

TO: Chili Public Library Board of Trustees
FROM: Jeff Baker, Library Director
RE: **Director's Report -May 2018**
DATE: May 22, 2018

General Information:

- **Friends of the CPL Board:** The next CPL Friends meeting is Tuesday, June 12, 2018. Lori Ahearn and Andrew Lucyszyn have volunteered to attend.
- **CPL Statistics -**

Month	April 2018	April 2017	% of change
Circulation	20,499	19,959	3%
Library Visits	11,829	12,000	-1%
Reference Questions	1,620	1,470	10%
Programs	52	50	4%
Program Attendance	942	1,345	-30%
Items Borrowed (holds)	958	724	11%
Items Loaned (holds)	865	483	52%
Overdrive	1,968	1,799	9%
Meeting Room		75	
Website Visits	5,905	5,789	2%
Website Pageviews	9,072	9,367	-3%
	May 2017 – April 2018	May 2016 - April 2017	% of change
Circulation	241,421	259,315	-7%
Library Visits	146,458	146,458	-2%
Reference Questions	17,592	17,694	0%
Programs	518	621	-17%
Program Attendance	13,875	14,820	-6%
Overdrive	22,997	20,470	12%

General

- **Boy Scouts of America Troop 243 Eagle Scout Ceremony** – The Director and Teen Librarian Valerie Scheg attended an Eagle Scout Ceremony for Kyle Wiesmore on May 21, 2018. Kyle is from the Boy Scouts of America Troop 243. He was awarded an Eagle Scout rank due to a project he completed at the library. His project was to oversee the construction of communication tools to be placed in the Teenship area. Among these was a large wooden signpost pointing to different Teen fandom locations, a suggestion mailbox, a poster case, a bulletin board, and a dry erase board.
- **Dave Tyler Memorial Plaque** – In memory of Dave Tyler who was an employee of the library from 1994-2017, a donated laser engraved granite memorial plaque from Generations Monuments has been placed in the Children's Literary Garden.
- **Nominations from the Library of the Year Contest** – The Director will share with the Library Board the Rochester Regional Library Council Library of the Year Award nomination submitted on behalf of the Chili Public Library.

New Items:

- **2018 Summer Reading Program Presentation** - Valerie Scheg, Teen Librarian will review for the Library Board the upcoming 2018 'Libraries Rock' Summer Reading Program at the library.
- **Approval of YSS Empowerment, Advocacy and Leadership Academy (EALA) Training** – The Youth Service Manager Cathy Kyle has requested she take part in a 7 month New York Library Association Youth Services Section EALA training program which is specifically designed for Youth Services Providers who are interested in developing their leadership skills for personal and professional advancement. The training components are as follows:
 - 3 Full Day in-person Workshops (Rochester, Guilderland, and Westchester)
 - 4 Live 90 minute Webinars
 - 24 Hours of Continuing Education

The Director recommends she takes this training and requests the Library Board approve the cost of tuition at \$349. There will be associated travel and lodging costs in 2019.

Approve Cathy Kyle Attending the YSS Empowerment, Advocacy and Leadership Training at the tuition cost of \$349.

- **Approval of 2018 Relamping Proposal** – In order to maintain proper lighting standards, the library will replace all of its lamps in the public area including the pendants, and the Ireland Community Room. The Library received one of the three requested vendor quotes. The director recommends the Library approve the bid from Lighting Darkness Electrical Contractors in the amount of \$5,622.

Relamping of CPL Public Area	Cost
Lighting Darkness Electrical Contractors	\$5,622

Action Requested: Approve the Relamping Proposal from Lighting Darkness Electrical Contractors in the amount of \$5, 622.

MCLS Items:

- **None to report**

State Items:

- **None to report**

Meetings and Workshops and Outreach:

- Gates Chili Chamber of Commerce Awards Meeting - 5/27/18
- Dave Tyler Dedication – 4/27/18
- Directors’ Council Meeting – 5/2/18
- CPL Staff Meeting – 5/4/18
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 5/8/18
- Gates Chili Chamber of Commerce Board Meeting - 5/8/18
- CPL Friends meeting – 5/8/18
- Community Center Complex Open Meetings – 5/9/18
- Gates Chili Chamber of Commerce Awards Gala – 5/10/18
- Town Board Meeting – 5/16/18
- Community Center Complex Open Meetings – 5/17/18
- Boy Scouts of America Troop 243 Eagle Scout Ceremony – 5/21/18

Respectfully submitted, Jeff Baker, Library Director, Chili Public Library