

Elma Public Library  
Board of Trustees Meeting  
April 11<sup>th</sup>, 2023  
6:30 p.m.

## **Agenda**

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

    ACT, Friends, B & G, Publicity

Old Business

    Staff Updates

    Seed Library Review

New Business

    Display Case Ideas

    Memorial Day Parade

    State Report Resolution

**ELMA PUBLIC LIBRARY**  
**Librarian's Report**  
**March 31<sup>st</sup>, 2023**

<u>Circulation</u>	<u>2023</u>	<u>2022</u>	<u>% change</u>		
March	10,203	5,127	99.0%		
Jan – Mar		28,345	13,982	102.7%	
		YTD All B&ECPL			36.0%
		YTD Town Libraries	82.7%		
*First-Time Circ.	5,836	4,693	24.4%		
YTD	15,850	12,943	22.5%		

**Library Visitors**

March	3,647	3,045	19.8%		
Jan - Mar		9,493	8,241	15.2%	
		YTD All B&ECPL			13.8%
		YTD Town Libraries	9.8%		

**Computer Users**

March	212	186	14.0%		
Jan – Mar		573	540	6.1%	
		YTD All B&ECPL			14.7%
		YTD Town Libraries	5.8%		

**Wi-Fi Users**

March	389	348	11.8%		
Jan - Mar		943	846	11.5%	
		YTD All B&ECPL			5.4%
		YTD Town Libraries	4.8%		

**Library Programs** March 2023

Attendance

Book Babies (4 sessions)	45
Toddler Time (8 sessions)	203
Preschool Storytime (4 sessions)	31
Family Movie Matinee (3/11)	18

Joy of Trains (3/18)	120	
Lego Club (3/25)		11
Leprechaun Hunt	61	
Take (or Stay) & Make Craft	140	
Teen Book Boxes	8	
Scrapbooking Crop (3/4)	4	
Mindfulness Mondays (3/6)	3	
Book Club (3/15)	11	
Chair Yoga (3/20)		16
Stop the Bleed (3/22)	7	
Book a Tech Trainer (3/24)	3	
Seed Library		<u>85</u>

Total Programs 29 Total Attendance 766

### **Community Room**

3/1 & 3/20 – Girl Scouts

3/11 – Elma Meadows Golf Club

3/25 – Elma Democratic Committee

### **Staff Activities**

- 3/8 – Tom attended the Manager/Director Meeting at the Central Library.

## Treasurer's Report - Elma Public Library - 3/31/2023

### Operating Checking

2/28/2023

\$

**7,825.46**

**Income** 3/30, fines/printing

\$ 100.18

*Total* \$ 100.18

**Expenses** 3/13, B&ECPL, 2022 return to system; check #1364

\$

1,314.50

*Total* \$ 1,314.50

3/31/2023

\$

**6,611.14**

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### Five Star Gift Checking

2/28/2023

\$

**23,454.38**

**Income** 3/30, book sale, sales tax, donation jar, Holden Shelf Sponsor

\$ 562.41

*Total* \$ 562.41

**Expenses** 3/8, NYS Taxation & Finance, 2022 sales tax; eft  
3/13, Amazon Capital Services, headphones; check # 1252  
3/13, Brodart Co, shelf sponsor books; check # 1253  
3/23, Mary Ann Colopy, 4/1 butter lambs; check #1254

\$ 231.92

\$ 55.94

\$ 100.05

\$ 214.00

\$ 601.91

3/31/2023

\$

**23,414.88**

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### Five Star Gift Savings

2/28/2023

\$

**53,882.12**

**Income** 4/2, interest

\$ 1.95

*Total* \$ 1.95

**Expenses** none

*Total* \$ -

3/31/2023

\$

**53,884.07**

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### Heintz Estate

2/28/2023

\$

**10,354.52**

**Income** 4/2, interest

\$ 0.19

*Total* \$ 0.19

Expenses	none		\$ -
		Total	\$ -
<u>3/31/2023</u>			\$ 10,354.71
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<u>CDs</u>			
	Gift Funds CD (\$101,305.09 deposit 11/28/22 at 2.5%, matures 12/11/2023)		\$101,305.09
	Heintz Fund CD (\$50,652.55 deposit, 11/28/22 at 2.5%, matures 12/11/2023)		\$50,652.55
		Total	\$151,957.64
<b>Total gift accounts</b>			<b>\$239,611.30</b>

RESOLUTION adopted by the Board of Trustees of the Elma Public Library at a regular meeting of said Board of Trustees held at the Elma Public Library on the eleventh day of April 2023 at 6:30 pm.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Elma Public Library, held at the Elma Public Library on the eleventh day of April 2023, a resolution was adopted of which the following is a true copy:

RESOLVED, that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and be it further

RESOLVED, that the Library attests that the financial information provided to the Buffalo & Erie County Public Library and New York State as part of any and all reporting is true and complete, and be it further

RESOLVED, that the "Annual Report" was reviewed and accepted by the Board of Trustees.

Clerk \_\_\_\_\_

Ayes \_\_\_\_\_

Noes \_\_\_\_\_