

# Bolivar Free Library

## Meeting Minutes 3/13/2021

Meeting called to order at 8:42 am

Present: Kelly, Michele D., Cathy, Pam, Kari and Michelle C

Excused: Bud, Jared

### **Secretary's Report:**

No secretary's report (Bud is not present at meeting)

### **Treasurer's Report:**

Kari presented current balances in all accounts

Received donations for memorials in February and \$65 in fines/copies

### **Director's Report:**

Cathy completed the annual report: the numbers were down

- The annual report included the challenges of this year
- The library lost story hour with the Pre-K due to the social distancing policies
- Browsing and circulation was down – last year it was about 7,000; this year was 1,909
- The library also had no fall festival or movie
- Downloads were at 3,273 (this remained about the same)
- Circulation last year was over 4,000; this year was about 1,600
- Service hours last year were 1,040; this year was 720 \*\* we could not count curbside service – this is all according to state definitions.

Cathy is hoping to re-start programming and will be asking the community for what they would like (survey)

- Cathy will do summer reading outside
- Hoping to bring back Tales to Tails – have t-shirts and Cathy will contact the dog owners
- 1,000 books before Kindergarten program
- Adult craft classes – BRAG room has been re-done
- Foot traffic in the library is starting to increase

Financial information is included in the report – just grants, gifts; not all balances are included

The 2020 Annual Report/Tax payer money – Pam made the motion; Kari seconded the motion

**Awesome job Cathy (as usual)!!!!!!!**

### **Old Business:**

- Oath of Office – Kari's term has expired
- Letter to school – last year we did not ask for an increase; this will be two years in a row
- Disaster Plan – have a template that includes who to contact and how to protect the books; Cathy will fill in the template with our information.
- Pandemic Plan – New York State sent an 11 page template, Cathy and Kelly have been working on it to fit our needs better; Cathy wrote to STLS asking if the plan can be

modified or deleted, a copy of another library's plan was sent, our plan went to 2 pages – it is edited and completed! In the plan we elected not to pay the Assistant Director during a pandemic; also ensured we have enough PPE  
Pam made the motion to accept the Pandemic Plan; Michele D. seconded the motion

**Long Range Plan** to increase programming for both adults and children

This will be on the agenda for **every** meeting!

While Kelly was away from the meeting, several ideas were generated including –

Buying a tent to use for activities outdoors

Having monthly programming – Pam suggested doing button art

Having Eric Jones come in to do drawing classes; pumpkin carving

Bringing the knitting/crocheting group back

Having a game night

Music programming

Having stem bags available to do activities at home

Purchasing a smart board to do several different activities – movies, You Tube videos (can check with Dan at school for pricing)

Science experiments with Mr. Sahm

Physical activity – use physical education teachers

Master Gardener, Scarlet Lily, Canticle Farm

Board members gave approval to use Jennifer Tarby as an extra person for programming

**Direct Access Plan:**

This is dependent on funding to provide free direct access; STLS will provide support

Funding is required – Allegany county libraries are under-funded. It should be \$15 per resident - \$66,000 is what our budget should be.

Collectively our three libraries are funded well

Michele D made the motion to accept the plan; Pam seconded the motion

Items tabled for next meeting(s) – The election of officers

Kari has agreed to continue to be treasurer even though she is very busy

Pam made the motion to keep the same officers; Michele D. seconded the motion

**Next meeting will be April 10, 2021 at 8:30 am**

Pam made the motion to end the meeting at 10:05 am; Michelle C. seconded the motion