

## February 25, 2021 for March 1, 2021 Monthly Meeting via Zoom

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

### Monthly Report

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: 632*	Closed: 2 holidays; 1 snow
Adult: 1,309    Juvenile: 580	\$: 227.80    ILL loans: 814	ILL borrows: 540

\*Includes 602 walk-ins, 30 curbside pick-ups, plus 15 documents were notarized.

February 2020 Circulation	Door Count: 1,865	Closed: 1 holiday
Adult: 1,562    Juvenile: 720	\$: 557.90    ILL loans: 895	ILL borrows: 727

February 2021 Circulation	Door Count: *	Closed: 1 holiday; 5 snow; 9 Covid
Adult:            Juvenile:	\$:            ILL loans:	ILL borrows:

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

### Programs

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

**Communications** – Jen Park, RCLS, re Barron's winning the RCLS Management Professional Development Scholarship (\$97.31) for the Library Director Crash Course.

### Financial/Donations/Grants

Nothing to report.

### Annual Budget Vote and Trustee Election

The March meeting will open with the Special Information Meeting (public hearing) on the budget. Please review the budget and budget notes in case there is any public interest. Martha has rounded up Election Inspectors without difficulty. Additional supplies for absentee ballot envelopes have been ordered. Petition forms for candidates are now available. I am pursuing a candidate for Trustee and hope to get an answer soon.

### Personnel

- One staff member continues to recuperate well at home after a positive Covid test. We believe we will be able to recover up to 80 hours pay from the federal government.
- All staff have been busy watching a wide range of webinars and attending RCLS meetings online.
- Due to our many closed days, the Long Range Plan will be delayed until April.
- Ashley attended the planning meeting for NYLA Advocacy Day and she and Meg attended a session today with Assemblyman Karl Brabenec and discussed our Library of Things.
- Our three Pages will be off to college in the fall: Bradley (class valedictorian) to Dartmouth, Emily to Ramapo College and Melanie to Baruch College.

### **Building and Equipment**

- Still waiting for Van Grol, Inc. to replace two flame sensors in the heating units in the attic.
- We have had no ill building effects from our many snow days. Bradley continues to shovel and keep entrances clear.

### **Technology**

We are working through the beginning of the migration of email to MS365 with many directors and staff feeling unprepared and lacking the information to make good decisions. We'll see how it goes! After the migration, trustees will be offered email accounts. This will be good for those who are using shared accounts at home.

### **Reopening Progress**

- After closure for 11 days for our Covid quarantine, including one snow day and one holiday, we reopened last Sat/Sun for staff only to catch up with sorting all the many quarantined returned items and the RCLS delivery boxes. This made reopening on Monday easier and the building was quite busy with patrons before we closed at 12:30 p.m. for more snow. We are looking forward to March to reestablish our usual routines.

### **State Annual Report**

The SAR was submitted to RCLS on 2/8 and its approval is on the agenda. I have not yet heard back from RCLS with any corrections. They had to relax their 2/22 deadline. Despite our extended spring closure, most of our program stats were pretty good. Of course, door count, library charges and circulation all suffered.

### **Library of Things Grant**

Barron and Marie continue to work on the Library of Things grant for ALA, due next week. The Friends of the FPL and Mayor Harter have been asked for letters of support.

### **Director Search**

I emailed you some information on library governance, Civil Service and job titles, as well as some examples of job postings for directors on NYLINE. Please review them before the Special Meeting with Grace Riario on March 8, 6:30 p.m.

### **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.

