

December 2, 2016 for December 5, 2016 Monthly Meeting

To: Florida Public Library Board of Trustees
From: Madelyn Folino, Director

Monthly Report

November 2015 Circulation	Door Count: 1,997	Closed: 2 holidays
Adult: 1,628 Juvenile: 556	\$: 776.84 ILL loans: 631	ILL borrows: 694
November 2016 Circulation	Door Count: 2,093	Closed: 2 holidays
Adult: 1,593 Juvenile: 690	\$: 1,147.01 ILL loans: 644	ILL borrows: 726

Programs

- Fall program series are now winding down and will end mid-month. Rhymetime continues to be difficult as far as consistent attendance by parents and toddlers, despite the new delayed start time of 10:30 a.m. Storytime has a core group of attendees and the Thanksgiving program was especially popular.
- Books & Beyond is wrapping up the Hablas Español series which attracted an average of nine children per session. Tween Club attendance increased with the pottery series with Judy Duboff. Teen Time brings in an average of 10 students and is affected by after school activities and sports schedules.
- Family program hits and misses were a showing of the animated film *Dory* (19), making cards for veterans which stretched over several weeks and International Games Day (no interest.)
- Marie led 16 adults in a craft class on fabric pumpkins. Other adult programs, including biscotti making, Project Linus quilt class, Page Turner's Book Club, Sustainable Warwick Book Club, Knit & Crochet Circle and BDSG: *King Lear* brought in 6-9 attendees each. A program on Side Dishes was cancelled due to low registration.
- Our 17th Annual Tellabration! was small, but delightful. Leslie Collins fascinated listeners with his tales of growing up in London in the 1930s and Anthony Patton debuted a story written for the occasion about a favorite dog. A dozen guests enjoyed the potluck supper.
- A reading of Charles Dickens' *A Christmas Carol* takes place tomorrow at 1 p.m. Sara and I will be joined by Trustee Arcieri, SS Seward Librarian Vanessa Baron and GH ESL teacher Joan Zombek in reading the novella from start to finish. We may have a sign language interpreter, as well. Please join us for this classic and some tasty cocoa and gingersnaps.
- The 2017 Summer Reading Program theme for all ages will be *Build a Better World*.

Communications

- Condolences sent to the family of patron Peter Goydich who regularly attended the BDSG and our music programs. He was a character!

Financial/Donations

- \$100 – Donations – Suzanne Emmerich
- \$10 – Donations – Suzanne Skeels
- \$100 – Targeted Donations/Audiobooks – Victoria Slater-Kearns
- \$252.51 – RCLS – Library charges collected through PayPal for 3rd quarter
- Per the recommendation of the State Comptroller's office I looked into bonding for Treasurer Stella Kosior. We now have coverage through our policy with Utica Ins. Co.

for \$475,000 which costs \$222 per year for the next three years. Theft by other employees up to \$25,000 per year is already covered by the existing policy.

- OLA Treasurer Ginny Neidermeier reports that the Orange County Legislature has approved an increase of funding in 2017 for our 17 libraries from \$90,000 to \$105,000. This represents an approach to the amount originally granted to OLA twenty years ago. OLA's ambition then was to eventually secure \$1 for every county resident – seems like an impossible dream now. The extra funding will be welcome and directors and trustees are reminded to thank their county legislators for this increase. Kudos to Ginny for attending the Ways and Means Committee meeting and advocating for libraries!

Audit

I have asked CPA Justin Wood to attend our January 2 meeting to present the report. Please review it and note any questions.

Personnel

- The Personnel Committee met and revised the Personnel Policy for your approval. Please review the list of changes. The committee also approved mid-year raises for your approval. They will meet on 12/6 to work on the 2017-2018 budget.
- The staff are running a mini-book sale from 12/2-12/10. The holiday basket drawing takes place tomorrow.
- We will be closed on Friday, 12/9 for staff training and our annual potluck holiday luncheon. Please drop in and join us.
- Sara is serving on RCLS' Mock Awards Committee for this annual January event.
- I will be on vacation 12/15-12/27. Sara will be in charge in my absence.

Building/Equipment

- Tom Mance cleaned the gutters on 11/10 and reports all is well.
- Staff have noticed a rash of DVD thefts in the past month. A list of 20 missing titles and their costs (\$450) has been shared with the Florida Police.
- Annette has completed a new technology plan for 2016-2017 to guide the updating of our 19 computers and the purchase and replacement of aging equipment. Our reference computer (an ANSER share) is due for replacement this month by RCLS.

Community

- Staff are once again collecting donations for the Orange County Youth Bureau's Adopt a Family Program. Our family of five's wants and needs are listed on sheets taped to the table in the staff room if you would like to participate.
- FPL is a collection point for Christmas for Kids run by the Knights of Columbus. New and unwrapped toys may be left in our collection box; deadline is 12/22.
- We continue to collect donations for the Florida Food Pantry. We hope to have a representative speak at our staff meeting to learn more of their needs, most pressing in the winter months after the holidays.

Friends of the FPL

- The Friends will hold their annual cookie swap on 12/12 at 6:30 p.m.

Meetings, Travel & Events – Upcoming

12/6 – Trustee Orientation Workshop, RCLS, buffet dinner 5:30 p.m., training to 8:30.

12/6 – Personnel Committee Meeting, 7 p.m.

12/7 – Director's Forum – Madelyn?

12/12 – FFPL, 6:30 p.m. Cookie Swap

12/13 – Finance Committee Meeting?

12/24, 12/25 – FPL closed

12/26 – FPL open 12-5 p.m.

12/31, 1/1 – FPL closed

1/9 – Mock Caldecott/Newberry/Printz Awards – Sara and Cherene

Wednesday, 3/1 – NYLA Advocacy Day, Albany; FPL will pay for your bus seat!