

Elma Public Library
Board of Trustees Meeting
June 11th, 2024
6:30 p.m.

Agenda

Minutes

Librarian's Report

Treasurer's Report

Subcommittee Reports

ACT, Friends, B & G, Publicity

Old Business

By-Laws Vote

Three-Year Plan Review

New Business

Picnic Area Planning

New Instagram Account

ELMA PUBLIC LIBRARY
Librarian's Report
May 31st, 2024

| <u>Circulation</u> | <u>2024</u> | <u>2023</u> | <u>% change</u> |
|-------------------------|-------------|-------------|--------------------------|
| May | 8,021 | 8,516 | -5.8% |
| Jan – May | 44,042 | 45,846 | -3.9% |
| | | | YTD All B&ECPL 9.7% |
| | | | YTD Town Libraries 3.2% |
| *First-Time Circ. | 4,011 | 4,315 | -7.0% |
| | | | |
| <u>Library Visitors</u> | | | |
| May | 3,264 | 3,353 | -2.7% |
| Jan – May | 17,579 | 15,985 | 10.0% |
| | | | YTD All B&ECPL 22.1% |
| | | | YTD Town Libraries 17.6% |
| | | | |
| <u>Computer Users</u> | | | |
| May | 196 | 220 | -10.9% |
| Jan – May | 912 | 970 | -6.0% |
| | | | YTD All B&ECPL 1.9% |
| | | | YTD Town Libraries 7.3% |
| | | | |
| <u>Wi-Fi Users</u> | | | |
| May | 414 | 391 | 5.9% |
| Jan – May | 1,907 | 1,658 | 15.0% |
| | | | YTD All B&ECPL 23.4% |
| | | | YTD Town Libraries 25.2% |

Library Programs May 2024

| | <u>Attendance</u> |
|---|-------------------|
| Book Babies (3 sessions) | 8 |
| Toddler Time (8 sessions) | 179 |
| Preschool Storytime (4 sessions) | 38 |
| Toddler Dance with Me (5/3) | 30 |
| K-3 Storytime (5/8) | 7 |
| LEGO Club (5/18) | 12 |
| Wheelhouse Bike Clinic (5/20) | 6 |
| Elma Primary Book Club Outreach (5/23) | 30 |
| Take (or Stay) & Make Craft | 150 |
| Adult & Teen Craft Night (5/13) | 8 |
| Chair Yoga (3 sessions) | 32 |
| 1-on-1 Tech Training (3 sessions) | 4 |
| Univ. Express - Garden of Delights (5/1) | 15 |
| Univ. Express - What is Memory (5/2) | 36 |
| Perennial Swap (5/11) | 7 |
| Univ. Express - The Sicily I Know (5/15) | 16 |
| Univ. Express - Millard Fillmore (5/16) | 22 |
| Univ. Express - Positive Attitude (5/22) | 18 |
| Univ. Express - I Have an Artifact (5/23) | 17 |
| Book Club (5/29) | 9 |
| Univ. Express - Erie Canal (5/30) | <u>30</u> |

Total Programs 37

Total Attendance 674

Community Room

5/21 – 123 MomSquad

Staff Activities

- 5/8 – Tom attended the Manager/Director Meeting and Fire Extinguisher Safety Training at the West Seneca Library.
- 5/9 – Jessi viewed Science of Reading and Childhood Development webinars via Read to Succeed Buffalo.
- All staff worked on or completed Annual Compliance Training.

Treasurer's Report - Elma Public Library - 5/31/2024

Operating Checking

| | | |
|----------------------|---|------------------------|
| <u>4/30/2024</u> | | \$ 6,441.61 |
| Income | 5/1, fines/printing | \$ 99.89 |
| | 5/31, fines/printing | \$ 99.92 |
| | | <i>Total</i> \$ 199.81 |
| Expenses | 5/20, Thomas Carloni; travel & mileage; check #1381 | \$ 103.95 |
| | | <i>Total</i> \$ 103.95 |
| <u>5/31/2024</u> | | \$ 6,537.47 |

Five Star Gift Checking

| | | |
|----------------------|---|-------------------------|
| <u>4/30/2024</u> | | \$ 25,714.61 |
| Income | 5/1, book sale,sales tax,donation jar, E.A Womens Club | \$ 695.00 |
| | 5/31, book sale,sales tax,donation jar, Shelf Sp. C. Pitz & E. Holden | \$ 158.54 |
| | | <i>Total</i> \$ 853.54 |
| Expenses | none | \$ - |
| <u>5/31/2024</u> | | \$ 26,568.15 |

Five Star Gift Savings

| | | |
|----------------------|----------------|-------------------------|
| <u>4/30/2024</u> | | \$ 53,907.34 |
| Income | 5/31, interest | \$ 1.95 |
| | | <i>Total</i> \$ 1.95 |
| Expenses | none | \$ - |
| | | <i>Total</i> \$ - |
| <u>5/31/2024</u> | | \$ 53,909.29 |

Heintz Estate

| | | |
|----------------------|----------------|------------------------|
| <u>4/30/2024</u> | | \$ 9,567.65 |
| Income | 5/31, interest | \$ 0.09 |
| | | <i>Total</i> \$ 0.09 |
| Expenses | none | \$ - |
| | | <i>Total</i> \$ - |
| <u>5/31/2024</u> | | \$ 9,567.74 |

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

\$ 245,937.07