

## Elma Public Library Board of Trustees Meeting

Tuesday July 8, 2025

**Attendees:** Stephanie Molnar ; Sue Sudlik ; Eileen Holden ; Bridgett Jacyna ; Tom Pirrung ; Paul Schwiegerling ; Holly Neu ; Amanda Wyzkiewicz

**Meeting Opened:** 6:31pm EST. Minutes of the meeting held on June 10<sup>th</sup>, 2025, were reviewed and approved.

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

- For the month of June circulation decreased by 4%, but first-time circulation increased by 2% since June of 2024. Additionally, the number of Wi-Fi users increased 8% since June of 2024. There were 27 new library cards issued.
- Family Story Time and the Scavenger Hunts continue to be popular, with 144 patrons in attendance. Astronomy night was well attended, hosting 80 patrons. The suggestion for an adult game night was made and will be added to the activity calendar(s) in the Fall.
- Jessica attended the Iroquois Intermediate Field Day event on 6/13, with 120 participants.
- Stephanie attended ALA in June. Jessica and Stephanie attended WNYLRC's Strategic Planning Retreat.

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

- Review of income/expenses for June (please refer to *Treasurer's Report – Elma Public Library – 6/31/2025* for detail).
- CD's to be renewed in the month of August 2025.

### **Subcommittees Report:**

- *ACT*: No new updates reported.
- *Friends*: The first concert of the summer season will be held at Elma Park tomorrow (7/9). The friends will sell floats and sundaes. Additionally, the sale of candy bars at the library front desk will continue.

### **Old/New Business:**

- *New Secretary/Board Member(s)*: Amanda took her oath and was approved at the last Town Board Meeting. Welcome Amanda!
- *Buildings and Grounds*: The bench has been fixed. Stephanie has repeatedly attempted to contact the town officials via both email and phone to address several issues and requests regarding building repair and maintenance. Continued attempts will be made, with a possible visit to the town hall for an in-person meeting if needed.
- *Publicity*: We continue to appear in the advertiser, but it was noted that no library has been in the Bee for the past few months. Facebook continues to receive a lot of likes and acknowledgement/post interaction. A size of 2"x4" has been approved for the library magnets. Shannon will mockup a few different designs and Stephanie will circulate them for review and approval. Upon selection and approval of the design, magnets will be ordered.
- *Library of Things*: A request for donations of other items (CD/DVD/Tools, etc.) has been placed on Facebook. If no donations are received by the end of this month, Stephanie will move forward with the purchase of these items. Corn Hole has been purchased and placed into circulation. Stephanie will modify the *Library of Things Use Policy* from the Central Library for use at the Elma library.
- *Miscellaneous*: The 2025 Contract with the Central Library has been reviewed and approved by all board members. The library's 3 Year Plan was reviewed, and the existing proposed amendments have been approved by all board members. An amendment to item #6a was made to include "Remediate and monitor issues regarding aging Building Utilities." An amendment was made to item #6b from "Redesign and remodel the workroom" to "Redesign and remodel all staff areas". These changes will be reviewed at the next meeting for approval.
- At the next board meeting (9/9/25) the board will address the topic of remodeling the staff areas, starting with the break room. Going Forward, the 3 Year Plan will be added as a regular "Subcommittee Reports" agenda item.
- A meeting will **not be held in August 2025**.

All minutes and reports were submitted and were approved 7-0. Meeting was adjourned at 7:45 pm.

The next regular meeting will be held Tuesday, September 9<sup>th</sup>, 2025, at 6:30pm.