

## November 5 for November 6, 2023 Monthly Meeting

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

**From: Meg Sgombick, Director**

### Monthly Report

October 2022 Circulation: Door Count: 1,519 Closed: 1 holiday  
Adult: 992 Juvenile: 691 Library Charges: \$369.78 ILL loans: 895 ILL borrows: 411

October 2023 Circulation: Door Count: 1,761 Closed: 1 holiday + 3 days (paving)  
Adult: 1,303 Juvenile: 872 Library Charges: \$508.85 ILL loans: 874 ILL borrows: 576

### Programs

- Barron's Program Report will be available at the meeting.

### Communications

- Thank you letter sent to Mahr Mechanical
- Thank you letters sent out for 65th Anniversary
- Thank you letter sent to Copper Bottom & Galizio's for their donations
- Request for Proposals for Surveying Services sent to 6 firms

### Financial

- Cynthia & Patrick Galizio - \$150 (Target Donations/Children's Programs)
- Copper Bottom - \$200 – Donations (this donation was from restaurant patrons utilizing the 10% coupon.)
- Received the tax levy (\$510,398) from FUFSD. Treasurer Slesinski has provided her recommendations regarding the allocation of funds from the tax levy as follows:
  - \$160,000 in Webster Bank MM Account 2 – this would reimburse the July – Oct expenses.
  - \$160,000 in Webster Bank Checking account – this would provide for Nov – Feb expenses.
  - \$15,000 in Connect One Capital Reserve Money Market – as per budget.
  - \$175,398 in Connect One Money Market – an interest-bearing account, funds would be moved in the spring to cover the remaining Mar – Jun expenses.
- 65<sup>th</sup> Anniversary:

Dagele Brothers Produce	\$100
Modern Produce	\$50
S & SO Produce	\$50
Morgiewicz Produce	\$200
Bollenbach Farms	\$150
Shuback Farms	\$100
Walden Savings Bank	\$75
Randy Enos	\$65
Tom & Shirley Coughlin	\$50
Buddy One, LLC	\$100
Buddy Two, LLC	\$100
Allison Brook Building, LLC	\$100
Florida Gardens, LLC	\$100
Barrel 28, LLC	\$100
Classic Cleaning	\$100
Diary Delite	\$15

Tickets Sales	\$838
Raffles	\$710

### **Personnel**

- Updated Library Assistant Eligible List has been received. Canvas letter have been sent out and are due back to the library by November 15.
- NY State Retirement – I have received some inquiries if we are interested in participating. I don't have any information if this was considered in the past. A discussion item for our meeting. Some overview information along with a list of participating employers is included in your Board Folder.

### **Building and Equipment**

- Parking Lot Paving – the Village paved the lot the weekend of Oct. 28 which resulted in the Library having to close for the weekend. Striping was done on Friday (11/3) and the Library was able to remain opening with limited parking lot access to around 1 p.m.
- Request for Proposals for Survey Services – Letters were sent to six firms seeking survey services for the property with a deadline of Oct. 23, 2023 to return proposals. Only two firms have responded. Kathleen from Lothrop is reviewing both of them. Firms were received from a list provided by the Village Engineer.
- Grace and Stephen from RCLS will be here on Nov. 8 to tour the building and get an update of our plans for expanding. I will meet with them first then schedule a meeting for them to join us at an upcoming board meeting.

### **Investment Policy**

The Investment Policy is on agenda for re-adopting. No changes made after reviewing and looking at other library's policies.

### **NYLA**

Ashley, Barron and I attended conference from 11/2/ - 11/4. We each provide a brief overview of the conference and a particular workshop that we found of interest at an upcoming board meeting.

### **Community Outreach**

*Visit with Karl Brabenec* – Karl will be here on Wed., Nov. 8 at 1 p.m. for all who are available.

*Great Give Back* - Thank you to all the donated to the *Great Give Back*. We will be delivering our donation to the Florida Community Food Pantry this week.

*Village Tree Lighting Ceremony* – the Library will once again be participating in the Village Festivities on Main Street.

### **Friends of the FPL**

Next meeting is Nov. 13th. Plans for the upcoming Silent Auction Wreath Fundraiser are moving along. The Friends also received approval from NY State for their Certificate of Incorporation application, a first step in applying for 503(c)(3) status. We were also pleased to present them with \$36 in donations from our Mini-Golf event held during the Anniversary Weekend.

**Meetings, Travel & Events – Upcoming**

Nov. 8 – Directors Association – Meg

Nov. 11 – Library closed for Veterans' Day

Nov. 13 -Friends of FPL Meeting - Meg

Nov. 15 – 26 -Meg on vacation

**Trustee Training**

Nov. 14: Trustee Training Tuesday: Advocacy - 6 - 7 p.m. (on Zoom)

This is the last RCLS sponsored training. Additional trainings can be found on Niche Academy