

Chili Public Library Board of Trustees  
Meeting Approved Minutes for March 22,  
2022

**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: Lori Hahn (President), Jeffrey Stoiber (Vice President), Lorraine Ahearn (Secretary), James Lechner (Memorial Fund Treasurer), Vinny Dallo, Sara Landes

Library Director: Jeff Baker

Town Liaison: Mary Sperr

Absent: None

Excused: Lori Hahn, Lorraine Ahearn

Meeting called to order @ 6:00pm by Vice President Stoiber.

**Approval of agenda:** Jeffrey Stoiber 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:** Jeffrey Stoiber asked if there were any objections to the approval of the minutes of February 22, 2022. **Hearing none**, the minutes were approved with Unanimous Consent.

**Communications**

- **Town Liaison:**
  - The Bicentennial Gala was held on 3/5/22 at Jack's Place. More than 175 people attended and joined in the celebration of 200 years of Chili history. Photos from the event can be found on the Town of Chili website.
  - Chil-E Fest is scheduled as a 2-day event this year- June 24-June 25. The parade will take place June 24<sup>th</sup> and fireworks on June 25<sup>th</sup>.
  - On 3/16/22 the Town Board accepted by resolution making donations to the Chili Library of \$10,000 and to the Friends of the Chili Library of \$8,000
  
- **Guests/Public:** None Present

**Director's Report**

(Please note: All documents to be discussed were electronically sent to the CPL Board prior to the meeting. Documents amended during the meeting were electronically sent to CPL Board members).

**General**

- **Friends of the CPL Board:** The Friends Board will next meet April 12, 2022 at 6pm. Sara Landes has volunteered to attend. The Friends Board approved paying for the subscription of BookPage. It allows the library to give out 100 copies of this magazine to patrons per month.

The Friends next books sale is March 30 through April 3, 2022

Wednesday, March 30<sup>th</sup>, 4:00-8:00 Friends Preview

Thursday, March 31<sup>st</sup>, 12:00-8:00

Friday, April 1<sup>st</sup> & Saturday, April 2<sup>nd</sup>, 9:00-4:00

Sunday, April 3<sup>rd</sup>, 1:00-4:00 \$5 Bag Sale

**Statistics:**

	February 2022	February 2021	% of change
<b>Circulation</b>	15,512	12,085	28%
<b>Library Visits</b>	8,368	5,397	55%
<b>Reference Questions</b>	1,118	1,049	7%
<b>Programs (in-house)</b>	36	0	100%
<b>Program Attendance (in-house)</b>	486	0	100%
<b>Items Borrowed (holds)</b>	819	711	15%
<b>Items Loaned (holds)</b>	1,086	859	26%
<b>Overdrive</b>	3,072	2,660	15%
<b>Hoopla Circulation</b>	253	236	7%
<b>Meeting Room</b>	96	0	100%
<b>Website Sessions</b>	5,633	3,332	69%
<b>Website Pageviews</b>	8,127	5,047	61%
<b>Curbside</b>	1	N/A	N/A
<b>Sparklab Open Hours</b>	122	N/A	N/A
	Mar 2021-Feb 2022	Mar 2020-Feb 2021	% of change
<b>Circulation</b>	196,741	133,790	47%
<b>Library Visits</b>	65,642	34,942	88%
<b>Reference Questions</b>	14,083	9,911	42%
<b>Programs</b>	309	18	1,617%
<b>Program Attendance</b>	4,230	285	1,384%
<b>Overdrive</b>	37,333	40,566	-8%
<b>Hoopla Circulation</b>	3,044	2,237	36%

\*Due to the COVID restrictions, there were no in-house programming during February 2021.

**Virtual Programming**

	Sessions	Participants
<b>Adult Programs</b>	1	38

**New Items:**

- **Approval Updated of the CPL Personnel Policy:** The Library Director requests the Library Board to approve the updates made to the CPL Personnel Policy.  
**Action Requested:** Approve the updated CPL Personnel Policy as described.

Jeffrey Stoiber asked if there were any objections to the approval of the updated CPL Personnel Policy as described. Hearing none, the amendment was approved by Unanimous Consent.

- **Approval 2021-22 Local Library Services Aid:** The Monroe County Library System received 2021-22 Local Library Services Aid (LLSA) from the State of New York, the purpose of which is to enhance member libraries ability to provide library services to their local communities. The System is required to distribute these funds to System Member Libraries based on a per capita formula established by the State. On September 2021 the System has distributed the first portion (90%) of the Chili Public Library's LLSA payment for the state fiscal year effective April 2021 in the amount of \$7,358. The remaining (10%) of the LLSA payment has been disbursed in the amount of \$818.  
**Action Requested:** Approve acceptance of the remaining 2021-22 Local Library Services Aid in the amount of \$818.

Jeffrey Stoiber asked if there were any objections to the approval of acceptance of the remaining 2021-22 Local Library Services Aid in the amount of \$818. Hearing none, the amendment was approved by Unanimous Consent.

**MCLS Items:**

- **None to report**

**State Items:**

- **None to report**

**Meetings:**

- Bicentennial Team Meeting – 3/23/21
- Library Tour Given to Riedman Foundation – 3/1/22
- Senator Rath Advocacy Meeting – 3/2/22
- Full Staff Meeting – 3/4/22
- Bicentennial Gala – 3/5/22
- CPL Long Range Planning Committee Meeting – 3/7/22
- Gates Chili Chamber of Commerce Board Meeting – 3/8/22
- Friends of the CPL Board Meeting – 3/8/22
- MCLS Directors' Council Meeting – 3/9/22
- Consulting RIT Library Upcoming Move – 3/9/22
- Vargas Associates Feedback Meeting – 3/9/22
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting – 3/15/22
- Gates Chili Chamber of Commerce Program Committee Meeting – 3/15/22
- CPL Trustee Vacancy Tour – 3/16/22
- CPL Foundation Board Meeting – 3/16/22
- Library Tour Given to Olean Public Library – 3/18/22

**Committees:** The nominating committee will provide their recommendations for nomination of a new Library Board member at the April Library Board meeting.

The Long Range Planning committee has presented a draft of the proposed Long Range Plan Goal and Strategy Statements for 2022-2026. The Library Board will vote on approval in the April Library Board meeting.

Old Business: None

New Business: None

**Approval Items:**

- Approval of Library Fund Abstract amount of \$17,541.94.
- Approval of Memorial Fund Expenditures. No expenditures.
- Approval of Memorial Fund Donations. No donations.

Jeffrey Stoiber asked if there were any objections to the approval of the Library Fund Abstract. Hearing none, it was approved by Unanimous Consent.

Additional Comments from Audience: None

Hearing no objections, the meeting was adjourned @ 7:00.

**Next meeting date/time: April 26, 2022 @ 6pm in the Chili Public Library Ireland Room.**