

January 28, 2021 for February 1, 2021 Monthly Meeting via Zoom

To: Florida Public Library Board of Trustees

From: Madelyn Folino, Director

Monthly Report

December 2019 Circulation	Door Count: 1,070	Closed: 3 holidays; 4 snow
Adult: 1,341 Juvenile: 548	\$: 489.40 ILL loans: 768	ILL borrows: 667

December 2020 Circulation	Door Count: 595*	Closed: 3 holidays; 2 snow
Adult: 1,175 Juvenile: 517	\$: 258.15 ILL loans: 803	ILL borrows: 488

*Includes 553 walk-ins, 42 curbside pick-ups, plus 12 documents were notarized.

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

January 2021 Circulation	Door Count: *	Closed: 2 holidays; 1 snow
Adult: Juvenile:	\$: 227.80 ILL loans:	ILL borrows:

*Includes ___ walk-ins, ___ curbside pick-ups, plus ___ documents were notarized. Stats not yet available.

Programs

- Please see Barron's report for news of programs and staff activities.

Communications – RCLS re awarding of Studio Storytime Mini-Grant to FPL.

Financial/Donations/Grants

- \$700 – ALA for DLD Programming Mini-Grant used for Staycation Coding Program in October 2020, Grants/Aid 4080.
- Studio Storytime Mini-Grant, RCLS. We will receive one each of: tripod ring light with phone holder, web camera, foldable green screen, lapel microphone, Apple Lightning Adapter. Maria completed the required Basics of Video Making webinar to qualify for the grant. These items must be used for children's programs before May.

Annual Budget Vote and Trustee Election

The legal notice for the April 8 election has been completed and is on the agenda. The Special Information Meeting (public hearing) on the budget will start off the March meeting. Martha is proceeding with her duties as Election Clerk. She will be ordering additional supplies for absentee ballots. Howard Cohen of the FUFSD kindly furnished the FPL tax rate information:

Actual tax rates per thousand assessed value for 2020-2021

Goshen - \$1.36 Warwick - \$5.87

Estimated tax rates per thousand assessed value for 2021-2022

Goshen - \$1.38 Warwick - \$5.97

The annual tax cap form has been filed with the Office of the State Comptroller and our proposed budget is \$140 below the allowable limit.

Trustee Fernandez has stated her intention to run again. Thanks, Laura!

Personnel

- All staff have been busy watching a wide range of webinars and attending RCLS meetings online.
- Staff have been very diligent about working on the Long Range Plan and this will be on the March agenda.
- Barron, Meg, Annette, Ashley and Chris have all assisted with gathering facts and figures for the State Annual Report which was unlocked yesterday and is due 2/22, about a month later than usual.
- Marie applied for a job skills presentation funded by RCLS and we were chosen to receive this free online program, Jumpstart Your Career Search with Google.

Building and Equipment

- Still waiting for Van Grol, Inc. to replace two flame sensors in the heating units in the attic. We have noticed the back rooms being a little chilly.
- Meg's five-year old laptop was replaced at a cost of \$610.
- RCLS will replace the computer at the Reference Desk this quarter.

Technology

- The first steps of migrating email to MS365 have begun. Annette has been figuring out what kind of accounts we need and who will be using which computer. We are still waiting for further information from RCLS and staff have been instructed to clean out their email asap. I expect this to be a major project for us in February.

Reopening Progress

- All continues to go well both with patrons coming inside and curbside service. We are expecting all programs through March, at least, to be virtual. Planning is now starting to switch to the Summer Reading Program and we'll be collaborating with other libraries for a daily online program series. We'll certainly be using the deck as soon as possible.
- We are required by NYS to have a Pandemic Response Plan in place by April. On the agenda is a Public Health Emergency Operations Plan which is the title that libraries prefer. Just to note, in contrast to a policy, an adopted plan has more flexibility to change due to emergent circumstance without necessarily waiting for board approval.

Library of Things

Barron and Marie are completing a grant application to ALA and the Association for Small and Rural Libraries for a program in partnership with Sustainable Warwick's Repair Cafe which will publicize and use items in our Library of Things collection.

Meetings, Travel & Events – Upcoming

CLOUSC and Youthlist Librarians, Director's Association, Circ & Tech Users Group, Reference Users Group, Adult Programmers, etc. all continue to meet online. The Friends of the FPL remain on hiatus.

