

## **Elma Public Library Board of Trustees Meeting**

*Tuesday April 8, 2025*

**Attendees:** Stephanie Molnar ; Sue Sudlik ; Eileen Holden ; Bridgett Jacyna ; Tom Pirrung ; Paul Schwiegerling.  
Holly Neu was excused.

**Meeting Opened:** 6:30pm EST. Minutes of the meeting held on March 11<sup>th</sup>, 2025 were reviewed and approved.

### **Librarian's Report:**

- Overall circulation remains down. It was noted that this is not surprising, as the library had a larger number of visitors last year due to the 2024 Eclipse. The bookshelves are currently being weeded out and more popular items have been placed on display in high visibility areas, which should increase circulation. Additionally, a more accurate statistic showing the number of materials circulated divided by the number of visitors will be provided for additional insight and discussion at the next meeting. The display case has been booked through the month of July.

### **Treasurer's Report:**

- Review of income/expenses for March. It was noted that Fines and County Appropriation was paid on 2/27/25.
- The annual NYS report for the downtown library has been completed. The report was reviewed and the resolution signed by Bridgett Jacyna, interim secretary.

### **Subcommittees Report:**

- ACT: Sue Sudlik, Tom Pirrung, Eileen Holden and Bridgett Jacyna attended the ACT meeting located at the downtown Central Library branch on Saturday March 22<sup>nd</sup>. Annual Compliance requirements for Education were completed and signed by each of the 4 attendees. Breakout Sessions attended included education on Artificial Intelligence and the downtown library's Maker's Space. John Spears also discussed impending impacts to the BECPL regarding legislation changes to the Institute of Museum and Library Services. The rebranding of the library was introduced and is planned to be announced prior to Memorial Day. Stephanie will register for the system's rebranding event to be held on Friday May 9<sup>th</sup>, 2025.
- Friends: Meeting will be held later this month. The Treasurer has resigned, and an ad for more participants will be put in the EA Bee. Root beer floats to be sold during the Elma Park summer concerts on July 9<sup>th</sup>, 23<sup>rd</sup>, August 20<sup>th</sup> and 27<sup>th</sup>.
- Building and Grounds: The bench outside of the library has broken into three pieces. Stephanie called the town on March 24<sup>th</sup> and will follow up to see to see if they can repair it. A suggestion was made to move the bench to another location to prevent further weather damage. The parking lot is on the town's list of items to repair. Quotes for summer cleanup are currently being obtained and Carrie will notify the library when ready. Ashland Pest remedied the stink bug issue.
- Publicity: The Advertiser and EA Bee published a few of the library's events. An increase has been made to Facebook posts advertising the Elma library's programming, scavenger hunt and other activities.

### **Old Business:**

- The newspapers sent for binding will be completed in June/July. The EA library was contacted and reported that they do not bind the papers. It was determined that we will continue binding for the purpose of historical preservation.
- Memorial Day Parade will be held on May 26<sup>th</sup> at 9am. Stephanie will request the Bookmobile and Eileen provided the contact information so that an order can be placed for magnets with the new logo.
- Decision made to purchase one high-round café table and two black fabric square chairs for the Teen Space.
- The board continues to need a new secretary and board member.

### **New Business:**

- Two purchase requests made and approved: 1. Children's toys approved with a budget of \$1500 & 2. 250 acrylic book easels (75% with lip) to ensure the health of the spine of books on display and reduce visual clutter.
- Library of Things inventory has been cleaned up, and each item now has a QR code and information link. Suggestion made to add tools to the list of available items and Stephanie will put together a list of possibilities and their cost.
- Library of Things Agreement for the Elma Library website to be crafted by Stephanie.
- A table with a community jigsaw puzzle will be placed within the library an approval given for the purchase of a puzzle table/mat.
- Stephanie will make a call to the Central library to see if the library can be provided with the updated checkout machines.

All minutes and reports were submitted and were approved 6-0. Meeting was adjourned at 7:30pm.

The next regular meeting will be held Tuesday, May 13<sup>th</sup>, 2025 at 6:30pm.