

Elma Public Library
Board of Trustees Meeting
November 14th, 2023
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

 ACT, Friends, B & G, Publicity

Old Business

 AED Arrival

 CD Renewal

 Claims Audit Policy Review

New Business

 ACT Meeting

 New Programs/Partnerships

ELMA PUBLIC LIBRARY
Librarian's Report
October 31st, 2023

<u>Circulation</u>	<u>2023</u>	<u>2022</u>	<u>% change</u>
October	9,924	9,386	5.7%
Jan – Oct	95,744	78,510	22.0%
		YTD All B&ECPL	16.4%
		YTD Town Libraries	19.7%
*First-Time Circ.	5,011	4,720	6.2%
YTD	51,230	48,441	5.8%

Library Visitors

October	4,227	3,102	36.3%
Jan – Oct	35,235	31,552	11.7%
		YTD All B&ECPL	11.6%
		YTD Town Libraries	10.3%

Computer Users

October	209	144	45.1%
Jan – Oct	2,050	1,744	17.5%
		YTD All B&ECPL	4.1%
		YTD Town Libraries	3.5%

Wi-Fi Users

October	418	308	35.7%
Jan – Oct	3,702	3,167	16.9%
		YTD All B&ECPL	5.5%
		YTD Town Libraries	9.9%

Library Programs October 2023

	<u>Attendance</u>
Book Babies (3 sessions)	20
Toddler Time (6 sessions)	115
Preschool Storytime (3 sessions)	21
Family Movie Matinee (10/7)	3
K-3 Storytime (10/11)	23
Eclipse Program (10/14)	5
LEGO Club (10/14)	2
Take (or Stay) & Make Craft	150
Mr. Bones Scavenger Hunt	30
Teen & Tween Book Boxes	28
Chair Yoga (3 sessions)	47
Book a Tech Trainer (10/2)	2
U.E. Mark Twain (10/4)	10
U.E. Bawdy Buffalo (10/5)	28
U.E. City Hall (10/9)	14
U.E. Lies & Statistics (10/12)	16
U.E. Lily Dale (10/16)	32
U.E. WNY Firsts (10/19)	19
Book Club (10/18)	12
Craft & Mocktails (10/23)	18
Mindfulness Mondays (10/30)	<u>1</u>

Total Programs 32 Total Attendance 596

Community Room

10/11 – Friends of the Elma Public Library Meeting.

Staff Activities

- 10/11 – Tom attended the Managers/Directors Meeting on Zoom.
- 10/13 – Jessi attended the Intersect Unconference at the Central Library presented by WNYLRC.
- Several staff completed their annual technology training via a Phishing G7 Email Security Training video presented by the Phishing Insight Team.

Treasurer's Report - Elma Public Library - 10/31/2023

Operating

Checking

9/30/2023

6,223.68

Income 10/6, fines/printing

135.10

Total : 135.10

Expenses 10/7, Kieffer's Sales & Service, fire extinguisher insp; check #1371

75.00

Total : 75.00

10/31/2023

6,283.78

Five Star Gift Checking

9/30/2023

25,220.30

Income 10/6, book sale,sales tax,donation jar,shelf sponser

491.50

Total : 491.50

Expenses 10/7, Jessica Gavin, apple extravaganza supplies; check #1268 \$ 48.60
10/7, Tom Carloni, univ. express honorariums; check #1269 \$ 120.00
10/7, Amazon, magnet tiles; check #1270 \$ 194.37

362.97

10/31/2023

25,348.83

Five Star Gift

Savings

9/30/2023

53,894.81

Income 10/31, interest

1.78

Total : 1.78

Expenses none

Total : -

10/31/2023

53,896.59

Heintz Estate

9/30/2023

10,055.73

Income 10/31, interest

0.16

Total : 0.16

Expenses none

Total : -

10/31/2023

10,055.89

CDs

	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
	<i>Total</i>	<hr/> 151,957.64
Total gift accounts		241,258.95