

January 29, 2016 for February 1, 2016 Monthly Meeting

To: Florida Public Library Board of Trustees

From: Madelyn Folino, Director

Monthly Report

January 2015 Circulation	Door Count: 1,886	Closed: 2 holidays, 5 snow
Adult: 2,162 Juvenile: 667	\$: 883.45	ILL loans: 817 ILL borrows: 782

January 2016 Circulation*	Door Count:	Closed: 2 holidays, 1 snow
Adult: Juvenile:	\$: 712.75	ILL loans: ILL borrows:

*Not available yet

Programs

- A new series of programs, focusing on Africa will begin the second week in February. The Downton Abbey Tea and Trivia attracted seven patrons and the National Pie Day program brought in 21 people and lots of different kinds of savory and dessert pies to sample. Leslie and Tom Noble of Noble Pies spoke on perfect pie crusts and brought several pies to be prizes. This has become a favorite program.
- Art History Professor and artist Roslyn Fassett has loaned us African fabric and art objects for the display cabinet and will offer a program on African animal designs on 2/17 for families. Meg has planned a Black History Month Celebration on 2/20 and Trustee Pskowski (aka Gemologist Beth Harcum) will speak on African diamonds on 2/24.
- The Wednesday evening craft club debuts on 2/10 with making a giant crepe paper rose (see the example at the circ. desk.) On 2/18, Former Trustee Adam Fernandez will lead a program on digital photography. On 3/2, we will host a Pre-Disaster Preparedness Class for adults with the American Red Cross which will provide free starter kits to attendees.
- Annette and Bob Persing will lead a four session series for Tweens on 3D Printing beginning 2/25. Dusty the READ Dog returns this month as well.
- The winner for the Super Bowl Prize Basket will be pulled on 2/5. This kind of modest fundraiser is immensely popular.
- We have once again been chosen by RCLS as one of four libraries to host nine one-hour sessions of free One-to-One Job Coaching for patrons in the spring, dates TBA.

Communications

- Retirement cards sent to longtime RCLS Automation Assistant Karen Haeger and Newburgh Head of Reference Jeanne Stiller.
- Condolence card sent to patron Helen Peters on the loss of her father.

Financial/Donations

- \$500 – Donation - Clara Furst
- \$73.50 – Donation - New Year's Resolution Used Book Sale
- \$89 – Donation – Super Bowl Basket Drawing (2/5) to date
- \$46 – Donation – Uncirculated Nickels found with collectible plates
- \$20 – Donation – National Pie Day Drawing for Noble Pies
- \$7.50 – Donation – Florida Historical Society (% of book sales)
- Please review your copy of the 2014-2015 audit for discussion.
- Changes to the agenda and the financial reports recommended by RCLS CFO Stephen

Hoefer have now been made.

- Trustee Pskowski and I worked on a proposal for the Third Annual Spring Tea (emailed to you.)

Budget Vote

The Legal Notice for the Annual Budget Vote and Trustee Election has been emailed to you. Election Inspectors Jeanne Uszenski (Chief) and Robert Vangent have agreed to serve with alternates Lu Ann Haviland and Shirley Coughlin. I have requested updated figures on tax rates from Mr. Cameron at the school district office. We still have no word from RCLS on the issue of paper ballots to conform with the Help America Vote Act.

Personnel

- Martha and Ashley are organizing a used book sale for February 5-12 featuring romance novels. They are making good progress in weeding and organizing the basement.
- Sara has weeded the juvenile biographies. Maria has weeded the Spanish and bilingual collections.
- Annette wrote an article for the *RCLS Weekly Memo* about our successful 3D Printer Workshop for staff from other libraries.
- The continuing education offerings heat up this month and staff are eager to get out and attend a variety of meetings and workshops. The lack of snow has been appreciated though the usual colds hit staff in January for several sick days.

Building/Equipment

- Bedik Communications installed a new wall phone for the desk shared by Annette, Maria and Chris. This will make everyone's job easier. A back-up battery for the system was also installed. Our phone system is now considered EOL (end of life) due to its age. It was installed when the building opened in 2000, but we have had no problems with it.

RCLS

- The State Annual Report is due to RCLS by 2/8. As usual, some questions were changed and extra time is needed to figure them out.
- RCLS produced a list of 141 FPL patrons who have not used their cards in five years. Staff reviewed the list and "saved" 20+ patrons known to still be around. No patrons to be purged owed library fines.
- With the help of the staff, I completed the annual RCLS Plan of Service survey. The questions remained unchanged so I made the same answers re Trustees as last year.

Opening of Collections

The Directors' Association voted to make permanent a trial which opened all member libraries' restricted print collections to ILL. This means our patrons will receive reserved items more quickly, especially of new books that were limited to another library's patrons only. This has not affected us otherwise as we did not limit our print collections. In the spirit of sharing, we have opened our new DVDs to ILL, as well, and hope this helps to produce more shelf room. We will address the updating of the Circulation Policy for this change next month.

Meetings, Travel & Events – Upcoming

2/3 – FUFSD Focus Group Meeting for Superintendent Search – Madelyn

2/8 – YA Librarians – Meg

2/8 – Friends of the FPL, 6:30 p.m.

2/8 – Maria at Florida ABCD

2/9 – LibGuides Workshop – Martha

2/15 – FPL closed for Presidents’ Day
2/18 – Reports Workshop - Martha
2/18 – OLA General Meeting – Madelyn, Sara, Martha, Ashley, Marie, Maria
2/22 – CLOUSC – Sara
2/23 – Overdrive Workshop – Sara and Maria
2/25 – Orange County Directors – Madelyn
2/26 – Performer’s Showcase – Sara and Meg
3/23 – Trustee Orientation, RCLS, free dinner 5:30 p.m., workshop to follow, register online