

DIRECTOR'S REPORT FOR JANUARY 1973

CIRCULATION:

1972 - 11,128
1973 - 10,967
161 LOSS

PATRONS SERVED:

1972 - 3,145
1973 - 3,403
258 GAIN

FINES:

\$357.02

STOCK: Books.....26,668
Paperbacks..... 1,899
Records..... 1,384
Pamphlets..... 2,106
Pictures..... 3,066
Prints..... 94
Maps..... 85
Tapes..... 12
Filmstrips..... 155
Slides.....
Films..... 3
Sculpture..... 30

PROGRAMS AND SERVICES:

Artist of the month: Mrs. Linda Strauss

Jan. 9th - Showed film to Golden Agers

Jan. 11th - M.J.Detwiler - book talk to Abundant Life Senior Center

Story hours began Jan. 23rd - 5 per week - 77 children registered

STAFF:

Jan. 15th - Bertha Henderson will be out 4 weeks - eye operation

2 new volunteers pages started - Diane Turner and Jim Cronin

Jill Macmillan, page, resigns - health reasons

Maryann Roy, page, inducted into National Honor Society at
Gates-Chili High School.

OTHER:

New light bulbs put in foyer and outside front entrance
Saturday Film Program to start Feb.3rd

Mary Jane Detwiler

MEMORIAL FUND REPORT FOR JANUARY 1973

Security Trust Checking Account		\$ 84.59
First Federal Savings Account		655.72
Interest to 12/31/72	\$ 8.09	
Deposit of Gifts	26.00	
	<u>34.09</u>	
Total First Federal		<u>689.81</u>
TOTAL BOTH ACCOUNTS		\$ <u>774.40</u>

To be deposited:

\$15.50 - In Memorial for W.J. Cramer - donated by Chili Town Staff

GIFTS:

Official World Series Records: 1903-1972

Mr. Michael Burke, N.Y. Yankees, Yankee Stadium

USED BOOKS:

- 1) Mr. Oakley Riddell, 12 Rose Rd
- 2) 100 years of service - a history of the Fireman's Association of N.Y. - Mr. Lew Gracey, Chili Fire Dept.
- 3) Used children's books - Beverly Smith, 57 Shrubbery Lane
- 4) Used paperback books - Mrs. Ella Trenton, 28 Indian Hill Drive
- 5) Used National Geographic magazines - Mr. Louis Ottley, 18 College Dr.
- 6) Ralph Nader's Congress Project report 1973 calendar
Mr. Barber Conable, U.S. Representative

D. Gardella

D. Gardella

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES: JANUARY 23, 1973

PRESENT: Mrs. Van Buren
Ms. D. Gardella
Mrs. Wickins
Mr. Moore, chairman

Mr. Borlen
Mr. Criddle, Town Board Liason
Mary Jane Detwiler, librarian

Mr. Moore opened the meeting at 8:00 P.M.

Mrs. Wickins moved and Ms. Gardella seconded the motion to elect Mr. Moore as Chairman of the Board of Trustees for 1973.

MOTION CARRIED

Election
of officers
MOTION

Ms. Gardella moved and Mrs. Van Buren seconded the motion that Mrs. Wickins be elected Vice-Chairman of the Board of Trustees for 1973.

MOTION CARRIED

Ms. Gardella moved and Mrs. Van Buren seconded the motion that Mr. Borlen be elected Secretary of the Board of Trustees for 1973

MOTION CARRIED

Mrs. Wickins moved and Ms. Gardella seconded the motion that Mr. Borlen be elected as Director of Finance for the Board. This will include, at the discretion of the Board, the responsibility for procuring the Trial Balance and other financial information from Mrs. Horstman and also the responsibility of interpreting and helping the library staff in controlling all items in the budget. This also carries the responsibility for Mr. Borlen to authorize certificates of deposits.

MOTION CARRIED.

Director
of Finance
MOTION

Mr. Borlen moved and Mrs. Wickins seconded the motion to elect Ms. Gardella as Treasurer of the Chili Public Library Memorial Fund, to take effect Feb. 1, 1973.

MOTION CARRIED

Treas. of
Memorial
Fund
MOTION

The minutes of the previous meetings of Dec. 18th and 26th, 1972 were approved as read.

Minutes

Ms. Gardella moved and Mrs. Wickins seconded the motion to pay bills in the amount of \$429.34 as listed in abstract #1, items 1-13.

MOTION CARRIED

Bills
MOTION

Mr. Borlen moved and Ms. Gardella seconded that motion that the library be closed on the following legal holidays for 1973: Jan. 1, New Years Day; May 28, Memorial Day; July 4, Independence Day; Sept. 3, Labor Day; Nov. 22, Thanksgiving Day; Dec. 25, Christmas Day. (While these are obvious legal holidays, it is mandatory to include these in our minutes due to state law.)

MOTION CARRIED

Closings
MOTION

The Librarian's report was tentatively accepted.

Librarian's
Report

Mr. Borlen moved and Ms. Gardella seconded the motion that Mary Jane Detwiler and Barbara Fulford be authorized to attend book meetings two times a month and be remunerated 10¢ per mile for actual mileage

MOTION CARRIED

Mileage
MOTION

New member: Mrs. Patricia Van Buren was welcomed to the Board of Trustees and wished an enjoyable and successful term of office.

New
Trustee

The Board expressed their appreciation to Mr. Criddle for his interest in the past years as liason between the Town Board and the Library Trustees and welcomed his appointment to this position for the year 1973.

Town
Board
Liason

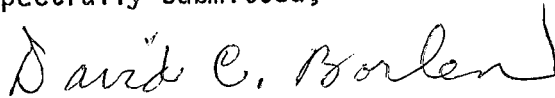
It was noted that the first of the children's story hours for the coming season was held this morning.

Story
Hours

Next meeting of the Board will be Feb. 20, 1973.

Meeting adjourned at 9:10 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "David C. Borlen". The signature is written in dark ink and is positioned above the printed name of the signatory.

David C. Borlen, Sec.

DIRECTOR'S REPORT FOR FEBRUARY 1973

CIRCULATION:

1972 - 10,061
1973 - 10,675
GAIN - 614

PATRONS SERVED:

1972 - 3126
1973 - 3543
GAIN - 417

FINES: \$309.24

STOCK: Books.....26,766
Paperbacks..... 1,900
Records..... 1,308
Pamphlets..... 2,107
Pictures..... 3,066
Prints..... 94
Maps..... 85
Tapes..... 15
Filmstrips..... 155
Slides..... 0
Films..... 3
Sculpture..... 30

PROGRAMS AND SERVICES:

Story hours - 20 - attendance 227
4 film programs - Sat. a.m. attendance 26
Feb.6th - film shown to Golden Agers

STAFF:

Bertha Henderson came back, first on a part-time basis, then full time;
Becky Clewell, volunteer page, was hired to replace Jill Macmillan.
New Volunteer pages - Randi Davis and John Sullivan.

OTHER:

Hobby Show held March 3rd & 4th. It was a great success. Staff members estimate that it was the largest crowd ever. Friends Book Drive for sale of used books was overwhelming in response.

We have begun work on the reference inventory.

The Chili Women's Republican Club has asked us to purchase a book in memory of Bruce Robbins.

A Volunteers' meeting will be held on Monday, March 12. The library staff, in order to show their appreciation for the volunteers' many hours of help, will provide a luncheon after the meeting.

mg Detwiler

MEMORIAL FUND REPORT (for February 1973)

SECURITY TRUST CO. CHECKING ACCOUNT
(same as last month) \$84.59

FIRST FEDERAL SAVINGS ACCOUNT 715.31
\$799.90 Total both accounts

GIFTS:

Used books:

"American History Illustrated" donated by Mr. & Mrs. Ralph Wickins

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES: FEBRUARY 20, 1973

PRESENT: Ms. D. Gardella
Mrs. C. Wickins
Mr. C. Moore, chairman

Mr. D. Borlen
M.J. Detwiler, librarian

Mr. Moore opened the meeting at 8:00 P.M.

The minutes of the previous meeting of January 23, 1973 were approved as read.

Minutes

Ms. Gardella moved and Mr. Borlen seconded the motion to pay bills in the amount of \$634.18 as listed in abstract #2, items 14-24.

MOTION CARRIED

Bills
MOTION

The Librarian's report was tentatively accepted.

Librarian's
Report

Mr. Borlen made a verbal financial report and conveyed to the Board that a formal cost control would be drawn up for our current year.

Financial
Report

Memorial report attached.

Memorial
Fund

Mr. Borlen moved and Ms. Gardella seconded the motion that we tentatively adopt the policy for the circulation of non-print materials.

MOTION CARRIED

Circulation-
Non-print
Materials
MOTION

The Board will review it at the next monthly meeting.

Mr. Borlen suggested a plan for taking an inventory of our library materials, to be undertaken on the following basis:

Book
Inventory
MOTION

1. Reference section
2. Children's section
3. Young Adult section
4. Adult section

Ms. Gardella moved and Mrs. Wickins seconded the motion that we proceed with this.

MOTION CARRIED

Mary Jane Detwiler will direct this activity.

The next meeting of the Board will be March 20, 1973.

Meeting adjourned at 9:20 P.M.

Respectfully submitted,

David C. Borlen, Sec.

DIRECTOR'S REPORT for MARCH 1973

CIRCULATION:

1973 11,907
1972 11,600

PATRONS SERVED: 307 GAIN

1973 4,358

FINES: 1972 4,107 -- GAIN 251

\$340.43

GRANTS:

Approx. \$145.00 grant for framed prints

Four prints were chosen. Our total came to

\$125.00. \$95 was allotted for a grant for concept

picture books for children. These have been ordered.

PROGRAMS AND SERVICES:

STORY HOURS: - 20 - (a total of 234 attended)

Book sales for "Friends" continue in front foyer

Xerox machine still demands some watching over

We continually assist Golden Ageds with sales of their objects

Hobby Show was held March 3-4 (Sat. & Sun.) over 1000 attended!

Sat. am Film Programs for children continue.

STOCK: Books -----	26,888
Paperbacks -----	1,885
Records -----	1,305
Pamphlets -----	2,110
Pictures -----	3,066
Prints -----	94
Maps -----	85
Tapes -----	-----
Filmstrips -----	155
Slides -----	-----
Films -----	3
Sculpture -----	30
TOTAL -----	35,621

STAFF:

Linda Clement gave birth to a 7lb 4oz Boy - Jonathan Matthew - on March 8th

Volunteer help has been scarce due to illness and colds.

OTHER:

April 17th at 9:30 am we will have as a visiting artist David Majchrzak who is sponsored by the N.Y. State Council of Arts. He will entertain the collective story-hours groups with his drawings of animals from letters and numbers.

The Chili Library has once again been made a member of the Chamber of Commerce. No charge to us.

On March 12th the Volunteers were guests at a luncheon prepared by the Staff and held in the library. There were about 20 people present.

Two visitors from MCLS visited us March 21st. They were Mary Van and Pay Mackey. Forthcoming programs were discussed as well as weeding our shelves and suggestions for future paper-back lists to aid them in MCLS choice for those on the buying lists.

April 8th through 14th is LIBRARY WEEK. We have posters urging all to READ. The staff has appropriate pins to wear.

Bea Henderson

MEMORIAL FUND REPORT FOR MARCH 1973

Security Trust Checking Account: (no change)		\$ 84.59
First Federal Savings Account: Bal. 1/11/73	\$689.81	
Deposit 2-1-73	10.00	
	<u>699.81</u>	
Deposit 2/27/73	15.50	
	<u>715.31</u>	
Interest 4/4/73	8.79	
	<u>724.10</u>	
Deposit 4/4/73	3.00	
	<u>\$727.10</u>	<u>727.10</u>
BALANCE BOTH ACCOUNTS -----		\$811.69

Deposits above represent the following Memorials:

\$10.00 from 3 gifts: Mr. & Mrs. D. Borlen	\$3.00	Memorial of Bruce Robbins
Mr. & Mrs. D. Henderson	\$5.00	" " " "
Mr. Ron Fodge	\$2.00	" " " "
\$15.50 from Chili Town Office Staff		" " W.J. Cramer
\$ 3.00 " Mr. & Mrs. D. Borlen		" " Bruce McClaren

GIFTS:

Atlas of Allegany Co. 1869 from Mr. & Mrs. Martin Wehle	
Atlas of Steuben Co. 1873	" " " " "
Atlas of Yates Co. 1870	" " " " "

USED BOOKS:

National Antiques Review from: Mrs. Paul Ernisse
Paperbacks from Mrs. John Genier

bh

D. Gardella

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES: MARCH 20, 1973

PRESENT: Ms. D. Gardella Mr. C. Moore, chairman
 Mrs. C. Wickins Mrs. M. Detwiler, librarian

Mr. Moore opened the meeting at 8:45 P.M.

The minutes of the previous meeting of February 20, 1973 were approved as read.

Minutes

Ms. Gardella moved and Mrs. Wickins seconded the motion that we pay bills in the amount of \$609.01 as listed in abstract #3, items 25-39.

Bills
MOTION

MOTION CARRIED

Memorial Fund report attached.

Memorial Fund

The Librarian's report was tentatively accepted.

Librarian's
Report

Ms. Gardella moved and Mrs Wickins seconded the motion to approve the purchase of a new book truck from Bro-Dart, for \$79.

Book Truck
MOTION

MOTION CARRIED

Mrs. Wickins moved and Ms. Gardella seconded the motion to adopt the MCLS standard policy for circulation of non-print materials.

Circulation
Policy
MOTION

MOTION CARRIED

It was agreed that this policy should be well publicized.

Mr. Moore suggested that a special recognition be given to Bob Nudd for his many years as chairman of the annual Hobby Show, and to Mrs. Criddle for the job she has done as President of the Friends of the Library.

Special Recog-
nition for
Service

Mrs. Wickins moved and Ms. Gardella seconded the motion to accept the 1973 Focus Grant Program received through MCLS.

Focus Grants
MOTION

MOTION CARRIED

The question on the library's 16mm projector was tabled for next month's meeting.

16mm Projector

Ms. Gardella moved and Mrs. Wickins seconded the motion that Carl Moore begin a search for a permanently certified librarian (with two years of experience) to be acting director of the library.

new Librarian
MOTION

MOTION CARRIED

Next meeting will be April 17, 1973.

Meeting adjourned at 9:20 P.M.

David C. Borden

~~Respectfully submitted~~

ADDENDA:

Mrs. Wickins moved, seconded by Mr. Moore, that the secretary be instructed to write a letter to Mr. and Mrs. Martin Wehle expressing the deep appreciation of the Library Board for the two additional books: Atlas of Steuben County and Atlas of Allegany County, which were a special gift of the Wehles.

Gift
MOTION

MOTION CARRIED.

Respectfully submitted,

Debby Gardella

Secretary Pro-tem

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY April 17, 1973

The meeting was called to order by the Chairman, Mr. Moore at 8 P.M.

Present: Ms. Gardella; Mrs. Wickins; Mr. Borlen; Mr. Moore, Chairman; Mr. Criddle, Town Liason; Mrs. Henderson Acting Librarian.

Minutes of the previous meeting were accepted as read.

MINUTES

The Director's report was tentatively accepted.

Dir. Rep.

Ms. Gardella moved and Mrs. Wickins seconded the motion to pay bills on Abstract #4, items 40 through 55, totaling 822.94.

MOTION CARRIED.

Bills
MOTION

It was decided that a special meeting of the Board be called by the Chairman at a later date to complete our application.

Charter
Renewal

Vacations for part-time personnel:

Mr. Borlen moved, Mrs. Wickins seconded a motion that the following employees be granted vacations for one week with pay for their regular number of working hours.

Vacation
part-time
personnel
MOTION

Thelma Dumbleton: 24 hours

Ethel Mosher: 20 "

Barbara Fulford: 25 "

MOTION CARRIED.

Mr. Borlen made a motion, seconded by Ms. Gardella to grant Mrs. Henderson a 21 day vacation with pay.

MOTION CARRIED.

Vacation
Mrs. Henderson
MOTION

Ms. Gardella moved and Mr. Borlen seconded a motion that Mrs. Barbara Fulford be authorized to attend adult book meetings at R.P.L. and to be compensated for actual mileage round-trip from the Chili Library, at the rate of 10¢ per mile. MOTION CARRIED.

Adult
meet.
&
mileage
MOTION

(No extra cost is involved as Mrs. Mary Jane Detwiler will no longer attend book-meetings.)

Mr. Borlen moved and Ms. Gardella seconded the motion that the Chairman, Mr. Moore be authorized to hire Mrs. Charles Baker as a Library Trainee on a part-time and temporary basis at the rate of \$4.00 per hour for 19 or less hours per week, (payment for actual hours worked and no other benefits). MOTION CARRIED.

Temporary
part-time
personnel
MOTION

Mr. Moore explained to the Board that she could be a very helpful addition to our staff during the ensuing months as she is very flexible and can work into our schedule requests which Mr. Moore will work out with Mrs. Henderson.

Mr. Borlen advised there would be very little if any additional cost involved as Mrs. Detwiler's hours and responsibilities have been reduced at her own request.

Ms. Gardella moved and Mrs. Wickins seconded a motion that the Library be closed Saturdays starting June 23rd, and resuming regular hours for Saturdays Sept. 8th.

MOTION CARRIED.

Summer
hours
MOTION

Ms. Gardella moved, seconded by Mrs. Borlen that the Library be closed at 8 P.M. each evening (Mon. through Fri.) from June 11th through Sept. 5th. MOTION CARRIED.

Summer
hours
MOTION

Mr. Borlen moved, seconded by Mrs. Wickins that the Library close at 6 PM on Friday May 18th (the Firemen's Carnival and parade takes place that nite.)

MOTION CARRIED.

Firemen's
parade
closing
MOTION

Ms. Gardella made a motion, seconded by Mr. Borlen that the Library be closed May 26 through May 28 for the Memorial Day week-end.

MOTION CARRIED.

Mem. Day
closing
MOTION

Mrs. Barbara gulford's report on the Library's summer Children's programs was enthusiastically received by the Board and was approved.

Summer
program

It is understood that Mrs. Henderson will ^{keep} the Chairman informed regarding vacation schedules so that the Board will be assured of adequate staff coverage at all times.

The Chairman called a special meeting of the Board of Trustees for Tuesday, May 1st at 7:30 P.M. to review personnel, and any other related subject.

Special
meeting

Meeting adjourned at 9:45 P.M.

P.S.

Subsequently Mrs. Mary Jane Detwiler tendered her resignation to take effect April 28, 1973.

Respectfully submitted,


D.C. Borlen, Secretary

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES May 22, 1973

Meeting called to order at 8:30 PM by Mr. Moore, chairman.
Present: Ms. Gardella; Mrs. Van Buren; Mrs. Wickins; Mr. Borlen; Mr. Moore,
Chairman; Mrs. Henderson, recorder.

Minutes of the previous meeting were approved as read.

Minutes

Director's report was attentatively accepted.

Lib. Rep.

Memorial Fund report is attached.

Mem. Fund

Mr. Borlen made a motion, seconded by Ms. Gardella, to pay bills on abstract #5, items 56 through 69, totaling \$857.98. MOTION CARRIED.

Bills
MOTION

Mr. Borlen made a motion, seconded by Ms. Gardella that 2 framed prints be allowed to be borrowed per library card (instead of one). This to be on a trial basis when it will again be reviewed by the Board. MOTION CARRIED.

Framed
prints
MOTION

The subject of changing the registration from 3 years to 1 year was discussed and was tabled for later study.

Review of
Regis-
tration

Ms. Gardella moved that the library close at 5 PM July 3rd. Seconded by Mrs. Wickins. MOTION CARRIED.

Lib.
close

Mr. Borlen made a motion, seconded by Mrs. Wickins that exception be made in the case of Diane Turner to be hired as a paid page without serving a full year as a volunteer page. MOTION CARRIED.

New
page
MOTION

The Board recognized the graduation pages and instructed the secretary to write a letter of congratulation to each of the pages. Those graduating this June are: Suzanne McCowan, Susan Morton, Mary Ann Roy and Preston Turner.

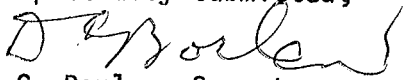
Pages

The Chairman announced a special meeting for May 30th at 9 PM for the purpose of interviewing the candidate for a position in the library.

Special
meeting

The next regular Board meeting will be June 19, 1973. Meeting adjourned at 10:10 PM.

Respectfully submitted,


D.C. Borlen, Secretary

DIRECTOR'S REPORT April 1973(May 22, 1973)

CIRCULATION: 1973: 10,016
 1972: 10,836
 820 LOSS

PATRONS SERVED:

1973: 2,943

FINES: 1972: 3,909
 966 LOSS

GRANTS: \$340.77

Periodicals: 7 subscriptions:total \$34.95

Recordings: 31 records:total \$202.36

Books: 20 songbooks & biographies of "rock stars"
 \$70.35

STOCK: Books -----	27041
Paperbacks -----	1984
Records -----	1300
Pamphlets -----	2135
Pictures -----	3080
Prints -----	94
Maps -----	85
Tapes -----	--
Filmstrips -----	155
XEROX cassettes -----	13
Films -----	2
Sculpture -----	30
TOTAL	<u>34,619</u>

PROGRAMS AND SERVICES:

- 1) The Information & Referral service file of county-wide agencies is a part of our library and will be used to assist anyone to locate the correct organization for answering his questions.
- 2) The Xerox machine now has a sign on it saying "correct change only". Mr. Whelpton has asked us to do this. We do not have the change box anymore, so no one give change to people who do not have correct change. This relieves the library of the responsibility of holding the money as well as saving time involved in helping the public with funds.
- 3) Requests to study in the library during hours we are not open to the public, but when a staff member is present, have been honored.
- 4) We continue to handle sales of items in the display case for the Golden Agers.
- 5) Seventy-five children and 25 adults attended the program put on by Mr. Majchrak, cartoonist at 9:30a.m. on April 17th.

STAFF NEWS:

- 1) Volunteer Marion Stockmaster has left the library for a position with Wegmans.
- 2) Ethel Mosher's vacation is May 11 thru 26; she has gone to England.
- 3) Volunteer page John Sullivan has taken a job elsewhere. He was only here 3 months.
- 4) Barbara Fulford has moved. Her new address is: 400 Hollywood Avenue, 14618.
- 5) Bertha Henderson completed 10 years as a paid staff member May 15, 1973.

OTHER:

- 1) Six new books on the Mormons were recently presented to the library by the Church of Jesus Christ of Latter Day Saints of Salt Lake City.
- 2) May 1st the new fine scale for non-print materials went into effect.
- 3) The Town Historian will have a display here put on by the Yorkers Club sometime soon.
- 4) Artist of the month: Dorothy Mellon
- 5) The Town has forwarded to the Library a copy of "Records of the old section of Grove Place Cemetery" as compiled by the Yorkers of the Gates-Chili Middle School, along with a copy of the "Biography of Mrs. B. Wilcox."

Bertha Henderson

May 22, 1973

MEMORIAL FUND REPORT FOR APRIL 1973

Security Trust Checking Accounts	\$84.59
First Federal Savings Account	<u>727.10</u>
TOTAL BOTH ACCOUNTS (Same as last month)	\$811.69

USED BOOKS:

Mrs. Douglas Erickson, 60 Ventura Dr
Mr. Glen Gates, 28 Creekview Dr.
Mrs. Paul Ernisse, 29 Hightree Lane
Mrs. Warren Jackman, 31 Belvedere Dr.
Mrs. Wells Coleman, 67 Park Lane

D. Gardella

(bh)

June 19, 1973

DIRECTOR'S REPORT FOR MAY

CIRCULATION: 1972 8,956
1973 8,373
583 LOSS

PATRONS SERVED:
1972 3,584
1973 2,566
1,018 LOSS

FINES: \$ 356.07

GRANTS: Contemporary religion:
\$64.75 - books & records
& a framed print ordered
Occult: \$65.39 - books ordered
Reference books ordered: \$57.35
plus \$232.50 for Encyclopedia
Spoken & word records - \$21.88

STOCK: Books.....27,094
Paperbacks..... 1,995
Records..... 1,300
Pamphlets..... 2,145
Pictures..... 3,080
Prints..... 94
Maps..... 85
Tapes..... 0
Filmstrips..... 155
Cassettes..... 13
Films..... 3
Sculpture..... 30
TOTAL.....35,994

PROGRAMS AND SERVICES:

May 10th, a film was shown in the town hall to the art group. One of our pages ran the projector.
May 30th, the Yorkers Club put up their Prize Winning Display of the Maple Grove Place Cemetery. Display will be here for 2 weeks.
June 18th, Twenty-six children with their teacher, Mrs. Jane Gracey, Churchville Chili school will visit the library at 1:30p.m.

-- Mrs. Fulford announces the following Summer Programs - June 25th - August 1st.

Kindergarten through 3rd grade - 12:00 to 12:30 p.m. - Stories
Monday - Chestnut Ridge School
Tuesday - Paul Road School
Wednesday - Florence Brasser School

Pre-school (4 & 5 yr olds) in the Library - June 26th through July 31st
Tuesday: 9:30-10a.m. and 1:30 p.m. - 2p.m.

Summer Book Club: For children going into 4th, 5th, & 6th grade: Wednesday 10-11:30a.m.
June 27th through August 1st

STAFF: Graduating pages: Suzanne McCowan (Leaves 2nd or 3rd week of June)
Mary Ann Roy (Leaves end of August)
Preston Turner (Leaves end of August)

Thelma Dumbleton will be on vacation the last week of June

Ethel Mosher must reduce her hours to 8 per week for July and August.

New volunteer pages: Sylvette LeBorgne - 42 Brookview Rd
Elizabeth Pitcher - 715 Marshall Rd
Kathleen O'Brien - 46 Brookview Rd
Peter McCowan - 16 Hallock Rd.

OTHER: Peter Mattson from Gates-Chili School & Bob Barron, a public school-town library liaison from the State visited the Library to check on "Co-operating in Study" program with the High School Library

OTHER - cont'd

It was noted in the Director's report from RPL that there was a drop of 4.8% in items circulated as compared with the same period (Jan-March) 1972. Circulation also dropped among the 12 branches and in 9 out of 18 towns for the same period.

A Brochure of Brides Books has been made up and given to the Welcome Wagon - along with Chili Hours Book Marks.

The toilet in the men's room has been repaired. It needs a new vacuum breaker.

Bertha Henderson

DIRECTOR'S REPORT for June 1973

CIRCULATION: 1972 9,794
1973 7,870
1,924 LOSS

PATRONS SERVED: 1972 2905
1973 2417=
488 LOSS

FINES:
\$345.53

GRANTS: \$82.00 for paperbacks for children

STOCK: Books.....27,274
Paperbacks..... 2,046
Records..... 1,321
Pamphlets..... 2,162
Pictures..... 3,351
Prints..... 94
Maps..... 85
Tapes (Cassettes)..... 13
Filmstrips..... 155
Slides..... 0
Films..... 3
Sculpture..... 30
TOTAL 36,534

PROGRAMS AND SERVICES:

Summer programs started for children June 25th. They consist of 3 playground story hours, 2 pre-school story hours in the library, and the book club. The library is continuing the sale of books for the "Friends".

STAFF:

Page Sue McCowan has left us (she is now travelling in Europe) and she has been replaced by Diane Turner who starts working as a page on July 9th. Page Sue Morton will remain here until July 26th. Volunteer Norma Harmon will be absent for several weeks as her husband is having eye surgery, for a complication of a cataract operation.

A paper called a "transfer in grade" has been signed by Carl Moore and Esther Kroeger from the Henrietta Library for the smooth transfer of Miss Robinson as Chili's new director. The papers are now at the Civil Service office and have been expedited by Mary Cashman, MCLS personnel director.

OTHER:

The Chili-Jayncees used the library, from 3:30 to 5PM on Thursday June 21st and Friday June 22nd for registration for babysitting training clinic. Mary Jane Detwiler gave birth to Curt Matthew Detwiler, 8lbs3ozs., on July 6th, 1973. Circulation through June continues to drop, but this is not for Chili alone. Other libraries feel this too. The library has been notified it will receive \$1,068 for its share of state-aid.

Mrs. Fulford has a display under the bay windows of children's drawings of a "make-believe" animals. These and a train made of shoe boxes are exhibits of her Book Club.

Berch Henderson

BOARD OF TRUSTEES - CHILI PUBLIC LIBRARY MEETING: JUNE 19, 1973 - MINUTES

Meeting called to order at 8:30 P.M. by chairman Carl Moore, Jr. Present: Ms. Gardella; Mrs. Van Buren; Mrs. Wickins; Mr. Borlen; Mr. Moore; Mrs. Henderson, recorder.

Mrs. Van Buren made a motion, seconded by Mr. Borlen that the bills on abstract #6, items numbered 70 through 80, totaling \$545.93 be paid MOTION CARRIED BILLS
MOTION

The minutes were approved as read. MINUTES
The librarian's report was tentatively accepted. LIB. REPORT
Memorial Fund report is attached. MEM. FUND

Ms. Gardella moved that the Board of Trustees extend to Miss Dorothea Robinson an appointment to serve as Library Director I of the Chili Public Library. NEW STAFF
APPOINTMENT
Seconded by Mrs. Wickins. MOTION CARRIED MOTION

Mr. Borlen made a motion, seconded by Mrs. Wickins that Mrs. Fulford be paid 10¢ per mile round trip between the library and the playgrounds for the summer story hours. MILEAGE
PLAYGROUNDS
MOTION CARRIED MOTION

The Board took notice of the new Library Story Hours as incorporated in the librarian's report, and wish to give recognition of her sincere effort to carry this through to a successful conclusion.

Mr. Borlen reported that the Chili Library will receive \$3000.00 in REVENUE SHARING to be used for purchase of needed library shelving and equipment. REVENUE
SHARING

Mrs. Wickins volunteered to check with the Gates-Chili School system in respect to co-operative program ESEA II, and to report to the Board if there was anything extra to be done by our library. ESEA II

The Board instructed Mr. Borlen to prepare preliminary figures for the 1974 Budget to be submitted at our next regular meeting. BUDGET

The next meeting will be July 17, 1973.

Meeting adjourned at 10:15 P.M.

Respectfully submitted,


David C. Borlen

June 19, 1973

MEMORIAL FUND REPORT FOR MAY, 1973

Security Trust Checking Account (no change)	\$ 84.59
First Federal Savings Account (no change)	<u>727.10</u>
TOTAL BOTH ACCOUNTS	\$811.69

GIFTS:

Six new books presented by the Mormans:
Jesus the Christ by the J.E.Talmege
Articles of Faith " " "
A Marvelous work & a wonder written by L.Richards
Essentials in Church History " "Jas.Fiëlding Smith
Gospel Doctrine " "
Gospel Ideas " "D.O.McKay

USED BOOKS:

Mr. Chas. Polvino, 22 Mercedes Drive
Ms. Joanne Squire, Florence Brasser School Librarian
Mrs. Douglas Erickson, 60 Ventura Rd

Many paperbacks given anonymously.

MEMORIAL FUND REPORT FOR MONTH OF JULY 1973

Security Trust Checking Account: \$84.59
First Federal Savings Account: 727.10

TOTAL BOTH ACCOUNTS----- \$ 811.69

Same as last month

GIFTS:

USED BOOKS: Mary Ann Roy 51 Hitree Lane
Mrs. Floyd Van Ingen 62 Chestnut-Ridge Road
Mr. Norman Sturman 32 Spicewood Lane
Mr. Kenneth Raby 1871 Brooks Avenue
(Mr. Raby also donated several reprints of the
front page of old newspapers).

Check for \$25.00 received from the Chili Women's Republican
Club for purchase of a book in memory of Bruce Robbins.
(Not yet deposited.)

July 17, 1973

MEMORIAL FUND REPORT FOR JUNE 1973

No change in Bank accounts:

Security Trust Checking account	\$ 84.59
First Federal Savings account	<u>727.10</u>
TOTAL BOTH ACCOUNTS	\$811.69

GIFTS:

New Books: Official 1973 Baseball Register from New York Yankees
"Red Book 1973" from Senator Fred Eckert.
Large Print Bible donated by Mr. & Mrs. Gordon Mosher in memory of
Mrs. Florence Mosher.

Used Books:

Mrs. Jas. Nichols, 45 Chester Avenue
Mr. Norman Clark, 123 King Road
Mrs. Wilma Stermen, 412 Fisher Road
Mrs. F.R. Salisbury, 902 Chili-Coldwater Rd.
Miss Carol Crow, 92 Chestnut Drive
Mrs. Helen Ernisse, Hitree Drive

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES July 17, 1973

Meeting called to order by Chairman Carl Moore at 8:30PM, July 17, 1973.
Present: Ms. Gardella; Mrs. VanBuren; Mrs. Wickins; Mr. Borlen; Mr. Moore;
Mrs. Henderson, Recorder.

Mrs. Wickins made a motion, seconded by Ms. Gardella, to pay bills on Abstract #7, items 81 through 90, totaling \$2849.63. MOTION CARRIED. Bills
MOTION

Director's report was tentatively accepted.

Memorial Fund Report is attached.

Acceptance by Miss Dorothea Robinson of the offer authorized by the Board of Trustees at their last meeting has established the following conditions of employment as mutually accepted by the Board and Miss Robinson: Staff
Director:

Starting date: July 23, 1973; Salary to be paid monthly at the rate of \$883.35 per month; one month vacation; paid Blue Cross and Blue shield.

After six months from starting date and upon favorable review, and action by the Board, an additional increase of \$41.67 per month will be paid.

Mr. Moore made a motion, seconded by Mrs. VanBuren that Mr. Borlen be authorized to make the necessary adjustments in the library's insurance coverage with Vail Agency. Ins. MOTION
MOTION CARRIED.

Mr. Borlen suggested a review of our Audio-visual situation recognizing this could play an important part in next year's budget. A-V

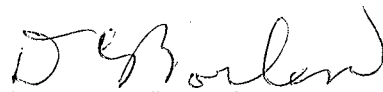
Mr. Borlen moved, seconded by Mr. Moore that Miss Dorothea Robinson be authorized to attend the adult book-meetings at RPL, and will receive remuneration for mileage from the Chili Library at the rate of 10¢ per mile. (Round trip-18 miles.) Mileage
MOTION
MOTION CARRIED.

Mr. Borlen called to the attention of the Board that the Budget for 1974 is being requested by August 15, 1973. Budget

Meeting adjourned at 10:15 PM.

Next meeting: August 28, 1973 at 8 PM.

Respectfully submitted,


David C. Borlen, Secretary

DIRECTOR'S REPORT FOR AUGUST 1973

CIRCULATION:

1972	10,221	
1973	9,528	
PATRONS SERVED	693	LOSS

FINES:

\$ 189.80

GRANTS:

STOCK: Books -----	27,566
Paperbacks -----	2,111
Records -----	1,358
Pamphlets -----	2,183
Pictures -----	3,359
Prints -----	99
Maps -----	85
Tapes -----	0
Filmstrips -----	155
Slides -----	0
Films -----	3
Sculpture -----	30
Cassettes.....	13

PROGRAMS AND SERVICES:

TOTAL	34,779
-------	--------

Attached is Mrs. Fulford's forthcoming programs for the children.
Also attached is the program prepared by Miss Robinson for teen-agers.

STAFF:

Former page, Jill MacMillan who left earlier this year due to illness will be re-instated and start work Sept. 24th.

OTHER:

1. Out of 21 town libraries, 13 had a loss of circulation for August.
2. Mr. Rambo - 9th grade teacher, Gates-Chili, is coming here at 9 am. to discuss a social study program and how we can impliment the program with our periodicals.
3. The roof leaked several times profusely - and has been reported to Mr. Powers.

Due to Miss Robinson's illness, this report was prepared by Bertha Henderson.

MEMORIAL FUND REPORT FOR AUGUST 1973

FIRST FEDERAL SAVINGS ACCOUNT		\$ 727.10
SECURITY TRUST CHECKING ACCOUNT	\$ 84.59	
deposit 8-20-73	25.00	
	<u>109.59</u>	<u>+ 109.59</u>
TOTAL BOTH ACCOUNTS		\$ 836.69

GIFTS+

Used Books:

Mr. & Mrs. John Ryan
Mrs. Florence Brasser
Miss Sue McCowan

5630 Buffalo Road
3448 Union Street
16 Hallock Road

Churchville
North Chili
Rochester

D. GARDELLA

MINUTES OF A SPECIAL BUDGET MEETING OF THE BOARD OF TRUSTEES AUGUST 20, 1973

On August 20, 1973 at a special meeting of the Chili Library Board of trustees called in writing five or more days prior to that day by the chairman, the following members were present: Mrs. Wickins, Mrs. Gardella, Mr. Borlen and Mr. Moore.

It was moved by Mr. Moore and seconded by Mrs. Gardella, and approved unanimously by those members present that the following budget be accepted for the 1974 operation of the Chili Library.

ESTIMATED ALLOCATIONS

Personnel	\$40,358.00
Library materials	\$11,700.00
Benefits	\$ 2,500.00
Equipment	\$ 200.00
Library Supplies	\$ 800.00
Mileage and Misc.	\$ 150.00
Insurance	\$ 00.00
Water	\$ 00.00
Postage	\$ 420.00
Repairs: Building	\$ 325.00
Equipment	\$ 275.00
Phone	\$ 325.00
TOTAL	\$57,053.00

ESTIMATED SOURCES OF REVENUE

Taxes	\$46,853.00
Fines	\$ 3,700.00
State Aid	\$ 1,700.00 ?
Interest on CD	\$1,600.00
Unexpended Balance	\$3,500.00
TOTAL	\$57,053.00

August 27, 1973

Mr. James Powers
Supervisor, Town of Chili

Subject: Budget Request, 1974

Dear Mr. Powers,

At a meeting of the Chili Library Board held August 20, 1973 the board adopted a budget of \$57,053.00 to be accumulated on the following basis:

Taxes	\$46,853.00
Fines	3,700.00
State Aid	1,400.00
Interest on CD	1,600.00
Unexpended balance	3,500.00

Your consideration and cooperation with respect to the above will be very much appreciated.

Yours truly,

D.C. Borlen
Secretary

DCB/tld

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES
August 28, 1973

Meeting called to order by Chairman Carl Moore at 8:30 PM.

Present: Ms. Gardella; Mrs. VanBuren; Mrs. Wickins; Mr. Borlen; Mr. Moore, Chairman;
Mr. Criddle, Town Liason, Miss Robinson, Library Director.

Mrs. VanBuren moved, seconded by Ms. Gardella that bills on abstract #8, items 91 through 112, totaling \$857.83 be paid. MOTION CARRIED.

Bills
MOTION

Librarian's Report was presented and a complete discussion was held with Miss Robinson in regard to future programming.

Memorial Fund report is attached.

Mr. Borlen moved, seconded by Mr. Moore that the Chairman write an acknowledgment to the Town Supervisor thanking him for the allocations of the Revenue Sharing Fund. MOTION CARRIED.

Rev.
Share.
MOTION

Ms. Gardella moved, seconded by Mrs. Wickins that the Petty Cash fund be raised from \$40.00 to \$50.00. MOTION CARRIED.

Petty
cash
MOTION

Mr. Borlen moved, seconded by Ms. Gardella that Miss Robinson or Mrs. Fulford be authorized to attend and to receive mileage for the special meeting at RPL regarding the new allocation of State Aid. (\$.10 per mile.) MOTION CARRIED.

Mileage
MOTION

Attached is a copy of the Town Board's resolution of September 5, 1973 adding \$5,000.00 to the Revenue Sharing Fund.

The minutes of the previous meeting were approved as read.

Meeting adjourned at 9:30 PM.

Next meeting Sept. 25, 1973

Respectfully submitted,

D.C. Borlen, Secretary

August 28, 1973

DIRECTOR'S REPORT FOR JULY

CIRCULATION: 1973 9,443
1972 9,360
83 GAIN

PATRONS SERVED: 1973 2,278
1972 2,819
541 LOSS

FINES: \$216.91

STOCK: Books.....27,477
Records..... 1,355
Paperbacks..... 2,069
Pamphlets..... 2,180
Pictures..... 3,359
Prints..... 94
Maps..... 85
Tapes..... 0
Filmstrips..... 155
Cassettes..... 13
Films..... 3
Sculpture..... 30
TOTAL 36,820

PROGRAMS AND SERVICES:

The summer programs for children ended August 15th. The children were delighted with the crafts and Mrs. Fulford recommends that this be continued another year.

Artist of the month is Mrs. Cowan.

The Xerox machine continues to demand attention from the staff.

STAFF:

New Director, Miss Dorothea Robinson started July 23rd

New page Diane Turner started July 9th and left August 10th to take a job at the new Big "N".

New page Kathleen O'Brien started work July 31st.

New page Peter McCowan will start Sept. 10th.

Page Marianne Roy leaves August 24th.

New page Sylvette LeBorgne started August 20th.

OTHER:

Mary Jane Detwiler gave birth to Curt Matthew Detwiler, 8lbs.4ozs., July 6th, 1973.

State aid check arrived July 23rd (\$1,068.00)

The Gestetner Printer needed repairs to the tune of \$75.00

Mary VanderVen, Adult Services consultant, visited on Aug. 17. Great Books groups have disbanded with the resignation of their coordinator.

MCLS young adult pool collection books will be utilized in eight weekly programs for young adults to be conducted in October and November.

Pat Mackey, Audio-Visual consultant, will visit on Sept. 19.

Fifty promotional letters have been prepared by the Urban Information Office at the Central Library. We have been asked to mail them to area organization leaders (copy attached).

Gates-Chili area school children will receive fliers (7,700 were prepared) advertising the Urban Information services. Sue Swanton and I have been asked to distribute these to our area schools.

From Supervisor Powers we have received a list, compiled by Mrs. Bernice Wilcox, of the names on the gravestones at St. Pius X Parish Cemetery. The list is in our local history collection.

DIRECTOR'S REPORT FOR SEPTEMBER 1973

CIRCULATION: 1973 8,709
1972 8,542

GAIN-- 167

FINES: \$ 228.38

GRANTS: Audio-Visual: Recordings &
Cassettes \$40.79
(How to information)
Psychology-Para-psychology \$64.00

STOCKS: Books.....27,665
Paperbacks..2,284
Records....1,355
Pamphlets..2,184
Pictures...3,359
Prints..... 99
Maps..... 85
Tapes..... 0
Filmstrips.. 155
Slides..... 0
Films..... 3
Sculpture... 31
Cassettes... 13

TOTAL.....37,233

PROGRAMS AND SERVICES:

Visit made by Nancy Ryan, MCLS Building Consultant, with Mr. Borlen on Sept. 6th to discuss revenue sharing funds and needed shelving.

Story hours for youngsters (three - five yrs.) began Sept. 24th with five programs scheduled each week.

Sept. 29th was the first Saturday morning film program. These will continue weekly through November 17th.

STAFF:

My sincere expression of thanks to Mrs. Henderson, the rest of the staff, and to the volunteers for their complete coverage of the library during my vacation and illness.

OTHER:

Programs planned for October include the Teen Reading Club and the Family Film Festival, Publicity has been ordered through MCLS.

Meetings scheduled with consultants: Mrs. Kay Adams (Outreach), Miss Rosemary Schifferli (Consultant Services), Miss Mary Vander Ven (Adult Services), Mrs. Patricia Mackey (Audio-Visual).

Volunteers met on October 17th for a special program to be presented by Mrs. Marion Simon.

MEMORIAL FUND REPORT FOR SEPTEMBER, 1973

FIRST FEDERAL SAVINGS ACCOUNT \$ 727.10

SECURITY TRUST CHECKING ACCOUNT: Previous Bal.: \$109.59

Less withdrawal Sept. 19 (Mem. Bk.) \$15.84

Less withdrawal Sept. 21 " " 17.20

WITHDRAWAL TOTALS:	\$33.04	-33.04	
		<u>\$ 76.55</u>	<u>+76.55</u>

TOTAL BOTH ACCOUNTS ----\$ 803.65

GIFTS:

New Books:

Combination Atlas Map of Broome County by Mr. Martin Wehle - Stottle Road

USED BOOKS:

Mr. William D. Miller - 28 Woodside Drive

Mr. Robert T. Sheldrick - 5 Aztec Drive

Mrs. Ruth Langdon - 85 Archer Road

Mrs. Margaret Merriman - 2782 Chili Avenue

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY - BOARD OF TRUSTEES 9-25-73

Prior to our regular board meeting, the board met with Mr. Matson, Mr. Farley, Mr. Rambeau of Gates-Chili School System, our purpose to discuss Phase II of their Federally Funded project, to solicit cooperation with the schools.

They also informed us they would make a slide show of our library and its functions which would be for our use.

The regular meeting was called to order at 8:30 P.M. by Mr. Carl Moore, Chairman.

Present: Ms. Gardella; Mrs. Van Buren; Mrs. Wickins; Mr. Borlen and Mr. Carl Moore, Chairman.

Minutes of previous meeting were approved as read.

Ms. Gardella moved, Mr. Borlen seconded motion to pay bills on abstract #2, items on page 1, totaling \$685.84. MOTION CARRIED Bills MOTION

Memorial Fund report attached.

Ms. Gardella moved, seconded by Mrs. Wickins to request Mrs. Henderson to take one week of vacation (due this year) after January 1, 1974. It was decided the work load of the library in December could be somewhat alleviated if Mrs. Henderson were present to assist in final year end transactions. MOTION CARRIED VACATION MOTION

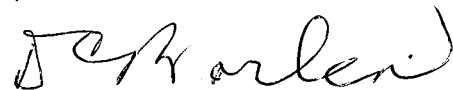
Ms. Gardella moved, Mrs. Wickins seconded the motion that Mr. Borlen be authorized to purchase equipment needed for library which is to be paid for under the Revenue Sharing Plan. MOTION CARRIED REVENUE SHARING MOTION

MRS. Van Buren moved, Mr. Borlen seconded the motion to transfer Memorial Fund checking account from Security Trust at Westgate Plaza to Marine Midland Chili Office. MOTION CARRIED MEM.FUND ACCT MOTION

No date was set for October meeting.

Meeting adjourned at 9:45 P.M.

Respectfully submitted,



David C. Borlen, Secretary

DIRECTOR'S REPORT FOR OCTOBER 1973

CIRCULATION: 1972 10,106
 1973 9,111
 995 LOSS

FINES: \$ 277.47

GRANTS: Adult applied science books
 (\$341.71)
 Young Adult-Careers (\$89.15)
 Reference (semi-annual)
 Public Service Equipment Grant

STOCK: Books.....27,827
 Paperbacks.... 2,355
 Records..... 1,370
 Pamphlets..... 2,198
 Pictures..... 3,381
 Prints..... 99
 Maps..... 85
 Tapes..... 0
 Filmstrips.... 155
 Slides..... 0
 Films..... 3
 Sculpture..... 31
 Cassettes..... 13
 TOTAL 37,517

PROGRAMS AND SERVICES:

Teen Reading Club (Oct. 2, 9, 16, 23, 30)

Wednesday, Oct. 17 - program for volunteers and staff (10 attended). Mrs. Marion Simon presented a wide-ranging talk with examples on loan from the Rochester Museum. The Talk: "The Victorian Experience".

Family Film Festival (Oct. 11, 18, 25) will be re-scheduled after the New Year to Friday evenings in the Town Meeting Room. Attendance at the beginning was poor.

Saturday films for children have been very successful. Programs in October were conducted on the 6, 20, 27th.

Story Hours are well attended and enthusiasm in Mrs. Fulford's special programs is high.

STAFF:

Mrs. Henderson and Mrs. Fulford enjoyed some well-earned vacation time.

Page Kathleen O'Brien starred in the St. Agnes High School production, "The King and I", November 16-18th.

Page Becky Clewell returned to work, Oct. 31 after an arch injury, received at school.

Mrs. Anne Bates is our newest volunteer. OTHER:

Displays in the library were done by the Smiles 4-H Club of Chili and in conjunction with National Employ the Handicapped Week (materials from MCLS Outreach Office and the Library of Congress-materials for the blind and physically handicapped).

Mrs. Evelyn Isaac, volunteer, was ill with pneumonia for one month following a month long European vacation.

Town Christmas Party is scheduled for Thursday, Dec. 13th at Pascarella's.

A check for \$2.64 was recieved-October 31, 1973- from MCLS to cover mileage for the May 9, 1973 Informational meeting on religion at RPL.

MEMORIAL FUND REPORT FOR MONTH OF OCTOBER--1973

First Federal Savings Account	\$ 727.10
Security Trust Checking Account	<u>+76.55</u>
TOTAL BOTH ACCOUNTS	\$ 803.65

GIFTS:

Many used paperbacks given anonymously.

USED BOOKS:

Mrs. Walter Polcyn	70 BrightsOaks Drive
Mrs. William Deans	43 Omega Drive
Mrs. Beverly Smith	57 Shrubbery Lane
Mrs. Kevin P. McBride	5 Pine Knoll Drive
Mrs. Nancy J. Wilson	103 Autumn Chapel Way
Mrs. Raymond Stick	807 Westside Drive

BIRD PRINTS:

Mrs. Elmer Myers	2758 Chili Avenue
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D. Gardella

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES-October 30,1973

The meeting was called to order by Chairman Carl Moore, at 8:30 p.m.
Present: Mrs. Wickins, Ms. Gardella, Mrs. VanBuren, Mr. Borlen, Mr. Carl Moore, Chairman, Mr. Robert Criddle, Town Liason, Dorothea Robinson, Director

Minutes of the previous meeting were approved as read.

Minutes

The director's report was presented and discussed in depth.

Director's report

There was considerable discussion with respect to the leaks in the library roof and Mr. Criddle was requested to follow-up with the town board, Mr. Moore's letter of October 25th.

Leaky roof

Mr. Borlen reported on the revenue sharing funds and the \$700.00 equipment grant made to our library by MCLS: \$ 3,000.00

Revenue Sharing FUNDS

5,000.00

700.00

\$ 8,700.00

- 4,285.40

\$ 4,414.60

Commitments to date

Balance to be committed

Ms. Gardella moved, seconded by Mrs. VanBuren, to pay bills on abstract #10, items on page one, totaling \$ 1,471.96.

Motion Carried

Bills MOTION

The Memorial Fund report is attached.

Memorial Fund

Mr. Borlen made a verbal report on the possible upgrading of safety in the library and explained the staff's concern over the closing hours in the winter months. Mr. Borlen was instructed to write a letter to the supervisor asking that the lighting system be reviewed and that additional lights be placed in strategic locations.

Library Safety

There was considerable discussion about the slowness of deliveries of library materials ordered through the Monroe County Library System. In this connection Mr. Borlen was instructed to write to Mr. Harold Hacker to ascertain whether the delivery time could be shortened.

Deliveries

Mr. Borlen moved and Ms. Gardella seconded the motion that the library be closed all day, December 24 and 25th, and New Year's Day, January 1, 1974 and that the library hours should be 1:00 p.m. - 4:00 p.m. on December 31, 1973.

Library Closing MOTION

MOTION CARRIED

Mr. Borlen suggested that Miss Robinson and the staff review our procedure for charging out books and immediately start asking for identification for issuing new adult library cards. This has been suggested as a preliminary step to avoid some of the extraordinary losses of materials by other libraries in the Monroe County Library System.

Issuing new library cards

Mr. Borlen had previously advised the board that \$2,700.00 had been set aside for possible use in setting up an audio-visual department. This amount will be needed if it is found necessary to change or construct new partitions. In this connection Mr. Moore agreed to act as chairman of a committee to meet with Mrs. Patricia Mackey, MCLS Audio-Visual Consultant, and Miss Robinson, together with any of the board members who may be available at the time of the meeting. The result of this meeting could help formulate a plan for an audio-visual program.

Audio-Visual Study

Mr. Borlen was instructed to write a letter to the Supervisor with a copy to Mr. Criddle, requesting that any funds that may be left over from our 1973 budget be placed in a special account for the library's use in the establishment of additional library services such as satellite libraries, Outreach programs, etc.

Funds

Mr. Borlen moved, seconded by Ms. Gardella, that the librarian be authorized to increase the working hours of the staff up to forty hours per week from now until December 31, 1973.

Increase work
hours MOTION

MOTION CARRIED

These additional hours may be necessary due to the procurement of new shelving, etc. under the revenue sharing allocation.

The meeting as adjourned at 10:00 p.m.

Respectfully submitted,



David C. Borlen, Secretary

DIRECTOR'S REPORT FOR NOVEMBER 1973

CIRCULATION: 1972 9,371
1973 8,632
739 loss

FINES: \$326.04

GRANTS: none

STOCK: Books..... 27,970
Paperbacks... 2,375
Records..... 1,369
Pamphlets.... 2,204
Pictures..... 3,420
Prints..... 99
Maps..... 95
Tapes..... 0
Filmstrips... 155
Slides..... 0
Films..... 3
Sculpture.... 31
Cassettes.... 13
TOTAL: 37,734

PROGRAMS AND SERVICES:

Film programs were held on November 1, 8, 15.

The Reading Club met on November 6, 13, 20.

The pages arranged the Christmas book and record display.

STAFF:

Peter McCowan assembled the two new record browsers.

OTHER:

Fifteen town librarians met at Henrietta on November 12 to discuss problems and solutions concerning overdues, borrower registration and fines.

MEMORIAL FUND REPORT FOR NOVEMBER 1973

Security Trust Checking Account \$ 76.55

First Federal Savings Account 727.10

TOTAL BOTH ACCOUNTS \$ 808.65
(same as previous months)

GIFTS:

Mr. Paul B. Duff "Open Space Index". 22 Saddleback Trail

Used Books:

Mrs. James Evenson	31 Crossbow Drive
Mrs. Dana Ginn	24 Bent Oak Road
Mr. Gordon Langdon	85 Archer Road

Paperback Books:

Mr. Ken Raby

Many gifts anonymously

MEMORIAL FUND REPORT FOR DECEMBER 1973

<u>FIRST FEDERAL SAVINGS ACCOUNT:</u>	<u>Balance:</u>	\$ 727.10
December 14th Dividend to June 30, 1973	\$ 9.25	
December 14th Dividend to Sept 30, 1973	<u>9.95</u>	
TOTAL BOTH DEPOSITS	\$ 19.20	
December 14th Deposit (Gift from D.C.Borlen)	<u>25.00</u>	
	44.20	<u>44.20</u>
		\$ 771.30
SECURITY TRUST CHECKING ACCOUNT	Balance	<u>+ 76.55</u>
TOTAL BOTH ACCOUNTS-----		\$ 847.85

GIFTS:

Used	Records	B. Henderson	
"	Books	M/M John H. Quinn	53 Wilelen Road
"	Books	Ms. Jill Wilson	4283 Buffalo Road, No.Chili
"	Paperbacks	Mr. Edwin. Ewart	65 Yolanda Drive
"	Paperbacks	Miss Alice Longbine	835 Marshall Rd.
"	National Geographics	Mr. Louis Ottley	18 College Dr., No.Chili

D. Gardella

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES--
December 4, 1973

Chairman Carl Moore called the rescheduled meeting of November 27th to order at 8:30 p.m. Present: Mrs. Wickins, Ms. Gardella, Mrs. VanBuren, Mr. Borlen, Mr. Moore and Miss Robinson.

Minutes of the previous meeting were approved.

Minutes

The Memorial Fund report and Director's report are attached.

Mr. Borlen moved, seconded by Ms. Gardella, to pay bills on abstract number 11, items on page one, totaling \$515.59.

Bills motion

Ms. Gardella moved to table consideration of the salary increase percentages until a report from Mr. Borlen is submitted and discussed. Salaries

December 20th at 4:00 was set for a meeting on salaries (meeting subsequently cancelled).

Special mtg.

The final meeting for 1973 was scheduled for Friday, December 28th at 4:00 p.m.

Final mtg.

Further considerations of the energy crisis will be discussed at the January meeting.

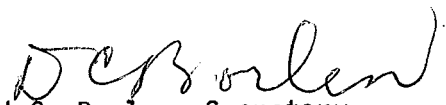
Energy crisis

Mr. Borlen moved, seconded by Ms. Gardella that a board member and the librarian should research considerations for a personnel policy within ninety days.

Personnel
policy motion

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,


David C. Borlen, Secretary

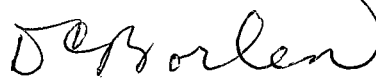
MINUTES OF THE FINAL MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES--
December 28, 1973

Chairman Carl Moore called the meeting to order at 4:30 p.m. Present:
Mrs. Wickins, Ms. Gardella, Mr. Borlen, Mr. Moore and Miss Robinson.

Mr. Moore moved to pay bills on abstract number 12, items on page
one, totaling \$1,554.60. Mr. Borlen seconded the motion Bills motion

The meeting adjourned at 4:40 p.m.

Respectfully submitted,


David C. Borlen, Secretary

ADDENDA:

Mr. Borlen moved to increase the hourly salary for Mrs.
Hilda Howl from \$2.89 to \$2.95, effective with payroll #2,
January 7, 1974. Mrs. Wickins seconded the motion. MOTION
CARRIED.

Salary for
Mrs. Howl