

Chili Public Library Board of Trustees Meeting
Approved Minutes for March 27, 2018

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) Judith Kharbas (Vice-President), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Andrew Lucyszyn, Karen Reifenstein, Jeffrey Stoiber

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: None

Excused: Jim Lechner, Jeff Stoiber

Meeting called to order @ 6:00 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 February 27, 2018: 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: Resolutions were passed to accept the donation to the Chili Library from the Friends of the Chili Public Library and to amend the 2018 Chili Library budget by an increase of \$3,500 to reflect this donation. The Library Board was given a flyer announcing the multiple public meetings about the proposed new Community Center Complex. It will be important for CPL to continue to educate people about all CPL does.
- Guests/Public: None

Director's Report

General Information:

- **Friends of the CPL Board:** The next CPL Friends meeting is Tuesday, April 10, 2018. Judith Kharbas has volunteered to attend. At their last Board meeting the Friends approved the purchase of 100 new tote bags for the Check-out Desk. The Director will report on the proceeds raised from the CPL Friend's book sale held March 21-25, 2018. The book sale raised \$2,475. The Board received a copy of the new Teen Friends of the Chili Library brochure. They are in the front brochure rack.

- **CPL Statistics –**

Month	February 2018	February 2017	% of change
Circulation	19,300	20,190	-4%
Library Visits	10,967	11,957	-8%
Reference Questions	1,613	1,322	22%
Programs	52	45	16%
Program Attendance	1,201	754	59%
Items Borrowed (holds)	750	765	-2%
Items Loaned (holds)	735	735	0%
Overdrive	1,897	1,766	7%
Meeting Room	81	62	31%
Website Visits	5,810	5,615	4%
Website Pageviews	9,301	9,699	-4%
	March 2017 – February 2018	March 2016 – February 2017	% of change
Circulation	242,495	263,956	-8%
Library Visits	143,933	145,847	-1%
Reference Questions	17,352	17,956	-3%
Programs	572	606	-6%
Program Attendance	15,018	14,796	2%
Overdrive	20,130	20,424	11%

Program attendance was up. The rest of the statistics were stable.

General

- **Volunteers Appreciation Luncheon** – In celebration of our volunteers, the library staff is having a volunteer appreciation luncheon on Monday, April 16th at 12 noon. Library Board members are invited to attend. An invitation was in our Board packet. Let Jeff Baker know if you plan to attend.
- **RRLC's Annual Library of the Year Contest** – In recognition of National Library Week, April 8-14, 2018, the Rochester Regional Library Council will name three libraries – one public, one school and one academic/special — as “RRLC Library of the Year 2018”. Winners will receive a banner and engraved plaque to hang in their

library, a \$500 gift card, and will be recognized at the RRLC Annual Meeting on June 7 at Casa Larga. **Voting begins on April 8.** Patrons can visit the online RRLC Library of the Year 2018 Voting Page to submit their nomination. **Deadline for entries is midnight April 21, 2018.**

- **Gates Chili School District Wellness Fair** – CPL-on-the-Go took part in the Gates Chili School District Family Night on March 15th. It will also be at Roberts Wesleyan on March 24th for the Chili Recreation Spring Fling and Easter Egg Hunt. CPL-on-the-Go is always welcomed at these events.

Old Items:

- **None to report.**

New Items:

- **Approval of 2017 Chili Public Library State Annual Report** - Annually, the Chili Public Library must submit a State Annual Report to the Division of Library Development. The assurance that this “Annual Report” was reviewed and approved by the System Board is required. A summary of the report document will be distributed at the March Library Board meeting and a copy of the full report will be available for review.

Action Requested: Approve the 2017 Chili Public Library State Annual Report.

Discussion: Active weeding of our holdings took place last year but total holdings remained stable. Adult fiction, particularly Quick Reads, were in demand. Costly NOVEL databases are provided by the New York State Library. Electronic materials circulation increased. It would be nice to subscribe to Hoopla (a digital media service for streaming audiobooks, music, videos and eBooks) but it is cost prohibitive at this time. The Town now does the CPL audit with the Town audit. A Librarian I moved to a Librarian II position. Certified Librarian hours increased while Other Staff hours decreased.

Reports from all MCLS members will be submitted to the NYS Library System. Resulting aid will go through the MCLS.

Sue Ackerman asked if there were any objections to the approval 2017 Chili Public Library State Annual Report. Hearing none the 2017 Chili Public Library State Annual Report was approved with Unanimous Consent.

MCLS Items: None

- **Library Advocacy Day in Albany** – MCLS Director Patty Uttaro reports that MCLS set up a bus trip to Library Advocacy Day in Albany on February 28. There were

1,000+ people at the noon rally. The focus this year was asking the legislators to roll back the cuts that Governor Cuomo made to library aid in his proposed budget. The Governor's proposed cut of \$10 million to Construction Aid would be particularly devastating at a time when there are a number of member library building projects in the pipeline. The Friends and Foundation of the Rochester Public Library generously paid for the bus. Twenty-eight advocates boarded the bus and attended meetings with state legislators this year.

State Items:

- **Library Support Update** – The New York Library System reports that thanks to the efforts of thousands of library advocates from across New York State, the NYS Legislature has released their "one house" budget proposals for this year's budget - and those bills include the single largest increase in funding to the Library Construction Aid Program EVER - a \$50M addition to the program, for a total of \$64M. This is in addition to both houses restoring the Governor's proposed \$4M cut to Library Aid.

Assembly

- State Library Aid: +\$4M over Governor's Executive Budget - total of \$95.62M, which would restore the Governor's cut.
- State Library Construction Aid: +\$50M over Governor's Executive Budget - total of \$64M, which includes language to ensuring the needs of NYC libraries are addressed

Senate

- State Library Aid: +\$6M over Governor's Executive Budget - total of \$97.627M, which would restore the Governor's cut and **ADD \$2M in funding**
- State Library Construction Aid: +\$50M over Governor's Executive Budget - total of \$64M

The House and Senate will work on an agreement that will be supported by both branches. This aid is important, particularly Library Construction Aid, as Chili looks at building a library as part of the new Community Center.

Meetings and Workshops and Outreach:

CPL Staff Retreat – 3/2/18

Gates Chili Chamber of Commerce Awards Committee Meeting - 3/6/18

Directors Council Meeting – 3/7/18

Gates Chili Chamber of Commerce Program Committee Meeting - 3/8/18

Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 3/13/18

CPL Friends meeting – 3/13/18

Gates Chili Chamber of Commerce Cybersecurity Panel Program - 3/20/18

Committees

- CPL Foundation Committee: CPL has received official notification that we were awarded a Causeway grant. If we move forward with developing a Foundation we would like The Friends of the Chili Public Library to be part the Foundation. Bob Pacer would discuss this with The Friends to gain consensus to move forward in this process. The Committee will meet with Causeway to determine the assistance that we will need. The Board previously approved the anticipated expenditure if we continue with the process. The Foundation Committee would like the Board approval to continue to Phase III to explore the creation of a Foundation.

Sue Ackerman asked if there were any objections to Board approval to continue to Phase III to explore the creation of a Foundation. Hearing none the approval to continue to Phase III was approved by Unanimous Consent.

Old Business: None

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: Revenue from faxes was up which is usual during tax season. Equipment was updated to read bar codes. The Memorial Fund received a donation to replace the refrigerator in the staff room, as well as donations in memory of a patron. A voucher for a 2017 Overdrive purchase was paid.

Approval Items:

- Approval of Library Fund Abstract of \$27,188.33.
- Approval of Memorial Fund Expenditures of \$665.45.
- Approval of Memorial Fund Donations of \$1390.00.

- Sue Ackerman asked if there were any objections to the approval of the Library Fund Abstract, Memorial Fund Expenditures or Memorial Fund Donations. Hearing none all were approved by Unanimous Consent.

Additional Comments from Audience: None

Hearing no objections, the meeting was adjourned @ 7:05.

Next meeting date/time: April 24, 2018 @ Chili Public Library Ireland Community Room. 6:00pm.

