

Elma Public Library
Board of Trustees Meeting
October 11th, 2022
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity

Old Business

Display Case Updates

Parking Lot Striping & Fall Cleanup

Recruit New Board Members

New Business

Artwork Display by West Seneca Art Society

Creepy Carrots Storywalk

ELMA PUBLIC LIBRARY

**Librarian's Report
September 30th, 2022**

<u>Circulation</u>	<u>2022</u>	<u>2021</u>	<u>% change</u>
September	8,796	4,790	83.6%
Jan - Sept	69,124	43,517	58.8%
	YTD All B&ECPL		13.2%
	YTD Town Libraries		53.4%

Library Visitors

September	3,020	2,581	17.0%
Jan - Sept	28,450	22,848	24.5%
	YTD All B&ECPL		23.5%
	YTD Town Libraries		19.9%

Computer Users

September	123	159	-22.6%
Jan - Sept	1,600	1,444	10.8%
	YTD All B&ECPL		22.0%
	YTD Town Libraries		18.8%

Wi-Fi Users

September	319	209	52.6%
Jan - Sept	2,859	2,292	24.7%
	YTD All B&ECPL		24.3%
	YTD Town Libraries		14.5%

Library Programs September 2022

Attendance

Toddler Time (4 sessions)	86
Preschool Storytime (2 sessions)	14
Take (or Stay) & Make Craft	45
Book a Tech Trainer (9/17)	3
Cooking Demonstration (9/19)	21
Book Club (9/21)	8
Mark Twain Live! (9/24)	<u>35</u>

Total Programs 11 Total Attendance 212

Community Room

9/28 - Girl Scouts.

Staff Activities

- 9/14 - Tom attended Managers/Directors Meeting at Central.
- 9/24 - New hire Lydia Buttino (page) completed A+ Customer Service Training, along with the usual new hire training.

Treasurer's Report - Elma Public Library - 9/30/2022

Operating Checking		
<u>8/31/2022</u>		\$ 5,480.41
Income	9/30, fines/printing	\$ 59.84
	<i>Total</i>	\$ 59.84
Expenses	9/28, Commercial Refrigeration, invoice 24747; check #1352	\$ 115.96
	<i>Total</i>	\$ 115.96
<u>9/30/2022</u>		\$ 5,424.29
Five Star Gift Checking		
<u>8/31/2022</u>		\$ 21,738.03
Income	9/1, AmazonSmile, donation	\$ 11.58
	9/6, Bank Error (see note)	\$ 20.00
	9/30, book sale, sales tax, donation jar, G. Blair (E.R. binding)	\$ 1,018.49
	<i>Total</i>	\$ 1,050.07
Expenses	9/28, Emily McDonald, notary renewal; check #1237	\$ 103.00
	9/28, Thomas Carloni, univ express honorariums; check #1238	\$ 400.00
	<i>Total</i>	\$ 503.00
<u>9/30/2022</u>		\$ 22,285.10
Five Star Gift Savings		
<u>8/31/2022</u>		\$ 53,849.89
Income	9/30, interest	\$ 1.89
	<i>Total</i>	\$ 1.89
Expenses	none	
	<i>Total</i>	\$ -
<u>9/30/2022</u>		\$ 53,851.78
Heintz Estate		
<u>8/31/2022</u>		\$ 10,349.30
Income	9/30, interest	\$ 0.18
	<i>Total</i>	\$ 0.18
Expenses	none	\$ -
	<i>Total</i>	\$ -
<u>9/30/2022</u>		\$ 10,349.48
CDs		
	Gift Funds CD (\$101,096.25 deposit 11/14/21 at .20%, matures 11/28/22)	\$101,096.25
	Heintz Fund CD (\$50,548.13 deposit, 11/16/21 at .20%, matures 11/28/22)	\$50,548.13
	<i>Total</i>	\$151,644.38
Total gift accounts		\$ 238,130.74
<p><i>*On September 6th, Library Clerk Emily McDonald went to the bank for our monthly deposit. After a jam in the cash counting machine the bank teller told her that we were \$20 short and refused to open the jammed machine because there was a line. Confident the number was correct, Emily added \$20 of her own money to make the deposit match the deposit slip. After calling the bank later that day, Director Carloni was told the \$20 was found and automatically added to the account. Emily will be reimbursed from this account on October 6th and this will be reflected in the following Bank Balances report.</i></p>		

