

## March 31, 2023 for April 3, 2023 Monthly Meeting

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

**From: Meg Sgombick, Director**

### Monthly Report

March 2022 Circulation	Door Count: 1,409	Closed: 1	
Adult: 1,123    Juvenile: 825	\$:369.20	ILL loans: 758	ILL borrows: 594

March 2023 Circulation	Door Count:	Closed: 1	
Adult:      Juvenile:    \$: 504.20	ILL loans:	ILL borrows:	

*Will be available at meeting*

### Programs

- Barron's March Program Report will be available at the meeting.
- We have a full day of programs scheduled for Vote Day. Hudson Highland Nature Museum will host a special Storytime at 10:30 a.m. Barron will have his tech class at 12:30 p.m. Hudson Valley Reptile & Rescue will present a family program at 4:30 p.m. At 6:30 p.m. we will have some musical entertainment from some of our patrons.
- The library sponsored two author visits to Golden Hill and one to SS Seward this month. Laurie Calkhoven visited on March 3rd and Donna Cangelosi came on March 24<sup>th</sup>. Author/Illustrator Ira Marcks shared his process for writing books with the Middle School, then gave some drawing lessons in the library later in the day on March 29<sup>th</sup>.

### Communications –

- Sent a thank you note to Maureen Torelli for her donation in memory of Dottie Kimiecik.
- As we look to expand, we will be reaching out to the Florida community seeking their input. A survey link and QR code have been included in the Spring budget newsletter asking for the community's input in moving forward. Questions cover everything from programs, technology, usage of the library, services we should provide and more. The survey link and QR code will also be added to the website.



- Also in the newsletter, we invited residents to two Community Input Session in May. These sessions will be held on Tuesday, May 2<sup>nd</sup> at 10 a.m. and Wednesday, May 3<sup>rd</sup> at 7 p.m. Registration for both sessions can be found on the online calendar. Please sign up for either session.
- Information on the survey and Community Sessions will also be shared on our social media. I will also be reaching out to the community directly.

## **Financial/Donations/Grants**

- \$100 – Maureen Torelli- IMO of Dottie Kimiecik, credited Donations (4050) of the budget.

## **Annual Budget Vote and Trustee Election**

Our bulk-mailed Spring budget newsletter will be mailed to residents this week. Our second press release with budget information, tax rates and candidates' information were sent to the local newspapers and posted to our website. Three candidates are running for three seats: Trustees Arcieri, Dinsmore and Scott. Chief Election Inspector Mary Coleman is returning from last year and is familiar with our procedures. Nicole Phillips will serve as the other inspector. I will ask the Friends of the FPL to put up our lawn signs.

## **Building**

- A meeting was held on March 27<sup>th</sup> with Lothrop, members of the House Committee and Mayor Dan Harter. Lothrop presented their ideas for the expansion of the library which focuses on finishing the lower level. Ideas that were discussed included moving the Children and Teen areas, repairing and renovating the main entrance and reorganizing the main floor. The Mayor was supportive of our ideas and suggested that we present our plans at an upcoming Village Meeting. The Mayor and Village Trustees will also be invited to the May Community Input Sessions. Kathleen Sowle from Lothrop will also join us at the sessions.
- Library Construction Aid Workshop – The annual construction aid workshop will be held in-person at RCLS on April 14 at 10:30 a.m., I will be attending if anyone would like to join me.

## **Technology**

- Barron and Ashley have finished their training on Aspen our new public facing catalog product that will be replacing the Enterprise catalog. They have begun to customizing and set up our catalog. We hope to introduce it to our patrons in April.
- RCLS has completed the conversion to Mango Languages. It should appear on our A-Z Database list on our website in April. RCLS will look to fade out Rosetta Stone as well.

## **Privacy Policy**

Our policy has been revised and is on the agenda for action. The revisions include the following additions:

Page 1: Addition to the wording for New York State Civil Practice Law & Rules (CPLR) 4509 which pertaining to the confidentiality of library records.

*The courts have upheld the right to privacy based on the Bill of Rights of the U.S. Constitution. Library records that are deemed confidential are covered by New York State Law signed on June 13, 1988 (I CPLR 4509).*

*Library records, which contain names or other personally identifying details regarding the users of public, free association, school, college and university libraries and library systems of this state, including but not limited to records related to the circulation of library materials, computer database searches, interlibrary loan transactions, reference queries, requests for photocopies of library materials, title reserve requests, or the use of audio-visual*

*materials, films or records, shall be confidential and shall not be disclosed except that such records may be disclosed to the extent necessary for the proper operation of such library and shall be disclosed upon request or consent of the user or pursuant to subpoena, court order or where otherwise required by statute.*

Page 4: Addition of two sections under Data Integrity & Security.

*Links to other sites:* The library's website contains links to other sites. We are not responsible for the privacy practices of other sites, which may be different from the privacy practices described in this policy. We encourage you to become familiar with privacy practices of other sites you visit, including linked sites.

*Children:* Parents should remind their children to ask their permission before providing personal information to any website or purchasing any products or services online. We urge all parents to participate in their children's exploration of the internet and to teach them about protecting their personal information while online.

### **Community Outreach**

Florida Chamber of Commerce – David Cosco, Marketing Manager for RCLS joined us at the March meeting. He gave a brief presentation on utilizing Facebook for small businesses. Those in attendance seems to enjoy his presentation and had several questions at the end.

### **Friends of the FPL**

- A quorum was not present at the March meeting so no official business could be conducted.
- Reminder – the next book sale is set for May 19-21. Set-up on Thursday, May 18th. Many hands make light work!

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

April 3: Battle of the Books/Teen Librarians Meeting – Barron & Beth P

April 4: IT Innovation Committee- Barron

April 12: Directors Association Meeting on Zoom - Meg

April 13: VOTE DAY

April 14: Library Construction Aid Workshop (at RCLS) – Meg

April 14: Virtual- Little Hands Signing in Storytime, Part 1 – Eileen

April 21: Virtual- Little Hands Signing in Storytime, Part 2 - Eileen

### **Upcoming Trustee Training/Workshops**

Trustee Training Tuesdays: Cybersecurity - Tuesday, April 11 on Zoom from 6 – 7 p.m.

Basic Library Trustee Education 101 (online) – April 18 from 6 -7 p.m.