

Marilla Free Library – 09/21/21 Board Meeting Minutes

1. **Call to order** - Meeting called to order at 6:31pm. In attendance: Rachelle Walker (President), Judy Farmer (Vice President), Kathy Winde (Treasurer), Joanne Goellner (Secretary), Shannon Thompson (Director), Deborah Mamon and Kathy Campbell.
2. **Minutes** - A motion was made by Judy Farmer to approve the August 17th meeting minutes as written. Second motion made by Kathy Winde. All in favor with none opposed.
3. **Public Expression** - none.
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 August's finances, transactions and account balances. Items of note: Fundraising Account has had no activity so the balance remains the same. Memorial Savings earned .27 interest, Capital Improvement Account earned \$2.50. Operating Account made a payment to Erie County Water Authority. A motion was made by Joanne Goellner to approve the Treasurer's Reports as presented. A second motion was made by Judy Farmer. All were in favor with none opposed.
 - b. **Librarian's** - *(for full details, see the Librarian's Report below)* Everything was up for the month and year to date except Circulation and Wireless count. They were down for the month. 30 Children participated in the reading challenge. The number is lower than previous summers. The Take & Makes continue to have great participation so the library will continue to offer them into Fall/Winter. Lego Club will resume with modifications in terms of supplies and numbers for safety. The large print materials Shannon ordered are beginning to come in. Shannon is considering a discard sale in October and also considering whether it is possible for the library to hold any other in person programs. Space/social distancing guidelines and age pose limitations on various activities. The library will soon be able to offer mobile printing to patrons.
 - c. **Friends'** - the Friends participated in the Town Wide garage sale and sold root beer floats. Unfortunately, their location made them difficult to see/find. They did not participate in Ag Day.
 - d. ~~**Fundraising Committee**~~ **(currently inactive)**
 - e. **Town Report** – no liaison was present for the meeting. Matt Dolegowski did email during session to apologize that he could not make it and asked if the library/Board needed anything. Joanne Goellner will email to ask about a parking lot update (agenda item 5.b.), to ask if the library could receive garage sale maps for next year's garage sale (as patrons were asking for them) and to see if the town could help with figuring out occupancy numbers (agenda item 7.b.4.).
5. **Unfinished Business**
 - a. **Approval of 07/20/21 Meeting Minutes** - A motion was made by Kathy Campbell to approve the July 20th meeting minutes as written. Second motion made by Judy Farmer. All in favor with none opposed.
 - b. **Parking Lot** – Matt was unable to attend the meeting. Joanne Goellner will email to see if there is an update regarding getting the lines painted.

Operating Budget

Receipts

August Receipts: \$124.55 (\$97.20 Fines / \$8.85 Copies / \$17.50 Print)

Receipts year to date: \$ 6,032.49 (includes \$4,755 System Appropriation and \$500 HDE from Capital Improv.)

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

Expenditures

August: \$53.46

Expenditures year to date: \$3,048.58 (includes \$500 HDE from Capital Improv.)

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

Circulation

August was 2,483. This was **down by 70** or -2.7%

Year to date is 18,705. This is **up by 5,050** or 37%

Computer Use

August was 51. This was **up by 8** or 18.6%

Year to date is 357. This is **up by 110** or 44.5%

Laptop Use

August was 19. This was **up by 1**

Year to date is 94. This is **up by 24**

Wireless Usage

August was 89. This was **down by 2** or -2.2%

Year to date is 777. This is **up by 215** or 38.3%

Patron Count

August was 1,217. This was **up by 168** or 16%

Year to date is 7,702. This is **up by 2,159** or 39%

Summer 2021

- **Tails and Tales**
- **Summer Reading Challenge** (formerly Independent Reading Program) **(30 Registered)**
- **Take and Make – Giraffe (15 participated)**
- **Scavenger Hunt – Match the animals to their homes (15 participated)**
- **In-Person Programs** (for 6-11 year olds)
 - Socially Distanced, Masks, Each child will have own box with supplies
 - Limited number of spots – registration will be required
 - **Lego Club – Thursday, August 19th at 6 pm (3 participated)**

Fall Programs

- **Lego Club** – Thursday in October – In-person
 - Socially Distanced
 - Limited number of spots – registration will be required
 - Masks
 - Each child will have own box with supplies
- **Take and Makes**

Other

- **Large Print Materials** – will receive invoice once all have been received
- **Discard Sale**