

POWERS LIBRARY ASSOCIATION REGULAR & ANNUAL MEETING

	Status		Status		Status
(19) Jackie Schnurr (JS)	Present	(16) Bonnie Thomas (BT)	Present	(23) Jerry Germano-Yaw (JG)	Present
(19) Anna Krieger (AK)	Present	(22) Mary Owen (MO)	Present	(23) Jessica Hess (JH)	Present
	Present	Lori Cochran (LC)	Present	(24) Scott Powers	Present

Meeting Minutes

January 16, 2024

The regular and annual meeting of the POWERS LIBRARY BOARD OF TRUSTEES was called to order at 5:30 PM by JS.

2023 Annual & December Minutes/2024 Agenda – approved with correction to the minutes and agenda to reflect the combination of the regular monthly meeting and the annual meeting, and the changes of date and time. Agenda also amended for “Trustee” in Business.

Treasurer's Report: AK No monthly statements for Groton Bank or Merrill-Lynch. BT shared approximate return of ML account as of 11/30/2023: In 2023, ML statement showed single account total at \$298,917; managed account total at \$320,908 = \$619,825. Statement from 11/30/2022 showed \$578,762 for single account (managed account not yet established). Increase from 2022 to 2023: \$41,063 – almost 7% return.

Director's Report: LC handed out December report and 2023 annual report summary (attached); contact list handed out for updates and additions; conflict of interest forms handed out and completed by all present. Committee description list available for reference; LC to send out; looking at least for point person for each topic. Sarah Crossgrove has sign-up sheet at circulation desk for “Friends” group; staff & trustees can join and are encouraged to do so. Upcoming: game day planned for winter break; library hours have been updated; Advocacy Day is February 7th; yard sign to be updated with permanent hours posted, leaving the changeable portion of the sign free for other messages; portable sign with letters for changeable messages ordered. Siracusa has been in for plumbing work; Annual Report portal opens soon; board approval needed in February for March 1st deadline; more patrons needing to use fax service – JH asked if fax machine needs replacement; LC new fax and copier on wish list; nothing new on NY Forward grants.

Business:

Policy review: gifts and donations: MO had sent out policy; board unanimously approved.

Trustee Nominations: Scott Powers, new trustee – approved at December meeting

JS made motion for the number of trustees for 2024 to be 9. JG seconded; motion passed;
2 additional trustees sought.

Open Discussion: BT Collections Development policy just adopted in November needed additional work; final to come for board review for February meeting.

Next Regular Meeting: February 20, 2024, 5:30pm

Next Annual Meeting: January 21, 2025

Adjournment: Meeting adjourned at 6:01 PM.

Minutes respectfully submitted by: Bonnie Thomas

Powers Library Director Report
For
December 2023

Highlights for December:

- Meeting spaces were used by: Knitting Club, CAP/Health Navigator/ Tutors/Speech Therapy, Moravia Book Club, Friends of Fillmore Glen, Thrive By Five and Patrons
- Story Hour & Craft time continues: well attended program
- Story Stroll began Dec. 2nd and will run through first week of January.
- December 9th Santa and Mrs. Claus event. Pop-Up book sale in basement during this event. 52 in attendance
- Met with Sarah Crossgrove about "Friends of the Library" group...we do have a sign-up sheet available for those interested.
- Planning for upcoming Game Day for February 21st
- Update to our outdoor sign: hours sign will be added below so we can utilize the removable letters spaces for programs/events or fun quotes. Sandwich sign is also getting a makeover so that we can use the removable letters on it.

Personnel: Nothing new to report

Data:

- New patrons December 2022: 13 December **2023**: 8
- Visit Statistics analyzed: Saturday Hours have been adjusted to open at 9am and close at 12pm, beginning January 6, 2024. We will maintain Monday & Wednesday hours at 12pm-6pm to all year. Tuesday & Friday remain 10am-5pm.

Grants:

- Rosen Grant opens sometime in January
- Outreach Grant opens soon, as reported in November.

Events/Upcoming Goals:

- Improve Technology, marketing and promotion of programs and events
- Plumbing repairs-Siracusa Mechanical (they are also our Heating/Cooling contractor
- Electric upgrades and repairs
- Library Advocacy Day-February 7th. Support Library by completing any surveys regarding this upcoming event that come your way. Or attending live or virtually.
In 2024, NYLA members and library advocates will have the ability to participate in two ways: in-person and virtually! LAD24 will be held on February 7, 2024, with Pre-Advocacy Day on February 6, 2024.
- Outdoor space improvements

Lori Cochran, Director of Powers Library

Powers Library

Annual Report - 2023

The following is the annual report to the Trustees of Powers Library for the year 2023.

Circulation figures for 2022 are as follows:

Adult/Young Adult/Children.....**16350** (15056 in 2022)

DVD.....**2043** (1611 in 2022)

*Does not include eContent and some of the other Polaris information is not ready to obtain. Better numbers will appear in the Annual Report to New York State (usually February)

Grand Total Circ. **18393** (16667 in 2022)

Interlibrary Loan Circulations Total: **9019** (8089 in 2022). Those items are included in the above breakdown of items circulated.

Many new books, books on CD, DVD both for adult and juvenile were added to the collection. We continued weeding throughout the year of items that have out of date information and that have not circulated in at least 5 years. This process is suspended January until late February 2024 due to gathering statistics for NYS Annual Reports.

Director continues to provide book delivery to homebound patrons within the chartered area of the library (voluntarily). And is working closely with Northbrook Nursing Home Activities Director to provide materials with the Residents of the facility.

Patron Statistics

153 library cards were issued in the year 2023 (139 in 2022)

129 adults/YA and **24** children (115 & 24 in 2022)

Library Usage

Total visits to Powers Library (does not include all program numbers) **7375** (5419 in 2022)

A number of groups utilized the library over the year to include but not limited to, Girl Scouts, Tutors, Garden Club, Friends of Fillmore Glen, Cayuga County Literacy Volunteers, Moravia/Locke Book Club, Thrive By Five and Homeschoolers. Private meetings, Millard Fillmore Elementary and Moravia Central Jr. and High school students, 4-H, Health Insurance Navigator from CAP.

Story hour and activities continues this year and is held every Saturday October thru May at 10:30am-is very well attended (averages 15-20 children)

Knitting Club meets most every Tuesday at 10am-noon

Our Public Computer usage total estimates to be **312** users (408 in 2022). More patrons are using their own devices to utilize our Wi-Fi connection. Wi-Fi users are not currently tracked as they do not have to sign in to use this service. We would estimate those users to be higher in numbers.

We held 2 Game Days: one each for Winter Break and one for Spring Break. We will continue providing Game Days in 2024. Various Board games, puzzles, crafts and snacks are provided.

Other library activities and tidbits: The library maintains 2 Empire Park Passes and there has been an increase in their usage since the previous year. Two Sciencenter Passes which were given to participating libraries included in a renewed grant funded by the Myrtle Dee Nash Memorial Fund of Community Foundation of Tompkins County.

The library purchased one Museum of Earth/ Cayuga Nature Center Pass which was previously a granted pass. Movie Night returned, it is a great community event. Attendance for movie was not great in 2023 excessive heat played a role.

Dan the Snakeman appearance: very well attended as always. Santa and Mrs. Claus by Merry Mischief also well attended.

Didgeridoo Down Under provided an Australian-themed program: music, stories and facts for our Summer Readers.

Summer Readers were treated to an Ice Cream Social as the last in-person session of the program.

Any program we offer increases our usage: new patrons and more visits to our library.

Test proctoring, job resumè assistance, genealogy, database instruction and other services like help with creating emails are provided.

Faxing and copying services have increased-due to frequent out of order machines at Kinney and Post Office. Kinney is not providing faxing so the library is receiving more business.

Highlights

The Children's Area has increased in usage due to the items we were able to return in to the space, these items were obtained through the NYS Family/Early Literacy Grant. Parents and Children stay longer and we see increases in Children's Books being checked out.

Advocacy at the State and County level has offered continued support to the Finger Lakes System and Cayuga Connect Libraries. (Since we are a One Card System: the Cayuga Libraries will be discussing how we want to identify ourselves in 2024

A temporary Book Store has been set up in the basement for Pop-Up Book Sales, we do allow patrons to access this area even when a sale is not scheduled. Goal: Book Storage Shed so that the basement can be utilized as it was intended.

Since January 1, 2020, the Powers Library has been fine free. This has helped with retention of patrons and the return of materials borrowed. We only charge or request a replacement if an item has been damaged or lost by the patron. This continues to prove successful in the retention of patrons and return of our materials.

Staff

Ann Gaston, Clerk

Kendra Hart, Clerk

Megan Konyk, Clerk

Beth Doolittle, Custodian

Thank you for your service to the library!
Lori A. Cochran, Director