

Seymour Library Board of Trustees. Draft

Meeting Minutes March 15, 2023

Call to Order 6:31 pm by B. LoBracco

Attendance B. LoBracco, M. Brown, K. Sharpe, D. Pophal, S. Maar, L. Caruso, M. Andriatch, K. Andriatch, A. Crane, P. Hayles, E. O'Hara (Foundation)

Absent: K. Andriatch, Village representative TBA

Public Comments None

Adoption of Agenda motion S Maar, second K Sharpe. all agreed

Approval of Minutes motion M Andriatch, second M Brown. all agreed

Approval of Bills/ Finance Reports Motions to approve bill payment made by S Maar, second K Sharpe. All agreed. Next bill reviewers for April will be K Sharpe and L Caruso

Correspondence None

President's Report

- President Bernie LoBracco is meeting regularly with new director Pittman to ease the transition.
- The meeting with Library and municipalities is scheduled for March 28th, 2023. P Pittman will present the library annual report and P Hayles will review the constituent survey results.

Director's Report

- Circulation continues to increase. 9% increase over 2022 to date.
- Staffing is currently only down by 0.5 position, which is hoped to be filled this summer.
- Planning for summer reading program is underway.
- Childrens' programs: story time program hours shifted slightly. Attendance increased to 35 attendees.
- Adult programs are going well. Some discussion regarding Ancestry ensued, and L Caruso will reach out to adult librarian.
- P Pittman will be working on developing program evaluations. Discussion on how these should be simple and not intrusive to the attendee.
- Also working toward development of metrics and goals toward Literacy and Lifelong Learning.
- The survey had responses requesting more newer books/publications. In January more new books were purchased. In February there was an increase in circulation.
- Fruit trees will be planted on the grounds, with grant funding. May 2023.
- 3/20/23 the Library will be closed for staff training.

- Kiwanis Bookmark awards celebration will be May 20th.
- Raspberry Pi event was well attended. We have this on loan from MCLS indefinitely.
- Printer On – remote printing is having a some tech problems which are being solved. This is a popular offering.

Village of Brockport (A Crane) No report

Town of Sweden (P Hayles) P Hayles will need 5-10 min at the municipalities/library meeting to present the survey results.

Standing Committee Updates

- **Foundation** E O'Hara will be the Foundation's liaison for the 2023 year to maintain continuity. The foundation's next meeting is 3/27/23. Events upcoming include 4/29 After-hours and 7/15/23 Garden Tour.
- **Facilities**
 - RFP/Q for interior painting was discussed. Concern regarding specifics for bid process for municipal monies was discussed. P Hayles will look into this and report via email. This may change our timeline of 4/19/23 to review bids.
- **Financial**
 - Financial Committee had no concerns with B Rooks information sent to Board. She will attend the next meeting in April to highlight areas for focus.
- **Marketing/Strategic Planning** M Andriatch, new to the committee met with P Galinski to get up to speed.
- **Personnel** K Sharpe noted we are only 0.5 fte from full staff.College Work-Study will start 3/26/23.
- **Policy** Currently in good shape. Discussion re active shooter policy. Various MCLS libraries are working on theirs. In the meantime, our policy on emergency events is effective.
- **Nominating** No report

Motion to adjourn at 7:34 pm by I Caruso, second by D Pophal. All approved..

Respectfully submitted,
Libby Caruso

