

**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, July 10, 2019, at the North Collins Public Library. Due notice to trustees, public notice on Social Media, official public notice to the Eden-North Collins Pennysaver, and a posting in the North Collins Library.

The following members were present:

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

Also attending: Jacob Rachwal – Library Manager

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

Approval/Changes to Minutes from 5/1/19:

Motion: Patti Dole, 2nd: Sarah Friedrich. **APPROVED**

Directors Report - Jacob

ACT Meeting

- I attended ACT meeting at the Aurora library on May 4. The topics covered were Active Shooters, Defibrillators and Narcan. Also, Dick Earne from the Grand Island Library Trustees was elected president. We may host a future ACT meeting at NCO.

Building and Grounds

- On June 18, Dan Stroud came and replaced the hot water tank in the janitor's closet. The tank blew up and water was running out of it the previous day. Dan also replaced the water faucets in the closet which broke last year and replaced the front outdoor lights which were knocked down by the lawnmower.
- Our A/C in the Main portion of the library is still down. He says the unit is working, but keeps freezing up due to low coolant. He is going to have someone come and recharge it.
- Several dead bushes have been removed from the front of the building by Natures Pride. We are waiting for them to come back and finish the landscaping.
- A tree was planted in memory of Sue Alessi next to the pavilion. John Tobia arranged for it to be planted and a plaque has also been purchased and is in place.
- We have been having trouble with our door counter which hopefully has been rectified. We have been showing large counts from 6:30am-8:30am.
- The library was part of Eagle Energy Day back in May. Students mulched and weeded the beds. They also finished cleaning our sign, which looks great now.

Staffing

- Owen Yoder is resigning his page position at the library effective July 16. I have hired Timothy Torres to replace him. His first day will be July 22.
- All members of the staff had performance evaluations conducted this past month. This was required by Erie County in order to make them "Permanent employees."

Summer Reading

- Summer reading is in full force. In the library, summer reading is from June 1 – August 31.
- Alice’s story time is on Tuesday evenings and Friday mornings for 5 weeks. The theme is “A Universe of Stories.”
- Unfortunately, we were unable to have a Battle of the Books team this summer.

Other items

- Our water delivery with Crystal Rock ended on July 3. We purchased a new cooler via Amazon and we will purchase water at a local retailer.
- We now have 2 paintings on display on loan from the collection of local artist Jack Edson.

Upcoming programs

- Now through August 2, 2019 – Summer Reading Program "A Universe of Stories".
- Wednesday, July 17 at 6:00pm – LEGO Club
- Monday, July 22 at 6:30pm – Craft Night in the Library
- Wednesday, July 24 from 4:00pm – 7:00pm – Library of Things Demonstration Day
- Monday, July 29 from 5:00pm – 8:00pm – Book a Technology Trainer
- Wednesday, August 14 at 6:00pm – What would you do in space (Central Program)
- Wednesday, September 18 at 6:00pm - Songs and Stories of the Erie Canal – Dave Ruch

Statistics

| Type | June | | | Year to Date | | |
|----------------|-------|-------|--------|--------------|--------|--------|
| | 2019 | 2018 | Change | 2019 | 2018 | Change |
| Circulation | 1,385 | 1,776 | -22.2% | 10,180 | 10,516 | -3.2% |
| Library Visits | 1,692 | 1,523 | 11.1% | 7,457 | 8,068 | -7.6% |
| Computer Use | 124 | 146 | -15.1% | 841 | 1,030 | -18.3% |
| WIFI | 321 | 328 | -2.1% | 1,679 | 1,706 | -1.6% |

Financial Report

Operating Account Balance - \$52,031.48

Private Funds Balance - \$48,859.55

OLD BUSINESS

Sunday Open Hours

Sunday hours have been going well. We have not yet seen a drop off of use this summer. We will await a future report at the next meeting. At this point, it appears to be a successful change.

Sue Alessi Memorial Donations

Jacob distributed a handout of “Library of Things” that have been purchased. These items will be available to borrow very soon.

Junk in the Trunk/ Hot Dog Roast/ Booksale

All of these fundraisers were successful. It was noted that the Junk in the Trunk fundraiser really helped the Booksale to be a success. We will continue with these fundraisers next year. We also thank Legislator John Mills and Erie County Executive Mark Poloncarz for their donations to the Hot Dog Roast.

NEW BUSINESS

2019 BECPL System Contract

Jacob presented the contract to the board for approval. There wasn't any substantive change to previous contracts except for the increase in pay rate for the clerks. A vote was taken and passes 4-0.

Motion: Patti Dole, 2nd: Bonnie Noto. **APPROVED**

20th Anniversary of the Library Building

Discussion ensued on whether we should commemorate this event. Jacob noted that the date of the founding of the library was the date that we should probably commemorate rather than the date of the new building opening. All agreed that they thought that we should wait until the 25th anniversary to commemorate the opening of the new building.

Future Purchases

Jacob proposed that we look into purchasing a grill instead of relying on the generosity of Bonnie and her husband to loan us theirs. He also proposed getting a new garbage can for the front of the building and putting carpet squares in the office. Everyone agreed that we should move forward with these purchases.

Jacob also brought up the idea of replacing the chairs near the fireplace in the library. Much discussion ensued on the color and type of furniture to replace them with. Everyone will keep their eyes open for possible choices.

MOTION TO ADJOURN:

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

The next meeting is scheduled for Wednesday, October 2 at 5:30 pm.