

Elma Public Library
Board of Trustees Meeting
September 13th, 2022
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity

Old Business

Display Case Updates

Electronic Sign

Parking Lot Striping

Shelf Sponsor Materials

New Business

Fall University Express Semester & Upcoming Programming

Recruit New Board Members

ELMA PUBLIC LIBRARY

**Librarian's Report
August 31st, 2022**

<u>Circulation</u>	<u>2022</u>	<u>2021</u>	<u>% change</u>
July	10,724	6,062	76.9%
August	11,113	5,585	99.0%
Jan - Aug	60,328	38,727	55.8%
	YTD All B&ECPL		%11.5
	YTD Town Libraries		%50.0

Library Visitors

July	4,108	3,476	18.2%
August	3,959	3,136	26.2%
Jan - Aug	25,430	20,267	25.5%
	YTD All B&ECPL		%25.1
	YTD Town Libraries		%21.4

Computer Users

July	196	232	-15.5%
August	191	172	11.0%
Jan - Aug	1,477	1,285	14.9%
	YTD All B&ECPL		%23.2
	YTD Town Libraries		%20.0

Wi-Fi Users

July	354	292	21.2%
August	369	264	39.8%
Jan - Aug	2,540	2,083	21.9%
	YTD All B&ECPL		%25.6
	YTD Town Libraries		%16.1

Library Programs July - August 2022

	<u>Attendance</u>
Preschool Fun Club (12 sessions)	99
Vacation Fun Club (6 sessions)	92
LEGO Club (6 sessions)	90
Art Bar (6 sessions)	73
Battle of the Books (9 sessions)	30
Turtle Ambassador (7/7)	74
Paws 4 Love (7/16 & 8/13)	10
Omnipresent Puppet Theater (7/27)	91
In Jest (8/18)	70
Teen Book Boxes	11
Paint a Cactus Teen Craft (8/24)	11
Family Movie Matinee (8/27)	4
Take (or Stay) & Make Crafts	230
Book Club (7/20 & 8/17)	<u>18</u>
Total Programs 50	Total Attendance 903

Community Room

7/11 & 8/29 - Friends of the Elma Library.

Staff Activities

- 7/13 - Tom attended Managers/Directors Meeting at Central.
- 7/21 - Jessi attended a Handling Complaints or Protests About Content webinar presented by ALA eLearning.
- 7/26 - Tom attended a Contracting Directors Meeting on Zoom.
- 8/6 - Jessi attended a Stories About the Alphabet Mafia webinar presented by School Library Journal.
- 8/8 - Emily viewed a training video about the new library app Hoopla.
- 8/10 - Jessi attended a Historical Fiction webinar presented by School Library Journal.
- 8/11 - Jessi attended a Let's Talk About Mental Health webinar presented by School Library Journal.
- Several staff completed Annual Compliance Training.

Treasurer's Report - Elma Public Library - 8/31/2022

Operating Checking		
<u>6/30/2022</u>		\$ 5,437.91
Income	7/31, fines/printing	\$ 103.00
	8/31, fines/printing	\$ 103.99
	<i>Total</i>	\$ 206.99
Expenses	7/28, Waste Management, refuse; check #1350	\$ 126.63
	8/4, Elma Water Dept., service 4/22-7/22; check #1351	\$ 37.86
	<i>Total</i>	\$ 164.49
<u>8/31/2022</u>		\$ 5,480.41
Five Star Gift Checking		
<u>6/30/2022</u>		\$ 22,534.02
Income	7/31, book sale, sales tax, donation jar	\$ 265.81
	8/31, book sale, sales tax, donation jar	\$ 368.19
	<i>Total</i>	\$ 634.00
Expenses	7/12, Brodart Co., shelf sponsor books; check #1231	\$ 394.31
	7/28, Feldman's Lawn & Landscape, midsummer cleanup; check # 1233	\$ 400.00
	8/24, Crystal Rock, bottled water; check #1234	\$ 30.43
	8/31, Brodart, Shelf Sponsor books; check #1235	\$ 270.25
	8/31, Mike Randall, Mark Twain Live!; check #1236	\$ 335.00
	<i>Total</i>	\$ 1,429.99
<u>8/31/2022</u>	*check #1232 voided due to printing error	\$ 21,738.03
Five Star Gift Savings		
<u>6/30/2022</u>		\$ 53,846.23
Income	7/31, interest	\$ 1.83
	8/31, interest	\$ 1.83
	<i>Total</i>	\$ 3.66
Expenses	none	
	<i>Total</i>	\$ -
<u>8/31/2022</u>		\$ 53,849.89
Heintz Estate		
<u>6/30/2022</u>		\$ 10,348.95
Income	7/31, interest	\$ 0.17
	8/31, interest	\$ 0.18
	<i>Total</i>	\$ 0.35
Expenses	none	\$ -
	<i>Total</i>	\$ -
<u>8/31/2022</u>		\$ 10,349.30
CDs		
	Gift Funds CD (\$101,096.25 deposit 11/14/21 at .20%, matures 11/28/22)	\$101,096.25
	Heintz Fund CD (\$50,548.13 deposit, 11/16/21 at .20%, matures 11/28/22)	\$50,548.13
	<i>Total</i>	\$151,644.38
Total gift accounts		\$ 237,581.60