

Town of North Collins Public Library Minutes

November 2, 2022

Attending:

Alice Yoder Patti Dole
Jim Mardino Sarah Friedrich
Anne Marie Maggio John Craik
Jacob Rachwal

1. Approval of Minute Meetings from September 7, 2022.

Motion: Jim Mardino

2nd: Sarah Friedrich

All in favor.

2. Director's Report

A. Programming – all successful and well attended

- a. Virtual and Take/Make crafts
- b. Chess Club
- c. ABC Story Time
- d. Dungeons and Dragons
- e. Freestyle LEGOs
- f. Teen Book Boxes
- g. Teen Writing Club
- h. Pumpkin Painting
- i. Trick or Treat at the Library
- j. Book Sale (\$417.30)

B. Managers Meeting attended

C. Correspondence:

- a. David Kobie/TY for Smithsonian subscription
- b. UB and Fredonia/reference for Sean

D. Personnel

- a. Brenda Jagow out indefinitely
- b. Sarah Kief cutting hours. Sean picking up slack. Potential new hire needed
- c. Propose promoting Hannah Broughton to Senior Library Clerk (all in agreement, Alice will notify HR)

E. Upcoming Programming

- a. 10 Warning Signs of Alzheimers
- b. Turkey cookie craft coinciding with National Apple Cider day
- c. Gingerbread man decorating (rather than houses?) (YES)

F. Programming budget for Teen programming was discussed and it was requested that Jason make a budget proposal for expenses in 2023

G. Financial Report (see report)

H. Stats

- a. Traditional programming-up
- b. Virtual Programming-up
- c. Circulation-up
- d. Visits-up
- e. Computer use-down
- f. WIFI-up

3. Old Business

- a. Carbon Monoxide detectors purchased and installed
- b. Phone system purchased and installed
- c. Pillows and rug purchased and displayed

4. New Business

- a. Trustee term expiring: Jim Mardino: He's agreed to serve another term
- b. Trustee Education Policy: discussed possibility of meeting together to watch Webinar
- c. 2023 Proposed Board Meeting dates: approved

January 4, 2023	July 12, 2023
March 8, 2023	September 6, 2023
May 3, 2023	November 8, 2023

- d. Proposed holiday closings in 2023 (dates are not on the 2023 Holiday schedule):
(approved)

New Year's Day (observed)	Sunday, 1/1/23 and Monday, 1/2/23
Martin Luther King, Jr.	Sunday 1/15/23 and Monday 1/16/23
Presidents Day	Sunday 2/19/23 and Monday 2/20/23
Good Friday	Friday 4/7/23 and Easter.Sun 4/9/23
Mother's Day	Sunday 5/14/23
Memorial Day	Sunday 5/28/23 and Monday 5/29/23
Father's Day	Sunday 6/18/23
Juneteenth	Monday 6/19/23
Independence Day	Tuesday 7/4/23
Labor Day	Sunday 9/3/23 and Monday 9/4/23
Veteran's Day	Friday 11/10/23
Thanksgiving Day	Thurs 11/23/23, Fri, Sun 11/24,26/23
Christmas Day (observed)	Sun 12/24/23 and Monday 12/25/23

- e. ACT Meeting January 21, 2023: Alice encouraged attendance
- f. Holiday Parade December 17: Anne will organize with Alice's help. Sarah will purchase microwave popcorn to hand out
- g. Holiday gifts for staff: Sarah will purchase \$25 Amazon gift cards using Foundation \$

5. Next Meeting January 4, 2023 at 5:30

6. Adjournment 6:30pm

Motion: Anne Marie Maggio

2nd: Sarah Friedrich

All in favor.