

Chili Public Library Board of Trustees  
Approved Minutes for June 27, 2023

**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), Lorraine Ahearn (Vice President), Sara Landes (Secretary), James Lechner (Memorial Fund Treasurer), Monique Rew-Bigelow, Vinny Dallo, Brian Hart  
Library Director: Jeff Baker  
Town Liaison: Mary Sperr

Absent: None  
Excused: None

CPL Staff Present: None

**Meeting called to order @ 6:03pm by President Hahn.**

**Approval of agenda:**

**Lori Hahn asked for approval** of the agenda. **Hearing no objections**, the agenda was approved with Unanimous Consent.

**Approval of minutes of May 23, 2023:**

**Lori Hahn asked for approval** of the minutes for May 23, 2023. **Hearing no objections**, the minutes were approved with Unanimous Consent.

**Communications**

- **Town Liaison:** There will be a public hearing June 29<sup>th</sup> regarding a moratorium on smoke shops in town.
- **Guests/Public:** None

**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.

**Information:**

- **Friends of the CPL Board:** At their June meeting the Friends Board agreed to purchase additional card pouches for children getting their library card for the first time. Two members of the Friends Board will help at the Library's CPL-on-the-Go! table at Chil-E Fest. The Friends Board will not meet in July. Their next meeting will be Tuesday, August 8, 2023. Jim Lechner has volunteered to be at the meeting.

- **Chili Public Library Foundation:** The next meeting of the CPL Foundation Board will be July 10, 2023.

**Statistics:**

	<b>May 2023</b>	<b>May 2022</b>	<b>% of change</b>
<b>Circulation</b>	16,269	14,504	12%
<b>Library Visits</b>	8,382	7,368	14%
<b>Reference Questions</b>	989	922	7%
<b>Programs (in-house)</b>	60	47	28%
<b>Program Attendance (in-house)</b>	551	515	7%
<b>Items Borrowed (holds)</b>	973	762	28%
<b>Items Loaned (holds)</b>	1,365	679	101%
<b>Overdrive</b>	3,507	3,136	12%
<b>Hoopla Circulation</b>	344	275	25%
<b>Meeting Room</b>	213	124	72%
<b>Website Sessions</b>	4,605	5,178	-11%
<b>Website Pageviews</b>	6,655	7,496	-11%
<b>Curbside</b>	0	0	0%
<b>Sparklab Open Hours</b>	97	91	7%
	<b>Jun 2022-May 2023</b>	<b>Jun 2021-May 2022</b>	<b>% of change</b>
<b>Circulation</b>	201,181	210,806	-5%
<b>Library Visits</b>	109,680	84,043	31%
<b>Reference Questions</b>	13,197	15,302	-14%
<b>Programs</b>	667	515	30%
<b>Program Attendance</b>	8,062	6,480	24%
<b>Overdrive</b>	39,503	37,313	6%
<b>Hoopla Circulation</b>	3,814	3,071	24%

**Virtual May 2023 Programs:**

	<b>Sessions</b>	<b>Participants</b>
<b><u>Adult Programs</u></b>	1	30

- **Chil-E Fest** – The Library and our Drive-Up Book Drop will be closed during Chil-E Fest on Saturday, June 24. The Library will have a CPL-on-the-Go! booth from 12pm-4pm and will have a float in the Chil-E Fest Parade starting at 4:30pm.
- **Polling Site** – The Library’s Ireland Community Room is a polling site on June 27<sup>th</sup> for the Primary Election.
- **Grand Opening of the CPL Native Plant Garden and Seed Library:** The grand opening of the CPL Native Plant Garden and Seed Library was on June 8<sup>th</sup>. The garden was designed and installed for the library by the Hubbard Springs Garden Club of Chili for educational programming, and the community’s enjoyment and enrichment. Funding for the garden was provided to the club through a grant from the 7th District of the Federated Garden Clubs of NY State. The garden primarily consists of perennial plants native to New York State and the United States. There are 39 different species of plant in the garden. They were chosen for their appeal to pollinators as host plants, and nectar and pollen sources. The garden is accessed from inside the library between the hours of 9:00am-4:45pm by the south door.

With a generous donation from the Chili Lions’ Club, the library was able to purchase a variety of flower and vegetable seeds and a small card catalog to house the seeds, which members of our community can “borrow” at no cost. It is the Library’s hope that come harvest time, patrons will donate seeds back to the library, making the seed library sustainable for years to come.

- **Lifetime Assistance Art Show:** On the main floor of the Library and in the Reading Room is a Lifetime Assistance Art Show from June 10-July 31. The exhibition showcases art by the people Lifetime Assistance support at their day and residential services in the greater Chili area. Art pieces include drawing, painting, collage, and mixed media with emphasis on culture, historical, and contemporary artists, and technique.
- **27<sup>th</sup> Annual Gates Chili Chamber of Commerce Golf Tournament** – This year’s fundraiser for the Chili and Gates libraries will be held on Monday, July 24, 2023 at Morgan’s Crossing. Registration for golfing and/or attending the dinner is found on the Chamber’s website.
- **New Signage in the Library** – There is a new Reading Room sign and Book Sale sign in the Library to help patrons better navigate the building.
- **Summer Reading School Visits** – The Youth Services and Programs staff visited the following area schools to promote the Summer Reading Program.
  - Paul Road Elementary School on June 13<sup>th</sup> and met with over 400 students
  - TJ Conner Elementary School 5<sup>th</sup> graders on June 5, and 6<sup>th</sup> graders on June 6 and met with over 400 students
  - Florence Brasser Elementary School on May 23 and met with over 400 students
  - The area schools middle and high schools were sent information about the Library’s Summer Reading Program as well.
- **Summer Reading School Tour of the Library** - Florence Brasser Elementary School kindergarteners visited the library on June 16<sup>th</sup> for a tour of the library and introduction about the Library’s Summer Reading Program.

### Old Items:

- No Old Business

### New Items:

- **Approval of the Library Closing at 5pm on Monday, July 3, 2023:** The Chili Community Center will close at 5pm on July 3, 2023. The Library Director requests the Library Board approve the Library closing at 5pm on that date.

**Action item:** Approve the Library closing at 5pm on Monday, July 3, 2023.

**Lori Hahn asked if there were any objections** to the approval of the Library Closing at 5pm on Monday, July 3, 2023. **Hearing none**, approved by Unanimous Consent.

- **Approval of Public Participation at Library Board of Trustees Meetings Policy:** The CPL Board Policies Review Committee recommends the Library Board approve a Public Participation at Library Board of Trustees Meetings Policy.

**Action item:** Approve the Public Participation at Library Board of Trustees Meetings Policy as presented.

**Vinny Dallo** made a motion to approve the Public Participation at Library Board of Trustees Meetings Policy, 2<sup>nd</sup> by **James Lechner**. In favor: 7; Opposed: 0; Abstained: 0.

- **Approval No Library Limit on the Number of DVD's Patrons Can Check Out from the Chili Public Library:** When DVDs first became available to patrons, the Chili Public Library put a limit of seven DVD's a patron can have out on their library card at a given time. Though DVDs still circulate, they were more popular than they are now, and the collection wasn't as large. The Library Director requests the Library no longer limit the number of DVD's patrons can check out from our Library but instead rely on the systemwide limit, whereby patrons cannot have more than 25 DVDs in total checked out on their library card from the libraries in MCLS.

**Action item:** Approve Not having a Library Limit on the Number of DVD's Patrons Can Check Out from the Chili Public Library.

**Lori Hahn asked if there were any objections** to the approval of No Library Limit on the Number of DVD's Patrons Can Check Out from the Chili Public Library. **Hearing none**, approved by Unanimous Consent.

### MCLS Items:

- **Member Library Costshare** - Due to a no increase in State funding, the library's costshare for next year will increase 1.5%. The cost share helps to pay for Monroe County Library System services such as shipping and delivery, the Integrated Library System, the library system's IT Network, NYS mandated services, and member library support.

### State Items:

- **State FY 2024 Budget** - The final budget passed the Legislature on Tuesday, May 3, 2023. It included:

- Library Aid \$99.6M (no increase)
- Library Construction \$34M (no increase)
- Release of \$176K Love Your Library Fund
- Authorization of Library Construction over 50% for projects in economically disadvantaged and distressed communities extended through March 31, 2026

**Meetings:**

- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting – 5/25/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 6/5/23
- CPL Full Staff Meeting – 6/2/23
- MCLS Directors’ Council Meeting – 6/7/23
- Grand Opening of CPL Native Plant Garden and Seed Library – 6/8/23
- CPL Volunteer Luncheon - 6/12/23
- Riga Newman Library Board Meeting – 6/12/23
- Gates Chili Chamber of Commerce Program Committee Meeting - 6/13/23
- Gates Chili Chamber of Commerce Board Meeting – 6/13/23
- Friends of the Chili Public Library Board Meeting – 6/13/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting – 6/15/23
- CPR Training – 6/15/23
- Supervisor Eclipse Meeting – 6/19/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting – 6/15/23
- Chil-E Fest Booth and Parade – 6/24/23
- Gates Chili Chamber of Commerce Networking Event – 6/27/23

**Committees:**

- Chili Public Library Draft 2024 Budget

The Board reviewed a draft copy of the 2024 Chili Public Library budget. The budget will need to be approved by the July meeting.

**Old Business: None**

**New Business: None**

**Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet:** Interest continues to be higher than expected. Materials spending will increase in summer for the Summer Reading Program.

**Approval Items:**

- Approval of Library Fund Abstract amount of \$14,614.17.
- Approval of Memorial Fund Expenditures. \$2,212.33.
- Approval of Memorial Fund Donations amount of \$820.00.
- **Lori Hahn asked for approval** of the Library Fund Abstract, Memorial Fund Expenditures, and Memorial Fund Donations. **Hearing no objections**, approved by Unanimous Consent

Additional Comments from Audience: None

**Hearing no objections, the meeting was adjourned @ 7:38.**

**Next meeting date/time: Tuesday, July 25, 2023 @ 6pm in the Chili Public Library Ireland Room.**