

Elbridge Free Library
241 East Main Street
Elbridge, New York. 13060
July 27, 2022

The Quarterly Business Meeting of the Elbridge Free Library was called to order on July 27, 2022 at 5 PM. The following members and guests were present: Kathy Long, Casey Westby, Cynthia Zainchowski, Kathy Wood, Camille DiSanza, Bette Tucker, Kathy Norman and Julie Clark. Peggy Bennink was absent.

Secretary's Report

The minutes of the April 27, 2022 Business Meeting were read and approved. A motion to accept the minutes as read was made by Cynthia Zainchowski and seconded by Kathy Wood. The Board unanimously approved the motion.

Director's Report

Casey Westby gave the circulation statistics for the last quarter. There were 4,126 total checkouts. The number of holds placed was 932 and holds satisfied was 860. The busiest check out times are Monday morning followed by Wednesday AM and Saturday PM. The least popular check out times are Tuesday and Wednesday evening from 6 to 7 PM.

The annual garage sale netted the Library \$250.00. Garage sale permits brought in \$150.00 and \$100.00 was made from the sale of BBQ from The Big Awesome Barbecue Food Truck.

The painting of the exterior of the Library was discussed. We now have two estimates and need one more. Steve Byrne's quote is \$7775.00. Bob Chestnut's quote is \$7550.00. Another quote will be obtained before the quotes are submitted to the Village of Elbridge.

With the addition of new staff, a second computer is needed. When two staff members are present, and only one staff computer is available, valuable work time is lost. Frank Clarke has been consulted and he gave the cost of a refurbished computer and an off lease computer. We discussed ordering a new computer in order to take advantage of the warranty. Further investigation will take place before a decision is made.

A Jordan Pool Pass for \$180.00 was purchased for patrons to use. We have had it 3 weeks and it has been checked out 9 times. Families may keep it for 1 day.

Benga Quick has joined the staff as a substitute and part time employee. Benga is reading Advanced Adventures to the older children.

Amanda Schiavully, our representative from OCPL, has informed us that 2 hours of trustee training is required this year.

OCPL indicated that our board needs a Vice President. Cynthia Zainchowski has been honored with that position.

There is a need for clarification on the position of Treasurer as opposed to Accountant. Further research into this is needed.

Treasurer's Report

Julie Clark explained the Balance Sheet and the Profit and Loss Statement. The Library continues to remain in a fiscally favorable position. Kathy Wood made a motion to accept the Treasurer's Report as explained and Cynthia Zainchowski seconded the motion. A unanimous vote was taken and recorded.

Program Report

Bette Tucker reported that the Programs presented at the Library are the result of collaborative effort by the highly motivated and competent staff. Some of the programs offered in the last quarter are: Story Hour followed by STEM activities, Kids in Motion, Crafts, Knitting, Tween Volunteer Program, Home Alone Class, Babysitting Class, Summer Reading Program, and Zoo to You. Coming in August will be Pirate Day and Yoga at Seymour Lofft Park. Read to Service Dogs Day will also be presented by Rick Gary.

A Lego Club is planned for the Autumn. The club will meet once a month on a Saturday. The children will build something that will be left up for the month and then taken down at the next meeting and reconstruction will take place.

Ideas for Adult Classes are under contemplation. Perhaps a cooking class or cake decorating class would be successful.

The 100th Birthday Celebration was a success. Wendy Gallaro donated her cooking skills for this event. We need to send her a check for the cupcake materials. Wendy donated her time.

The Pumpkin Walk will be held on October 22, 2022.

Future Meetings:

October 19, 2022 at 5:00 PM

January 18, 2023 at 5:00 PM

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

Respectfully submitted,

Kathleen Norman, Secretary