

**MINUTES OF THE MEETING OF THE
TOWN OF NORTH COLLINS PUBLIC LIBRARY
BOARD OF TRUSTEES**

A regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on Wednesday, January 8, 2020, at the North Collins Public Library.

The following members were present:

Patti Dole, Bonnie Noto, Anne Maggio, Sarah Friedrich, and Jim Mardino.

Also attending: Jacob Rachwal – Library Manager

Call to order: President Patti Dole called the meeting to order at 5:30pm.

Approval/Changes to Minutes from 10/2/19:

Motion: Anne Maggio, **2nd:** Patti Dole. **APPROVED**

Directors Report - Jacob

Staffing

Bridget Torres was hired on 10/26 as a Page. This fills a vacant page position.

ACT Meeting

We hosted the ACT meeting on Saturday, October 19. The meeting was well attended.

Building and Grounds

We are looking into the possibility of converting our interior lights to LED. Many other libraries have already done so and the system has seen real energy savings. A salesperson from Greybar came and did an audit of our building. With National Grid rebates, the cost is expected to be minimal. I spoke to Mike Perry who said that the town would install the bulbs. Some fixtures will need to be changed which might require an outside contractor.

Trainings/Meetings

In the last several months, I have attended the monthly managers meetings at CEN.

I also took part in a Director's Workshop in December.

I recently earned Consumer Health Information Specialization certificate. It was free for me participate and in turn the library will receive \$350 for health programming of my choosing.

On Friday, February 7 at 11am, we will be hosting a Western New York Library Resource Council (WNYLRC) advocacy legislative meeting with Assemblyman David DiPietro (possibly State Senator Patrick Gallivan as well). The topic will be state funding for 2020.

Programming

Since our last meeting, the following programs were held:

“TOY STORY” Alien Slime Making, “Mo Willams” Pigeon Storytime, LEGO Club, Craft Night “Pumpkin Painting”, Make Your Own Pizza, Graham Cracker Haunted House, (SPCA) Is a Reptile the Right Pet for You?, Chocolate Truffle Making for the Holidays, Graham Cracker Christmas houses, Christmas Card Making.

I also conducted outreach at The Well on 12/14. I read Christmas stories to kids during their Christmas party.

Upcoming Events

Sunday, January 12 at 1:30pm - Make Toy Story Alien Cupcakes

Wednesday, January 15 at 6:00pm – LEGO Club

Tuesday, January 21 at 6:30pm - Craft Night in the Library

Monday, January 27 at 6:00pm - Music and Video Streaming Workshop

Tuesday, January 28 at 2:00pm – 8:00pm – Sparkly Slime Day

Tuesday, February 4 at 6:00pm – Intro to Fly Tying 2

Tuesday, February 11 at 6:00pm – Dog Sledding with Siberian Huskies

Wednesday, February 19 at 6:00pm – Eden Chorale Concert

Goals for 2020

Jacob was asked to identify some goals for the year at the library. He listed a few which all were satisfied with.

Statistics

Type	December			Year to Date		
	2019	2018	Change	2019	2018	Change
Circulation	1,467	1,240	15.4%	19,357	21,071	-8.2%
Library Visits	1,178	938	25.6%	15,290	15,781	-3.1%
Computer Use	127	108	17.6%	1,652	1,946	-15.1%
WIFI	351	266	32.0%	3,478	3,462	0.5%

Financial Report

County Funds - \$51,118.29

Private Funds - \$45,421.27

OLD BUSINESS

Board Reorganization

The following officers were chosen unanimously for 2020.

President – Patricia (Patti) Dole

Vice President – Bonnie Noto

Treasurer – Jim Mardino

Secretary – Anne Maggio

Resignation

On November 1, 2019 Tina Cosandier informed us that she would be resigning immediately from the North Collins Public Library Board of Trustees. The question of filling her seat on the board was discussed.

Patti Dole proposed a resolution to downsize the board to 6 members. And it passed in a 5-0 vote.

Motion: Patti Dole, **2nd:** Bonnie Noto, **PASSED**

Library HVAC

Jacob reported that there were some updates needed for our grant application, but we are on track to receive the award that we requested. We will hopefully hold off on this project until the spring.

NEW BUSINESS

Board Meetings in 2020:

The Board Meeting Dates for 2020 will be: January 8, March 4, May 6, July 8, September 2 and November 4.

They will be held at 5:30pm.

System Personnel Policies

Jacob introduced a resolution to reaffirm the system personnel policies as requested by Central. Patti Dole felt that she was not prepared to vote on them until she reads them. The resolution was TABLED until the next meeting.

Proposed Holiday Closings in 2020:

January 1 (New Year's), January 20 (Martin Luther King, Jr Day), February 17 (Presidents Day), April 10 (Good Friday), April 12 (Easter), May 10 (Mother's Day), May 24 (Memorial Day), June 21 (Father's Day), July 3* (Independence Day) and September 7 (Labor Day), November 11 (Veteran's Day) December 25 (Christmas Day).

The proposed closed dates were approved UNANIMOUSLY.

Proposed Sunday closings to coincide with the holiday closings:

January 19 (Martin Luther King, Jr Day), February 16 (Presidents Day), May 24 (Memorial Day), June 21 (Father's Day), July 5 (Independence Day) and September 6 (Labor Day)

The proposed Sunday closed dates were approved UNANIMOUSLY.

Future Purchases

Jacob proposed the purchase of a laminator and other office supplies. This was agreed upon by everyone.

There is still over \$500 remaining in donations that came in in memory of Sue Alessi. Sarah has some ideas for future purchases for our library of things. She will follow up with Jacob.

Fundraising

Jacob is looking into having a "FUNdrive" with the Savers second hand store. He presented preliminary information that he has received and it seems like a useful project. He will get more information and follow-up with the board at the next meeting. Many would like to see this take place at the end of April 2020

Other Notes

Jacob asked permission for a 10 day vacation in April for a trip to Rome. All present approved the request.

Jacob raised a discussion about our cleaner and some changes that have been requested.

MOTION TO ADJOURN:

Motion: Bonnie Noto, **2nd:** Jim Mardino, **PASSED**

The next meeting is scheduled for Wednesday, March 4, 2020 at 5:30 pm.