

Elma Public Library
Board of Trustees Meeting
February 10, 2026
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity, Three-Year Plan

Old Business

New shed

Electrical quote

New board member

New Business

Advocacy Day in Albany

CD Renewal Update

2026 Trustee Education

Sign conflict of interest statements

Memorial Day giveaways

Art donation

Treasurer's Report - Elma Public Library - 12/31/2025

Operating Checking

<u>11/30/2025</u>		\$ 3,632.59
	Income 12/1, printing and fines	\$ 219.98
		<i>Total</i> \$ 219.98
	Expenses 12/2, Stephanie Molnar, programming supplies; check #1423	\$ 183.30
	12/2, Stephanie Molnar, programming supplies; check #1424	\$ 70.50
	12/9, CFBT, copier maintenance; check #1425	\$ 195.00
	12/9, Jessica Gavin, travel/mileage; check #1426	\$ 71.28
	12/27, Stephanie Molnar, programming, travel, shovels; check #1427	\$ 220.73
	12/27, Jessica Gavin, programming supplies; check #1428	\$ 48.55
		<i>Total</i> \$ 789.36
<u>12/31/2025</u>		\$ 3,063.21

Five Star Gift Checking

<u>11/30/2025</u>		\$ 22,291.08
	Income 12/1, donation jar, book sale, gift book sale	\$ 503.55
		<i>Total</i> \$ 503.55
	Expenses 12/2, New Sky Coaching, chair yoga; check #1365	\$ 135.00
	12/9, Primo Brands, water service; check #1366	\$ 57.97
		\$ 192.97
<u>11/30/2025</u>		\$ 22,601.66

Five Star Gift Savings

<u>11/30/2025</u>		\$ 53,941.55
	Income 12/31, interest	\$ 1.83
		<i>Total</i> \$ 1.83
	Expenses none	
		<i>Total</i> \$ -
<u>12/31/2025</u>		\$ 53,943.38

Heintz Estate

<u>11/30/2025</u>		\$ 7,756.68
	Income 12/31, interest	\$ 0.06
		<i>Total</i> \$ 0.06
	Expenses none	
		<i>Total</i> \$ -
<u>12/31/2025</u>		\$ 7,756.74

CDs

added \$2,878.62 on 8/11/2025	Gift Funds CD (\$10,975.05 deposit 8/11/25 at 3.85%, matures 2/11/2026)	\$ 110,975.05
transferred \$1,331.51 to checking on 8/11/2025	Heintz Fund CD (\$50,000.00 deposit, 8/11/2025 at 3.85%, matures 2/11/2026)	\$ 50,000.00
		<i>Total</i> \$ 160,975.05
Total gift accounts		\$ 245,276.83

Treasurer's Report - Elma Public Library - 1/31/2026

Operating Checking

<u>12/31/2025</u>		\$ 3,063.21
Income	1/5, printing and fines	\$ 190.70
Income	1/29, County Appropriation, printings, bags, fines	\$ 5,456.23
		<i>Total</i> \$ 5,646.93

Expenses none

<u>1/31/2026</u>		\$ 8,710.14
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Five Star Gift Checking

<u>12/31/2025</u>		\$ 22,601.66
Income	1/5, Shelf Sponsor, book sale, gift book sale	\$ 367.75
Income	1/29, Shelf Sponsor, copier, book sale, gift book sale, donations	\$ 1,051.40
		<i>Total</i> \$ 367.75
Expenses	1/8, Primo Brands, water service; check #1367	\$ 40.97
	1/8, Brodart, Shelf Sponsor titles; check #1368	\$ 173.68
	1/8, BECPL, Shelf Sponsor titles; check #1369	\$ 112.08
	1/8, JAR Tropies, Shelf Sponsor tags; check #1370	\$ 22.00
		\$ 348.73
<u>1/31/2026</u>		\$ 22,620.68

Five Star Gift Savings

<u>12/31/2025</u>		\$ 53,943.38
Income	1/31, interest	\$ 1.90
		<i>Total</i> \$ 1.90
Expenses	none	
<u>1/31/2026</u>		\$ 53,945.28

Heintz Estate

<u>12/31/2025</u>		\$ 7,756.74
Income	1/31, interest	\$ 0.07
		<i>Total</i> \$ 0.07
Expenses	none	
<u>1/31/2026</u>		\$ 7,756.81

CDs

added \$2,878.62 on 8/11/2025	Gift Funds CD (\$10,975.05 deposit 8/11/25 at 3.85%, matures 2/11/2026)	\$ 110,975.05
transferred \$1,331.51 to checking on 8/11/2025	Heintz Fund CD (\$50,000.00 deposit, 8/11/2025 at 3.85%, matures 2/11/2026)	\$ 50,000.00
		<i>Total</i> \$ 160,975.05
Total gift accounts		\$ 245,297.82

ELMA PUBLIC LIBRARY

Librarian's Report
December 2025

<u>Circulation</u>	<u>2025</u>	<u>2024</u>	<u>% change</u>
Dec	7,650	7,592	0.8%
Jan - Dec	101,876	107,928	-5.6%
	YTD All B&ECPL		-1.4%
	YTD Member Libraries		-3.9%
*First-Time Circ. Dec	3,206	4,118	-22.1%

Library Visitors

Dec	2,425	2,685	-9.7%
Jan - Dec	40,517	41,962	-3.4%
	YTD All B&ECPL		0.1%
	YTD Member Libraries		-0.5%

Computer Users

Dec	150	165	-9.1%
Jan - Dec	2,165	2,269	-4.6%
	YTD All B&ECPL		3.1%
	YTD Member Libraries		-0.7%

Wi-Fi Users

Dec	427	342	24.9%
Jan - Dec	4,830	4,643	4.0%
	YTD All B&ECPL		14.3%
	YTD Member Libraries		11.5%

Library Programs

December 2025

Attendance

Family Storytime (8 sessions)	153
Toddler Dance (12/5)	24
K-3 Storytime & Craft (12/10)	4
Holiday Item Scavenger Hunt	60
Take & Make Craft	50
Yule Craft (12/15)	4
Teen/Tween Book Boxes	9
Chair Yoga (2 sessions)	30
Book Club (12/17)	6
HEAP Information (12/19)	30
Mocktail & craft night (12/22)	19
UE: 7 Key Decisions for Seniors for Rightsizing (12/2)	25
UE: Russia & Ukraine in Trump's Second Term (12/3)	7
UE: Crazy 1960s (12/4)	22
UE: Mark Twain's Haunts around WNY (12/16)	18
Total Programs 22	Total Attendance 461

Community Room

12/6: Arabian Horse Society

12/19: HEAP information (see above)

Last year's meeting room use: 9

This year's meeting room use: 22

Display case

Fire Ecology Press (Jamey Alea) prints

New Library Cards

Adult: 10

Out of county 2

Youth (all types): 2

Total: 14

Staff Activities

- Librarian Jessica Gavin completed the Genealogy Research Class provided by the Grosvenor Room at the Audubon Library on December 2 and 9. She also attended a meeting of the BECPL AI Committee on Zoom on December 1.
- Library Director Stephanie Molnar completed the webinar "Excel Storytelling: Interactive Features You Need" by Tech Talk on December 3 and the webinar "Transcribing the American Revolution: Programming Volunteer Services for the Library of Congress" by LILRC on November 9. She went on a tour of the Theodore Roosevelt Inaugural Site with WNYLRC on December 5 and attended the Managers/Directors Meeting

at the Central Library on December 10. She attended the BECPL Records Management Meeting on Zoom on December 4 and the WNYLRC Committee Chairs Meeting on Zoom on December 17. She also served her elected role on the Library Association Nominating Committee by counting election ballots on December 17.

ELMA PUBLIC LIBRARY

Librarian's Report
January 2026

<u>Circulation</u>	<u>2026</u>	<u>2025</u>	<u>% change</u>
Jan	7,138	8,078	-11.6%
	YTD All B&ECPL		-2.5%
	YTD Member Libraries		-4.1%
*First-Time Circ. Jan	4,047	4,389	-7.8%

Library Visitors

Jan	2,547	2,901	-12.2%
	YTD All B&ECPL		-4.2%
	YTD Member Libraries		-3.1%

Computer Users

Jan	172	165	4.2%
	YTD All B&ECPL		-17.7%
	YTD Member Libraries		-12.9%

Wi-Fi Users

Jan	388	355	9.3%
	YTD All B&ECPL		-3.1%
	YTD Member Libraries		0.4%

Library Programs January 2026**Attendance**

Family Storytime (8 sessions)	146
Toddler Dance (1/2)	20
Winter Baby Rave (1/31)	16
Lewis Carroll Scavenger Hunt	62
Take & Make Craft (2 crafts)	100
Chair Yoga (2 sessions)	22
Romantasy Book Club (1/7)	7
Book Club (1/21)	5
Jane Austen Tea (1/24)	5
Cookbook Club (1/28)	14
Total Programs 19	Total Attendance 397

Community Room

1/10: Elma Meadows meeting

Display case

Fire Ecology Press (Jamey Alea) prints until mid-month

New Library Cards

Adult:	27
Out of county	4
Youth (all types):	<u>1</u>

Total: 32

Staff Activities

- Librarian Ashley Cassidy presented at the Youth Service Group meeting on Thursday, January 15 on Zoom. She presented on her Messtival program from Summer 2025.
- Library Director Stephanie Molnar attended the CHIA Meeting for WNYLRC on Tuesday, January 6 on Zoom. She is the chairperson of that committee. She attended the Managers/Director's Meeting on Wednesday, January 14 on Zoom and a prep meeting for Advocacy Day on Wednesday, January 21 on Zoom.