

Elma Public Library
Board of Trustees Meeting
April 9th, 2024
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity

Old Business

Memorial Day Parade

By-Laws & Three-Year Plan Review

New Business

Review 2023 State Report & Sign Resolution

Eclipse Party Review

ELMA PUBLIC LIBRARY
Librarian's Report
March 31st, 2024

<u>Circulation</u>	<u>2024</u>	<u>2023</u>	<u>% change</u>
March	9,333	10,203	-8.5%
Jan – March	26,852	28,345	-5.3%
YTD All B&ECPL			10.7%
YTD Town Libraries			3.8%
*First-Time Circ.	4,838	5,836	-9.1%

Library Visitors

March	4,295	3,647	17.8%
Jan – March	10,732	9,493	13.1%
YTD All B&ECPL			22.4%
YTD Town Libraries			19.8%

Computer Users

March	219	212	3.3%
Jan – March	527	573	-8.0%
YTD All B&ECPL			0.5%
YTD Town Libraries			6.8%

Wi-Fi Users

March	440	389	13.1%
Jan – March	1,085	943	15.1%
YTD All B&ECPL			23.3%
YTD Town Libraries			26.4%

Library Programs March 2024

	<u>Attendance</u>
Book Babies (4 sessions)	24
Toddler Time (8 sessions)	130
Preschool Storytime (3 sessions)	18
Toddler Dance with Me (3/1)	21
Family Movie Matinee (3/9)	7
Elma Primary Book Club Outreach (3/14)	30
K-3 Storytime (3/13)	13
LEGO Club (3/16)	25
Take (or Stay) & Make Craft	100
Teen Book Boxes	21
Teen & Adult Craft Night (3/18)	21
Chair Yoga (4 sessions)	55
1-on-1 Tech Training (2 sessions)	2
Scrapbooking Crop (3/2)	5
Book Club (3/20)	8
Cookbook Club (3/27)	16
Butter Lamb Workshop (3/30)	40
Seed Library	<u>96</u>
Total Programs 34	Total Attendance 632

Community Room

3/4 – Iroquois PTO.

Staff Activities

- 3/11 – Tom attended Intro to Canva with our 1-on-1 tech trainers.
- 3/13 – Tom attended the Manager/Director Meeting at on Zoom.
- 3/13 – Tom visited the Elma Senior Center to promote upcoming spring programs.
- 3/25 – Jessi attended a Continuing Education Committee meeting with WNYLRC.

Treasurer's Report - Elma Public Library - 3/31/2024

Operating Checking

<u>2/29/2024</u>		\$ 9,232.20
Income	3/28, fines/printing	\$ 132.74
		<i>Total</i> \$ 132.74
Expenses	3/12, B&ECPL, 2023 return to system; check #1378	\$ 2,718.77
		<i>Total</i> \$ 2,718.77
<u>3/31/2024</u>		\$ 6,646.17

Five Star Gift Checking

<u>2/29/2024</u>		\$ 25,895.70
Income	3/28, book sale, sales tax, donation jar, Shelf Sp. C. Pitz & E. Holden	\$ 850.25
		<i>Total</i> \$ 850.25
Expenses	3/7, NYS Dept of Taxation, 2023 sales tax; eft	\$ 118.21
	3/12, Brodart, shelf sponsor books; check #1284	\$ 59.11
	3/12, Crystal Rock, bottled water service; check #1285	\$ 23.97
		\$ 201.29
<u>3/31/2024</u>		\$ 26,544.66

Five Star Gift Savings

<u>2/29/2024</u>		\$ 53,903.73
Income	3/31, interest	\$ 1.83
		<i>Total</i> \$ 1.83
Expenses	none	
		<i>Total</i> \$ -
<u>3/31/2024</u>		\$ 53,905.56

Heintz Estate

<u>2/29/2024</u>		\$ 9,567.49
Income	3/31, interest	\$ 0.08
		<i>Total</i> \$ 0.08
Expenses	none	
		<i>Total</i> \$ -
<u>3/31/2024</u>		\$ 9,567.57

CDs

added \$2,622.83 on 12/11/23	Gift Funds CD (\$103,927.92 deposit 12/11/23 at 4.0%, matures 12/11/2024)	\$ 103,927.92
added \$1,311.42 on 12/11/23	Heintz Fund CD (\$51,963.97 deposit, 12/11/23 at 4.0%, matures 12/11/2024)	\$ 51,963.97
		<i>Total</i> <u>\$ 155,891.89</u>
Total gift accounts		\$ 245,909.68