

Elbridge Free Library
241 East Main Street
Elbridge, NY 13060
October 18, 2023

The Quarterly Business Meeting of the Elbridge Free Library was called to order on October 18, 2023 at 5PM. The following members were present: Kathy Long, Cynthia Zainchowski, Kathy Wood, Casey Westby, Bette Tucker, and Lindsay Preston.

Secretary's Report

The minutes of the August 16, 2023 Business Meeting were read and approved with no corrections. A motion to accept the minutes was made by Kathy Wood and seconded by Cynthia Zainchowski. The Board unanimously approved the motion.

Director's Report

Casey Westby gave the circulation statistics for the last quarter. \$617.00 was spent on Hoopla, in the Elbridge Location within the OCPL LEAP System: 453 borrowers, 5393 items checked out, and 920 holds satisfied.

We welcome on board Mary Zainchowski who will serve as a Story Hour Host and as a substitute as needed. Welcome Mary!

Tom Walters is the PR Rep for OCPL and has been paying attention to the activities happening at EFL. He has done a segment on Ted & Amy 93Q Radio Show, Bridge Street, and Channel 3 news about the Pumpkin Walk and the LEGO Club. He also attended the Fish Hatchery Sportsman's Field Days and highlighted local information pertaining to the EFL.

Casey Westby has created informational pamphlets for all new programming in hopes to highlight all that EFL has to offer. Pamphlets are at the front desk.

We have purchased an exterior bulletin board for the Library thanks to the donation from the Jordan Community Council. The library will again request the allotted \$250.00 from the Jordan Community Council for the 2023 season.

Treasurer's Report

Julie Clark was absent from our meeting so Casey Westby lead the group in an explanation of the Balance Sheet and Profit and Loss Statement. The library continues to remain in a fiscally favorable position. We continue to see payroll increases due to doubling-up staff during evening shifts. A further discussion of budgeting and the tax levy for 2024 will take place on a future date in November 2023.

Program Report

Programs at EFL are plentiful. Recently added and successful programs include LEGO Club, Chess Club for Kids, Pokémon Club, Book Club for Adults, Macramé Class for adults, Quilting Club, and History Club. The staff offers engaging programs with flexibility for the patrons. Programs are free and do not require registration to participate.

We have noticed an uptick in participation from patrons from neighboring communities, such as Jordan, Cato, Baldwinsville, Camillus and so on. We are reliant on Facebook for advertising and feel it is to thank for such a wide reach of audience.

We are looking forward to some of our biggest events of the year coming up in October, November and December including The Pumpkin Walk, Visit from Santa, and Noon Year's Eve.

Old Business

Thanks to Fred Weisskopf, the Library's book drop was renovated so that we no longer need to invest in a new one. As the new book drop was going to be dedicated to Mr. Tucker, the money that was set aside for that purpose will be used instead to purchase a new book case.

Under the supervision of Deb Walrath, local teens had a positive experience as volunteers at the Library.

OCPL is eager for our Library to apply for a grant. The money is there and available for a 75/25 split. We need land.

The 4YP classes from Elbridge Elementary School all visited our Library. They walked to the library, listened to a story, got library cards and signed out books. We hope to continue this practice next spring.

St. Mary's of the Lake Campaign Against Hunger gave a donation of \$350.00 to our Library to purchase food for patrons thought to be in need. The staff will determine who and how to distribute the food.

New Business

We will be adding our long-awaited Story Book Walk to our annual Pumpkin Walk this year. The staff has recruited assistance from OCPL for logistics and supplies.

Casey Westby continues to research a construction grant to be obtained from OCPL in order to add on a community room space to our existing building. We were not able to meet all deadlines for applications in 2023, but will diligently work to meet the requirements in 2024. Any patron who has attended any events at EFL within the past two years understands the need for more space.

In the month of November 2024, the Director and the Board of Trustees will work in conjunction to add to and update active policies at EFL.

Special thanks for the Elbridge Trooper Barracks and Trooper Tyler Heggelke for taking the time to meet with our Board and Staff to discuss safety measures within the library. In October, Trooper Heggelke assisted with

advice regarding staff safety, security advice and gave opinions on surveillance systems that would be beneficial to the library.

We are pleased with our connection with Elbridge Elementary and the contact we have made with the students and the school. 4YP and 1st Graders have been touring the library and receiving their library cards. We were also invited to visit the school and read to the 3YP Class as well. We hope to continue these traditions in the future.

Our staff and board are pleased with all of the recent positive feedback regarding the changes on both the inside and outside of the Library. The board thanks the staff for their hard work and dedication and the staff thanks for the board for their ongoing support.

A motion was made by Kathy Wood and seconded by Cynthia Zainchowski to adjourn the meeting. All voted in agreement.

Respectfully submitted,
Kathy Long