

## December 3 for December 6, 2021 Monthly Meeting

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

**From: Meg Sgombick, Director**

### Monthly Report

November 2020 Circulation	Door Count: 596*	Closed: 2 holidays
Adult: 1,061      Juvenile: 634	\$: 287.99	ILL loans: 651      ILL borrows: 455

\*Includes 564 walk-ins, 32 curbside pick-ups, plus 15 documents were notarized.

November 2021 Circulation	Door Count: 1,306	Closed: 2 holidays
Adult: 1,125      Juvenile: 853	\$:449.10	ILL loans: 631      ILL borrows: 495

9 documents were notarized.

### Programs

- Please see Barron's November program report for complete details.
- Black Dirt Storytelling Guild – The Guild will be hosting a Holiday Storytelling Program on Sunday, Dec. 12<sup>th</sup> beginning at 2 p.m. All are welcome.

**Communications** – IRS letter/bill regarding Employee Retention Credit from March 2021. Sent get well card to Mike McDermott.

### Financial/Donations/Grants

- \$100 – Pitso Mafata, Donations 4050.
- \$100 – Moyna Singh, Donations 4050
- \$25 – Stella Kosior IMO Patricia Lempka, Donations 4050.
- \$565 – Friends of the Florida Public Library, renewal of the Empire Pass (\$65) and the Intrepid Museum Pass (\$500).
- \$493,127 – FUFSD, 2021-2022 Tax Levy, Tax Support 4100.

### Personnel

- Letter/bill from IRS – We have received a letter from the IRS stating that we weren't eligible to receive the Employee Retention Credit as we are not an eligible government employer. We applied for this credit in March of 2021. I have spoken with Stephen Hoefer at RCLS who agrees with the IRS that in fact only Association libraries qualified for this program. As a result, we have received a bill for \$1,573.27. He recommends that we pay the bill.
- Library Assistant (Children's Services) Beth Verblauw has completed her probation on 11/19 changing her Civil Service status to permanent.
- All staff, directors and officers continue to completed the annual Sexual Harassment Prevention training.
- Proposed raises for 2022-2023 will be on the agenda.
- Our Staff Training and Holiday Luncheon will be on Friday, Dec. 10<sup>th</sup>. Lunch is at 1 p.m. if anyone would like to join us.

### Building and Equipment

- Meeting with Architects – Board workshop/meeting with Paul Mays from Butler, Rowland, Mays Architects scheduled for Tues., Dec. 14 on Zoom.
- Painting of the deck has stopped for the winter. The only thing left to be repaired and painted is the bench. I cannot thank the volunteers from the MAD program, Beth & Bob Verblauw and Annette enough for all their time and effort that went into this project.

- Our new book drop was installed by Bob P. We shared our “grand opening” on Facebook!

### **Technology**

- The ANSER Committee and RCLS have begun discussions on the new ANSER Agreement. The current ANSER Agreement will be amended into the *ILS Service Agreement* which will continue to provide the services which support the loaning of materials between libraries and RCLS. The new *IT Service Contract* will provide support for the IT services provided by RCLS. The new contracts will take effect in January 2023.
- RCLS will be presenting a Zoom session on Security Threats on Dec. 7<sup>th</sup>. Annette and I will be attending

### **Library of Things**

Barron will be making a Zoom presentation on Tuesday, Dec. 7<sup>th</sup> at 2 p.m. on *Creating and Keeping a Library of Things*. He will be joined by the Valley Cottage and Newburgh libraries. Registration is through the RCLS calendar.

### **Orange Library Association and RCLS Directors Association**

Newly elected OLA officers include: President Maureen Jagos, Chester, President Elect – vacant; Secretary Diane Loomis, Tuxedo; Treasurer Ginny Neidermier, Walden; Past President. Mary Lou Carolan, Newburgh. OLA is considering reinstating their yearly fee of \$20 per person which was waived last year. Diane Loomis is also returning as the Chair of the RCLS Directors Association.

### **Community Outreach**

*Village Tree Lighting and Holiday Bazaar* – The library will be taking part in this year’s event. We will be hosting a Storytime in front of the tree at 3 p.m. Eileen will be sharing two stories and Golden Hill Principal Debbie Lisack will be our guest reader. We will also be having a craft table from 3 to 5 p.m. Please come out and join us.

*Meetings with Legislators* – RCLS has organized some additional meetings in the month of December. In particular to us is the meeting with Assemblyman Karl Brabenec which will take place at his office here in Florida on Dec. 7 at 1 p.m. I will be attending, anyone else? I mentioned to Grace at RCLS that we still have not received our check. She was going to follow up with his office. It will be interesting to see if he mentions anything at the meeting.

### **Friends of the FPL**

The Friends will be hosting their annual Cookie Swap at this month’s meeting. Diane and I continue to research what is needed for them to become a 501(c)(3).

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

Dec. 1: Florida Chamber of Commerce Meeting- Meg  
 Dec. 6: Battle of the Books/Teen Librarians Meeting (Zoom) - Barron  
 Dec. 7: Creating & Keeping a Library of Things (Zoom Presentation) – Barron  
 Dec. 7: ANSER Security Threats Presentation (on Zoom) -Meg & Annette  
 Dec. 9: Early Literacy Webinar - Eileen  
 Dec. 16: Meeting with Karl Brabenec – Meg  
 Dec. 16: Thinking Outside-Nature Based Programs @ the Library - Eileen  
 Dec. 20 – ANSER Committee – Meg