

## October 29 for November 1, 2021 Monthly Meeting

**To: Florida Public Library Board of Trustees**

**From: Meg Sgombick, Director**

### Monthly Report

October 2020 Circulation:	Door Count: 765	Closed: 1 holiday
Adult: 980	Juvenile: 493	\$: 215.25
	ILL loans: 820	ILL borrows: 419

October 2021 Circulation*	Door Count:	Closed: 1 holiday
Adult:	Juvenile:	\$: 359.79
	ILL loans:	ILL borrows:

\*Stats not yet available.

### Programs

- Barron is on vacation; his October program report will be available at the meeting.
- Madelyn and the members of the Black Dirt Storytelling Guild will be hosting their annual Tellabration! on Saturday, Nov. 14<sup>th</sup> at 2 p.m. If you are interested in sharing a story or just listening, please register online.

**Communications** – Condolence card sent to the family of Gail Link, a long-time patron who passed away. Letter from Utica National regarding recent insurance renewal inspection.

### Financial

- \$100 – Pitso Mafata
- Treasurer Slesinski has provided her recommendations regarding the allocation of funds from the tax levy.

### Personnel

- Staff attended the Virtual NYLA Conference online on 10/28 and 10/29.
- I will be taking vacation time in November; I will have my laptop with me and will be accessible to staff. I have several Zoom meetings to attend.

### Building and Equipment

- David Freda from Verisk Insurance Solutions conducted our Insurance Renewal Inspection on behalf of Utica National. Results from the inspection found that there were no recommendations from this visit.
- Meeting with Architects - Meeting with Paul Mays from Butler, Rowland, Mays Architects was rescheduled from Oct. 6 to Oct. 28.
- Painting the deck has begun. Thank you to the volunteers from the MAD program, Beth V. and Annette for all their time in organizing and painting. Hoping for a few more nice days to finish up.
- Our recently won new book drop has arrived along with our long-awaited bench. Thank you to Bob P. for putting our bench together.

### Revisions to Policies

*Revisions to the Library of Things Borrower's Agreement and Use Policy*  
Policy being updated to include the loaning of our two mobile hotspots.

### *Circulation Policy*

The following revisions were made:

Pages 1 & 2 – correction of pronouns

Page 3 – add hotspots & correction of pronouns

Page 4 – update of fees, addition of Library of Things & hotspots

Page 5 – addition of Library of Things

Pages 9, 10, 16 & 18 – updated versions

### **Community Outreach**

*Great Give Back (month of October)* – We will be delivering our donations to the food pantry next week. The community was very generous with their donations and we are always happy to partner with the pantry.

*Early Literacy Presentation* at Golden Hill – The PTA will be hosting an early literacy presentation in November. They have invited the library to participate and we will have an opportunity to distribute new cards as well.

### **Friends of the FPL**

Diane and I are continuing to research what is needed for them to become a 501(c)(3).

### **Meetings, Travel & Events – Upcoming**

Nov. 2: 101: Basic Library Trustee Education, 6 - 7 p.m. (on Zoom)

Nov. 3: Florida Chamber of Commerce Meeting- Meg

Nov. 4 – 6: NYLA In-Person Conference, Syracuse, NY – Barron

Nov. 9: 102: Intermediate Library Trustee Education, 6 - 7 p.m. (on Zoom)

Nov. 10 – Directors Association – Meg

Nov. 15 – System Services – Meg

Nov. 22 – ANSER Committee – Meg

Nov. 29 – CLOUSC – Maria

Nov. 29 – APOC - Marie