

Fluvanna Free Library
3532 Fluvanna Ave. Ext.
Jamestown, New York 14701

Board of Trustees Meeting
May 3, 2021
Minutes as recorded by
Dennis R. Bechmann, Recording Secretary

Present: Mike Erlandson, Marcia Rybicki, Sue Erlandson, Dennis Bechmann, Kathy Carlson, Diane Lucey, Barb Swanson, Jean Holton, Lynn Grundstrom library director and Lori Johnson.

Absent/Excused: Rea Bobula, Cheryl Scotty

President Erlandson called the meeting to order at 6:00 pm.

A quorum is met.

Copies of the minutes from the board meeting held on March 1, 2021 as recorded by Dennis Bechmann and distributed via e-mail were redistributed as needed and reviewed. Kathy Carlson made a motion to approve the minutes as distributed. Jean Holton seconded the motion. The motion to accept the minutes was unanimously approved.

Treasurer Marcia Rybicki presented the Financial Reports and Profit and Loss Statements for March and April 2021. She reported a \$1561 profit from the Spaghetti Dinner fund raiser. Diane Lucey made a motion to approve the reports as distributed and reviewed. Sue Erlandson seconded the motion. Motion unanimously approved.

Librarian's Report: See March and April 2021 report (attached). Lynn highlighted her report's statistics. Lynn also reported on upcoming special events and current COVID 19 status including hours of operation.

Committee reports:

Grounds – Diane led a discussion regarding planting and potted flowers. The Board expressed confidence in her choices.

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Old Business:

Spaghetti Dinner discussed. The event was a success, Mike made a motion to present Joe Conti with a gift for his volunteer work. Sue seconded the motion which passed. A \$50.00 gift card will be purchased, Kathy will write a thank you note to go with it. Summer Book Sale discussed (July 9, 10, 11). Jean suggested buying Bills tickets to raffle off The Board liked this idea,

New Business: Volunteer Luncheon discussed. Planned for Sept./Oct. 2021. Bullet Aid funding (lack of) discussed. We have to seek funding wherever and whenever available.

Future Meeting: Workshop 6:00pm June 6, 2021
 Trustees 6:00pm July 6, 2021 (Tuesday)

President Erlandson called for a motion to adjourn. Jean Holton made a motion to adjourn. This was seconded by Marcia Rybicki. The motion passed and the meeting was adjourned at 7:23 pm.

Respectfully submitted,
Dennis R. Bechmann
Recording Secretary

Submitted 3.26.2021

February Circulation Statistics

		Overdrive	Grand total circ
total circulation	299	108	407
circulation other materials	20		20
Number of library visits	206		
number of ref. questions	38		
Total WiFi	10		

Overdrive consisted of 106 eBooks and 2 magazines

CCLS and materials Quarantine

The System Director announced that, due to the declining positivity rate, CCLS was no longer requiring libraries to quarantine materials though we may continue to do so. Out of an abundance of caution for the safety of patrons and staff, I have chosen to continue to quarantine materials for 96 hours before sanitizing and checking in. Materials coming in via delivery from other libraries are thoroughly cleaned and sanitized before shelving or processed as holds.

Library Visitors

Our numbers are slowly increasing. The Resource Center has been visiting more often and with more of their consumers. Our patrons have expressed that they are happy we are open on Saturdays and we have seen an increase in Saturday visits each week. Overall, patrons seem content with our hours and are pleased that we are open to both walk-in traffic and curbside service. We still have patrons who utilize the curbside service and my suggestion is that we continue this feature after the pandemic crisis has passed. We also have many patrons who will call ahead to have books pulled and checked out in advance so for the patron only needs to walk in and pick up their order.

Summer Reading Program (SRP) – Theme: Tails & Tales

The Arts Council extended the fulfillment of the 2020 grant to June 30, 2021

Singer, Nan Hoffman is booked for Saturday, June 26 with a tentative time of 11 am. We are waiting on word from the Town of Ellery as to the availability of the town park. Currently the Town Council vote to open the park has been postponed to April 15. Mrs. Hoffman's concert would be the kickoff event for SRP 2021.

Sandy Robison was to do a series of workshops for youth and young adult/adult. I have reached out to her about setting dates and times but she has responded that she is unable to do the programs. I have reached out to the Arts Council to determine how best to respond to this. Their response was that we need to find another presenter willing to do a workshop along the same idea as Sandy's

Fluvanna Five-Year ~ Strategic Plan

The Fluvanna Free Library's Strategic Plan is in process and I am requesting assistance for this project. After a rough draft is completed, it can be sent to the board for consideration.

Book Sale Items

Now that the entrance to the shed is clear, patrons have begun donating materials for the book sale. We will also begin to discard materials in the near future. The shed is in need of organization.

Spring Cleaning

It is time to remove the winter dirt and dust from the building now that the weather is improving. The most drastic cleaning needed are the windows, vestibule and carpet.

Submitted 4.30.2021

March 2021 Circulation

		Overdrive	Grand total circ
total circulation	620	81	701
circulation other materials	170		170
Number of library visits	396		
number of ref. questions	68		
WIFI	3		

Building

Since the weather is beginning to warm, I will begin washing windows, knocking down webs and dusting woodwork as time permits. In addition, I would like to organize the office as time permits. There are a couple of boxes with miscellaneous stuff that needs sorting, filing or disposing which would be a good task for anyone who likes to organize.

Up-coming Events

May 26 ~ Discover Your Story part 1. A virtual genealogy workshop led Tina Scott: 3-4 pm

June 2 ~ Discover Your Story part 2. A virtual genealogy workshop led Tina Scott: 3-4 pm

June 26 ~ Summer Reading Program Kick-off: Fire Hall

10:30 – Information, Take ‘n’ Make crafts

11:00 - Legend: “How the Bear Lost His Tail”

11:10 - 12:00 Concert by Nan Hoffman – Free and open to all ages

July 14 – August 13 ~ Summer Reading Program (Schedule TBA). Theme: “Tails & Tales”

The program is open to all ages and will have many virtual aspects. Registration and reading tracking through ReadSquared however, I can register and track for individuals uncomfortable with computers. I am hoping that since we have groups meeting in the community room, people will be able to participate in person for this program this year

Webinar

I took part in a webinar titled “Fundraising Beyond the Book Sale” that provided information about two different fundraising events (Purseapolusia and Friends of the Library) I found the information about the friends of the library valuable and printed a copy of the slides to share with the FLU Board. A friends group may be a valuable resource and a way to generate funds for the library.