

Elma Public Library
Board of Trustees Meeting
December 10th, 2024
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

 ACT, Friends, B & G, Publicity

Old Business

 Norris Fund Update

 CD Renewal Update

New Business

 Interim Director

 Self-Assurances Forms for Trustee Education

 Executive Session to Discuss New Director Search

ELMA PUBLIC LIBRARY
Librarian's Report
November 30th, 2024

<u>Circulation</u>	<u>2024</u>	<u>2023</u>	<u>% change</u>
November	8,200	8,534	-3.9%
Jan – Oct	100,336	104,278	-3.8%
	YTD All B&ECPL		5.1%
	YTD Town Libraries		-0.3%
*First-Time Circ. November	4,320	4,083	5.8%

Library Visitors

November	3,066	2,889	6.1%
Jan – Oct	39,277	38,124	3.0%
	YTD All B&ECPL		12.4%
	YTD Town Libraries		9.8%

Computer Users

November	187	151	23.8%
Jan – Oct	2,104	2,201	-4.4%
	YTD All B&ECPL		1.4%
	YTD Town Libraries		2.8%

Wi-Fi Users

November	384	356	7.9%
Jan – Oct	4,301	4,058	6.0%
	YTD All B&ECPL		19.6%
	YTD Town Libraries		17.8%

Library Programs

November 2024

Attendance

Family Storytime (7 sessions)	191
Toddler Dance Party (11/1)	21
Campfire Stories (11/6)	25
K-3 Storytime (11/13)	18
LEGO Club (11/16)	8
Tales at Twilight (11/25)	10
Paws 4 Love (11/30)	5
Take (or Stay) & Make Craft	100
Adult & Teen Craft Night (11/18)	30
Chair Yoga (3 sessions)	40
Univ Expr – Five Star Admirals (11/7)	15
Univ Expr – Let’s Talk Sports (11/14)	14
Univ Expr – Why We Love Gold (11/19)	16
Univ Expr – Landlubbing on the Buffalo River (11/21)	24
Book Club (11/20)	10
Lissa Redmond Author Visit (11/23)	<u>10</u>

Total Programs 24

Total Attendance 537

Community Room

11/9 – Elma Meadows Women’s Golf Club

Staff Activities

Treasurer's Report - Elma Public Library - 11/30/2024

Operating Checking

<u>10/31/2024</u>		\$ 6,175.08
	Income 11/1, fines/printing	\$ 104.89
		<i>Total</i> \$ 104.89
	Expenses 11/12, Elma Water Dept, water bill; check #1388	\$ 39.80
	11/29, Jessica Gavin, travel & mileage; check #1389	\$ 66.08
		<i>Total</i> \$ 105.88
<u>11/30/2024</u>		\$ 6,174.09

Five Star Gift Checking

<u>10/31/2024</u>		\$ 26,717.94
	Income 11/1, book sales, sales tax, donation	\$ 275.28
		<i>Total</i> \$ 275.28
	Expenses 11/12, Crystal Rock, bottled water service; check #1303	\$ 49.16
	11/12, Ashley Cassidy, programming supplies; check #1304	\$ 56.50
	11/12, Jessica Gavin, programming supplies; check #1305	\$ 56.15
	11/12, Thomas Carloni, travel & mileage; check #1306	\$ 138.40
	11/29, Jessica Gavin, programming supplies; check #1307	\$ 179.44
		\$ 479.65
<u>11/30/2024</u>		\$ 26,513.57

Five Star Gift Savings

<u>10/31/2024</u>		\$ 53,918.21
	Income 11/30, interest	\$ 1.83
		<i>Total</i> \$ 1.83
	Expenses none	
		<i>Total</i> \$ -
<u>11/30/2024</u>		\$ 53,920.04

Heintz Estate

<u>10/31/2024</u>		\$ 2,379.26
	Income 11/30, interest	\$ 0.02
		<i>Total</i> \$ 0.02
	Expenses none	
		<i>Total</i> \$ -
<u>11/30/2024</u>		\$ 2,379.28

CDs

added \$2,622.83 on
12/11/23

Gift Funds CD (\$103,927.92 deposit 12/11/23 at 4.0%,
matures 12/11/2024)

\$ 103,927.92

added \$1,311.42 on
12/11/23

Heintz Fund CD (\$51,963.97 deposit, 12/11/23 at 4.0%,
matures 12/11/2024)

\$ 51,963.97

Total \$ 155,891.89

Total gift accounts

\$ 238,704.78