

# North Collins Public Library Board of Trustees Meeting

5/11/22 - Director's Report, submitted by Alice Yoder

## Programming in March and April

- Virtual and Take/Make crafts
- Chess Club
- ABC Story time
- Book Club (March and April)
- Find the Leprechaun Scavenger Hunt
- St. Patrick's Day Story and Craft
- Easter Bunny Hunt
- Easter Cookie Decorating
- Sticker Mania
- Medicare Educational Meeting (North America Senior Services)
- Book A Tech Trainer

## Meetings

- Managers' Meeting via ZOOM on 3/9/2022; in person 4/13/2022
- Youth Services Group via ZOOM on 3/18/2022
- Programming Contracting Libraries via ZOOM on 3/25/2022
- ACT meeting at Central with Anne on 5/7/2022

## Correspondence

- Letter from John Mills
- Email to Lynn about sidewalk, fw'd to John Tobia (waiting for quote from contractor)
- Call to Natures Pride about landscaping. Mulching completed 5/5/2022.

## Personnel

- Cindy Walter submitted her resignation. We are looking to replace her asap.

## State Report:

Jacob spent the day with me on March 14 to help with the financial report. I completed and submitted on March 16 and request the Board make a resolution to accept the 2021 State Report and the 2021 Annual Report to the community.

## Upcoming Special events:

- May: Mother's Day Spa event, Identity Theft Seminar, Button Bonanza, Book A Tech Trainer, Birdhouse Craft, Messy Story Time and Craft
- June: Niagara Aquarium touchtank (28<sup>th</sup>) Junk in the Trunk to coincide with Village-wide yard sale?
- July: Summer Reading 2022 Oceans of Possibilities: Tues and Fri if a minimum sign-up

## Miscellaneous

- We received 10 cases (900 boxes) of Covid rapid tests from Erie County and have been distributing them 2 per person. To date we have distributed approximately 500 boxes.
- I hope to meet with Tracy Palicki from the business office after State Reports are submitted to get a better handle on budget matters.

In April we will begin to see an uptick in circulation because of autorenewals (library where item is checked out gets the circulation count for renewal).

### March 2022 Statistics

Type	March			Year to Date		
	2022	2021	Change	2022	2021	Change
<b>Circulation</b>	1186	1179	.6%	2734	3039	-9.7%
<b>Library Visits</b>	1022	894	14.3%	2546	2378	7.1%
<b>Computer Use</b>	104	154	-32.5%	260	452	-42.5%
<b>WIFI</b>	368	333	10.5%	946	755	25.3%
<b>Virtual Programming</b>	843	311	171%	1511	990	52.6%
<b>Traditional Programming</b>	183	54	238.8%	483	253	90.9%

\*Note: In 2021 we have changed how we count Virtual numbers.

Traditional programs previously counted (like guessing jar) are not considered actual programming.

### April 2022 Statistics

Type	April			Year to Date		
	2022	2021	Change	2022	2021	Change
<b>Circulation</b>	1588	913	73.9%	4331	3952	9.6%
<b>Library Visits</b>	1008	789	27.8%	3554	3167	12.2%
<b>Computer Use</b>	111	121	-8.3%	371	573	-35.3%
<b>WIFI</b>	402	286	40.6%	1348	1041	29.5%
<b>Virtual Programming</b>						
<b>Traditional Programming</b>						

\*Note: In 2021 we have changed how we count Virtual numbers.

Traditional programs previously counted (like guessing jar) are not considered actual programming.

**Financial Report March/April 2022**

<b>Community Bank – County Funds</b>					
<b>Date</b>	<b>Check #</b>	<b>Description</b>	<b>Deposit</b>	<b>Payment</b>	<b>Balance</b>
		Beginning Balance			<b>58,661.91</b>
2/28/22		interest	.45		58,662.44
1/25/22	2279-06	Return to System		2,738.57	55,923.87
3/2/22		Library revenue	235.64		56,159.51
3/2/22	2280-07	Pennysaver ad		198.00	55,961.51
3/7/22	2281-08	Water bill		107.00	55,854.51
3/31/22		Interest	.48		55,854.99
4/4/22	2282-09	Insurance		100.00	55,754.99
4/4/22		Library revenue	63.75		55,818.74
4/18/22	2283-10	Mileage/parking reimb.		34.85	55,783.89
*check not yet cleared bank			Balance as of April 30, 2022 \$55,783.89		

<b>Community Bank – Private Funds</b>					
<b>Date</b>	<b>Check #</b>	<b>Description</b>	<b>Deposit</b>	<b>Payment</b>	<b>Balance</b>
		Beginning Balance			67,746.76
2/28/22		Interest	.52		67,747.28
3/9/22		Dep. (Reimb prog. Exp from 2020 YE appeal)	259.08		68,006.36
3/9/22	1958-10	North Collins Chamber of Commerce dues		50.00	67,956.36
3/31/22		Interest	.58		67,956.94
4/4/22		Town of North Collins donation	15,000		82,956.94
4/4/22	1959-11	Magazine subscription		20.01	82,936.93
4/4/22	1960-12	programming		99.41	82,837.52
4/4/22	1961-13	Easter Cookies decorating program		21.00	82,816.52
4/18/22	*1962-14	ACT meeting lunch (Anne/Alice)		30.00	82,786.52
4/18/22	*1963-15	Summer reading initiatives		59.14	82,727.38
4/18/22	WEB-16	Projector for library of things		30.84	82,696.54
4/18/22	WEB-17	SRP supplies		15.74	82,680.80
4/18/22	WEB-18	SRP prizes/supplies+		108.13	82,572.67
4/30/22		interest	.67		82,573.34
*check not yet cleared bank			Balance as of 4/30/22: \$82,573.34		

**Foundation – \$27,824.06**

**Money Market Account - \$42,869.73**

**Petty Cash - \$38.67**