

## Chili Public Library Board of Trustees Meeting

Approved Minutes for June 23, 2015

Board of Trustees: Jill Wynn (President), Sue Ackerman (Secretary), Lori Ahearn, Judith Kharbas, James Lechner, Andrew Lucyszyn, Karen Reifenstein  
Library Director: Jeff Baker  
Town Liaison: Mary Sperr

Present: Jill Wynn (President), Lori Ahearn (Acting Secretary), Judith Kharbas, James Lechner, Andrew Lucyszyn, Karen Reifenstein  
Library Director: Jeff Baker  
Town Liaison: Mary Sperr

Absent: None

Excused: Sue Ackerman

**Approval of agenda with addition of Executive Session:** Motion made by Judith, 2<sup>nd</sup> by Jim  
In favor - 6; Opposed -0; Abstained -0

**Approval of minutes of May 26, 2015:** Motion made by Jim, 2<sup>nd</sup> by Judith  
In favor - 6; Opposed -0; Abstained -0

**Approval of abstract amt. \$13,589.91:** Motion made by Karen, 2<sup>nd</sup> by Andrew  
In favor - 6; Opposed -0; Abstained -0

### Communications:

Guests/Public

Town Board liaison: The Town Board approved a standard work day for town workers. Regulations for abandoned homes and buildings were developed The board is looking at ways to enforce the abandoned homes and buildings regulations. A farmland protection plan is on the books. A sidewalk/pedestrian plan was presented. This will help when applying for grants and setting up a reserve fund for future projects Chil E Fest is on July 4<sup>th</sup>. Jim wanted to clarify his thanks to Mary for requisitioning the refurbishing of the Carol O'Connor statue in the children's garden at CPL.

### Director's Report

#### General Information:

- **Friends of the CPL Board Meeting** – The next Friend's Board meeting is Tuesday, July 14, Sue Ackerman has volunteered to attend.
- CPL will have a booth at the Chil E Fest along with CPL On the Go, our pop-up library. There will be library card sign ups and free books will be given away. CPL will have a parade float with participation and funding by The Friends. Library staff, board members and patrons are invited to march with the float.
- The Board received a letter of thanks from Stacey Martin for approving funding for her to attend the RRLC Leadership Institute.

CPL Statistics –

Month	May 2015	May 2014	% of change
<b>Circulation</b>	21,421	23,237	-7.82%
<b>Library Visits</b>	11,596	12,362	-6.20%
<b>Reference Questions</b>	1,337	1,573	-15.00%
<b>Programs</b>	40	50	-20.00%
<b>Program Attendance</b>	1,010	5,018	-79.87%
<b>Overdrive</b>	1,337	1,277	4.70%
<b>Meeting Room</b>	66	67	-1.49%
<b>Website Visits</b>	4,893	1,738	181.53%
<b>Website Pageviews</b>	8,668	2,2988	190.09%
	<b>June 2014 – May 2015</b>	<b>June 2013 - May 2014</b>	<b>% of change</b>
<b>Circulation</b>	305,629	321,030	-4.80%
<b>Library Visits</b>	154,385	157,893	-2.22%
<b>Reference Questions</b>	20,376	23,961	-14.96%
<b>Programs</b>	514	549	-6.38%
<b>Program Attendance</b>	16,466	22,712	-27.50%
<b>Overdrive</b>	15,644	13,598	15.05%

**Library Building Operation** - This June the library's carpets were cleaned, and the library's tile flooring in the public area was cleaned and sealed.

## New Items:

- **2015 Summer Reading Program at the CPL** – The library will be offering a variety of programs and events all summer long. Below is a description of the Summer Reading Program themes for each age group at the library.
  - **Adult Summer Reading Program – “Escape the Ordinary” June 29-August 7.**  
For every book an adult patron reads, they fill out a raffle ticket to be entered into the weekly prize drawings. There will be a grand prize of a Kindle Fire.
  - **Teen Summer Reading Program – “Every Hero Has a Story!” - June 29-August 7.**  
Teens will decide if they want to compete as a DC or Marvel reader. Each book they read or listen to will get them a raffle ticket. They get a bonus yellow raffle ticket every time they read something superhero, wear something superhero, or go to a library program. Prizes will be given out throughout the summer.  
  
**Summer Kickoff Concert, June 24 at 7pm** - for all ages – There is a Nerd Rock Concert featuring performances from Tonks and the Aurors, Tianna and the Cliffhangers, and Kirstyn Hippe to kick off Summer Reading. At the concert patrons will hear rock music about favorite books like Harry Potter, the Hunger Games, and more! Patrons may stop in at the library any time before the concert and pick up a special FREE raffle ticket, to have a chance to win an awesome prize at the concert! Only 200 raffle tickets will be available. No registration required for the concert. Cathy Kyle and Valerie Scheg are coordinating these events.
  - **Children's Summer Reading Program - "Every Hero Has a Story!" - June 29-August 7.**  
Children ages 12 and under can pick up a bingo board. The children come to the Children's Room to select one weekly prize when they get a bingo. Each time a child selects a prize they will have a chance to enter out end of summer raffles. Children will also be encouraged to enter Assemblyman Bronson's Summer Reading Program as well. The Children's staff have visited St. Pius School, Florence Brassier Elementary School, T. J. Connor Elementary, Paul Road Elementary, and Chestnut Ridge Elementary to spread the word about the library's summer reading program. To kick off summer reading families will enjoy sharing a story on a outside storywalk starting at the Children's Literary Garden. Deb Amesbury and Jill Sutter met with over 2000 students at the elementary schools. Jeff thanked the town building and grounds staff for their help with the storywalk.
- **Library Intern** - The Children's Department has a summer volunteer intern, Catherine Morse to assist the staff with their Summer Reading Program.
- **2014 MCLS Budget Kit** - The Library Director will review with the Library Board the data from the 2014 MCLS Budget Kit.
- The fact finding part of the state audit has been completed. The audit focus was on The Memorial Fund and the report will contain some recommendations for oversight. It will go into details about the Fund. It will take about two months for the report to be written and then it will be sent to Albany for further refinement. Jeff will bring the final report to the board when it is received.

## System News:

- None to report

**State news:**

- None to report

**Meetings and Workshops and Outreach:**

Chili Supervisor Department Head Meeting – 6/27/15  
Gates Chili Chamber of Commerce Golf Tournament Meeting – 6/2/15  
Directors' Council Meeting – 6/3/15  
Workplace Violence Workshop – 6/5/15  
CPL Friends Board Meeting – 6/9/15  
Gates Chili Chamber of Commerce Golf Tournament Meeting – 6/16/15  
CPR Training – 6/16/15  
CPL Budget Subcommittee Meeting – 6/18/15  
CPL Budget Subcommittee Meeting – 6/22/15  
Westside News Meeting – 6/23/15

**Committees**

**Old Business**

**New Business**

**Meeting adjourned to go to executive session: 6:35**

**Meeting reconvened: 7:00**

**Motion** made to approve withdrawal of time from the Sick Leave Donation Bank as discussed in executive session. Made by Andrew; 2<sup>nd</sup> by Karen  
In favor - 6; Opposed -0; Abstained -0

**Adjourned: 7:02**

Next meeting date/time: July 28, 2015 @ Chili Public Library Barbara Ireland Community Room.