

March 1, 2019 for March 4, 2019 Monthly Meeting

To: Florida Public Library Board of Trustees

From: Madelyn Folino, Director

Monthly Report

February 2018 Circulation	Door Count: 2,064	Closed: 1 holiday, 1 snow
Adult: 1,838 Juvenile: 513	\$: 524.25 ILL loans: 800	ILL borrows: 675
February 2019 Circulation	Door Count: 1,868	Closed: 1 holiday, 1 snow
Adult: 1,828 Juvenile: 573	\$: 617.05 ILL loans: 819	ILL borrows: 850

Programs

- Please see Barron's February report for details on programs, emailed to you separately.
- Major programs for the Summer Reading Program (theme: *A Universe of Stories*) have been planned, facility use requests submitted and insurance certificates secured.
- Our Annual Anything But Books Yard Sale will be on 5/18. Think of us as you do your spring cleaning! Please consult Annette on what is needed and likely to sell.

Communications – CFO Stephen Hoefler, RCLS – thank you letter for donations to the NYLA FLS Randall Enos Scholarship; Principal Debbi Lisack, Golden Hill ES – thank you note for FPL sponsorship of author visit by Gregg Schigiel.

Financial/Donations

\$721.56 – OLA – 2nd payment (per capita) of Orange County funds for 2018 (Grants/Aid 4080)
\$179.50 – Staff Used Book Sale 2/15-2/17, credited to Library Charges (4010)

\$450 – Friends of the FPL for two July programs by storyteller Diane Edgecomb (5248)

\$150 – Friends of the FPL for lodging for author Gregg Schigiel (5247)

\$150 – Friends of the FPL for renewal of Boscobel House & Gardens Museum Pass (5241)

All of the above are to be credited to Targeted Donations (4060.)

Budget Vote and Trustee Election on April 4

- Monday's meeting will start with a special information meeting should members of the public have questions on the proposed budget.
- Petitions for trustee candidates are due back on Friday, 3/8 at 5 p.m. Martha will then review them and preside over a drawing of names for positions on the printed ballot.
- Martha has recruited election inspectors for election day: Chief Inspector Jeanne Uszenski, Inspector Debra Krzymowski, Alternates Lu-Ann Haviland and Evelyne Bottorf. Inspectors have been paid \$12 per hour for the last two years.
- Meg has already asked candidates (we know about) to complete their questionnaires.
- FUFSD Business Administrator Howard Cohen has provided us with estimated tax rate information for our 2019-2020 proposed budget:
Goshen - \$1.31 per thousand, a projected increase of \$.06 per thousand;
Warwick - \$5.80 per thousand, a projected increase of \$.15 per thousand.
- With Meg called for jury duty on 3/11, we'll be working hard to get our bulk-mailed newsletter with budget information out on time.
- Matthew Cantello of Sound Explosion will present a children's program on election day. Guitarist Marc Mathelier will entertain that night in our café.

Advocacy

- I attended a meeting with State Senator Jen Metzger at her Middletown office on 2/6, along with other directors from RCLS, Grace Riario and Stephen Hoefler of RCLS and representatives from SENYLRC. Senator Metzger says she is a library supporter and depended on her hometown library in Rosendale for ILL'd material to complete her PhD. She seemed very receptive to messages delivered on the need for funding, including for the 2020 census which will be offered primarily online with a projected impact on library staff and computers which will require training and new equipment across NYS.

Personnel

I will be out of the office March 28-31. Barron and Meg and will be in charge in my absence.

Building & Equipment

- Annette is working on the current Technology Plan which includes the purchase of two new iPads for the Children's Room. To upgrade security and with the assistance of volunteer Bob Persing, she will separate staff computers from public access computers so that they are on different networks and use different printers. This will require the purchase of a second router, also a second static IP address from WVT (\$9.95 per month.) She will also install a bigger monitor on Meg's computer. She notes that our ceiling projector is 10 years old, but continues to meet needs in the Children's Room. Three of our printers are 6 years old. Ashley's computer is 6 years old also and must be replaced with one compatible with the WorkFlows program for linking.
- Marie has dusted and refreshed the Local History cabinets housing artifacts owned by the Town of Warwick Historical Society. For Women's History Month, she and Eileen designed the case featuring household items that were routinely used by women in days gone by.

Policy Revisions

On the agenda for your approval and emailed to you:

Personnel Policy with a list of additions and deletions;

Tutor Policy – no change;

Fraud Policy – last paragraph, bullet 4, added “upon request;”

Conflict of Interest Policy – no change (new version must be signed by all trustees.)

Friends of the FPL

The Friends are still without a President, VP or Secretary or Nominating Committee. They will hold a Used Book Sale the weekend of 5/17-5/19. The Spring Tea Committee has been meeting regularly to plan the event on 6/8. The Friends continue to fund our Museum Pass program and have been generous in supporting children's programs and our long running Poetry Café.

RCLS

Executive Director Robert Hubsher has announced his retirement in advance of the end of his contract at year's end. Assistant Director Grace Riario will step in on an interim basis at the end of April. Our own Trustee Arcieri,,who serves on the RCLS Board, will lead the search for a replacement. Former FFPL President Anita Bauman is now the RCLS Board President. Robert is so knowledgeable and has been so active in representing RCLS that he will be difficult to replace. His advice and counsel have been much appreciated over the last 20 years.

Meetings, Travel & Events – Upcoming

3/7 – SEAL Refresher – Ashley

3/11 – Teen SRP Workshop – Barron

3/13 – Trustees: The Good, the Bad & the Ugly Workshop – Madelyn

3/14 – Director’s Assn. – Madelyn

3/18 – SRP Workshop – Maria

3/19 – Trustee 101 Education

3/25 – CLOUSC - Maria

3/27 – Kindergarten Screening – Meg/Beth

3/28 – Kindergarten Screening – Meg/Barron

3/29 – Kindergarten Screening – Maria

4/7-4/13 – National Volunteer Week

4/9 – National Library Workers Day