

Chili Public Library Board of Trustees Meeting
Approved Minutes for June 23, 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), Andrew Lucyszyn (Vice 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: None

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 May 26, 2020. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- Town Liaison: The Community Center Project remains on schedule. The Town Board has placed a page in memory of George Barnett in the Town Board minutes. MaryAnn Sears was recognized for her years of service to the Town of Chili.
- Guests/Public: None Present

Director's Report

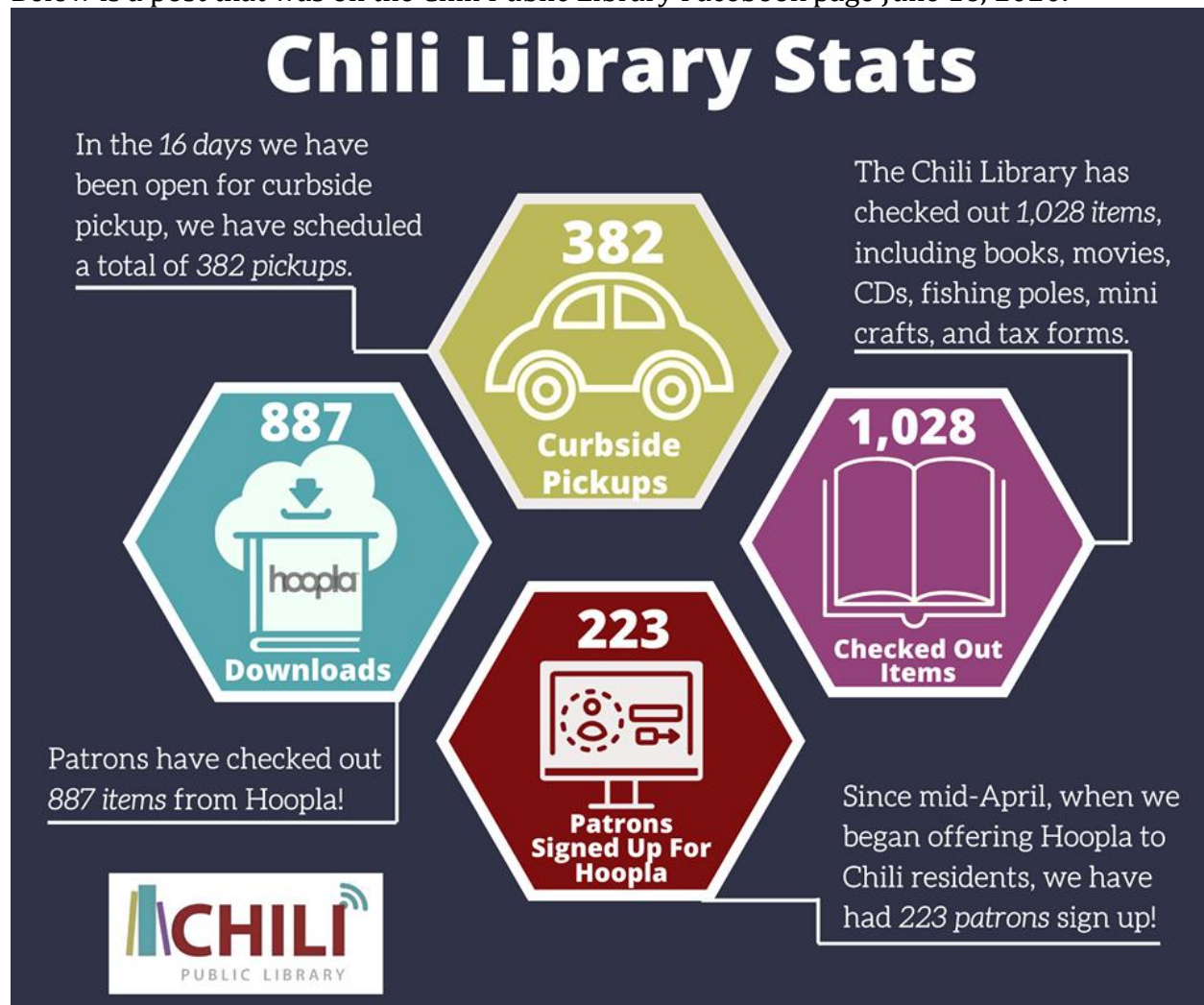
General Information:

- Please Note: All documents for the meeting were sent to CPL Board members for review prior to today's CPL Board meeting.

Statistics

Due to the covid 19 shut down data the data cannot be compared to the previous year. From May of 2020 to May of 2020 Overdrive is up 60% and circulation is up 500%. Hoopla is consistently increasing in use since added in April 2020.

Below is a post that was on the Chili Public Library Facebook page June 16, 2020.



- **Due Dates of Materials** – Library materials checked out prior to when the library building became closed to the public on March 15, will incur overdue fines if returned after June 29.
- **The Library's book drop is now open, and delivery is now occurring between libraries.**
- **The Library's Router has been turned on as of June 22** – The router is a computer program which prints out a report allowing a Library to fulfill holds from other libraries.

- **Curbside Pickup and Virtual Services Update**
Online ordering of curbside pickup began on June 2.



Chili Public Library
CURBSIDE SERVICE
585-889-2200
www.ChiliLibrary.org

UPCOMING PROGRAMS FOR ADULTS

Adult Painting Night Thursday, June 25 at 7:30 pm

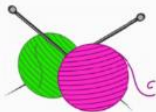
Join us for a virtual, guided-painting class just for adults 18 and up. You will need paints in red, yellow, blue, black, and white; a large brush and a small brush; and canvas or thick paper. Please register for this program with a reliable email. We will email you the class link within 48 hours of the event.



Stitch Together

Sundays, June 28 and July 12, from 3 - 4 pm

For ages 16 and up. Join us for a virtual knitting, crocheting, and sewing club. Bring your latest project to your screen and we will have a little social time while we work. Registration is required and we will email you the meeting ID and password within 48 hours of the event. If you have registered for a previous session, you can use the same meeting link we previously sent to you, and do not need to register again!



Adult Book Discussion via Zoom Wednesday, July 1 at 7 pm

Due to the inability to get books from other libraries at this time, for July, we will take turns discussing books we read during the quarantine. This way we'll have a new reading list for summer! Registration is required and you will be emailed a Zoom meeting invite and password the morning of the discussion.



Virtual Creative Writing Club Wednesday, July 8, 6:30 - 8:30 pm



An interactive group focused on nurturing one another's creative writing efforts. Instructional content will be offered in each session, but our focus will be on hearing and critiquing each other's writing products. Since we can't be together we will meet virtually through Zoom.

Please register for this month's meeting and we will email you the zoom meeting ID and password on the day of event. If you have questions or need help using Zoom please send an email to jill.marshall@libraryweb.org.

New Virtual programs for teens –

Teen Paint Night for ages 13-18 on Thursday,
July 18 at 7:30pm

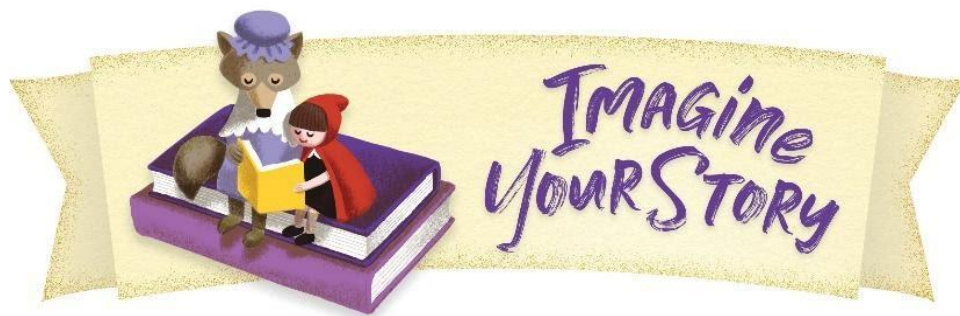
Teen Pizza Friday for ages 13-18 on Friday,
July 10 from 5pm-7pm. by Zoom!

New Virtual program for Children

Virtual American Girl Club from Monday,
July 6 from 4:30pm-6pm

The "Amanda's Garden" adult program was moved from Zoom to Facebook Live due to the large number of participants.

- **Materials in Support of Anti-racism** - The Library recently put together and shared on its social media booklists of materials for children, teens and adults in support of anti-racism, Additional titles about racism were added to the collection.



New Items:

- **Summer Reading Program:**

The Summer Reading Program will last six weeks: July 5-11, July 12-18, July 19-25, July 26-Aug 1, Aug 2-8, Aug 9-15.

Children are to register for the Summer Reading Program on the Library's website. This is where they will also keep track of minutes read and prizes.

The children are asked to read (or be read to) 20 minutes a day beginning July 5.

Beginning July 13 they can come to the Library to pick up their 1st week's beads, brag tag and a free book they can keep.

Each week that they read 20 minutes a day they will log in their information into the Library's website that they registered in and will get a bead for each day, plus an extra special one for reading the format of the week (fiction, non-fiction, biography, audio book, graphic novel and fantasy). They will also get a free book, plus will get entered into the Library's end of the summer raffles. They will also be entered into the Library's weekly raffle to win a free pizza delivered to them by OUR UNICORN mascot!

As long as they have read 20 minutes for each of those days, or if they read more minutes in one day, they can pick up their weekly beads anytime.

- **Chili Public Library Draft Re-Opening Safety Plan** – The Director will review the Chili Public Library Draft Re-Opening Safety Plan. The plan is well thought out and comprehensive. The CPL Board had access to both the New York State template for safe opening during the covid 19 health emergency and the detailed plan developed for CPL under the guidelines. The Board thanks the Director and the CPL staff for work done to plan for a safe opening.

Sue Ackerman asked for a motion for the approval of Chili Public Library Re-Opening Safety Plan with a target date of July 6, 2020, contingent upon the availability of necessary resources. Motion made by Lori Hahn; 2nd by Jeff Stoiber
In Favor: 7; Opposed: 0; Abstained: 0.

- **Draft 2021 Chili Public Library Proposed Budget** – The CPL Director will present the CPL Trustees Draft 2021 CPL Budget. The Library’s 2021 budget needs to be approved by the July Library Board meeting. Once approved the budget proposal will be forwarded to the Supervisor. The CPL Board discussed the proposed budget.

MCLS Items:

- **MCLS Document of Understanding Review** – The Director’s Council voted to endorse the 2020 MCLS Document of Understanding. The DOU covers 1 year (1/1/2021-12/31/2021) to align with the MCLS next plan of service. Feedback from the Library Board will be submitted by the Director to the MCLS Office no later than September 30, so the DOU Team can consider and incorporate feedback in time to submit the DOU to the MCLS Board for approval at their October meeting. The CPL Board reviewed the document and gave input as needed. There will be about a 1.5% increase over 2020. The Cpl Board supports the Director’s endorsement.

State Items:

- No items to report

Meetings:

- Daily Zoom meetings – CPL Staff.
- Weekly Zoom meetings - MCLS Library Directors.
- Weekly Zoom meetings - MCLS Reopening Committee
- Monthly Zoom meeting - Gates Chili Chamber of Commerce Committee Board.

Committees: Cpl Reopening Committee – Please see CPL Safe Re-opening discussion above.

Old Business: None

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: There were no Memorial Fund expenditures or donations. Most donations are now given to the CPL Foundation. There was no revenue from fines, the copier or faxes due to the shutdown.

Approval Items:

- Approval of Library Fund Abstract amount of \$8,406.20.
- Sue Ackerman asked if there were any objections to the approval of the Library Fund Abstract. Hearing none, it was approved by Unanimous Consent.

Additional Comments from Audience: None

The meeting was adjourned at 7:17 to allow the CPL Board to meet in executive session to discuss personnel matters.

The executive session was adjourned at 7:42.

The CPL Board was reconvinced at 7:42.

Hearing no objections, the meeting was adjourned @ 7:42.

Next meeting date/time: July 28, 2020 @ location to be determined 6:00pm.