

Chili Public Library Board of Trustees
Meeting Approved Minutes for December 19,
2017

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, Karen Reifenstein, Jeffrey Stoiber

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: None

Excused: None

Meeting called to order @ 6:00 by President Ackerman.

Approval of agenda: Sue Ackerman asked if there were any objections to the approval of the agenda. Hearing none, the agenda was approved with Unanimous Consent.

Approval of minutes of November 18, 2017: Sue Ackerman asked if there were any objections to the approval of the minutes. Hearing none, the minutes were approved with Unanimous Consent.

Communications

- Guests/Public: Lauren Lintz, Churchville Chili government student; June Lintz; Jim Ziobro, library patron.
- Town Liaison: John Nowicki was honored for his 41 years of work in Chili. There is interest in developing property on Golden Road under Incentive Zoning. The property is a "Brown Brownfield Zone," which means hazardous is present.

Director's Report:

General Information:

- **Friends of the CPL Board** – The next CPL Friends meeting is Tuesday, January 9, 2018. The CPL Friends Board is raffling a holiday basket, \$1.00 per ticket, 6 tickets for \$5.00. Winner will be chosen December 20, 2017. The Director will share the CPL Friends Board end of year financial spreadsheet to illustrate the great support the Friends of the Chili Public Library gave to the library in 2017. As of November, the Friends have given \$17,719.43 to the library. They have funded programs, purchased equipment and supplied many items outside our budget. We are fortunate to have such a wonderful Friends group in Chili.
- **CPL Statistics** –

Month	November 2017	November 2016	% of change
Circulation	19,312	20,846	-7%
Library Visits	10,774	11,711	-8%
Reference Questions	1,190	1,320	-10%
Programs	43	62	-31%
Program Attendance	752	1,061	-29%
Items Borrowed (holds)	860	771	12%
Items Loaned (holds)	766	706	9%
Overdrive	1,900	1,574	21%
Meeting Room	76	63	21%
Website Visits	6,436	5,784	11%
Website Pageviews	9,162	9,993	-8%
	December 2016 – November 2017	December 2015 - November 2016	% of change
Circulation	245,641	272,120	-10%
Library Visits	147,076	146,931	.10%
Reference Questions	17,112	18,590	-8%
Programs	585	589	-1%
Program Attendance	14,806	14,401	3%
Overdrive	21,938	19,787	11%

The statistics were as expected.

General

- **Thank you to Scribe Lori Ahearn** – Library trustee Jim Lechner extends his thanks on behalf of the Library Board and the Director to Lori Ahearn for being the scribe for the Library Board during 2017 and for taking such good notes.
- **Nextdoor votes the Chili Public Library as their favorite bookstore!** – Nextdoor is the private social network for your neighborhood community. It's a way for neighbors to talk online to share information that will help make neighborhoods safer, stronger, and happier. Recently, Nextdoor Chili Neighbors conducted a survey to have residents choose businesses as their 'Neighborhood Favorites' for 2017. Chili Public Library won as favorite bookstore! The library thanks all who voted
- **17th Annual Mitten Drive** – The library is holding its 17th annual mitten drive. New mittens, gloves and hats are being collected for January distribution to children ages 6

weeks to 12 years at the Lewis Street YMCA Child Care Center. The library will be collecting through Friday, January 12, 2018.

- **Chili Christmas Tree Lighting Ceremony** – CPL-on-the-Go! had a booth at the Christmas Tree Lighting on event last night. Over 200 people visited our booth on December 1st. That evening the library gave away over 100 new children's books that were generously donated by the library's Friends group!
- **Chili Hold Card Sale** - The library is having a hold card sale, \$1.00 off the price of Chili's hold gift card, 12 holds for \$4.00. Offer expires 12/31/2017.
- **Sign-Up Sheets** - The director will distribute the CPL Board sign-up sheets for library trustees to attend the 2018 CPL full staff meetings and the CPL Friends Board meetings. Sign-up sheets will be distributed at our January meeting.

Old Items:

- **Make-a-Story Room Counter Height Change and New Stools** – The height of the counter in the Make-a-Story Room has now been changed and three new stools have been added. The change of the counter height has made a big difference in how the counter is being used. Both parents and children can now use the counter to build items and crafts together.

MCLS Items:

- **No news to report**

State News:

- **No news to report**

Meetings and Workshops and Outreach:

CPL Full Staff meeting – 12/1/17

Chili Parade of Lights – 12/1/17

MCLS Director's Council Meeting – 12/6/17

Gates Chili Chamber of Commerce Program Committee meeting - 12/7/17

CPL Holiday Party – 12/8/14

Gates Chili Chamber of Commerce Holiday Luncheon – 12/12/17

CPL Friends meeting – 12/12/17

Gates Chili Chamber of Commerce Awards Committee – 12/13/17

Gates Chili Chamber of Commerce Programs Committee – 12/13/17

CPL Foundation meeting – 12/19/17

New Items: None

Committees:

- CPL Foundation Committee – We concluded Phases I and II with Causeway this afternoon, December 18, 2017. Our Mission Statement, Vision and Core Value Statements are in document form. Phase III entails individually tailored ways to develop a foundation. There is a grant application available through January 31, 2018, to help offset the cost of Phase III if we choose to continue. We will share our work with the Board during our January meeting and discuss how to proceed from this point.

Old Business: None

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: There were three pay periods in November. The Memorial Fund spreadsheet shows the balance of funds remaining from the Make-A-Story project as well as some larger donations from patrons.

Chili is exploring options to update the Town's facilities. The Senior Center and the Recreation Building are in need of costly repairs. The Library and Senior Center have outgrown their spaces. The Supervisor will hold informational meetings to discuss the feasibility and elicit citizen opinion of building a new Town Community Complex which would house a Library, Senior Center and Recreation Center. To be prepared for the future, the Library had developed contingency plans for the possibility of acquiring a new larger space. These will be helpful as the Town moves ahead with their Master Plan.

Jim Lechner was granted his request to miss the next three meetings.

Approval Items:

- Approval of Library Fund Abstract of \$12,007.68.
- Approval of Memorial Fund Expenditures of \$414.60.
- Approval of Memorial Fund Donations of \$1,19500.

- Sue Ackerman asked if there were any objections to the approval of the Library Fund Abstract, Memorial Fund Expenditures or Memorial Fund Donations. Hearing none all were approved by Unanimous Consent.

Additional Comments from Audience: None

- **Adjourn to executive session @ 6:40** to discuss personnel issues.

- **Return to general session @7:25.**
- **Action Item: Approval of Proposed 2018 Chili Public Library Employee Pay Rates**
The Director will distribute at the Board meeting the proposed 2018 Chili Public Library employee pay rates for 2018.
Board Action: Approve the Proposed 2018 Chili Public Library Employee Pay Rates as Presented.
Sue Ackerman called the question: Approve the Proposed 2018 Chili Public Library Employee Pay Rates as Presented to Begin the First Pay Period in 2018. Motion made by Jim Lechner; 2nd by Jeff Stoiber.
In favor: 7; Opposed: 0; Abstained: 0
- Hearing no objections, the meeting adjourned @ 7:28.

Next meeting date/time: January 23, 2018 @ 6:00. Chili Public Library Ireland Community Room. 6:00pm.