January 5 for January 9, 2023 Monthly Meeting

To: Florida Public Library Board of Trustees  
From: Meg Sgombick, Director

Monthly Report

December 2021 Circulation  
Adult: 1,097  Juvenile: 675  $: 258.30  ILL loans: 673  ILL borrows: 582

December 2022 Circulation  
Adult: 1,075  Juvenile: 482  $: 175.10  ILL loans: 828  ILL borrows: 396

Programs

• Please see Barron’s December Program Report.
• Programs to resume the week of January 9th.
• Introducing something new…Check It Out Teen Book Box. Geared towards kids in grades 6-12. Every other month we will have an amazing box featuring themed surprises and a snack. Each box will also include a book curated just for each reader. There is a registration survey that will help Beth & Barron in selecting appropriate titles. Every bi-monthly box will spotlight a new theme. This month's theme: Sports & Hobbies. Each box will also include a rating card so we can make better selections for each reader.

Communications

• Thank you letter from Florida Community Food Pantry.
• Thank you letter to Senator Skoufis.

Financial

• $10 – D. Faist, Donations (4050.)
• $17,000 – Bullet Aid, Legislative Bullet Aid (4082), Children’s Programs (5240), Adult Programs (5241), Teen Programs (5247) and Summer Reading (5248).
• The in-house book sale raised $171 and the holiday raffle raised $84. Thank you to Ashley for organizing the book sale and Marie for making her last raffle basket for us.
• The Finance Committee met on 1/4/23 and approved the proposed 2023-2024 fiscal year budget. You were emailed the budget and the budget notes which gave a line-by-line explanation of changes. Approval of the budget is on the agenda.

Personnel

• NYS minimum wage increased to $14.20 effective 12/31/22. This affected all three pages.
• At the Staff Meeting on 12/9, staff and I discussed completing Self- Evaluations and developing a goal for this year which can be utilized for year-end performance appraisals in some form at the end of 2023.
• The Personal Committee meet on 12/21/22. Proposed raises for 2023-2024 are an agenda item.
Building and Equipment
- Mike from Mahr Mechanical was in to check on the heating system. A new thermostat was installed in the Director’s office.
- Meeting with Lothrop Associates on 12/19/22. Bob Gabalski, Marilyn Reid and Kathleen Sowle from Lothrop meet with Tyler, Nancy and myself to discuss first steps in our expansion process. I have attached an update from Tyler and it will be a discussion item at the meeting.

Technology
- At recent Directors’ Association meeting, library directors approved a motion for RCLS to purchase new Samsung Galaxy S8+ Tablets for each library. We have received ours and Barron will be setting it up.

Orange Library Association (OLA)
Debbie and I attended the Annual OLA Meeting on 12/8 in Warwick. Newly elected OLA officers include:
- President - Maureen Jagos, Chester
- President Elect- Evelyn Rogers, Port Jervis
- Outgoing President – Mary Lou Carolan, Newburgh
- Treasurer – Ginny Neidermier, Walden
- Secretary – Diane Loomis, Tuxedo
Following the meeting David Costco from RCLS was supposed to have marketing discussion which both Debbie and I were looking forward to seeing what he had to say. Unfortunately, he had to cancel last minute and rescheduled to a later date.

Community Outreach
*Chamber of Commerce* – Chamber meeting resume in January.

Friends of the FPL
- The annual cookie swap was held at the Dec. 12th meeting. The Friends will not be meeting in January.

Meetings, Travel & Events – Upcoming
- Jan. 5 – APOC Meeting - Barron
- Jan. 11: Director’s Association – Meg
- Jan. 13: Mock Awards Discussion– Eileen & Barron
- Jan. 17: IT Innovation Committee – Meg & Barron

Trustee Workshops
*Trustee Training Tuesdays: Board Governance*
Tuesday, January 10, 2023, Time: 6:00pm - 7:00pm

*Advocacy Workshop*
Thursday, February 2, 2023
Time: 10am - 11:30am

*Trustee Training Tuesdays: Open Meeting Law*
Tuesday, February 7, 2023, Time: 6:00pm - 7:00pm