

Chili Public Library Board of Trustees
Approved Minutes for July 25, 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: Lori Ahearn, Vinny Dallo, Brian Hart

CPL Staff Present: Assistant Director Jennifer Lowden

Meeting called to order @ 6:05pm by President Hahn.

Additional Comments from Audience: None

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 June 27, 2023:

Lori Hahn asked for approval of the minutes for June 27, 2023. **Hearing no objections**, the minutes were approved with Unanimous Consent.

Communications

- **Town Liaison:** The town has accepted an offer on the old Community Center on Buffalo Road.
- **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:** There was no July Friends Board meeting. Their next meeting will be Tuesday, August 8, 2023. Jim Lechner has volunteered to be at the meeting.

- **Chili Public Library Foundation:** The CPL Foundation Board met on July 10, 2023. They revisited the topic of room naming rights, and a giving donation tree.

Statistics:

	June 2023	June 2022	% of change
Circulation	17,733	16,329	9%
Library Visits	9,644	7,996	21%
Reference Questions	1,160	965	20%
Programs (in-house)	51	52	-2%
Program Attendance (in-house)	1,744	400	336%
Items Borrowed (holds)	913	730	25%
Items Loaned (holds)	1,341	1,174	14%
Overdrive	3,312	3,116	6%
Hoopla Circulation	317	261	21%
Meeting/Study Room Use	199	124	60%
Website Sessions	5,053	4,427	14%
Website Pageviews	7,550	7,087	7%
Curbside	0	0	0%
Sparklab Attendance	192	131	47%
	Jul 2022-Jun 2023	Jul 2021-Jun 2022	% of change
Circulation	202,585	207,499	-2%
Library Visits	111,328	92,039	21%
Reference Questions	13,392	14,749	-9%
Programs	666	566	18%
Program Attendance	9,406	6,864	37%
Overdrive	39,699	37,514	6%
Hoopla Circulation	3,870	3,070	26%

Virtual June 2023 Programs:

	Sessions	Participants
Adult Programs	1	20

- **USA Today Best Selling Author Karen Odden's Visit to the Library** – Karen Odden had a well-received author visit at the Library on July 6, 2023.

- **27th Annual Gates Chili Chamber of Commerce Golf Tournament** – This year’s fundraiser for the Chili and Gates libraries was successfully held on July 24 at Morgan’s Crossing. . The Library Director will share with the Library Board the results of the fundraiser.
- **VIP Passes** - The Monroe County Library System Very Important Places (V.I.P.) Pass Program provides a substantial discount to enjoy the best of Rochester and Monroe County’s arts and cultural treasures. With a valid MCLS library card patrons check out a V.I.P. pass for a participating museum or arts organization. They then bring the V.I.P. pass to the venue and enjoy discounted admissions or ticket purchases at any of the following locations:
 - Charlotte-Genesee Lighthouse
 - Corning Museum of Glass
 - Finger Lakes Boating Museum
 - Genesee Country Village and Museum
 - George Eastman Museum
 - Herschell Carrousel Factory Museum
 - National Susan B. Anthony House
 - New York Museum of Transportation
 - Rochester Museum and Science Center
 - Rochester Philharmonic Orchestra
 - Seward House Museum
 - Sonnenberg Gardens & Mansion
- **Summer Reading Kickoff Truck Show** - The Library’s Summer Reading Kickoff Truck Show was July 10. New to the Truck Show was a Bike Check Up where during the check up for any bike needing service the patron received a discount coupon for repairs.
- **Chili Art Group Exhibit in the Library’s Reading Room** - There is a new exhibit of artwork by the Chili Art Group in the Library’s Reading Room from June 30 through September 29.
- **Library’s Tiny Art Day Show** - The Library held three Tiny Art Day programs in the Spark Lab Makerspace on July 21, one for children, one for teens and one for adults. At the program patrons created a tiny painting, drawing or sculpture. Finished works will be displayed in our tiny art show in the Children’s Room.
- **Library’s Summer Escape Room** – The Library is having another popular Escape Room in its Library’s Conference Room during July 24-28 from 10am-4pm.

Old Items:

- **None to Report**

New Items:

- **Chili Public Library Equipment Replacement Plan** – The Director will review with the Library Board, plans to replace and upgrade Library’s computers and server over the next five years.

The Board reviewed the Chili Public Library Equipment Replacement Plan.

- **Approval of Supplies Fee for Creating Journals with the Library's Wire Binder** – The Library has a wire binder in its SparkLab. With the equipment, staff instruct patrons how to make a journal. The Director requests the Library Board approve charging patrons for supplies to make the journals. \$4 for a full size journal, and \$3 for a half size journal.

Lori Hahn asked if there were any objections to the approval of Supplies Fee for Creating Journals with the Library's Wire Binder. **Hearing none**, approved by Unanimous Consent.

- **Approval of the 2024 Chili Public Library Proposed Budget** – The Library Director's 2024 Budget request will be presented to the Library Board at the July Board meeting. Once approved the budget proposal and cover letter will be forwarded to the Supervisor. **Action Requested** – Approve the 2024 Chili Public Library Proposed Budget Request.

Jim Lechner made a motion to approve the 2024 Chili Public Library Proposed Budget, 2nd by **Sara Landes**. In favor: 4; Opposed: 0; Abstained: 0.

MCLS Items:

- **None to report**

State Items:

- **None to report**

Meetings:

- Eclipse 2024 Meeting – 6/28/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 6/29/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 7/6/23
- CPL Foundation Board Meeting - 7/10/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 7/12/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting - 7/6/23
- Gates Chili Chamber of Commerce Golf Tournament Committee Meeting – 7/19/23
- Eclipse 2024 Meeting - 7/19/23
- Meeting with Supervisor Dunning – 7/25/23

Committees: None

Old Business: None

New Business: None

Review of the CPL Budget Spreadsheet and Memorial Fund Spreadsheet: Materials spending has increased for the Summer Reading Program.

Approval Items:

- Approval of Library Fund Abstract amount of \$15,615.10.
- Approval of Memorial Fund Expenditures. \$544.69.
- Approval of Memorial Fund Donations amount of \$25.00.

- **Lori Hahn asked for approval** of the Library Fund Abstract, Memorial Fund Expenditures, and Memorial Fund Donations. **Hearing no objections**, approved by Unanimous Consent

Hearing no objections, the meeting was adjourned @ 6:44.

Next meeting date/time: Tuesday, August 22, 2023 @ 6pm in the Chili Public Library Ireland Room.