

Chili Public Library Board of Trustees Meeting Approved for October 25,2016

Chili Public Library Mission Statement

The Chili Public Library is the center of lifelong learning for our community, and a welcoming responsive place people come to for the discovery of new ideas, the joy of reading and the power of information

Board of Trustees: Susan Ackerman (President) Judith Kharbas (Vice-President), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Andrew Lucyszyn (arrived at 6:10), Karen Reifenstein, Jeffrey Stoiber

Library Director: Jeff Baker
Town Liaison: Mary Sperr

Absent: None
Excused: None

Meeting convened by President Ackerman @ 6:05

Approval of agenda: Motion made by Judith; 2nd by Karen
In favor 6; opposed 0; abstained 0

Approval of minutes of September 27, 2016 Motion made by Jeff; 2nd by Karen
In favor 6; opposed 0; abstained 0

Communications

- Guests/Public: None
- Town Board liaison: The Town Board approved a four year contract with the Town of Chili collective bargaining unit. Extra money was put into health care.

Director's Report

The Director read a thank you note sent to Mrs. A. and Miss Jill for the wonderful children's story hour programs.

Jeff and Deb Amesbury will attend the 10th year anniversary celebration at the Legacy at Parklands where CPL will receive a community partner award. Deb conducts a monthly book club at the site.

General Information:

- **Friends of the CPL Board Meeting** – The next CPL Friends meeting is Tuesday, November 8, 2016. Jim Lechner has volunteered to attend. National Friends of Libraries Week was October 16-22, 2016. The Director greatly appreciates the hard work and dedication of our Friends group.

The CPL Friend's Board had their annual meeting and election of officers on Tuesday, October 11, 2016. The officers elected were President-Bob Pacer, Vice President – David MacMillen, Recording Secretary – Linda Groves, Corresponding Secretary – Megan Neumann, Treasurer – Marcia Johnson. The 2015-2016 Friends President report will be distributed at the Library Board meeting. The CPL Friends booksale raised a record \$2,626 for materials sold and \$465 in membership fees.

Jim called for a motion to sincerely thank the CPL Friends for their continued and increasing support of the Chili Public Library. It was unanimously approved.

CPL Statistics –

Month	September 2016	September 2015	% of change
Circulation	21,194	22,795	-7%
Library Visits	11,664	12,101	-4%
Reference Questions	1,469	1,447	2%
Programs	50	43	16%
Program Attendance	1,003	934	7%
Items Borrowed (holds)	727	809	-10%
Items Loaned (holds)	524	476	10%
Overdrive	1,757	1,440	22%
Meeting Room	60	70	-14%
Website Visits	6,001	4,459	35%
Website Pageviews	10,524	8,474	24%
	October 2015 - September 2016	October 2014 - September 2015	% of change
Circulation	276,085	298,166	-7%
Library Visits	149,095	153,578	-3%
Reference Questions	18,445	18,967	-3%
Programs	551	570	-3%
Program Attendance	14,129	15,281	-8%
Overdrive	19,394	16,861	15%

There is an increase in reserves since the fee has been decreased to \$.50.

- **5th Annual Legislative Thank You Breakfast-** The Library Director and members of the Library Board will be attending a legislative thank you breakfast at the Henrietta Public Library on Friday, October 28 from 8:30 - 10 am. The theme is “Libraries Are Education.” This event is sponsored by RRLC, Monroe County Library System, Pioneer Library System, the area's five School Library Systems, and the Friends and Foundation of Rochester Public Library.

- **Holiday Parties and Parades** –The CPL holiday party is scheduled for Friday, December 16th at 5:30pm. Library Board, Town Board, CPL Friends Board, staff and volunteers are welcome to attend. The Town’s Staff Annual Holiday Party is Friday, December 23rd from 12pm-2pm at the Senior Center. Library Board and library staff are welcome to attend. The Library will have a float in the Town’s Christmas Lights Display Parade is Friday, December 2nd, 2016. The Friends will participate in the parade again this year.

- **CPL-on-the-Go! for October** – CPL-on-the-Go! visited Stokoe Farm on October 1 and the Town’s Chili Fall Festival on October 22nd. The service is scheduled to be at the Gates Chili School District Health Fair on October 27 and will be back at Stokoe Farm on October 30. CPL-on-the-Go was a success at Stokoe. The next visit will be from 11-3 rather than 10-2. The Garden Factory was suggested as another possible place for a CPL-on-the-Go visit.

- **Proceeds from the 2016 Gates Chili Chamber of Commerce Golf Tournament** - The Friends of the Chili Public Library will be receiving \$8,000 at the Gates Chili Chamber of Commerce at the Chamber’s Annual Meeting on November 15, 2016. CPL Friends President Bob Pacer and the Library Director will accept the check on behalf of the library. There will be a large mock up of the check that can be displayed in the library.

- **Digitization of Past Library Board Minutes** – Library Page Hannah Morrison is in the process of digitizing the minutes of past Chili Public Library Board meetings and putting them up on the library’s website. When completed all the Board meeting minutes from the time of Library Board’s initial appointment in July 1961 to the present will be digitized. Using the screen Jeff showed us some of the early minutes now on the website. We also looked at the Trustees Section.

- **Opioid Overdose Prevention Training** – The John L. Norris Addiction Treatment Center provides free opioid overdose prevention training. In light of reported increased incidents of opioid use, abuse, and even overdose across the country the Director sent librarians Richard Gagnier and Jennifer Lindsey to training. Training content included:
 - Trends in current opioid and heroin overdose.
 - Know the indicators, risk and signs of opioid overdose.
 - Learn “How to” through “Hands-On” training in OD prevention.
 - Leave equipped and trained to reverse an opioid overdose.
 - Receive a training certificate and get the “blue opioid overdose kit”.

The board agreed this was important training to have.

- **Teen Area Renovation Update** – With the delivery of a mobile shelving unit the Teen area renovation is now complete. The shelving serves an additional purpose by helping to make the teen area a separate space.

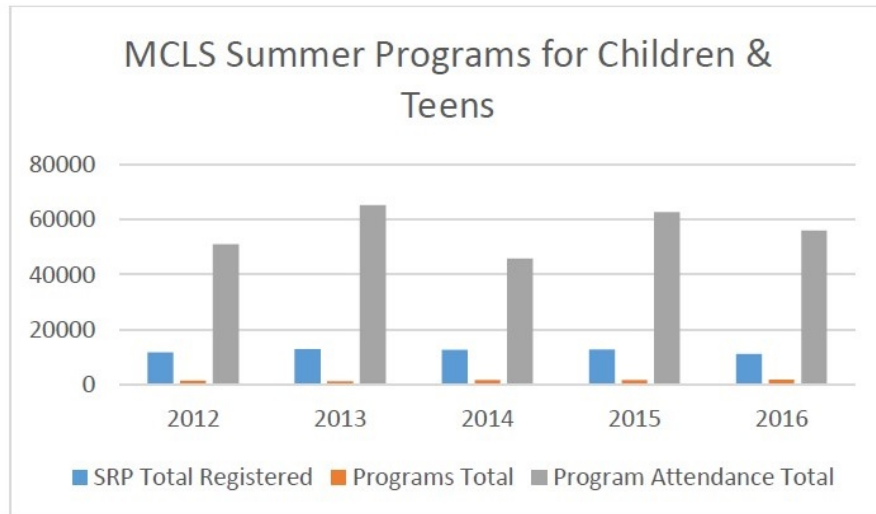
- **Conversations on Race Program** – The Friends & Foundation of the Rochester Public Library (FFRPL) has invited the public to attend a Conversations on Race program at public libraries throughout Monroe County on several dates this fall. Conversations on Race are free, facilitated and open dialogues about race, awareness of racial identity, segregation in our individual lives, the connections of race and poverty, and impact on the community. Each Conversation is unique, and everyone participates in whole-group and small-group discussion. This year two city branch libraries, Chili, Hamlin, Greece and Webster libraries participated. The Chili Public Library program was held October 12, 2016. There were nine participants. They all thanked the library for holding the program.

- **Evening Programs held at the Chili Public Library** – A goal under priority five of the CPL Long Range Plan is to enhance the programs of the Library. An activity to accomplish this is to determine the correct number of programs that should be held in the evening and weekends. Adult programs are already often held on evening and weekends. The Youth Services staff have created programs specifically to be held Monday and Thursday evenings and have several holiday programs scheduled on Saturdays from now until the end of the year.
 - On Mondays there are evening programs from 6-7:30pm
 - First and third Mondays is Chess Club
 - Second and Fourth Mondays is Minecraft Madness
 - On Thursdays there are Explore Your Imagination programs from 5:45-6:45pm.
 - First Thursday is Explore Legos
 - Second Thursday is Explore Robots and Computers
 - Third Thursday is Explore Art
 - Fourth Thursday is Explore TechnologyEvery Thursday there is a Pajama Storytime program from 7-7:30pm
The staff will be keeping track of the success of these programs by recording the number of attendees and anecdotal feedback.
Discussion: The programs have been publicized in our newsletters, on cards in the library kiosk, on our website, and on Facebook. We should continue to look for other ways to promote the programs. The programs correlate to the STEM curriculum in our schools.

Old Items:

- **2016 Monroe County Library System Libraries Summer Reading Program Results for Children & Teens** – The following is from the MCLS/RPL Director's Library System Board October Report. Summer is always a busy time in libraries and 2016 was no different. We have seen a general flattening out of participation in the summer reading program and, although there has been an increase in the number of complementary programs offered, a decline in program participation occurred in 2016. Staff attribute this decline to the proliferation of summer activities offered throughout the county by schools and other agencies serving children. Attention to the

“summer slide” has prompted more parents and caregivers to enroll children in organized, school-based programs, pulling them away from the drop-in and other programs at public libraries. Despite this decline in attendance, summer reading program participation remained steady, and libraries were busy.



Discussion: We need to educate ourselves to provide new programs and services for youth.

New Items:

- **Branch Grouping Service** – In January through March 2016 the Library System participated in a test that eliminated the My Branch Only option for holds. This test helped determine the elimination of the My Branch Only option improved borrowing at the member library level. At the October Directors’ Council meeting nine town library directors including Chili agreed to continue to not have the My Branch Only option. This means no additional restrictions will be put on materials to prevent items from filling holds at other participating libraries. The goal is to have more new popular materials available to patrons so they do not have to wait as long in the hold queue to get their requested material. Discussion: CPL did not find a problem with eliminating the My Branch Only option. We will now make new books available to the nine branch libraries that have agreed to end the option.
- **New and Improved OverDrive Website** – OverDrive, the Library System’s platform for downloading eBooks, audiobooks, music and streaming videos has enhanced its website to provide the following improvements.
 - BETTER BROWSING
 - Simple availability banners
 - New ways to find titles
 - New site-wide audience filters
 - The whole digital library on any device
 - EASIER BORROWING
 - More options for signing in
 - Easy-to-customize lending periods
 - Instant access to titles from the details page
 - "Books" icon takes you right to borrowed titles

OTHER IMPROVED FEATURES

- Improvements to placing and retrieving holds
- Instant recommendations for your library
- Changes to the renewal process

Discussion: We need to be sure patrons are aware of how to use Overdrive. A link on the website can demonstrate how to download the app.

MCLS News:

- **Brighton Memorial Library Grand Opening** - The grand reopening of the Brighton Memorial Library renovation is scheduled for Sunday October 30th. As part of the renovation two charging stations have been put in the parking lot for electric vehicles.

- **Brockport – Seymour Library** - the Brockport – Seymour Library is celebrating its 80th anniversary of its founding of the library and the 20th anniversary of the library building

Meetings and Workshops and Outreach:

Directors' Council Meeting – 10/5/16
Circulation Staff Meeting – 10/7/16
Gates Chili Chamber of Commerce Board Meeting – 10/11//16
CPL Friends Board Meeting – 10/11/16
Gates Chili Chamber of Commerce Golf Meeting – 10/12/16
Chili Supervisor Meeting – 10/11/16
Gates Chili Chamber of Commerce Program Committee – 10/13/16
Gates Chili Chamber of Commerce Event – Cheryl Dinolfo Speaker – 10/18/16

Committees: None

Old Business: None

New Business: None

Additional Comments from Audience: None

Review of CPL Budget spreadsheet and Memorial Fund spreadsheet: Increased State aid has increased revenues. The unclassified revenue goal has already been met. The travel/conference expenses were over budget due to the opportunity to send the library assistants to a conference as previously discussed.

Approval of Library Fund abstract \$11,764.93: Motion made by Judith; 2nd by Karen
In favor 7; opposed 0; abstained 0

Approval of Memorial Fund Expenditures \$1056.79: Motion made by Lori ; 2nd by Judith
In favor 7; opposed 0; abstained 0

Approval of Memorial Fund Donations: Motion made by Andrew; 2nd by Karen
In favor 7; opposed 0; abstained 0

Sue called for a motion to adjourn at 7:00. Motion made by Jeff; 2nd by Karen
In favor 7; opposed 0; abstained 0

**Next meeting date/time: November 15,2016 @ Chili Public Library Barbara Ireland
Community Room. 6:00pm.**