

ANGOLA PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING October 1st, 2024 TUESDAY

PRESENT Jack Kuebler, Jenn Page, Diane Volker, Tressa Crehan, Sally Needham, Mari Gennell, Carima El-Behairy (Central), Kimberly Johnson (Central), and Patty Friend. Excused: Val Stonitsch, Barb Schmitt

Jack Kuebler (President) OPENED the meeting at 06:00PM .

Patty moved to accept the **AGENDA** seconded by Sally. All in Favor. Approved.

MINUTES of the September 3rd, 2024 Meeting were available. Tressa motioned to accept Minutes, seconded by Sally. All in Favor. Approved.

TREASURER'S Report /Village Account Report – Diane motioned to accept the Treasurer's report, seconded by Sally. All in Favor. Approved.

CORRESPONDENCE: Thank you note received from Dawn and Steve Csati with a donation of \$50.00. Dawn wrote that she understood our reasons for not adding more business names to the mural wall at this time, but she is still disappointed. Slight pause in meeting so that Carima and Kimberly were able to read the original correspondence regarding this.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS. Diane motioned to accept, Sally seconded. All in Favor. Approved. Reporting for October:

- A. PROGRAMS:** September ACTIVITY as presented on Director's Report. Take & Makes –75 distributed. Other programs included GED Classes (8 classes/17 total attendees), Tutors/Therapy. Meeting room use –Evangola Community Theater, Flying Eagles Travel Club, Girl Scouts and Village meeting.
- B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Lego Drop-in Week, Halloween Fun Night, Graham Cracker House Building, Girl Scout Troup on Oct 10th and 24th and more.
- C. CENTRAL NEWS** as presented on Director's Report. A new supply of COVID tests have arrived.
- D. STAFF REPORT** As mentioned in the Director's report, Allison Marcy would like a letter of recommendation from the library as she is applying to College for Library Science for her Masters. Tressa motioned that we should issue a letter of recommendation for Allison Marcy, seconded by Diane all approved. [] The board secretary Patty Friend will write the letter with help from Jennifer and Jack Kuebler will sign it.
- E. CIRCULATION REPORT** as presented on Director's Report: 2024 YTD: Library Visits 30,195, Circulation (First Circ*) at 12,607. *First Circ only counts the first time an item is checked out. Reporting August numbers as September information was not yet available.
- F. PURCHASES AND NEEDS** * as presented on Director's Report. Secondary computer monitor for office, possible use of Gallivan Grant Funds. Cost could be about \$150. Also, 3 chair mats for under the rolling office chairs.
- G. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- H. FUNDRAISING** as presented on Director's Report: 2024 YTD \$2,016.59 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar and Afghan raffle ticket sales. Dinner Tickets sold as of Oct 1st - **105**
- I. MISCELLANEOUS** – Jennifer was asked to be a Book Club Facilitator with and for the Alzheimer's Association (more under New Business) – opportunity to help community. The Angola village Clerk (Nicole) may be adding our "Library of Things" to the Community Block Grant they are applying for.

OLD BUSINESS

- a. HARVEST DINNER date is scheduled for October 19, 2024. Evans Center Fire Hall. **CENTENNIAL ANNIVERSARY –The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024).** Looking for ideas on how to

celebrate. History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building. At an earlier 2023 meeting, Jennifer had given us copies of ideas that the Lancaster Library had done for their Centennial Celebration.

Discussion at the January 2024 Meeting included: Jennifer is gathering various bits of memorabilia for library and also for the Village as well. Val suggested that if Jennifer has duplicates please see if Village hall can use for their display box. Jennifer to check with Central Library because she knows they have some Angola related items as well. Jack suggested that we all go into the basement of the Angola Library someday soon to see what is down there that we can use. Maybe we can have a visit from "Reada the Owl" to start getting people's attention.

Discussion at the February 2024 Meeting included: 1) Jennifer has some old library files/stuff for us to look through. She has a photo of the old building on Commercial Street that was once home to the library. 2) Diane suggested maybe we should create Buttons. 3) Val suggested that we create and distribute "100 YR Anniversary Bags" for our Bag sale? Or Sell them for 100 Cents each? 4) Then we discussed selling the hot dogs for 100cents, and or the water for 100cents! Different ideas were brought up for discussion. We need to push our 100YR ANNIVERSARY! 5) Jack's wife Kathy had suggested having Harvest Dinner Placemats instead of a program. Maybe Central can help us. Have a color collage of photos. We thought Shelby would be good at helping to create this too!

Discussion at the April 2024 Meeting included: 1) Jack – he is working on the 100 year Anniversary Placemat Project (photo collage of library and activities). He would like to include a photo of the library board – so be ready at the next meeting! 2) possibly have "Photos by the Decade" on display at the dinner. 3) Jennifer mentioned that she would like to have magnets made up to help celebrate our 100 years. Everyone liked this idea! Cost would be approx 49cent to 69cents each We would give away at the dinner. 4) Legislator Mills is preparing a proclamation for the Library and we anticipate that the Village of Angola and Town of Evans will do the same.

Discussion at the May 2024 Meeting included: Jack has arranged for two violinists to perform (compliments of him and Kathy). The caterer is booked too. As mentioned in previous months, we plan to get down into the basement to see what is there!

Discussion at the JUNE 2024 Meeting included: the Harvest dinner is on track. Tressa to formally ask the Garden Club to donate a door prize and also make desserts if possible.

DISCUSSION at the AUGUST 2024 MEETING INCLUDED: Desserts: Garden Club, Book Club and others to bake Desserts. Afghan Raffle: In process – Jackie is making the Afghan, Jennifer to request a photo so we can see colors etc. Table Decorations: Judy Woodman to do again this year (YAY!). Sally and Tressa will talk with her. Placemats: Jenn is working on these with Jack. They are looking for volunteers to look thru photos and such and determine verbage. Jack will send out letters to politicians. Assignments: will be as in past (will discuss further at September Meeting). 50/50: Jenn's mom will help John Grennell with this. Theme Basket area: possibility that Diana Cafferty may not be available this year. Jennifers said her mom can help if need be. Catering cost: \$20/ Dinner: Discussion regarding Ticket pricing: Should be charge be per table vs individual? Jennifer mentioned that we are a big service area despite being a smaller library. We charged \$30 last year and this is our biggest fundraising effort. Attendance last year was about 110 people. After discussion, motion made by Mari and seconded by Sally that we charge \$30/ticket if purchased by Sept 15th, and \$35/ticket after. This way we will hopefully have a better dinner count in advance of the event.

Discussion at SEPTEMBER 3RD Meeting included: Tressa has 13 theme baskets that she has prepared so far and or picked up. She advised that she is happy to pickup any baskets when ready and will help with the theme basket area at the event night. Jack will purchase the theme basket tickets on line. He whittled down the basket request list to about 60 names and has sent them out. Jennifer said the placemats are in process. Jack requested that the names of the library staff as well as the names of the board members be included on the placemats. Jennifer and staff are working on 9-10 photo boards for the Centennial event and will also have a guessing game for attendee participation. Barb will mention a request for dessert donations at the Garden Club meeting. The book club has been asked to prepare desserts also. Barb won't be able to attend the Centennial Dinner Event. Make sure Barb gets a dinner "to go" as she did purchase her ticket! ← This is Jack's reminder!)

Discussion at OCTOBER 1ST MEETING included: A check list and Schedule of activities were provided to all in attendance regarding the Dinner and our individual assignments for the evening. Jack prepared the schedules and itineraries. We can wear 1920's outfits if interested. (This was a suggestion by library supporters Lisa Watkins and Linda McFarland.) Jennifer and Angola Library Staff will have 5 Display Boards highlighting the Angola Library's activities over the past 100 years, for those attending

the evening's event to enjoy. Jennifer and Angola Library team working on placemets that will be printed at Central (in color). We had a preliminary peek at them via email – and they are awesome! We will have magnets in honor of our centennial year celebration also. Patty has submitted advertisement information to the Angola Pennysaver with advertisements published weekly for the past month. The Evans Historical Society (Sally Needham leading) is working on a special “book” display of the Angola Library's 100 Years with other members of the society. Tressa Crehan has about 30 theme baskets ready at her home. She may need help transporting on Friday for the Firehall set up. She has extra clear wrap for those who need it. Mari Grennell had an old antique picture postcard of the Angola library from her hubby's collection. She brought it so we could all enjoy seeing it (and we did!!)

NEW BUSINESS

- a) **PURCHASES AND NEEDS** * as presented on Director's Report. Jennifer has a need for a secondary computer monitor for the office. Tressa motioned and Sally seconded that we use Gallivan Funds for the computer monitor purchase. All in favor, approved. Jack suggested that the screen be LED. Cost could be about \$150. Also, 3 chair mats for under the rolling office chairs. Mari Grennell motioned and Sally Needham seconded that the mats be purchased, not to exceed \$150.00. All approved.
- b) **Halloween Fun Night** plans/details were discussed. All Library Trustees had received an email from Shelby regarding needing volunteers to help out. The event will be October 23rd. Tressa, Diane and Mari all volunteered and Jack mentioned that his wife Cathy is willing to help too.
- c) **MISCELLANEOUS** * As presented on Directors Report. An opportunity for Jennifer to become a Book Club Facilitator with the Alzheimer's Association with sessions to be held at the Angola Library. A co-facilitator will be available as well. It is a book club to help support the alzheimer caregivers, consisting of 5 sessions. The program is run by two retired persons with library experience. The board discussed and agreed it is a good opportunity for community service. Jennifer mentioned that this a a group near and dear to her heart, as her grandmother passed away from this disease. Kimberly said “it will be good fit for everyone involved”.

TRUSTEE TRAINING

- A. On going: Jennifer will have a list prepared to record completed training. Mari and Sally have plans to watch a training video at the library at their convenience. Reminder that if we provide a list of topics we are interested in, Central can come out had provide training to us. Think about a possible topic of interest.

NEXT MEETING will be November 1st, 2024 6PM

ADJOURNMENT Diane motioned that we adjourn the meeting at 6:55PM

Respectfully Submitted,
Patty Friend