

Elma Public Library
Board of Trustees Meeting
July 9th, 2024
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

 ACT, Friends, B & G, Publicity

Old Business

 Three-Year Plan Review

 Picnic Area Planning

New Business

 Norris Fund

 Construction Grant

 Review & Approve 2024 Contract

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

<u>Circulation</u>	<u>2024</u>	<u>2023</u>	<u>% change</u>
June	8,648	9,709	-10.9%
Jan – June	52,690	55,555	-5.2%
	YTD All B&ECPL		8.7%
	YTD Town Libraries		2.3%
*First-Time Circ.	4,578	5,943	-23.0%

Library Visitors

June	3,273	3,703	-11.6%
Jan – June	20,852	19,688	5.9%
	YTD All B&ECPL		19.4%
	YTD Town Libraries		14.3%

Computer Users

June	186	216	-13.9%
Jan – June	1,098	1,186	-7.4%
	YTD All B&ECPL		1.0%
	YTD Town Libraries		5.2%

Wi-Fi Users

June	352	401	-12.2%
Jan – June	2,259	2,059	9.7%
	YTD All B&ECPL		21.5%
	YTD Town Libraries		22.3%

Library Programs June 2024

	<u>Attendance</u>
Book Babies (6/4)	4
Toddler Time (3 sessions)	57
Preschool Storytime (2 sessions)	11
Toddler Dance with Me (6/7)	20
K-3 Storytime (6/12)	14
LEGO Club (6/15)	8
Local Author Reading (6/18)	8
Take (or Stay) & Make Craft	100
Adult & Teen Craft Night (6/17)	20
Battle of the Books (6/25)	9
Teen Book Boxes	10
Chair Yoga (3 sessions)	39
Univ. Express – What is a Trust (6/6)	20
Univ. Express – Identity Theft (6/11)	14
Univ. Express - Herschell Spillman (6/20)	12
Univ. Express - Qigong (6/26)	22
Cookbook Club (6/26)	<u>17</u>
Total Programs 22	Total Attendance 385

Community Room

6/5 – Friends of the Elma Library

6/12 – 123 MomSquad

Staff Activities

- 6/12 – Tom attended the Manager/Director Meeting, along with Occupational Stress: Sources & Solution training on Zoom.
- 6/28-6/30 – Jessi attended the first few days of the ALA Annual Conference in San Diego.
- Staff completed Annual Compliance Training.

Treasurer's Report - Elma Public Library - 6/30/2024

Operating Checking

			\$ 6,537.47
	<u>5/31/2024</u>		
	Income 6/28, fines/printing		<u>\$ 179.79</u>
		<i>Total</i>	<u>\$ 179.79</u>
	Expenses none		
		<i>Total</i>	\$ -
	<u>6/30/2024</u>		\$ 6,717.26

Five Star Gift Checking

			\$ 26,568.15
	<u>5/31/2024</u>		
	Income 6/28, book sale,sales tax,donation jar, Moog, Lions of EA		<u>\$ 637.29</u>
		<i>Total</i>	<u>\$ 637.29</u>
	Expenses 6/13, New Sky Coaching, chair yoga; check #1290		\$ 160.00
	6/13, Brodart Co., shelf sponsor books; check #1291		\$ 161.31
			<u>\$ 321.31</u>
	<u>6/30/2024</u>		\$ 26,884.13

Five Star Gift Savings

			\$ 53,909.29
	<u>5/31/2024</u>		
	Income 6/30, interest		<u>\$ 1.65</u>
		<i>Total</i>	<u>\$ 1.65</u>
	Expenses none		
		<i>Total</i>	\$ -
	<u>6/30/2024</u>		\$ 53,910.94

Heintz Estate

			\$ 9,567.74
	<u>5/31/2024</u>		
	Income 6/30, interest		<u>\$ 0.07</u>
		<i>Total</i>	<u>\$ 0.07</u>
	Expenses none		
		<i>Total</i>	\$ -
	<u>6/30/2024</u>		\$ 9,567.81

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
		<i>Total</i>	<u>\$ 155,891.89</u>
Total gift accounts			\$ 246,254.77

