

Elma Public Library  
Board of Trustees Meeting  
September 8, 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

Ralph Wilson Rural Libraries Grant

Survey on public collection needs

Fall clean-up

HVAC update

New Business

System Board of Trustees Liaison

Saturday schedule

**ELMA PUBLIC LIBRARY**

**Librarian's Report  
July 2026**

| <u>Circulation</u>     | <u>2026</u> | <u>2025</u> | <u>% change</u> |
|------------------------|-------------|-------------|-----------------|
| July                   | 8,963       | 10,203      | -12.2%          |
| Jan - Jul              | 54,641      | 60,742      | -10.0%          |
| YTD All B&ECPL         |             |             | -2.8%           |
| YTD Member Libraries   |             |             | -4.3%           |
| *First-Time Circ. July | 5,001       | 5,973       | -16.3%          |

**Library Visitors**

|                      |        |        |       |
|----------------------|--------|--------|-------|
| July                 | 4,595  | 5,053  | -9.1% |
| Jan - Jul            | 23,583 | 24,552 | -3.9% |
| YTD All B&ECPL       |        |        | 1.7%  |
| YTD Member Libraries |        |        | 1.8%  |

**Computer Users**

|                      |       |       |       |
|----------------------|-------|-------|-------|
| July                 | 228   | 205   | 11.2% |
| Jan - Jul            | 1,357 | 1,232 | 10.1% |
| YTD All B&ECPL       |       |       | -5.3% |
| YTD Member Libraries |       |       | -3.7% |

**Wi-Fi Users**

|                      |       |       |       |
|----------------------|-------|-------|-------|
| July                 | 696   | 451   | 54.3% |
| Jan - Jul            | 3,584 | 2,685 | 33.5% |
| YTD All B&ECPL       |       |       | 7.1%  |
| YTD Member Libraries |       |       | 8.6%  |

**Library Programs**      July 2026**Attendance**

|                                                  |     |
|--------------------------------------------------|-----|
| Family Storytime (8 sessions)                    | 205 |
| Unwind: Fiber Arts Group (7/6)                   | 20  |
| Play Café: Dinosaurs (7/8)                       | 25  |
| Messtival (7/9)                                  | 168 |
| Kids Yoga (7/10)                                 | 16  |
| Magic Show with the Great & Powerful Dave (7/11) | 59  |
| Penn Dixie Fossil Program (7/22)                 | 25  |
| Rainbow Craft                                    | 50  |
| Ladybug Craft                                    | 50  |
| Sun Craft                                        | 65  |
| Dinosaur Clothespin Craft                        | 45  |
| Dinosaur Scavenger Hunt                          | 178 |
| Paleontology Scavenger Hunt                      | 113 |
| Tai Chi (4 sessions)                             | 44  |
| Free Book Giveaway on Facebook                   | 10  |
| Romantasy Book Club (7/6)                        | 1   |
| Digital Decluttering (7/13)                      | 4   |
| Book Club (7/15)                                 | 9   |
| History of Forest Lawn lecture (7/22)            | 6   |
| Mocktail & Craft Night (7/24)                    | 10  |
| Cookbook Club (7/29)                             | 18  |
| Locust Street Art: Painting from Life (7/16)     | 6   |
| LS Art: Painting Landscapes (7/23)               | 13  |
| LS Art: Torn Paper Collage (7/30)                | 6   |

Total Programs 34      Total Attendance      1,146

**Community Room**

July 24-25: Jewelry Sale with Erie County 4-H

**Display case**

Wearable art by Kathleen Swann.

**New Library Cards**

|                    |          |
|--------------------|----------|
| Adult:             | 19       |
| Out of county      | 11       |
| Youth (all types): | <u>9</u> |

Total:      39

**Staff Activities**

- Library Director Stephanie Molnar attended a Records Management Committee on Zoom on July 8 and the Client Groups Subcommittee Meeting for BECPL's Five-Year Plan on July 30 on Zoom, with Library Board Treasurer Tom Pirrung. She also viewed the webinar "Computer, Enhance! Accessibility Features Unlocked" by SNYLRC on July 29.

# ELMA PUBLIC LIBRARY

## Librarian's Report August 2026

| <u>Circulation</u>    | <u>2026</u> | <u>2025</u> | <u>% change</u> |
|-----------------------|-------------|-------------|-----------------|
| August                | 8,578       | 9,677       | -11.4%          |
| Jan - Aug             | 63,219      | 70,419      | -10.2%          |
| YTD All B&ECPL        |             |             | -2.3%           |
| YTD Member Libraries  |             |             | -3.5%           |
| *First-Time Circ. Aug | 4,123       | 4,912       | -16.1%          |

### Library Visitors

|                      |        |        |       |
|----------------------|--------|--------|-------|
| August               | 3,841  | 5,053  | -7.2% |
| Jan - Aug            | 27,424 | 28,693 | -4.4% |
| YTD All B&ECPL       |        |        | 2.6%  |
| YTD Member Libraries |        |        | 2.5%  |

### Computer Users

|                      |       |       |       |
|----------------------|-------|-------|-------|
| August               | 216   | 232   | -6.9% |
| Jan - Aug            | 1,573 | 1,464 | 7.4%  |
| YTD All B&ECPL       |       |       | -5.3% |
| YTD Member Libraries |       |       | -3.7% |

### Wi-Fi Users

|                      |       |       |       |
|----------------------|-------|-------|-------|
| August               | 553   | 449   | 23.2% |
| Jan - Aug            | 4,137 | 3,134 | 32.0% |
| YTD All B&ECPL       |       |       | 8.2%  |
| YTD Member Libraries |       |       | 9.9%  |

**Library Programs**      August 2026**Attendance**

|                                                    |    |
|----------------------------------------------------|----|
| Family Storytime (4 sessions)                      | 88 |
| Unwind: Fiber Arts Group (8/3)                     | 10 |
| Foam Party (8/8)                                   | 88 |
| Play Café: Dinosaurs/Fossils (8/12)                | 22 |
| End of Summer Carnival (8/20)                      | 85 |
| Volcano Craft                                      | 68 |
| Dinosaur Walk                                      | 20 |
| Root Beer Float Coloring Contest                   | 13 |
| STEM Station: Pyramids                             | 21 |
| Summer Carnival Scavenger Hunt                     | 90 |
| Tai Chi (5 sessions)                               | 32 |
| Job Fair (8/7)                                     | 39 |
| Community Archiving with the Grosvenor Room (8/18) | 2  |
| Is Your Phone Out of Storage? (8/19)               | 1  |
| Book Club (8/19)                                   | 10 |
| Mocktail & Craft Night (8/24)                      | 14 |
| Cookbook Club (8/26)                               | 16 |

Total Programs 24      Total Attendance      619

**Summer Reading**

|                                  |     |
|----------------------------------|-----|
| Reading Logs ages Birth-5        | 41  |
| Reading Logs ages 6-12           | 139 |
| Reading Logs ages 13-18          | 15  |
| Reading Logs adults ages 18+     | 23  |
| Teen Ticket to Read              | 6   |
| Badging Program                  | 36  |
| Passport to Reading (Gold Cards) | 25  |

**Community Room**

August 25: American Red Cross Blood Drive

**Display case**

Wearable art by Kathleen Swann.

**New Library Cards**

|                    |          |
|--------------------|----------|
| Adult:             | 24       |
| Out of county      | 4        |
| Youth (all types): | <u>3</u> |

Total:      31

**Staff Activities**

- Librarian Jessica Gavin Stephanie Molnar viewed the webinar "Computer, Enhance! Accessibility Features Unlocked" by SNYLRC on August 28.

- Library Director Stephanie Molnar attended the CHIA meeting through WNYLRC via Zoom on August 3 and BECPL's Five Year Plan committee meeting via Zoom on August 28.

# Treasurer's Report - Elma Public Library - 7/31/2026

## Operating Checking

6/30/2026

**\$ 7,602.85**

**Income** 7/30, printing, fines

\$ 215.58

*Total* \$ 215.58

**Expenses** 7/21, Jessica Gavin, mileage; check #1443

\$ 47.65

7/21, Stephanie Molnar, mileage; check #1444

\$ 36.49

7/21, Elma Water Department; check #1445

\$ 490.81

7/21, Hamburg Natural History Society; check #1446

\$ 167.40

7/21, Locust Street Art, three classes; check #1447

\$ 600.00

7/28, Elma Water Department; check #1448

\$ 208.16

7/28, Waste Management; check #1449

\$ 140.16

7/28, Stephanie Molnar, fans & new checks; check #1450

\$ 321.94

*Total* \$ 2,012.61

7/31/2026

**\$ 5,805.82**

## Five Star Gift Checking

6/30/2026

**\$ 39,604.87**

**Income** 7/30, shelf sponsor, book sale

\$ 469.25

*Total* \$ 469.25

**Expenses** 7/21, Primo Brands, water delivery; check #1399

\$ 45.66

7/21, Forest Lawn Cemetery, lecture; check #1400

\$ 150.00

7/21, Ashley Cassidy, programming supplies; check #1401

\$ 211.33

\$ 406.99

7/31/2026

**\$ 39,667.13**

## Five Star Gift Savings

6/30/2026

**\$ 3,949.91**

**Income** 7/31, interest

\$ 0.03

*Total* \$ 0.03

**Expenses** none

*Total* \$ -

7/31/2026

**\$ 3,949.94**

## Heintz Estate

6/30/2026

**\$ 8,073.57**

**Income** 7/31, interest

\$ 0.08

*Total* \$ 0.08

**Expenses** none

*Total* \$ -

7/31/2026

**\$ 8,073.65**

## CDs

CD created 4/20/2026

New CD (\$50,000.00 deposit 4/20/2026 at 3.2%, matures 1/20/2027)

\$ 50,000.00

added \$2,153.83 on 2/11/2025

Gift Funds CD (\$110,975.05 deposit 2/11/26 at 3.25%, matures 8/11/2026)

\$ 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 8/11/2026)

\$ 50,000.00

*Total* \$ 163,128.88

**Total accounts**

**\$ 220,625.42**

# Treasurer's Report - Elma Public Library - 8/31/2026

## Operating Checking

7/31/2026

**Income** 8/27, printing

\$ 5,805.82

\$ 110.70

*Total* \$ 110.70

**Expenses** 8/4. Cintas, rug cleaning; check #1451

\$ 160.68

8/18, Denise Daley, mileage & programming supplies; check #1452

\$ 27.54

8/18, CFBT, copier repair; check #1453

\$ 195.00

*Total* \$ 383.22

8/31/2026

\$ 5,533.30

## Five Star Gift Checking

7/31/2026

\$ 39,667.13

**Income** 8/11, transfer from CD

\$ 2,000.00

8/27, book sale, copier, donation jar

\$ 335.00

*Total* \$ 2,335.00

**Expenses** 8/4, Foam Rider LLC, foam party; check #1402

\$ 325.00

8/18, Primo Brands, water delivery; check #1403

\$ 58.65

8/18, Charlie & Checkers, performance; check #1404

\$ 350.00

8/24, Stephanie Molnar, programming supplies; check #14065

\$ 17.12

8/24, Jessica Gavin, programming supplies & bins; check #1406

\$ 64.92

8/24, Dennis Desmond, Tai Chi; check #1407

\$ 210.00

\$ 1,025.69

8/31/2026

\$ 40,976.44

## Five Star Gift Savings

7/31/2026

\$ 3,949.94

**Income** 8/31, interest

\$ 0.03

*Total* \$ 0.03

**Expenses** none

*Total* \$ -

8/31/2026

\$ 3,949.97

## Heintz Estate

7/31/2026

\$ 8,073.65

**Income** 8/11, transfer from CD

\$ 805.82

8/31, interest

\$ 0.07

*Total* \$ 805.89

**Expenses** none

*Total* \$ -

8/31/2026

\$ 8,879.54

## CDs

CD created 4/20/2026

New CD (\$50,000.00 deposit 4/20/2026 at 3.2%, matures 1/20/2027)

\$ 50,000.00

earned \$1823.23, transferred \$2000,  
on 8/11/2026

Gift Funds CD (\$113,128.88 deposit 2/11/26 at 3.25%, matures  
2/11/2027)

\$ 112,952.11

earned and transferred \$805.82 to  
checking on 8/11/2026

Heintz Fund CD (\$50,000.00 deposit, 8/11/2026 at 3.25%, matures  
2/11/2027)

\$ 50,000.00

*Total* \$ 162,952.11

**Total accounts**

\$ 222,291.36