

Marilla Free Library – 4/19/22 Board Meeting Minutes

1. **Call to order** - Meeting called to order at 6:32pm. In attendance: Rachelle Walker (4)(President), Kathy Winde (3)(Treasurer), Joanne Goellner (4)(Secretary), Shannon Thompson (Director), and Deborah Mamon (4). Also present: Dennis Jakubowski (VP of Friends of the Marilla Free Library), Skip Gingerich (Town Supervisor) and Tony Sebastiano (2)(Town Liaison). Missing: Judy Farmer (Vice President)(3), Kathy Campbell (3).
2. **Minutes** - tabled until May due to not enough eligible voting members in attendance.
3. **Public Expression** – The Library received a proclamation from Legislator Joe Lorigo recognizing the MFL’s efforts and contributions to our community. Shannon also received comments submitted by a patron who took a library survey, praising the Marilla Free Library and services they loved.
4. **Reports**
 - a. **Treasurer's** - (*for full finance details see the Treasurer's Report on file at the library*) Kathy W. and Shannon shared March’s financial details with the board. The Memorial Checking had \$17.71 withdrawn to pay NY State Sales tax. Fundraiser Account is the same due to no activity. Capital Improvement gained \$24.79 in interest. The Operating Account paid the B&ECPL Return to system in the amount of \$3464.43. 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, Librarian's Report attached below*) Circulation, Computer Use, Laptop Use, Wireless Use, were all down for the month and year. Patron Count was down for the month but up for the year. Programs are continuing at the library. March Madness book winner was Rainbow Fish. Summer planning continues. Shannon is researching in person, and all age programs. She is also trying to figure out if story hour will be possible. (due to COVID guidelines) The State Report is complete and will be reviewed at the May meeting. B&ECPL has implemented a fine free system for late materials. All fines on accounts have been cleared. Patrons have mixed reviews.
 - c. **Friends’** – Dennis Jakubowski shared that the Friends of the Marilla Free Library book sale will be held on Friday & Saturday October 21/22. They will begin collecting books in June.
 - ~~d. **Fundraising Committee** (currently inactive)~~
 - e. **Town Report** – Tony shared that there was not much to report to the library as the town has mostly been dealing with issues surrounding the Dollar General. He reiterated that the library should not worry about Marilla becoming part of Wyoming County as it was unlikely. He said he and the other three councilmen were opposed. Skip told the Board that he was still researching and collecting data pertaining to succession from Erie County. He suggested that if Marilla became part of Wyoming County then the county library tax that is currently collected, could still be charged to residents and used to make up the funds our library receives from Erie County. He stated, “Nothing will change if we cannot keep services where they are.” Although, Shannon has presented facts to the Supervisor/Town Board that show the Marilla Free Library would cease to exist with a Wyoming County move and the Supervisor has stated that the town will not proceed with a succession if there are a loss of services or negative consequences, he continues to pursue the idea.
5. **Unfinished Business**
 - a. **Town Board Meeting Recap** – On April 14th, Shannon and several trustee board members attended the Marilla Town Board Meeting. Shannon presented to the Town Board information she collected regarding how the Marilla Free library is funded, what services the library offers and receives and corrected the misinformation that has been publicly shared by the Town councilmen regarding what the Pioneer Library system is and what OWWL stands for. (In response, Skip Gingerich attended tonight’s trustee meeting.) After the Town Board meeting on the 14th, Shannon continued to collect information and data regarding our library. At tonight’s meeting she shared all the services the library receives being a part of B&ECPL. They include: holds, material requests, access to materials across other libraries, e-books, music, information

technology, IT services, publicity, graphics, payrolls, furniture, and discounts/special rates on various purchases. If the library had to secure those services on our own, it adds up to about \$158,000. When you combine this with everything else, leaving Erie County means the town would have to come up around \$3-400,000 to fund the library annually, in addition to replacing the computers and other materials (books, cds, movies, etc) that belong to B&ECPL system. Patrons would lose a lot of services, materials and conveniences they are accustomed to. Shannon will send the data, information, facts she presented to the supervisor and town council members.

b. Building

- 1. Roof** – Shannon will begin researching contractors. There is also the NYS Library Construction Aid to look into.
- 2. Parking Lot** – Shannon will contact Ron to see if the person who previously painted the stripes is available. If not, the library may need to find someone. She stated that the library could also use another parking sign for the far end of our lot because there have been a few instances where someone parked their car and left it all day.

6. New Business

- a. Bricks/Chimney** – Roger Mosgeller gave an estimate for maintenance/repair of the library's bricks/chimney. The quote given was \$500 plus tax. The library is tax exempt so Shannon has to find out if that affects the invoice. She will see if the library needs to have three estimates before work can be done.
- b. Summer Incentives** – A motion was made by Deb Mamon with a second by Joanne Goellner for a check to be written from the Memorial Checking in the amount of \$483.99 to Fun Express for Summer Incentives. All were in favor with none opposed.
- c. ACT workshop** – Shannon reminded the board that the next ACT meeting was May 7th. She needs a final count of the trustees who wish to attend as payment is due by the 25th.
- d. Town Contract** – Rachelle reviewed and signed the contract received from the Town of Marilla.

7. Other Business

- a. Payroll Report** – Rachelle emailed the report for board review.

8. Next Meeting: 05/17/22 at 6:30 pm

- 9. Adjournment** - There being no further business to conduct, a motion to adjourn the meeting was made by Deb Mamon at 8:56pm with a second by Joanne Goellner. All were in favor with none opposed.

Meeting Minutes Respectfully submitted, April 20th, 2022, by Joanne Goellner, Secretary.

Librarians Report – April 19, 2022

Operating Budget

Receipts

March Receipts: \$148.45 (\$96.35 Fines / \$17.80 Copies / \$17.30 Print / \$10.00 Lost Item / \$7.00 Hartford Over-payment)

Receipts year to date: \$ 5,486.14 (includes \$4,655 System Appropriation and \$481.25 Elevator Maintenance (lift repairs) from Capital Improv.)

This represents fine/copy/print revenue. This year our revenue commitment is \$945.

Expenditures

March: \$194.90

Expenditures year to date: \$2,826.34 (includes \$481.25 Elevator Maintenance (lift repairs) from Capital Improv.)

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

Circulation

March was 2,282. This was **down by 305** or -11.8%

Year to date is 5,808. This is **down by 1,054** or -15.4%

Computer Use

March was 34. This was **down by 6** or -15%

Year to date is 93. This is **down by 55** or -37.2%

Laptop Use

March was 2. This was **down by 9**

Year to date is 11. This is **down by 26**

Wireless Usage

March was 105. This was **down by 4** or -3.7%

Year to date is 257. This is **down by 37** or -12.6%

Patron Count

March was 894. This was **down by 172** or -16.1%

Year to date is 2,560. This is **up by 205** or 8.7%

Spring Programs

- **Lego Club – April 21, 2022 at 6:00 pm**
 - **March 17, 2022 at 6:00 pm (4 Attended)**
 - Limited number of spots – registration will be required
 - Each child will have own box with supplies
- **March Madness Book Edition – Down to Final 4 Contenders – Vote open 3/15 to 3/21 (20 participated)**
- **1 Child - Read Down Your Fines**
- **Easter Take and Make – April 10th -16th (12 Kits given out)**

Book Club

- Fourth Tuesday at 2 pm
 - March 22nd – *No Time Like the Future* by Michael J. Fox **(5 attended)**

- April 26th – *Mystery of Mrs. Christie* – Marie Benedict

Summer 2022

- **Oceans of Possibilities**
- **Summer Reading Challenge** (formerly Independent Reading Program)
 - Ordered prizes – invoiced
- **Take and Makes**
- **Scavenger Hunt**
- **In-Person Programs**
 - Programs for 6-11 year olds
 - All Ages Family Program – looking into possibility

Other

- ***New York State Report - Completed***
 - *Review Report and Annual Report at May Trustee Meeting*
- ***Fun Express Invoice***
- ***VOX and Wonderbook***