

# North Collins Public Library Board of Trustees Meeting Minutes

November 8, 2023 at 5:30pm

Location: North Collins Public Library

1. Attendance: Charlene Tretyak, Ellen Franz, Jim Mardino, Alice Yoder,

Patti Dole, Sarah Friedrich, Anne Maggio

2. Approval of the Minutes of the Meetings for September 6, 2023

Motion: Jim 2<sup>nd</sup>: Ellen

3. Director's Report

- a. Regular programming
- b. Art Club
- c. Kid's Book Club
- d. Emergency Kit Distribution
- e. Trick or Treating
  - i. 52 trick or treaters
  - ii. Costume Raffle
  - iii. Pumpkin Painting
- f. Managers Meeting-9/13, 10/11
- g. Webinar training-30 Favorite Storytime Books and How to Use Them"
- h. New Hire
  - i. Billie Beck began in October, 1 Sunday/month
- i. Upcoming New Programs
  - i. Book Sale
  - ii. Wooden Ornament Painting
  - iii. Christmas Break Activity-TBD
- j. Button Maker purchased-coming in November
- k. Evaluation of Open Hours and/or Alice changing her hours
  - i. Assess patron count to revisit at next meeting (6pm-7pm, 7pm-8pm)
- l. Stats
- m. Look into other passes available
  - i. Buffalo Zoo
  - ii. Explore and More
  - iii. Buffalo Science Museum
  - iv. Strong Museum of Play

4. Financial Report

- a. County Funds Balance-\$8,500.04
- b. Private Funds Balance-\$39,624.74

5. Old Business

- a. Charging station  
Purchase a charging brick and cords for both Android and Apple and Google
- b. Empire Pass
  - i. Purchase 1

6. New Business

- a. Trustee term expiring: Patti Dole
  - i. Motion to retain: Ellen Franz, 2<sup>nd</sup>: Jimardino
- b. Trustee Education Policy
  - i. Two hours/year starting 2023
    - a. Training meetings
    - b. Webinars

c. ACT Meeting November 18

d. 2024 Proposed Board Meeting dates:

January 3, 2024	July 10, 2024
March 6, 2024	September 4, 2024
May 8, 2024	November 6, 2024

e. Proposed holiday closings in 2024 (dates are not on the 2024 Holiday schedule):

New Year's Day (observed)	Monday, 1/1/24
Martin Luther King, Jr.	Sunday 1/14/24 and Monday 1/15/24
Presidents Day	Sunday 2/18/24 and Monday 2/19/24
Good Friday	Friday 3/29/24 and Easter Sun 3/31/24
Mother's Day	Sunday 5/12/24
Memorial Day	Sunday 5/26/24 and Monday 5/27/24
Father's Day	Sunday 6/16/24
Juneteenth	Wednesday 6/19/24
Independence Day	Thursday 7/4/24
Labor Day	Sunday 9/1/24 and Monday 9/2/24
Veteran's Day	Monday 11/11/24
Thanksgiving Day	Thurs 11/28/24, Fri, Sun 11/29, 12/1
Christmas Eve	Tuesday, 12/24/24
Christmas Day (observed)	Wednesday 12/25/24
New Year's Eve	Tuesday 12/31/24

f. Staff gift

- i. \$25 Amazon Gift Cards

7. Adjournment – Motion: Jim, 2<sup>nd</sup>: Sarah

8. Next meeting: January 3, 2024