

Boston Free Library July 7, 2020 Meeting

Meeting Called to order at 5:59 PM

GoToMeeting – In attendance Suzanne Borowicz, Linda Coniglio., Lydia Herren, Kami Callahan, Cathy Osborn, Linda Antkowiak, , Kelly Laga-Sciandra

Motion to approve February meeting minutes

Motion made by Linda Coniglio 2nd by Kami Carried unanimously

Motion to approve March meeting minutes

Motion made by Linda C 2nd by Kami Carried unanimously

Motion to approve April meeting minutes

Motion made by Cathy 2nd by Kami Carried unanimously

June Special Meeting Minutes

Motion made by Linda C 2nd by Kami Carried unanimously

Treasurer's Report

No bank statement - Not much activity.

Linda to call about getting better rate for CD before it rolls over.

Director's Report (See Attached)

Contract Balance - \$2,506.85

Very few expenses: Water, garbage, gas for lawn mowing and fire extinguisher inspection.

Need another gallon of paint for water/moisture damage.

Current Hours - Still subject to 50% reduction to staff as an association library

Reduced hours help mitigate loss of state aid.

Hoping to increase hours in August and back to full capacity in September.

Current ongoing virtual events - Weekly Story Time and Craft

Virtual events have had 6,642 views

Thinking about Team Virtual Book Club – culminating in socially distanced battle of books.

Possible on-sight events:

- Chalk Art Contest
- Summer Reading – logs and online engagement
- Community Plant Swap - Little stand/table – take a plant leave a plant. Low cost – low time investment

Annual Report Pamphlet

Lydia specified WHY we need money. All were in agreement they should be mailed as usual but will wait until definite date set for Fund Raiser and insert card with info. Made a motion to accept Annual Report

Motion made by Kami 2nd by Linda Carried unanimously

Lydia will be meeting with Town of Colden to add Colden to our Charter for service area. \$60 fee to change Charter will come out of Association Account.

Motion needed to support adding Town of Colden to library's service area.

Motion made by Cathy 2nd by Kami Carried unanimously

Motion to accept 2020 contract

Motion made by Kami 2nd by Cathy Carried unanimously

President's Report – Suzanne said there was nothing to report.

Lydia said "Boston Strong" – short-term store – raised about \$200

Received – Grand Prize of \$150 for WNY Library Resource Council Mailbox

NEW BUSINESS:

FUND RAISING

Standard fundraisers – not happening. Probably no Gala.

Discussed possible Chiavetta's drive thru/pick up Chicken BBQ

Tickets could be sold in library and local stores. Colden Market, Three Girls etc. – Facebook for promo. Online ticket sales may not be feasible. (Not sure about PayPal or Venmo capabilities.)

Possibly in Sept. may be more popular. Bread Of Life did one in October and it was very successful.

Lydia will call Wendell's about prices and available dates

Will it be an Association or Friends' event?

Possibility for Book Sale – make appointments

Raffle can still go on – Basket Raffles

Put pictures online – online preview. Online to promote auction not to hold virtual auction.

Pop up book sales outside is too much physical work.

Motion to adjourn meeting

Motion made by Kami 2nd by Cathy Carried unanimously

Meeting adjourned 6:49 PM

Director's Report
July 7, 2020

1. Contract Account Balance: \$2506.85

Checks written since the last board meeting:

2329	Erie County Water Authority	\$50.28
2330	Republic Services Garbage	\$67.45
2331	Michael Nowak – Lawn Mower Gas	\$12.00
2332	Republic Services Garbage	\$66.44
2333	Parkside Fire Security – Fire Extinguisher Inspection	\$50.00

2. Library Hours

- a. Monday 10-4
- b. Tuesday 1-7
- c. Thursday 10-4
- d. Friday 1-5
- e. Saturday 10-2
- f. Association Libraries are still subject to the 50% staff reduction. We will look at increasing these open hours as the staff reduction is lifted depending on what Central is recommending. Reduced hours helps us save part of our staffing budget to help mitigate the reduction from NYS and prepare for the potential impact to the 2021 budget. I am anticipating increasing hours slightly in August and hopefully returning to our full 35 hours per week in September.

3. Upcoming Programs:

Online Programs are posted on the website, calendar, YouTube channel, and Facebook page. Weekly story time and craft videos will continue at least through the month of July and likely in some form through August. We will be adding in a teen virtual book club in July as well with the goal of meeting once in person (socially distant and outside) to have a mini Battle of the Books style competition evening. Virtual Programs have accumulated 6,642 views to date.

On-site Program Plans:

At this time we are tentatively planning a few low cost, low contact summer activities that will all take place outside and socially distant. Summer Reading will be done with reading logs and online challenges. Outdoor program plans include a chalk art week where kids can reserve a section of the side walk or parking lot (during select times it would be blocked off) and create artwork of their choosing. Bubble days, outdoor yoga and outdoor story times are also possibilities for later in the summer. I would also like to build a stand to place outside of the library as a “take a plant, leave a plant” community activity.

4. Annual Report to the Community

I have created two drafts of our Annual Report to the Community. It does need to be submitted shortly to Central and posted on our website.

Do we wish to print it and mail it as usual?

Are there suggestions for modifications?

5. Fundraiser Plans

I. Boston Strong T-Shirt Fundraiser

- a. Eric Krajewski was kind enough to organize this fundraiser through his company. The short-term store raised approximately \$200. We should receive a check in the next couple of weeks.
- b. We also received \$150 from the WNYLRC Mailbox competition since Heidi's mini Boston Library Mailbox won the grand prize.

II. Chicken BBQ

- a. Chicken BBQ or other drive-thru food fundraisers are very popular right now. We could contact Wendell's or other companies to figure out logistics if we decide to go this direction.

III. Book Sale Ideas

- a. There are several different ways we can organize the book sale going forward. We need to minimize the number of people gathered at one time. Two ways to do this would be to hold the sales outside or create an appointment system.
- b. Outdoor Sales
 - i. To ease set up, I would look at creating sales that would be age specific – i.e. a children's/young adult sale one week followed by adult items the following week. We could use the tables, plastic boxes and pop-up tents to set items up.
- c. Indoor Sale this Fall?
 - i. It would be possible to set up the sale for a two week period and schedule appointments for people to browse so there would only be a set number in the room at any given time.

6. Charter Changes

I will be meeting with the Colden Town Board on Thursday to discuss incorporating Colden in to our chartered service population. It is anticipated that the board will vote that evening. If it is supported by the board, I will move forward with the charter changes through NYS. This will require a \$60.00 check to NYS Education Department