

Elma Public Library
Board of Trustees Meeting
March 12th, 2024
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

 ACT, Friends, B & G, Publicity

Old Business

 Spring Programming

 Parking Lot Sealing & Striping

New Business

 Spring Cleanup

 Memorial Day Parade

 Review Annual Report to the Community

 By-Laws & Three-Year Plan Review

ELMA PUBLIC LIBRARY
Librarian's Report
February 29th, 2024

<u>Circulation</u>	<u>2024</u>	<u>2023</u>	<u>% change</u>
February	8,902	8,872	0.3%
Jan – Feb	17,519	18,142	-3.4%
	YTD All B&ECPL		12.4%
	YTD Town Libraries		6.0%
*First-Time Circ.	4,894	4,811	1.7%

Library Visitors

February	3,550	3,080	15.3%
Jan – Feb	6,437	5,846	10.1%
	YTD All B&ECPL		18.0%
	YTD Town Libraries		17.3%

Computer Users

February	152	191	-20.4%
Jan – Feb	308	361	-14.7%
	YTD All B&ECPL		1.8%
	YTD Town Libraries		8.8%

Wi-Fi Users

February	354	263	34.6%
Jan – Feb	645	554	16.4%
	YTD All B&ECPL		24.2%
	YTD Town Libraries		28.1%

Library Programs February 2024

Attendance

Book Babies (2 sessions)	17
Toddler Time (4 sessions)	89
Preschool Storytime (3 sessions)	13
Toddler Dance with Me (2/2)	44
Mr. No Balloon Animals(2/3)	50
Elma Primary Book Club Outreach (2/8)	40
K-3 Storytime (2/14)	12
LEGO Club (2/17)	12
Stuffed Animal Sleepover (2/22)	15
Take (or Stay) & Make Craft	45
Teen Book Boxes	16
Teen & Adult Craft Night (2/5)	13
Chair Yoga (2 sessions)	40
African Drum Workshop (2/10)	16
Book Club (2/21)	9
Junk Journaling (2/24)	7
Seed Library	<u>24</u>

Total Programs 24

Total Attendance 462

Community Room

2/12 – Iroquois PTO.

Staff Activities

- 2/7 – Tom viewed a *Building Good Work Relationships* webinar presented by Library 2.0.
- 2/14 – Tom attended the Manager/Director Meeting at on Zoom.
- 2/20 – Tom attended a *New York History Primary Sources & More* webinar presented by the NYS Archives.

Treasurer's Report - Elma Public Library - 2/29/2024

Operating Checking

<u>1/31/2024</u>		\$ 5,754.95
Income	2/1, fines/printing	\$ 122.51
	2/29, fines/printing & county appropriation	\$ 3,545.98
	<i>Total</i>	<i>\$ 3,668.49</i>
Expenses	Elma Water Dept, water 10/23-1/24; check #1376	\$ 42.60
	Waste Management, refuse 2/24-4/24; check #1377	\$ 148.64
	<i>Total</i>	<i>\$ 191.24</i>
<u>2/29/2024</u>		\$ 9,232.20

Five Star Gift Checking

<u>1/31/2024</u>		\$ 26,231.96
Income	2/1, book sale,sales tax,donation jar, Mary Kraft-Weber, Anonymous	\$ 200.00
	2/29, book sale,sales tax,donation jar	\$ 278.00
	<i>Total</i>	<i>\$ 478.00</i>
Expenses	2/1, B&ECPL, VOX & Wonderbooks; check #1278	\$ 412.00
	2/1, Brodart Co, shelf sponsor books; check #1279	\$ 102.78
	2/1, New Sky Coaching; chair yoga; check #1280	\$ 160.00
	2/26, Thomas Carloni, seed exchange & vaccum bags; check #1281	\$ 59.48
	2/26, B&ECPL, 4 attendees ACT workshop; check #1282	\$ 60.00
	2/26, Robert Adler, ACT dues; check #1283	\$ 20.00
		\$ 814.26
<u>2/29/2024</u>		\$ 25,895.70

Five Star Gift Savings

<u>1/31/2024</u>		\$ 53,902.02
Income	2/29, interest	\$ 1.71
	<i>Total</i>	<i>\$ 1.71</i>
Expenses	none	
	<i>Total</i>	<i>\$ -</i>
<u>2/29/2024</u>		\$ 53,903.73

Heintz Estate

<u>1/31/2024</u>		\$ 9,567.42
Income	2/29, interest	\$ 0.07
	<i>Total</i>	<i>\$ 0.07</i>
Expenses	none	
	<i>Total</i>	<i>\$ -</i>
<u>2/29/2024</u>		\$ 9,567.49

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

Total \$ 155,891.89

Total gift accounts

\$ 245,258.81