

Marilla Free Library – 10/23/18 Board Meeting Agenda

1. Call to order
2. Minutes
3. Public Expression
4. Reports
 - a. Treasurer's
 - b. Librarian's
 - c. Friends'
 - d. Fundraising Committee
 - e. Town Report
5. Unfinished Business
 - a. Mission Statement
6. New Business
 - a. Elect Board Officers
 - b. Oath of Office
7. Other Business
8. Next Meeting: TBD
9. Adjournment

Marilla Free Library – 10/23/18 Board Meeting Minutes

1. Call to order - 6:08pm. *In attendance:* Shannon Thompson, Kristen Matthews, Martha Mummery, Marsha Wingate, Rachelle Walker, Judy Farmer and Joanne Goellner.
2. Minutes – September’s meeting minutes were approved as written. *1st motion from Marty Mummery, 2nd by: Rachelle Walker. All in favor with none opposed.*
3. Public Expression – no public expression
4. Reports
 - a. Treasurer's - (*for full account details including all transactions and balances, see the Treasurer’s Report on file at the library*) Marsha updated the board regarding September’s finances and account transactions. *A motion was made by Marty Mummery and 2nd by Judy Farmer to approve the Treasurer’s Report as presented. All in favor with none opposed.*
 - Due to limited hours, changing names on accounts due to new officers and the possibility of easier access, the library is considering moving accounts to a different bank. Options will be explored and discussed at future meetings.
 - b. Librarian's - (*see attached Librarian Report for complete details*)
 - Circulation, laptop use, and wireless usage were all up. Patron count was down as was computer usage.
 - Fall Programs are underway. Lego Club met twice and Cris Johnson Spooky Magic show had a good turn-out with 32 patrons/kids in attendance. Fall story hour was cancelled due to little interest. The Library may explore other dates/times or have special story hours.
 - The broken laptop has been repaired and returned.
 - The library received a donation of \$10 from Amigone Funeral home in memory of Teresa Rapp.
 - c. Friends’ – The Friends book sale went well. They are considering the new dates for next year with the possibility of dropping Sunday, which was slow. They are also exploring the possibility of holding a spring sale combined with another fundraiser as well as maybe purchasing a shed to store books.
 - d. Fundraising Committee – no meeting
 - e. Town Report – Bonnie Waterman (liaison) was not present.
5. Unfinished Business
 - a. Mission Statement – after discussion, the board revised and adopted the Marilla Free Library Mission statement to be: The Marilla Free Library is dedicated to providing access to information, supporting life-long learning, and encouraging a love of reading through resources, programs and services. (*see attached Mission Statement for previous versions*)
6. New Business
 - a. Elect Board Officers - The position of President, Vice President, Treasurer and Secretary ran unopposed. Secretary Joanne Goellner cast one ballot for Rachelle Walker as President, Martha Mummery as Vice-President, Marsha Wingate as Treasurer and Joanne Goellner as Secretary.
 - b. Oath of Office – All members of the trustee board took their oath of office to renew their terms.
 - 3 years: 2016-2019: Joanne Goellner
 - 4 years: 2016-2020: Marty Mummery
 - 5 years: 2016-2021: Judy Farmer, Rachelle Walker
 - 5 years: 2018-2023: Marsha Wingate

7. Other Business – The board regretfully accepted the resignation of Kristen Matthews, trustee and former board president effective immediately. Kristen was thanked for her dedication and service to our library.
8. Next Meeting: 11/20/18 @ 6:30pm
9. Adjournment – *A motion was made by Judy Farmer to adjourn the meeting at 7:30pm. Martha Mummery made a second motion. All in favor with none opposed.*

Minutes respectfully submitted, November 2nd, 2018, by Joanne Goellner, secretary.

Librarians Report - October 23, 2018

Operating Budget

Receipts

September Receipts: \$ 255.55

Receipts year to date: \$ 3,326.96

This represents fine/copy/print revenue. This year our revenue commitment is \$4,462.

Expenditures

September: \$ 0

Expenditures year to date: \$ 2,558.54. This year our expenditure allotment is \$5,200.

Circulation

September was 2,573. This was **up by 32** or 1.3%

Year to date is 29,000. This is **up by 88** or 0.3%

Computer Use

September was 94. This was **down by 4** or -4.1%

Year to date is 839. This is **down by 86** or -9.3%

Laptop Use

September was 18. This was **up by 16**

Year to date is 61. This is **up by 33**

Wireless Usage

September was 113. This was **up by 6** or 5.6%

Year to date is 1,068. This is **down by 55** or -4.9%

Patron Count

September was 1,252. This was **down by 284** or -18.5%

Year to date is 13,450. This is **down by 1,144** or -7.8%

Statistical Information comparing the Marilla Free Library to other libraries can be found at

www.buffalolib.org/aboutthelibrary/statistics/index.asp

Fall Programs

- **Lego Club** – Thursday, September 20th at 6:00 pm for ages 5 and up (**4 attended**)
- **Lego Club** – Thursday, October 18th at 6:00 pm – ages 5 and up (**5 attended**)
- **Spooky Magic** with Cris Johnson – Saturday, October 20th at 1:00 pm – All Ages [**\$275**]
- **Dragons and Unicorns** – Thursday, October 25th at 6:00 pm for ages 3-6 (Central)
- **Special Halloween Story Hour with Ms. Shannon**– Tuesday, October 30th at 6:00 pm for ages 3-6
- **Nature Play** – Saturday, November 10th at 11:00 am for ages 6-10

Other

- **Laptop 2 was returned 9/17/18**
- **Minimum Standards Trustee Education Requirements**

Marilla Free Library Mission Statement

The Board of Trustees of the Marilla Free Library hereby states that the mission of the Marilla Free Library is to give the people in the town of Marilla the means to obtain printed and electronic information quickly and freely.

Revised: 8/2009

It is the mission of the Marilla Free Library to provide an opportunity for learning, personal growth and recreation to the people of Marilla and surrounding areas through the resources and personnel of the Marilla Free Library.

To do so with traditional expertise and expanding technology for equal access to quality library services, materials and facilities, both at the Marilla Free Library and through the library's access to the resources provided by the B&ECPL.

Further, in an effort to encourage lifelong learning, we are committed to serve as a place where children can discover the joy of reading and the value of libraries.

Revised: 10/23/18

The Marilla Free Library is dedicated to providing access to information, supporting life-long learning, and encouraging a love of reading through resources, programs and services.