

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

An regular meeting of the Board of Trustees of the Town of North Collins Public Library was held on Wednesday, April 7, 2021. This meeting was held in person at the North Collins Public Library.

The following members were present: Patti Dole, Jim Mardino, Bonnie Noto, Charlene Tretyak, Anne Maggio and Sarah Friedrich.

Also attending: Jacob Rachwal – Library Manager

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

**Director’s Report**

An ACT Meeting will be held on Saturday, May 1, 2021.

We hosted a ConnectLife Blood Drive on Wednesday, February 3. 15 people came to donate. The next blood drive will be held on June 30.

Virtual programming on our Facebook page has continued. We also continue to distribute Take and Make kits. All are well received.

The “University Express” lectures will resume in May.

In late April, it will be announced that we were awarded a \$3,000 grant for our library. The grant proposal was for ways that our library can engage the youth in our community.

There were a couple of incidents in the library in late February/Early March. The police were called for the one incident and it led to an arrest.

Jacob attended a number of meetings over the last couple of months such as Managers Meetings, System 5 Year Plan Committee, Youth Services Committee, and Contracting Library Programming Committee.

**Statistics**

March Output Measures

Type	March			Year to Date		
	2021	2020	Change	2021	2020	Change
<b>Circulation</b>	1,179	1,145	3.0%	3,039	4,278	-29.0%
<b>Library Visits</b>	894	761	17.5%	2,378	3,193	-25.5%
<b>Computer Use</b>	154	78	97.4%	452	348	29.9%
<b>WIFI</b>	333	221	50.7%	755	815	-7.4%

**Financial Report**

**County Funds** \$54,785.57

**Private Funds** - \$52,529.20

**Money Market Account** - \$42,851.77

**Petty Cash** - \$57.67

## **OLD BUSINESS**

### **Trustee Terms**

Jacob reported that the issue with the term lengths for board members has been rectified. Everyone has been reappointed to new term dates and will be reappointed to a 5 year term at the conclusion of their current term. Here are the new dates of expiration:

Bonnie Noto - Expires December 31, 2021  
Jim Mardino - - Expires December 31, 2022  
Patricia Dole - - Expires December 31, 2023  
Anne Maggio - Expires December 31, 2024  
Sarah Friedrich - Expires December 31, 2025

Additionally, Charlene Tretyak has agreed to join our board and has been appointed by the Town Board. Her 5 year term will expire on December 31, 2025.

## **NEW BUSINESS**

### **State Report**

Jacob presented the 2020 State Report to the board. He also presented a condensed Annual Report to the Community. All seemed to be in order and a vote was taken. It passed unanimously.

**Motion:** Sarah Friedrich, **2nd:** Bonnie Noto, **APPROVED**

### **New Policies**

Jacob proposed policies for Rules of Conduct and Freedom of Information for our library. Drafts of the policies were presented to all board members for review. Discussion and a vote will be taken at the next meeting.

### **Buildings and Grounds**

Jacob sought a quote from DFT Security to get a new surveillance system for our library to replace our outdated system. The 4 camera system should cost around \$2,500. He also has a quote from Natures Pride to repair winter damage to our library grounds and mulching this spring. Additionally, he requested that the library chairs be reupholstered. After discussion, a vote was taken to approve the purchases.

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

### **Other Notes**

- The board would like to have a Hot Dog roast at sometime this summer.
- Jacob suggested that we try to reprise the Junk in the Trunk sale this spring. He will touch base with the Village to see when the permit free weekend will be.
- The library restrooms are now "All Gender." New signage will be installed soon.
- The board would like to possibly purchase new study tables for the library.

### **MOTION TO ADJOURN:**

**Motion:** Jim Mardino, **2nd:** Charlene Tretyak, **PASSED**

The next meeting is scheduled for Wednesday, July 14, 2021 at 5:30 pm.