

Marilla Free Library – 08/17/21 Board Meeting Minutes

- 1. Call to order order** - Meeting called to order at 6:32pm. In attendance: Judy Farmer (Vice President), Kathy Winde (Treasurer), Joanne Goellner (Secretary), Shannon Thompson (Director), Deborah Mamon. Also Present: Matt Dolegowski (Town Liaison) Absent: Rachelle Walker (President), Kathy Campbell.

In Rachelle's absence Judy Farmer presided over the meeting.

- 2. Minutes** – approval of July's meeting minutes tabled until September's meeting as there were not enough eligible trustees to vote.

- 3. Public Expression** - no public expression.

- 4. Reports**

- a. Treasurer's** - (*for full account details see the Treasurer's Report on file at the library*) Kathy W. and Shannon updated the Board regarding July's finances, transactions and account balances. Items of note: Memorial Savings had a deposit of \$325 for the Lion's Club donation. Due to changes with the bank, no more checks can be written for the savings account. The Operating Account had a deposit of \$1457 for System Appropriation. A motion was made by Joanne Goellner to approve the Treasurer's Reports as presented. A second motion was made by Deb Mamon. All were in favor with none opposed.

- b. Librarian's** - (*for full details, see the Librarian's Report below*) Circulation, Wireless Usage and Patron Count were all up for the month and year to date. Computer Use and Laptop Use were down for the month but up for the year. The Take & Makes continue to have great participation. Shannon ordered some large print materials. The Lion's Club donation will cover the cost.

- c. Friends'** – the Friends met the 10th. They are working on updating their brochure, planning root beer floats for the Town Wide Garage Sale and a 50/50 for Ag Day.

- ~~**d. Fundraising Committee** – (currently inactive)~~

- e. Town Report** – Matt shared that the library could still participate in AG Day or the Garage Sale if we would like. He also said that the Town would help promote any Library events via social media and at Town Meetings.

- 5. Unfinished Business**

- a. Parking Lot** – Matt reported that he was in touch with the gentleman who paints the parking lot. He has been busy. Matt will touch base with him again to gauge where he is at before the next meeting.

- b. Banking** – Shannon shared some of the information she received regarding banks. Kathy W. said she would contact Bank of Alden for info and Shannon was going to contact Bank of Holland. Discussion will resume at the September meeting.

- 6. New Business**

- a. Investment Policy** – Reviewed. There were no changes from 2020. A motion to approve the Investment Policy as presented was made by Joanne Goellner. A second was made by Kathy Winde. All in favor with none opposed. (*Investment Policy on file at Library and can be viewed on Marilla Library website.*)

Librarians Report – August 17, 2021

Operating Budget

Receipts

July Receipts: \$2,116.60 (\$111.15 Fines / \$23.85 Copies / \$24.60 Print / \$1,457 System Appropriation)

Receipts year to date: \$ 5,907.94 (includes \$4,755 System Appropriation)

This represents fine/copy/print revenue. This year our revenue commitment is \$2,302.

Expenditures

July: \$556.78

Expenditures year to date: \$2,995.12

This year our expenditure allotment is \$5,600.

Circulation

July was 2,606. This was **up by 137** or 5.5%

Year to date is 16,222. This is **up by 5,120** or 46.1%

Computer Use

July was 40. This was **down by 7** or -14.9%

Year to date is 306. This is **up by 102** or 50%

Laptop Use

July was 6. This was down by 3

Year to date is 75. This is **up by 23**

Wireless Usage

July was 92. This was **up by 8** or 9.5%

Year to date is 688. This is **up by 217** or 46.1%

Patron Count

July was 1,118. This was **up by 164** or 17.2%

Year to date is 6,485. This is **up by 1,991** or 44.3%

Summer 2021

- **Tails and Tales**
- **Summer Reading Challenge** (formerly Independent Reading Program)
 - Ordered additional prizes - Invoice
- **Take and Makes for July**
 - Olympics Theme (**11 participated**)
 - Hedgehog Book Art (**7 participated**)
 - Panda (**12 participated**)
 - Giraffe
- **Scavenger Hunt** – Match the animals to their homes
- **In-Person Programs** (for 6-11 year olds)
 - Socially Distanced
 - Limited number of spots – registration will be required
 - Masks
 - Each child will have own box with supplies
 - Craft Program – Wednesday, July 21st at 11 am (**2 participated**)

- Lego Club – Thursday, August 19th at 6 pm

Other

- **Large Print Materials**