

Elma Public Library
Board of Trustees Meeting
September 10th, 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 Review

Norris Fund Update

New Business

Construction Grant Assurances Vote

Summer Reading Review

Univ. Express Fall Semester Preview

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

<u>Circulation</u>	<u>2024</u>	<u>2023</u>	<u>% change</u>
July	10,758	10,924	-1.5%
Aug	10,389	10,590	-1.9%
Jan – Aug	73,837	77,069	-4.2%
	YTD All B&ECPL		0.6%
	YTD Town Libraries		16.6%
*First-Time Circ. July	6,056	5,793	4.5%
August	5,688	5,416	5.0%

Library Visitors

July	4,445	4,058	9.5%
Aug	4,286	4,096	4.6%
Jan – Aug	29,583	27,842	6.3%
	YTD All B&ECPL		12.3%
	YTD Town Libraries		26.1%

Computer Users

July	217	221	-1.8%
Aug	196	251	-21.9%
Jan – Aug	1,511	1,658	-8.9%
	YTD All B&ECPL		1.5%
	YTD Town Libraries		4.1%

Wi-Fi Users

July	413	433	-4.6%
Aug	422	441	-4.3%
Jan – Aug	3,094	2,933	5.5%
	YTD All B&ECPL		19.4%
	YTD Town Libraries		39.9%

Library Programs July - August 2024

	<u>Attendance</u>
Family Storytime (6 sessions)	155
Vacation Fun Club (6 sessions)	62
Art Bar (3 sessions)	56
Summer Dance Party (4 sessions)	77
LEGO Club (3 sessions)	57
Mr. K's Mobile Planetarium (7/11)	44
Zoomobile (7/25)	135
Joy of Trains (8/7)	40
End of Summer Reading Celebration (8/22)	80
Foam Party (8/22)	125
Take (or Stay) & Make Craft	50
Storywalk on the Lawn	50
Scavenger Hunt	200
Summer Reading Logs	143
Read to Me Logs	35
Elma Town Concert Outreach (3 sessions)	115
Battle of the Books (10 sessions)	81
Adult & Teen Craft Night (7/15)	23
Teen Book Boxes	16
Teen Ticket to Read	5
Chair Yoga (7/1)	11
Book Club (7/17)	8
Mediumship & Energy (7/29)	11
Book a Tech Trainer (8/26)	<u>3</u>

Total Programs 52 Total Attendance 1,582

Community Room

7/16 – 123 MomSquad

Staff Activities

8/7 – Jessi attended a "Toxic," Traumatized, or Neurodivergent? Setting Appropriate Boundaries Without Writing Anyone Off webinar through Niche Academy.

8/9 – Jessi attended a Verbal Judo webinar through Library 2.0

8/16 - Jessi attended a Fundamentals of Social Emotional Learning webinar through the Public Library Association.

Treasurer's Report - Elma Public Library - 8/31/2024

Operating Checking

<u>6/30/2024</u>		\$ 6,717.26
Income	8/1, fines/printing	\$ 199.03
		<i>Total</i> \$ 199.03
Expenses	7/22, Ancient Eyes Productions, planetarium 7/11; check #1382	\$ 280.00
	7/23, Buffalo Zoo, zoomobile program 7/25; check #1383	\$ 228.14
	8/6, Elma Water Dept., water bill; check #1384	\$ 46.44
	8/6, Waste Management, refuse service; check #1385	\$ 123.09
		<i>Total</i> \$ 677.67
<u>8/31/2024</u>		\$ 6,238.62

Five Star Gift Checking

<u>6/30/2024</u>		\$ 26,884.13
Income	8/1, book sale,sales tax,donation jar	\$ 227.75
		<i>Total</i> \$ 227.75
Expenses	7/9, Jessica Gavin, summer reading prizes and kids room supplies; check #1292	\$ 265.90
	7/9, Thomas Carloni, art bar crafts, pot & potting soil; check #1293	\$ 50.56
	7/22, Brittany Healy, mediumship program 7/29; check #1294	\$ 150.00
	7/22, Denise Daley, summer fun club supplies 7/29; check #1295	\$ 32.49
	8/19, Jessica Gavin, battle prizes & display case easels; check #1296	\$ 162.92
	8/19, Crystal Rock, bottled water; check #1298	\$ 60.35
		<i>Total</i> \$ 722.22
	<i>*check #1297 VOIDED due to printing error</i>	
<u>8/31/2024</u>		\$ 26,389.66

Five Star Gift Savings

<u>6/30/2024</u>		\$ 53,910.94
Income	7/31, interest	\$ 1.83
	8/31, interest	\$ 1.95
		<i>Total</i> \$ 3.78
Expenses	none	
		<i>Total</i> \$ -
<u>8/31/2024</u>		\$ 53,914.72

Heintz Estate

<u>6/30/2024</u>		\$ 9,567.81
Income	7/31, interest	\$ 0.07
	8/31, interest	\$ 0.04
		<i>Total</i> \$ 0.11

Expenses	7/9, Tedesco Excavation LLC, 12 x 20 picnic area prep; check #177	\$ 2,150.00
	7/24, Fox's Lawn Furniture, deposit for adk chair; check #178	\$ 1,000.00
	8/6, Fox's Lawn Furniture, balance for adk chair; check #178	\$ 2,000.00
	8/6, Sunset Backyard Living, Poly Wood octagon picnic table & delivery; check #180	\$ 1,850.00
	8/7, Thomas Carloni, pop up tent & paint for adk chair; check #97	\$ <u>188.70</u>
	<i>Total</i>	\$ 7,188.70
<u>8/31/2024</u>		\$ 2,379.22

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		\$ 238,575.49