

January 3, 2020 for January 6, 2020 Monthly Meeting

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

Monthly Report

November 2018 Circulation	Door Count: 2,053	Closed: 2 holidays, 1 snow
Adult: 1,779 Juvenile: 689	#: 413,87 ILL loans: 798	ILL borrows: 793
November 2019 Circulation	Door Count: 1,538	Closed: 2 holidays
Adult: 1,526 Juvenile: 681	#: 397.95 ILL loans: 822	ILL borrows: 729
December 2018 Circulation	Door Count: 1,787	Closed: 3 holidays, 1 training
Adult: 1,591 Juvenile: 480	#: 486.39 ILL loans: 714	ILL borrows: 666
December 2019 Circulation	Door Count: 1,070	Closed: 3 holidays, 1 training, 3.5 snow
Adult: 1,341 Juvenile: 548	#: 489.40 ILL loans: 768	ILL borrows: 667

Programs

- Please see Barron's December report for details on programs, emailed to you separately.

Communications – Sent a note of condolence to Ashley Baroch on the death of her mother-in-law. Sent a get well card to our Page, Emily Romano.

Financial/Donations/Grants

- \$2,000 – RCLS, Senate Bullet Aid for 2019-2020 directed by Senator Metzger – new budget line 4082.
- \$146.40 – RCLS, 10% balance of Local Library Service Aid (LLSA) – Grants/Aid 4080.
- \$150 – Pitso Mafata - \$100 to Donations 4050; \$50 to Targeted Donations 4060 and Adult Programs 5241 for the Poetry Café.
- \$100 – Thomas and Deborah Cronin – Donations 4050.
- \$100 – Pitso Mafata – Donations 4050.
- \$163.75 – Black Friday Book Sale (organized by Ashley) – Donations 4050.
- \$156 – Holiday Basket Drawing (organized by Marie) – Donations 4050.
- Our ERISA bond for the 401K plan will renew on 4/1/20 through Paychex's new insurer, Zurich Insurance, for \$127 for three years.
- The Personnel Committee met on 12/6 and approved proposed raises for the 2020-2021 fiscal year budget. The Finance Committee met yesterday and approved the proposed budget. Both items will be on the agenda as well as the annual tax cap resolution.
- A lovely holiday arrangement was once again donated by Celia Kutny of Antiques & Flowers, Warwick.

Personnel

- Staff met on 12/13 for a SWOT Analysis with Trustee Arcieri, presentations on the Consumer Reports database and Niche Academy online training for staff by Annette and presentations by Barron on the 2020 Census and First Amendment Audits, a guerilla movement presently upsetting libraries. We enjoyed a delicious holiday potluck luncheon, updated each other on current projects and ended the day with book talks on recent reading, to be used to make bookmarks of Staff Picks.
- January goals include: canvassing the Civil Service list for Library Assistant; conferring

with Paychex and Stewart & Associates on financial advisement for the 401K plan; completing the State Annual Report.

- All staff have been notified of their benefit days for 2020.

Building and Equipment

- Van Grol, Inc. were called on 11/29 due to a lack of heat in the building. An ignition switch on the furnace had shorted out and was replaced.
- Following the snowstorm on 12/2, the bald cypress behind the flagpole uprooted and fell over. Landscaper Jim Peters advises that this species was not a good choice for the location and predicts a similar fate for the matching tree behind the statue. My husband, Ross, cut down the fallen tree and disposed of it on 12/5. Will look into reestablishing the symmetry of the plantings in the spring.
- We have purchased a new monitor for the staff computer used by Ashley. Annette does an excellent job of keeping on top of our hardware and software needs.
- Patron and energy broker Paul Block researched electric supply costs and signed us up for a savings for two years. We paid 7.66 cents/KWH in 2019. The new contract with Direct Energy will be 7.143 cents/KWH.

Friends of the FPL

- The traditional cookie swap took place at the 12/9 meeting.
- The Friends approved \$65 for a renewal of the Empire Pass to state parks for 2020. They reimbursed Meg who had already purchased the pass at a discounted rate offered for a short time.

Meetings, Travel & Events – Upcoming

1/6 – Mock Caldecott and Newbery Awards, RCLS – Maria

1/6 – Mock Printz Awards, RCLS – Barron

1/8 – Director’s Association – Madelyn

1/13 – Florida ABCD – Maria

1/13 – Friends of the FPL, 6:30 p.m.

1/20 – FPL closed for MLK Day

2/25 – NYLA Advocacy Day, Albany, \$5 per person, bus from Newburgh Mall – **Trustees?**

