

May 4, 2018 for May 7, 2018 Monthly Meeting

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

Monthly Report

March 2017 Circulation	Door Count: 2,265	Closed: 2 snow
Adult: 1,855 Juvenile: 704	\$: 780.79 ILL loans: 803	ILL borrows: 832
March 2018 Circulation	Door Count: 2,383	Closed: 3 snow
Adult: 2,049 Juvenile: 600	\$: 761.90 ILL loans: 807	ILL borrows: 769
April 2017 Circulation	Door Count: 1,982	Closed: 1 holiday, 1 training
Adult: 1,384 Juvenile: 617	\$: 853.55 ILL loans: 776	ILL borrows: 816
April 2018 Circulation	Door Count: 2,312	Closed: 1 holiday
Adult: 1,706 Juvenile: 598	\$: 748.35 ILL loans: 8856	ILL borrows: 776

Programs

- Spring programs wrap up mid-month and now attention will be turned to the summer reading program, ordering materials and organizing supplies in the basement. In the absence of a librarian, Meg has done fine work in coordinating the programs, ordering supplies and working on publicity. A visit to Golden Hill is being planned for early June to promote the SRP. We have agreed to work with the school to return postcards with reading goals achieved at FPL over the summer. We will soon be displaying student artwork on W.H. Seward's birthday.
- At this late date, we have had a resurgence of interest in Rhymetime for toddlers. Eileen is finishing up this series and has been our reliable do-anything-and-at-short-notice Substitute. Attendance of preschoolers for our STEM program has slacked off with the good weather, but Books & Beyond for grades K-2 continues to bring in 11 children per session. Tween Club attracted 6-10 kids per week and Teens usually 9-10. Our deck is an attractive site for after-school gatherings, snacking, hanging out and perhaps doing homework. Mostly, the girls stay outside and run around while the boys stay inside at the computers.
- Popular adult programs this month were Cake Decorating (24), Chalk Paint Furniture Refinishing (24) and the 12th anniversary of our Poetry Café series (29.)
- Marie, Meg and I worked on a grant proposal for the ALA/PBS Great American Books program. We did not get the grant, but the planning is largely done for numerous spring, summer and fall programs. We have planned our first Black Dirt Storytelling Festival on Saturday, September 22 at the Senior Center. We have invited six storytellers and five have accepted. Most will stay overnight at my house.
- Meg, Maria and Beth covered two days of kindergarten screening on 4/23 and 4/24 at Golden Hill. They issued new cards to 23 children and 3 adults.

Communications – none.

Financial/Donations/Grants/Aid

- \$475 – Friends of the FPL for SRP Kick-Off Party – Targeted Donations 4060 and Children's Programs 5240.
- \$325 - Friends of the FPL for SRP Kick-Off Party – Targeted Donations 4060 and

Children's Programs 5240.

- \$250 - Friends of the FPL for Mid-Hudson Children's Museum Pass – Targeted Donations 4060 and Children's Programs 5240.
- \$50 – Anonymous, from Seward Alumni Assn. raffle – Donations 4050.
- \$32 – March mini-book sale – Library Charges 4010.
- \$514.50 – Utica National Insurance Group – annual dividend – Liability Insurance 5220.
- \$3,382 – Orange Library Assn. – 2018 1st payment from Orange County, an increase over last year. OLA Treasurer Ginny Niedermier is to be congratulated for her efforts.
- A FOIL request from Smart Procure of Deerfield Beach, FL for all purchases from 1/16/18 to the present was filled by our bookkeeper on 5/3.
- In progress: a job description for the position of Treasurer.

Personnel

- Hired Barron Angell for the full-time position of Librarian I at \$41,000 annual salary, effective 5/1/18. Barron will take over coordinating all programs and planning and conducting Teen programs and Tech Help sessions. For the summer, he will run the Dungeons and Dragons programs.
- Maria will return to planning and conducting Rhymetime sessions for toddlers. She will continue doing outreach programs for preschoolers at Florida ABCD and in the summer, will run Minecraft programs and do outreach programs for Village Rec.
- FPL will be closed on Friday, 5/18 for training from 9:30-4:30. Undersheriff Anthony Weed of the Orange County Sheriff's Office will present an active shooter defense program from 10-noon. We have invited Assemblyman Karl Brabenec to join us for lunch at 1 p.m. Trustees are welcome to attend. Please let me know.
- I will be on vacation 5/21-5/28. Barron and Meg will be in charge in my absence.
- Jessica will pick up the summer Page hours (10/week) to assist with the SRP.

Building & Equipment

- A new receipt printer was purchased from RCLS for \$301.45.
- Tom Mance installed LED floodlights on three corners of the building on 4/19. LED lights have also been installed in the basement. The only lights left which are not LED are the two motion detector lights in front, the light over the back door and the high ceiling fixture over the basement stairs.
- A glide rail on the top of the back door broke, making the door difficult to open. Dwayne's Glass Works replaced the part and lubricated all glass doors for \$110.
- We purchased a new vacuum cleaner from Service Vacuum Cleaner Co. of Florida for \$450; the model is one recommended by Trustee Beers for better cleaning.

Circulation Rules

- As of 5/1, RCLS circulation rules have changed. Items received through ILL will now circulate according to the rules of the lending library, not the owning library. This being early days, we have nothing to report.
- On 5/2, the Director's Assn. voted to initiate automatic renewals on 6/1. Checked out items will renew automatically up to two times, depending on their I-types. It was observed that this will result in fewer fines being collected and lower door counts, but higher circulation stats. The wording preventing borrowing libraries from manually overriding due dates of owning libraries will be deleted from the ANSER Manual. Libraries may opt out of automatic renewals, but probably only for their entire collection – an all or nothing choice.
- The No Fines trial will commence on 9/1.

Friends of the FPL

- The Friends remain without a president or secretary.
- 24 of 48 Spring Tea tickets have been sold. Trustee Lillard recruited Barbara Vaughn to demonstrate flower arranging. Barbara will be given a free ticket.
- Volunteers are needed for the used book sale 5/18-5/20, especially for Sunday's breakdown at 3 p.m. Call Bob Scott to volunteer (651-7221.).

Meetings, Travel & Events – Upcoming

4/30- 5/6 – Children's Book Week

5/7 – YA - Maria

5/9 – CTUG – Ashley

5/14 – Florida ABCD – Maria

5/14 – FFPL, 6:30 p.m.

5/15 – FUFSD School Budget vote

5/17 – Adult Outreach - Marie

5/18 – FPL closed; Staff training day

5/19 – Anything But Books Yard Sale on the deck, 9 a.m. – 2 p.m. – Bring us your stuff!

5/22 – Prevailing Wage Workshop – Barron

5/28 – FPL Closed, Memorial Day

6/4 – CLOUSC – Maria

6/5 – Customer Service Workshop – TBA

6/14 – RCLS/OLA Friends Gathering – Moffat, 5:30-7:30 p.m.

8/8 – RCLS HQ tour, 10-noon