

Chili Public Library Board of Trustees Meeting  
Approved Minutes for July 28, 2020  
Teleconference (Zoom)

**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), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Lori Hahn, Sara Landes, Jeffrey Stoiber

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: None

Excused: Lori Hahn

**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:** Sue Ackerman asked if there were any objections to the approval of the minutes from June 23, 2020. Hearing none, the minutes were approved with Unanimous Consent.

**Communications**

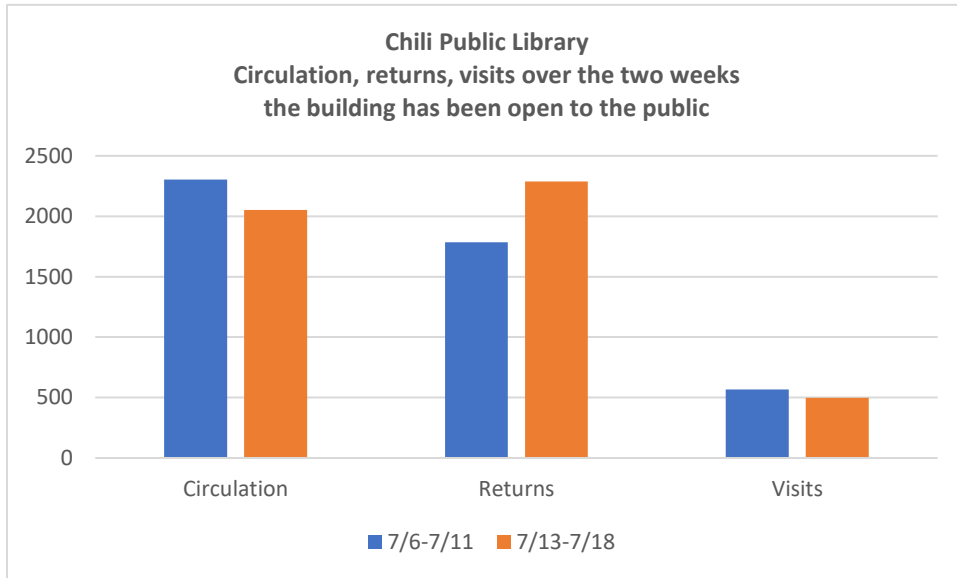
- Town Liaison: The Westside Inclusion Initiative, an independent community group, will hold a "Rally to End Racism" on August 15, 2020 @5-630 p.m. on the grounds of the Chili Senior Center. Plans are being discussed to hold the 2021 Chil-E fest on the last weekend in June.
- Guests/Public: None Present

**Director's Report**

**General Information:**

- **Friends of the CPL Board:** The CPL Friends Board has met via Zoom on June 30, 2020. The Friends are discussing ways to replace the Annual Book Sales which had to be cancelled due to covid 19.
- **Library School Student** – Laura Sutter, library page and aide to the Youth Services Department has been accepted to Library School from the University of Buffalo. The CPL Board sends their congratulations to Laura.
- **Library Building Open to the Public** - On July 6 the Library reopened its doors to the public. The Library's Reopening Safety Plan has been implemented protecting the safety of the public and staff. The Chili Public Library doors are open for browsing and borrowing. Patrons can visit the Information Desk for help finding materials, to place a hold or to ask a reference question. They can visit the Check Out

desk to check out materials, get help with their library account or pay fines. Unfortunately, at this time, there is no public seating, computer use, copier, fax, or scanning services. Mobile Printing is allowed. We also cannot accept donations at this time.



**Statistics:**

Month	June 2020	June 2019	% of change
<b>Circulation</b>	7,245*	16,976	-57%
<b>Library Visits</b>	0	9,342	-100%
<b>Reference Questions</b>	270	1,200	-78%
<b>Programs (in-house)</b>	0	51	-100%
<b>Program Attendance (in-house)</b>	0	2,035	-100%
<b>Items Borrowed (holds)</b>	0	736	-100%
<b>Items Loaned (holds)</b>	0	744	-100%
<b>Overdrive</b>	3,794	2,535	50%
<b>Hoopla New Patrons (patron registered for the first time)</b>	46	N/A	N/A
<b>Hoopla Unique Patrons (borrowed at least one title)</b>	91	N/A	N/A
<b>Hoopla Circulation</b>	280	N/A	N/A
<b>Meeting Room</b>	0	56	-100%
<b>Website Visits</b>	4,283	4,701	-9%
<b>Website Pageviews</b>	7,181	7,704	-7%

	June-July 2020*	June-July 2019	% of change
<b>Circulation</b>	181,901	234,146	-22%
<b>Library Visits</b>	93,610*	132,670	-29%
<b>Reference Questions</b>	12,741	16,831	-24%
<b>Programs</b>	429	589	-27%
<b>Program Attendance</b>	7,331	12,818	-43%
<b>Overdrive</b>	35,482	28,861	23%

\* Due to the COVID-19 virus, in June the Library building was closed to the public. Only Curbside service was available to patrons during this time.

### Curbside Service

Date	Total Number of Books	Total Number of DVDs	Total Number of BOCD	Total Number of Sound Recordings	Other Items	Reference Questions	Total Items for the Day	Total Number of Pickups
<b>Totals for June</b>	<b>1596</b>	<b>192</b>	<b>58</b>	<b>22</b>	<b>63</b>	<b>270</b>	<b>1891</b>	<b>717</b>

### Virtual Programs

	Sessions	Views	Facebook Hits	Participants
<b>Storytimes with Cathy/Leila and Jill</b>	8	62	2120	N/A
<b>Family Programs (Lego, Minecraft)</b>	9	17	726	38
<b>Miss Wendy's Wonderings</b>	4	37	1122	N/A
<b>Tween/Teen Chili Chapters with Valerie</b>	10	15	2039	62
<b>Adult Programs</b> (Painting night, book discussion)	7	N/A	N/A	197

### Programs

- **Chalk Up Chili** - On July 29 between 10 am - 6 pm weather permitting, patrons can pick up some chalk in the kids' room then chalk in a designated area in the parking lot! The Library's mascot unicorn Spark will be around throughout the day to check up on the artwork. The artwork will be posted on the Library's Facebook and Instagram accounts.
- **Kids Out and About.Com Survey** - Libraries were voted #4 in the top 20 places parents chose to take their children to in Rochester in the 2020 Kids Out and About.com Top 20 Favorite Survey.

- **Summer Reading Prizes!** - Two lucky winners will get to ride away with these bikes at the end of the Summer! The bicycles were donated by Tomkins Bank of Castile and St. Pius Federal Credit Union.



### New Items:

- **Approval of the 2021 Chili Public Library Proposed Budget** – The Library Director requests the library board approve the proposed 2021 CPL Budget. The 2021 proposed library budget needs to be approved at the July 2020 Library Board meeting. Once approved the budget will be forwarded to the Supervisor.  
**Action Requested:** Approve the 2021 Chili Public Library Proposed Budget as presented.

Please note: The CPL Board received a copy of the proposed budget, with changes as discussed previously, several days before tonight's meeting.

**Sue Ackerman called the motion** to approve the 2021 Chili Public Library proposed budget as presented. **Motion** made by Jim Lechner, 2<sup>nd</sup> by Sara Landes. In Favor: 6; Opposed: 0; Abstained: 0.

- **Sue Ackerman asked if there were any objections** to submitting the 2021 CPL approved proposed budget to the Town of Chili Supervisor. **Hearing none**, the 2021 CPI proposed budget will be submitted to the Town of Chili Supervisor.

### MCLS Items:

- No items to report

### State Items:

- No items to report before

### Meetings:

- CPL Foundation Board Zoom Meeting – 6/24/20

- Gates Chili Chamber of Commerce Golf Tournament Committee Zoom Meeting – 6/29/20
  - MCLS Directors Council Zoom Meeting – 7/1/20
  - Gates Chili Chamber of Commerce Golf Tournament Zoom Meeting – 7/8/20
  - New Chili Community Center Tour – 7/14/20
  - Department Heads Meeting – 7/15/20
  - CPL Foundation Board Zoom Meeting – 7/15/20
  - CPL Board Budget Committee Zoom Meeting – 7/16/20
  - Gates Chili Chamber of Commerce Program Committee Zoom Meeting – 7/20/20
  - Gates Chili Chamber of Commerce Marketing Committee Zoom Meeting – 7/22/20
  - Supervisor Library Budget Meeting – 7/23/20
  - Weekly Zoom meetings – CPL Staff.
  - Weekly Zoom meetings - MCLS Library Directors.
  - Monthly Zoom meeting - Gates Chili Chamber of Commerce Committee Board.
- The CPL Board was saddened to hear of the passing of Eileen Riedman. The CPL Board supports placing a Page of Memorial at the end of these minutes to express our gratitude for her many years of service to CPL and to notify her family of this honor

**Committees:** The Budget Committee presented the proposed 2021 CPL budget for approval. The CPL Board thanks Jeff Baker and the CPL Budget Committee for their work to devise a budget during this difficult time.

**Old Business:** None

**New Business:** None

**Review of the CPL Budget Spreadsheet:** The CPL budget has been impacted by the covid19 shut down as discussed.

**Approval Items:**

- Approval of Library Fund Abstract amount of \$12,426.44.
  - Approval of Memorial Fund Expenditures. There were no expenditures.
  - Approval of Memorial Fund Donations amount of \$20.00.
- 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.

Jeff announced the resigning of Andrew Lucyszyn from his CPL Board position due to time constraints. The CPL Board thanks Andrew for his service to CPL and wishes him well with his future plans. Jeff Baker offered to post the position on the CPL website and Facebook page. Lori Ahearn will fill the position vacated by Andrew Lucyszyn on the Nominating Committee.

Additional Comments from Audience: None

**Hearing no objections, the meeting was adjourned @ 6:50**

**Next meeting date/time: August 25, 2020 @ location to be determined. 6:00pm.**

Chili Public Library Board Meeting  
July 28, 2020  
In Memorial

**In Memory of Eileen Riedman** – The Library Board of the Town of Chili find it befitting to extend our deepest sympathy to the Riedman family during the passing of Eileen Riedman, who on June 23, 2020 passed away. Eileen Riedman served on the Chili Public Library Board for 19 years, from November 27, 1974 – April 23, 1993, and chaired the Board three times. The important work she did on the Chili Public Library Board will always be remembered. Be it resolved that the Library Board of the Town of Chili hereby sets aside this special page of their minutes from this Library Board Meeting in her honor and takes a moment of silence in Eileen Riedman's memory. The Library Board Secretary is hereby directed to send a copy of this acknowledgment to the Riedman family.