

WHITESVILLE PUBLIC LIBRARY
MONTHLY MEETING AGENDA
JANUARY 16, 2024

- I. Call to order
- II. Public Comment
- III. Accept Minutes—November, 2023
- IV. Director's Report
- V. Fundraising
 - a. Spring Vendor Show—May 11
 - b. Seed & Plant Exchange
 - c. New Ideas
- VI. Financial/Budget
 - a. Accept Financial Report—November and December
 - b. Bills for Review
- VII. Building Maintenance
 - a. Playground—what pieces we feel we need
amount designated for playground
construction aid
 - b. Security Cameras—Wellsville Technology bid
- VIII. Policy and Procedures
 - a. Red Notebooks—let's table this until we know if STLS is going to send more policies we should have in place due to continued book banning and 1st Amendment audits
 - b. New (Revised) Policies
- IX. Old Business
- X. New Business
- XI. Next Meeting February 20 , 2024 6:00 pm
- XII. Adjourn Meeting

FUNDRAISING:

May—Craft/Vendor Show
June—Book/Hot dog Sale
July—Garden Tour
August—Ice Cream Social
September—Jays?

BOARD MEETINGS:

March 19, 2024	August 20, 2024
April 16, 2024	September 17, 2024
May 21, 2024	October 22, 2024
June 16, 2024	November 19, 2024
July 16, 2024	December 17, 2024

WHITESVILLE PUBLIC LIBRARY Minutes

December 23, 2023

Present: Gay Thistle, Alicia Coleman, Karen Smith, Alice Schlichting, Honore Cress, Caleb Cutler

I. **Meeting was called to order** at 10:03 AM by Gay

II. **No Public Comment**

III. **Financial/Budget**

A. A motion to approve payment of a bill for \$412. for color copier ink was put forth by Caleb and seconded by Alicia. All agreed. Motion passed.

IV. **Policy and Procedures**

A. Based on some recent book challenges in our area and other behavior that is disruptive to the everyday workings of our library, the following policies have been recommended by STLS:

- a. Updated Collection Management Policy
- b. Challenge to Library Materials Policy and Request Form
- c. Public Comment Policy
- d. Public Communication Policy
- e. Social Media Policy

B. Caleb made the motion to accept all these policies and changes to existing policies, Alicia seconded it and all agreed. Motion passed.

V. **Next meeting** will be Jan 16, 2024 at 6 PM.

VI. **Adjourn:** At 10:15 AM Alecia made the motion to adjourn the meeting, Honoree seconded it and all agreed

Library 2023 Calendar

Jan 16, 2024- Board meeting

DIRECTOR'S REPORT

JANUARY, 2024

**The new semester should start soon and I think I will hear from Mr. Vlakanc about the evaluation of library space when he knows how many students will be in the class. I believe this is only 1 credit so there may not be interest. I will let you know when I hear from him.

***I still have not heard from the Girl Scouts concerning the playground. I think they still want to participate, but I am not sure why they are not contacting me about it?. I think we should just go ahead and make decisions without them. I think we should be placing our order soon to get a spring delivery. The info I gave you a few months ago was a lot of paper, so if you still have them please bring them to the meeting. (I have one for Honroee)*

**I shared the estimate of the security cameras with Ken Reichman since he does our IT work and will want to work with the installation project so he knows what is installed on the computers and how to access them. He feels that this estimate is a bit high compared to previous estimates. I thought it was, but wanted to check with Ken to see if he remembers. It may be a good thing to get another estimate before I start the grant process.

**When Brian was here he talked a bit about having STLS take over the process of eRate. I do not think that was officially voted on, and it should be.

**I have applied for and received the following grants: ARSL: Programming supplies for a series on Money (complete with tablets and all necessary supplies), not yet public, Allegany Area Foundation: Adult Craft Nights (so the \$900 budgeted can be used for programs outside of crafts), COSAC: Activities at the Senior Center. Marsha is working on an application for another firing workshop series. I have a couple more I am researching.

**Allegany Library Directors are working on a joint program for the summer (Adventure Begins in your Library) program. Each participant would receive a "passport" they would go to the 17 libraries, do the event, get a stamp and at the end of the summer they would receive a prize. I have couple options I am looking into for Whitesville. This could be individuals, couples or families. Even groups, such as the Girl Scouts.

**I am working on programs that involve items in our Library of Things as well as other programs for adults. Gay can you get me the information on the Lawn Yoga. If you have a program you would like me to plan please bring contact information and I will see what I can do.

****IMPORTANT DATES****

PERSONAL TIME: TBD: when the new grandbaby is born

APPOINTMENT:

HOLIDAYS: Good Friday

STLS SPONSORED WORKSHOPS/TRAININGS:

OUTREACH:

CHILDREN'S PROGRAMS 2nd Tuesday of each month at school for Y after school program; 3rd Tuesday of each month Y Day Care 2:00-3:00; Wednesday, July 10, Cris Johnson Magic/Balloon Workshop

ADULTCRAFT PROGRAMS: Angie 1st Wednesday of each month 6:00; Chris 2nd Monday of each month;

2023 MONTHLY STATS													
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
CIRC/RENEWAL	176	205	292	268	184	204	217	197	203	192	246	268	
ADULT	130	131	140	169	119	138	153	131	148	153	145	185	
JUVENILE	45	74	152	99	65	66	64	66	55	39	101	83	
HOLD PLACED	XX												
HOLDS FILLED	110	97	101	84	72	82	79	117	63	91	74	73	
HOLDS RECEIVED	49	62	59	81	27	38	47	37	44	56	47	51	
ITEMS ADDED	55	36	49	43	55	53	42	126	43	68	37	29	
NEW CARDS ISSUED	0	2	1	1	zero	three	5	3	0	3	7	2	
MAGAZINE CIRC	2	3	3	1	2	2	1	2	0	0	1	0	
PATRONS	84	114	168	142	102	125	200	141	104	119	128	124	
COMPUTER HOURS	241/4	261/4	451/4	42	26	321/4	281/4	371/4	19	231/4	301/2	123/4	
ADULT USERS	24	22	30	31	26	26	24	32	29	30	25	20	
JUVENILE USERS	0	0	0	0	0	1	1	5	2	0	0	0	
WIFI HOURS	1	6	73/4	51/4	5.5	5.25	23/4	31/2	71/2	7	191/4	91/4	
WIFI USERS	2	10	13	10	12	10	6	11	14	14	24	17	
WEB SITE VISITS	157	150	127	110	87	78							
EBOOK CIRC	74	74	86	76	82	68	86	76	76	85	112	143	
E MAGAZINES	3	4	4	4	6	3	1	2	3	9	4	12	
PROGRAM SESSIONS	4	7	16	7	2	9	25	10	5	10	6	8	
ADULT	1	2	1	2	0	5	5	2	1	3	2	2	
TEEN	0	0	0	0	0	0	0	0	0	0	0	0	
ELEMENTARY	0	3	8	3	1	4	9	5	2	2	1	2	
EARLY LIT	0	0	1	0	0	0	0	0	0	1	1	1	
ARC	3	1	3	2	1	2	3	3	2	4	3	2	
PROGRAM ATTENDANCE	13	26	24	111	16	85	116	44	27	242	59	104	
ADULT	7	11	7	11	0	31	40	9	6	18	39	20	
TEEN	0	0	0	0	0	0	0	0	0	0	0	0	
ELEMENTARY	0	5	14	96	14	48	65	29	17	210	14	72	
EARLY LIT	0	0	3	0	0	0	0	0	0	6	6	8	
ARC	6	4	9	4	2	6	6	4	4	8	6	4	
EVENT	0	0	0	0	125	40	45	490	0	0	0	0	
ONLINE													
FACEBOOK RECORDINGS	0	0	0	0	0	0	0	0	0	0	0	0	
VIEWS	0	0	0	0	0	0	0	0	0	0	0	0	
COMMENTS	0	0	0	0	0	0	0	0	0	0	0	0	
LIKES	0	0	0	0	0	0	0	0	0	0	0	0	
SHARES	0		0	0	0	0	0	0	0	0	0	0	
OTHER SESSIONS	0	0	0	0	0	0	0	0	0	0	0	0	
PASSIVE	0	0	0	0	0	0	0	0	0	0	0	0	
ENGAGEMENT	0	0	0	0	0	0	0	0	0	0	0	0	
PASSIVE PROGRAM (not	0	0	5	1	1	3	3	10	0	0	0	2	
ATTENDANCE online)	0	0	6	2	2	6	5	97	0	0	0	46	