

August 3, 2018 for August 6, 2018 Monthly Meeting

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

Monthly Report

July 2017 Circulation Door Count: 2,249 Closed: 5 Sundays, 1 holiday
Adult: 1,823 Juvenile: 813 \$: 777.35 ILL loans: 733 ILL borrows: 806

July 2018 Circulation* Door Count: 2,414 Closed: 5 Sundays, 1 holiday
Adult: Juvenile: \$: 903.59 ILL loans: ILL borrows:

*Will be available at meeting

Programs

- Please see Barron's comprehensive report on the Summer Reading Program, sent separately by email.
- Program planners are busy working on the schedule for September and October. September is Library Card Sign-Up Month, the start of Hispanic Heritage Month and contains Banned Book Week, too. We will be focused on publicizing the Black Dirt Storytelling Festival on 9/22 and the 60th Anniversary on 9/29 as soon as we have all details. We are considering sending out a fall newsletter by bulk mail.

Communications

- Letter to FUFSD Business Administrator Lorine Van Put-Lamerand per her request for the FPL tax levy amount for 2018-2019.
- Letter to Orange County Clerk Annie Rabbitt on filing of trustee and treasurer oaths of office.
- Sympathy card and note of condolence to Patty Guerra, our longtime bookkeeper, on the death of her son, John, age 17.
- Request from Marilyn McIntosh, Director of Monroe Free Library, to second their nomination of Charles LeViseur to the RCLS Board as an Orange County representative at the Annual Meeting.

Financial/Donations/Grants/Aid

- \$1,316.70 – RCLS, 90% payment of Local Library Services Aid (LLSA) for 2018-2019 - Grants/Aid 4080.
- \$617.10 – Utica National Insurance Co. dividend – Liability Insurance 5220.
- \$192.99 – RCLS, 2nd qtr. PayPal – Library Charges 4010.
- \$135.90 – July Staff Mini-Book Sale – Library Charges 4010.
- \$73 – Summer BBQ Basket Drawing – Library Charges 4010.
- \$43 - Summer BBQ Basket Drawing – Donations 4050 (collected at Ice Cream Social.)
- \$200 – Friends of the FPL for Frick Museum Pass – Donations 4050.
- \$280 – Copper Bottom restaurant – Donations 4050.
- \$50 – Madelyn Folino, In Memory of John Guerra – Donations 4050.

Treasurer

Treasurer Donna Penwarden and Bookkeeper Chris Arner have settled on the QuickBooks format of three new monthly financial reports to show credits, debits and bank reconciliation. They will work on the reports together. *Duties of the Treasurer* is on the agenda for approval.

Personnel

Staff members are to be commended for another busy and smoothly run Summer Reading Program. Barron, Maria, Beth and Marie conducted programs for all ages. Meg coordinated and supported their efforts with publicity and printing. Annette posted everything online and provided IT help. Grace and Bradley set up and broke down programs and assisted with outreach. Amy, Eileen and Martha subbed when needed to work at circulation/reference and help with programs. Barbara continues to recuperate at home and is almost ready to return to work. Thank you to all the trustees who helped out with the Ice Cream Social/Wrap-Up Party and special thanks to President Kelemen for continuing a family tradition as Fire Master for the Campfire Storytimes at Glenmere.

Building & Equipment

- Our butterfly house was discovered lying on the ground on 7/12. Apparently, it had been wrenched off its support pole. Trustee Lillard will repair and reinstall it.
- Vinyl floors will be stripped, waxed and buffed on 8/18 - 8/19. Carpets will be cleaned over the Labor Day weekend.
- We could use volunteers to weed the south side of the building.

RCLS Pool for Databases

At the July 11 Directors Association meeting, directors voted to approve the creation of a pool to purchase databases not covered by Newburgh Free Library's Central Library funding, beginning with *Consumer Reports*, effective 10/1. The directors could not agree on a funding model which would assess member libraries for their share, so the issue appears moot for now.

Friends of the FPL

- The Friends are looking for new officers for 2018-19.
- The Friends donated \$200 for a museum pass to the Frick Museum.
- A second Mini-Book Sale at the Florida Farmers Market is scheduled for 8/21. Volunteers are needed to take shifts there. Call Bob Scott to sign up.

Meetings, Travel & Events – Upcoming

8/8 – RCLS HQ Orientation, 10-Noon – Trustees Fernandez and Kosior

8/13 – FFPL, 6:30 p.m.

8/20 – FPL closed; Annual Cleaning Day

8/22 – RCLS Trustee Education 101 – Trustees Fernandez and Kosior

9/3 – Labor Day, FPL closed

9/14 – RCLS Legislative Breakfast/Annual Meeting, Sullivan Event Center, Rock Hill

9/29 – Trustees' 60th Anniversary Event, Glenmere Brewery