

Elma Public Library
Board of Trustees Meeting
March 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

CD renewal update

New board member

Memorial Day giveaways

Art donation

New Business

Review Annual Report to the Community

Spring Book Sale

University Express/Lecture Honorariums

Spring cleanup

ELMA PUBLIC LIBRARY

**Librarian's Report
February 2026**

<u>Circulation</u>	<u>2026</u>	<u>2025</u>	<u>% change</u>
Feb	7,183	8,194	-12.3%
Jan - Feb	14,321	16,272	-12.0%
	YTD All B&ECPL		-2.2%
	YTD Member Libraries		-3.5%
*First-Time Circ. Feb	4,085	4,647	-12.1%

Library Visitors

Feb	2,655	3,089	-14.0%
Jan - Feb	5,202	5,990	-13.2%
	YTD All B&ECPL		-0.8%
	YTD Member Libraries		0.1%

Computer Users

Feb	177	188	-5.9%
Jan - Feb	349	353	-1.1%
	YTD All B&ECPL		-11.6%
	YTD Member Libraries		-6.7%

Wi-Fi Users

Feb	377	336	12.2%
Jan - Feb	765	691	10.7%
	YTD All B&ECPL		0.5%
	YTD Member Libraries		3.9%

Library Programs February 2026

Attendance

Family Storytime (5 sessions)	118
Hedgehog Day Craft (2/2)	45
Toddler Dance (2/6)	20
Take Your Child to the Library Day (2/7)	21
Valensteins (2/14)	14
Makerspace (2/17)	16
Stuffed Animal Hospital (2/19)	45
Princess Storytime (2/20)	16
Winter Olympics Scavenger Hunt	64
Take & Make Crafts (2 crafts)	100
Teen/Tween Book Boxes	8
Chair Yoga (2 sessions)	19
Book Club (2/18)	4
Mocktail & craft night (2/23)	15
Cookbook Club (2/25)	12
Total Programs 20 Total Attendance	517

Community Room

2/5: Elma Meadows

Display case

Daughters of the American Revolution Black History Month

New Library Cards

Adult:	13
Out of county	2
Youth (all types):	<u>6</u>
Total:	21

Staff Activities

- Librarian Jessica Gavin attended the Friends of the Elma Public Library Meeting on February 2.
- Library Director Stephanie Molnar completed the webinar "Library Trustees and Advocacy" by Niche Academy on February 11 and the webinar "Responding to ICE at the Library: Real World Approaches" by ALA on February 24. She attended the BECPL Records Management Meeting on Zoom on February 25.

Treasurer's Report - Elma Public Library - 2/28/2026

<u>Operating Checking</u>		
<u>1/31/2026</u>		\$ 10,195.80
	Income 2/26, printing, fines, and bags	<u>\$ 165.75</u>
		<i>Total</i> \$ 165.75
	Expenses 2/4, Cintas, rug cleaning; check #1429	\$ 163.99
	2/4, Waste Management, refuse pickup; check #1430	\$ 133.92
		<i>Total</i> \$ 297.91
<u>2/28/2026</u>		\$ 10,063.64

<u>Five Star Gift Checking</u>		
<u>1/31/2026</u>		\$ 22,620.68
	Income 2/26, book sale, gift book sale, donation har	<u>\$ 133.00</u>
		<i>Total</i> \$ 133.00
	Expenses 2/4, Brodart Co., shelf sponsor titles; check #1371	\$ 54.84
	2/4, New Sky Wellness, chair yoga; check #1372	\$ 225.00
	2/4, Stephanie Molnar, programming supplies; check #1373	\$ 65.94
		<i>Total</i> \$ 345.78
<u>2/28/2026</u>		\$ 22,407.90

<u>Five Star Gift Savings</u>		
<u>1/31/2026</u>		\$ 53,945.28
	Income 2/27, interest	<u>\$ 1.65</u>
		<i>Total</i> \$ 1.65
	Expenses none	<i>Total</i> \$ -
<u>2/28/2026</u>		\$ 53,946.93

<u>Heintz Estate</u>		
<u>1/31/2026</u>		\$ 7,759.81
	Income 2/11, interest deposit from CD	\$ 970.41
	2/27, interest	<u>\$ 0.60</u>
		<i>Total</i> \$ 971.01
	Expenses none	<i>Total</i> \$ -
<u>2/28/2026</u>		\$ 8,730.82

<u>CDs</u>		
added \$2,153.83 on 8/11/2025	Gift Funds CD (\$110,975.05 deposit 2/11/26 at 3.25%, matures 5/11/2026)	\$ 113,128.88
transferred \$970.41 to checking on 2/11/2026	Heintz Fund CD (\$50,000.00 deposit, 2/11/2026 at 3.25%, matures 5/11/2026)	<u>\$ 50,000.00</u>
		<i>Total</i> \$ 163,128.88

Total gift accounts **\$ 248,214.53**

Elma Public Library Board of Trustees Meeting

Tuesday February 10, 2026

Attendees: Stephanie Molnar; Sue Sudlik; Eileen Holden; Tom Pirrung; Holly Neu. Paul Schwiegerling and Amanda Wyzykiewicz were excused.

Meeting Opened: 6:35pm EST. Minutes of the meeting held on December 9, 2025, were reviewed and approved.

Librarian's Report:

- Circulation & Other Statistics: Circulation was down compared to last year. It was noted that this is in line with a decrease of all member libraries. Positively, computer users and Wi-Fi users increased compared to last year.

- Library Programs & Misc.: There were 32 new library cards issued in the month of January 2026. Most in a very long time. 19 Programs were held in the month of January with a total of 397 participants. Family Story Time as well as the Take and Make craft remain the most popular programs. The community room was utilized for 1 event. The summer program will have a dinosaur theme this year. Lego Club will be offered again at the Library. Stephanie reorganized the books that are for sale in the foyer. It looks very nice.

Treasurer's Report:

- Review of income/expenses for December 2025 and January 2026 were reviewed (please refer to Treasurer's Report – Elma Public Library – 12/31/25 and 1/31/26 for details). Spending in December 2025 a little higher due to the holidays. January 2026 back to normal/routine levels. CDs mature in February. Paul will handle the reinvesting.

Subcommittees Report:

- ACT: No update.

- Friends: Two Friends meet on 2/2/26. A lot of new fund raising ideas were discussed. They really hit the ground running for the upcoming year. The next meeting date is 3/16/26.

- Building & Grounds: Two lights in the parking lot are never on. Several requests to have them looked at and repaired have been made in the last 4 months. They are working on it. The town is taking over the HVAC replacement. Getting bids, etc. They will keep us informed.

- Publicity: The library's events continue to be posted on Instagram and Facebook. The Bee is not giving us much publicity.

- 3-Year Plan: No Updates. Back office remodel/refresh has to wait until the shed is complete.

Old Business

- Shed: Refer to 7 page handout titled FUNDING PROJECT: Storage Shed for Elma Public Library. This contains a lot of information.

-HDE submitted a very detailed electrical quote in regard to updates/improvements for the Library.

- New board member needed. It was suggested we look for a “younger” member. They would offer a different perspective.

New Business

- Advocacy Day in Albany was attended by Stephanie. She states it was a nice, busy event. The success of eBooks was a topic. Pricing affects the library. E book licensing reform bill discussed. Stephanie met with Gallivan, John Rivera’s intern and Chuldzinski. DiPietro did not show up for a scheduled meeting Stephanie had with him. She had the HDE quote he requested. He can possibly secure some funding for this improvement/upgrade. She is trying to contact him for another meeting.

-All Trustees in attendance signed the Conflict of Interest statements.

- Memorial Day giveaways were discussed. We looked at many options. Pens and sticky pads were decided on. Stephanie will follow up.

- Art donation: Grace Brzkcy has contacted the Library stating she wants to donate an original painting to be hung somewhere in the Library. Stephanie will follow up.

All minutes and reports were submitted and were approved 4 - 0. Meeting was adjourned at 7:40pm.

The next regular meeting will be held Tuesday, March 10, 2026, at 6:30pm.