

Elma Public Library
Board of Trustees Meeting
April 8, 2025
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity

Old Business

Bindery

Memorial Day Parade

Purchase of café table and chairs for Teen Space

New Secretary/Board Member

New Business

Review 2024 State Report & sign resolution

Spring cleanup

New toys for children's area/Storytime

Purchase of easels for books on display

ELMA PUBLIC LIBRARY

Librarian's Report

April 8, 2025

<u>Circulation</u>	<u>2025</u>	<u>2024</u>	<u>% change</u>
March	8,829	9,333	-5.4%
Jan - Mar	25,101	26,852	-6.5%
	YTD All B&ECPL		-1.2%
	YTD Member Libraries		-3.7%
*First-Time Circ. March	4,520	4,838	-6.6%

Library Visitors

March	3,526	4,295	-20.2%
Jan - Mar	9,416	10,732	-12.3%
	YTD All B&ECPL		-8.5%
	YTD Member Libraries		-12.7%

Higher visitor counts March 2024 due to an earlier Easter, and eclipse glasses giveaways.

Computer Users

March	192	219	-12.3%
Jan - Mar	545	527	3.4%
	YTD All B&ECPL		12.8%
	YTD Member Libraries		5.7%

Wi-Fi Users

March	376	440	-14.5%
Jan - Mar	1,067	1,085	-1.7%
	YTD All B&ECPL		21.5%
	YTD Member Libraries		12.3%

Library Programs March 2025

Attendance

Family Story Time (11 sessions)	289
Baby Rave (3/5)	12
Toddler Dance (3/7)	12
LEGO Club (3/8)	3
K-3 Story Time (3/12)	10
Family Movie Matinee-Wicked (3/22)	5
Outreach-Elma Primary Book Club (3/5)	14
Outreach-Story Time at Bright Path (3/7)	20
Women's History Month Scavenger Hunt	35
Take (or Stay) & Make Craft	100
Dragon Gauntlet (3/10)	15
Chair Yoga (4 sessions)	44
Book a Technology Tech Training (3/3)	4
Lissa Marie Redmond Writing Workshop (3/15)	9
Book Club (3/19)	14
Mocktail & craft night (3/24)	20
Cookbook Club (3/26)	<u>11</u>

Total Programs 30 Total Attendance 617

Community Room

No outside usage.

Display case

Landscape paintings by local artist Susan Thom.

Staff Activities

- Library Technology Clerk Shannon Carnall completed the Mental Health First Aid Training Course on March 11.
- Librarian Jessica Gavin completed the Mental Health First Aid Training Course on March 25. She also attended the YSG Meeting via Zoom on March 20 and the Continuing Education Committee Meeting for WNYLRC on March 6.
- Library Director Stephanie Molnar completed the webinars "The Whys, Whats, and Hows of Performance Evaluation - Making the Process Work" by CLRC, "Cardholder Signup Policies: Access in Practice" by NNYLN, and "Revolutionizing the Way Older Adults Engage with Literature and Each Other" by PopHLC. She was also approved by the Central Library to attend the ALA Conference this year in Philadelphia from June 28-30.

Treasurer's Report - Elma Public Library - 4/8/2025

Operating Checking

2/28/2025 \$ 6,174.09

Income 2/27, Fines and County Appropriation (\$5200) \$ 5,376.65
 4/1, fines, lost books, and printing \$ 200.17

Total \$ 5,576.82

Expenses 3/7, System return \$ 2,742.48
 3/7, postage, Stephanie Molnar; check #1395 \$ 43.80
 3/7, Jessica Gavin Jan-Mar 2025 mileage; check #1396 \$ 37.70
 3/25, Stephanie Molnar Jan-Mar 2025 mileage; check #1397 \$ 38.37

Total \$ 2,862.35

3/31/2025 \$ 8,888.56

Five Star Gift Checking

2/28/2025 \$ 27,129.63

Income 4/1, book sale, donation jar, shelf sponsor L. Mendolera (\$350) \$ 739.90

cancelled check from L. Mendolera iao \$300

Total \$ 739.90

Expenses 3/5, NYS Sales Tax, EFT \$ 177.55
 3/7. ACT Training; check #1316 \$ 45.00
 3/7, Brodart; check \$1317 \$ 186.31
 3/25, JAR Trophies; check #1318 \$ 22.00
 3/25, New Sky Coaching/Chair Yoga; check #1319 \$ 180.00

\$ 610.86

3/31/2025 \$ 27,258.67

Five Star Gift Savings

2/28/2025 \$ 53,923.47

Income 3/31 interest \$ 1.71

Total \$ 1.71

Expenses none

Total \$ -

3/31/2025 \$ 53,925.18

Heintz Estate

2/28/2025 \$ 6,427.65

Income 3/31 interest \$ 0.05

Total \$ 0.05

Expenses none

Total \$ -

3/31/2025 \$ 6,427.70

CDs

added \$4,168.51 on 12/11/24 Gift Funds CD (\$108,096.43 deposit 12/11/24 at 4.0%, matures 8/11/2025) \$ 108,096.43

transferred \$4,048.22 to checking on 12/11/24 Heintz Fund CD (\$50,000.00 deposit, 12/11/24 at 4.0%, matures 8/11/2025) \$ 50,000.00

Total \$ 158,096.43

Total gift accounts \$ 245,707.98