

February 26, 2020 for March 2, 2020 Monthly Meeting

To: Florida Public Library Board of Trustees

From: Madelyn Folino, Director

Monthly Report

January 2019 Circulation	Door Count: 1,873	Closed: 2 holidays, 1 training, 1.5 snow
Adult: 1,980 Juvenile: 701	\$: 412.14	ILL loans: 882 ILL borrows: 888

January 2020 Circulation*	Door Count: 1,731	Closed: 2 holidays, .5 snow
Adult: 1,809 Juvenile: 830	\$: 492.22	ILL loans: 960 ILL borrows: 905

February 2019 Circulation	Door Count: 1,868	Closed: 1 holiday, 2 snow
Adult: 1,980 Juvenile: 701	\$: 412.14	ILL loans: 882 ILL borrows: 888

February 2020 Circulation*	Door Count:	Closed: 2 holidays, .5 snow
Adult: Juvenile:	\$:	ILL loans: ILL borrows:

*Not available yet

Programs

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

Communications – Sent a get-well card to Bookkeeper Chris Arner who will be out of work for several weeks. The February financial reports will be printed next month.

Financial/Donations/Grants

- \$100 – Pitso Mafata – Donations 4050.
- \$25 – Golden Floridians in memory of Marion Sicina – Donations 4050
- \$650 – Friends of the FPL – Targeted Donations 4060 and Adult Programs (5241) for the renewal of museum passes for the Intrepid Air, Sea and Space Museum (\$500) and Boscobel House and Gardens (\$150.)
- \$120 – Used Book Sale 2/12-2/22 - Donations 4050.
- John Ruszkiewicz, Lt. Col (ret.) of Pine Island (a Florida native as he likes to say) donated two copies of his book *Vietnam Anecdotes*.
- Classic Cleaning and Maintenance Services has raised its charge per visit from \$60 to \$80.
- I applied for grants to Poets & Writers, Inc. for featured poets Alyta Adams and Hayden Wayne for the Spring Poetry Café (14th anniversary of this series.)
- Barron and Maria applied to ALA for a Digital Learning Day project for parents and children over spring break.
- I am awaiting paperwork from Paychex to make approved changes to our 401K plan and clarification on costs.

Annual Budget Vote and Trustee Election

- Trustees Scott and Lundell have stated that they intend to run. Martha has placed the legal notice with the *Warwick Valley Dispatch* and *Goshen Independent*. She is rounding up election inspectors and alternates now and is in touch with the Board of Elections and FUFSD to obtain the necessary lists. All budget information will be in a binder at the front desk on March 4, the day petitions will be available. Absentee ballots will be available on 3/23.

- Estimated tax rates for the proposed budget are: \$5.95 per \$1,000 of assessed value for the Town of Warwick, an increase of 17 cents and \$1.33 per \$1,000 of assessed value for the Town of Goshen, an increase of 4 cents. The assessed value of property is available on the Orange County website through the ImageMate program.

Personnel

- A candidate from the Civil Service list for Library Assistant was hired on 2/13. She resigned on 2/25 due to family reasons. The search is ongoing. Eileen will continue to fill in and conduct children's programs until we have a new staff member. Marie is filling in at the front desk.
- Annette is carefully screening and accepting items for our Yard Sale on 5/16.
- I will be on vacation 2/27-3/8. Barron and Meg will be in charge in my absence.

Building and Equipment

- We have purchased two new laptop computers for public use. The older models will be used for technology classes.
- A back-up in the sewer pipe outside the police station on 2/24 caused a small amount of water to come back into the basement, but the Village DPW made repairs that evening. While the origin of the clog has not been established, staff have been reminded not to flush any disposable wipes and to remind patrons of same.

Outreach, Advocacy & Training

- The OLA Committee planning joint programs with the Orange County branch of the National Association for Mental Health (NAMI) has proposed a Big Read countywide style event for the fall with both YA and adult titles plus training for library staff on mental health issues. Meg is attending planning meetings.
- FPL was represented by three staff members, three trustees and three FFPL members at NYLA Advocacy Day in Albany yesterday.
- Trustee Kosior plans to attend Trustee Education 102 at RCLS on 4/22.

Building Expansion

I spoke to Architect Paul Mays of Rowland, Butler, Mays Architects on 2/19 and we agreed that he would visit on our regular Monday board meeting date (4/6) for a tour of FPL, a discussion with me of our building needs and he will provide some sketches of his ideas. He will present a workshop on construction grants, suggestions and priorities and fundraising from 6-8 p.m. Cost: \$500. We'll provide snacks. The regular board meeting will follow.

Friends of the FPL

The Friends will sponsor a pop-up Used Book Sale on Saturday 4/18 and their regular sale on the Seward Birthday Weekend, 5/15-5/17. Help moving boxes of books is critical for all dates.

Meetings, Travel & Events – Upcoming

3/9 – Summer Reading Program Workshop – Maria

3/9 – Friends of the FPL, 6:30 p.m.

3/11 – Directors' Assn. – Madelyn

3/12 – Teen Librarians visit to MacMillan and Marvel Publishers – Barron

3/16 – Teen Summer Reading Program Workshop – Barron

3/23 – CLOUSC – Maria

3/27 – FPL closed for staff training

3/30 – Kinder Prep workshop & film screening - Maria

