended the price to reserve the Ireland Room is \$20/hour for resident/members, and \$50/hour for non-resident/business/organization. The Library will have priority in reserving the room for its programs. Procedure discussed action tabled until next month for further review.

MCLS Items:

- **September MCLS Directors' Council Meeting** – The first in-person meeting the MCLS Directors will have since the beginning of 2020 will be at the Chili Public Library in September.
- **September MCLS Children's Librarians Meeting** - The first in-person meeting the MCLS Children's Librarians will have since the beginning of 2020 will be at the Chili Public Library in September.
- **Annual MCLS Legislative Thank You Breakfast** – The MCLS Legislative Annual Legislative Thank You Breakfast is tentatively scheduled for Friday, October 8, 2021 from 8:30am-10am at the Chili Public Library. The Library Board is welcome to register for this event.

State Items:

None to report

Meetings:

- CPL Foundation Meeting – 7/28/21
- Meeting with Recreation Department Head – 7/29/21
- CPL Full Staff Meeting – 8/6/21
- Gates Chili Chamber of Commerce Executive Committee Meeting – 8/10/21
- Gates Chili Chamber of Commerce Program Committee Meeting – 8/10/21
- Friends of the Chili Public Library Board Meeting –8/10/21
- CPL Foundation Meeting – 8/11/21
- Gates Chili Chamber of Commerce Golf Tournament Meeting – 8/24/21

Committees: None to report

Old Business: None

New Business: None

Approval Items:

- Approval of July Library Fund Abstract amount of \$8,847.46.
- Approval of Memorial Fund Expenditures amount of \$7,588.00.
- Approval of Memorial Fund Donations. There were no donations to the Memorial Fund.

Sue Ackerman asked if there were any objections to the approval of the Library Fund Abstract and Memorial Fund Expenditures. **Hearing none**, both were approved by Unanimous Consent

Additional Comments from Audience: None

Hearing no objections, the meeting was adjourned @ 7:18pm.

Next meeting date/time: Tuesday, September 28, 2021 @ 6pm in the Chili Public Library Ireland Community Room.