

## Elma Public Library Board of Trustees Meeting

March 14, 2023

Attendance: Tom Carloni, Nathan Clinard, Eileen Holden, Bridgett Jacyna, Tom Pirrung, Paul Schwiegerling, and Sue Sudlik.

Meeting opened at 6:30 P.M.

Minutes of the February meeting were reviewed. It was noted that Paul Schwiegerling also attended the ACTS meeting in January.

Librarian's Report: Attendance and circulation numbers have rebounded to pre-Covid levels. Toddler Time and the Take & Make Craft programs remain very popular. The Girl Scouts used the Community Room on February 6. Tom attended a Directors meeting on Zoom. Jessica had training on MS Publisher and Hoopla. Kate had training on Hoopla and Libby. Denise began her New Hire Orientation.

Treasurer's Report: Paul contacted the bank regarding the recent interest payouts. The bank admitted an error in the November amount but has allowed us to keep the overage.

ACTS: Nothing scheduled

Friends: Another Gift Basket Raffle is in the works. The next meeting is April 17 at 6:00 p.m.

Buildings and Grounds: The Town inspector stopped by. The HVAC system still makes noise when it starts up.

Publicity: The Elma Review updated their e-mail so hopefully we will get better coverage from them going forward. The missing issue will be delivered so we can get the 2022 issues bound.

Old Business: Staff Updates: Kate and Denise have both started. One interview has been held for the vacant Sr. Library Clerk position and another one has been scheduled.

New Business: The new Seed Library is available. Seeds have been donated and sorted. Personnel Policies & Procedures were reviewed and a Resolution to Approve was passed 6-0. University Express brochures will be out in April. The Train program is rescheduled for March 18. The Butter Lamb programs are set for April 1. The Bookmobile will be here on April 6. A cooking demonstration has been scheduled for April 24 at 6:00 p.m.

All minutes and reports submitted were approved by a 6-0 vote. The meeting was adjourned at 7:12 p.m. The next meeting of the Board is scheduled for April 11, 2023 at 6:30 p.m.

Respectfully submitted,

Nathan Clinard, Secretary