

James Prendergast Library

Board of Trustees Meeting

April 20, 2023

Board members in attendance (none virtual):

Ned Lindstrom
Cassie Blakeslee
Frank Corapi
Mary Zdrojewski
Judy Long
Cindy Johnson
Dan Hickman
Jessica Carr
Mike Corey

Absent: Matt Mancuso (Excused)

Staff Present: Anne Greene

Public: Great Lakes Consulting Group Tim Edborg and Todd Hnatyszyn

Meeting Called to order at 5:16 pm by president Dan Hickman

1. Public comment – None
2. Consent Agenda:
 - a. No changes or additions
 - b. Acceptance of minutes of the last meeting
 - i. Motion made by Judy Long, second by Cindy Johnson
Yes 9 No 0
3. UBS Presentation:
 - c. Tim Edborg and Todd Hnatyszyn from UBS discussed the Endowment. There has been a conservative approach to the endowment investment.
4. Directors Report - Anne Greene
 - a. Our teen game night is becoming popular and word is spreading. The program began in December, and we welcomed 13 teens to our March game night.
 - b. The library took the mobile Makerspace to the “Turn the River Green” event downtown. Staff engaged with over 125 people at the event. The event also included a downtown scavenger hunt, which directed 45 families to our Makerspace.
 - c. The library received a generous grant from the Carnahan-Jackson Foundation for energy updates. We are replacing 200 lights in the library with energy-efficient LED bulbs which should reduce energy use by half.
 - d. Cummins generously awarded us \$10,000 to purchase books to give to children in our community. These books will be prizes for our Summer Reading Challenge, and at programs and outreach events. We will be partnering with local non-profits so they can also distribute these books directly to local families.

Increases:

Category	% Increased	March 2023	February 2023
Library Visits	24.5%	11,040	8,866
Total Library Circulation	7.5%	13,294	12,367
Total Reference Questions	24.0%	11,490	9,266
Total Computer Logins	30.7%	1,248	955
Total # of programs offered	5.6%	113	107
Total Program Attendance	17.4%	1,454	1,238

Decreases:

Total Database Usage	-36.0%	455	711
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5. Treasurer's Report – Mike Corey

- a. Expenditures continue to be within budgeted levels.
- b. 21.91% of the budget has been spent to date.
- c. Motion to approve Treasurer's report made by Ned Lindstrom, second by Frank Corapi
Yes 9 No 0

6. Fundraising Committee Report – Cassie Blakeslee

- a. We have received just about \$3,000 in sponsorships for various programs throughout the year as a result of our sponsorship letter mailing.
- b. We received a sponsorship for the Summer Reading Program from the JHS class of 1951.
- c. We are getting ready to send out invitations for the dedication of the new patio on June 24th at 10:30 AM, in honor of Jim Roselle. We are sending 70 invitations out to community leaders, officials, and non-profit executive directors and foundation heads.
- d. We are organizing a special book sale for the community block party and will once again run a 50/50 drawing that day.
- e. Stay tuned for how you can volunteer at the Block Party. We are hopeful all Board Members will be present.

7. New Business - Dan Hickman - Anne Greene

- a. Our 2022 Annual Report for the State Library is completed. There are significant increases in library usage and services this year as we continue to recover from the pandemic.
 - i. A few highlights from the New York State Report:

1. We added over 3,840 new cataloged books to the collection
 2. Library Visits have increased steadily and continue to increase:
 3. In 2020: 58,563 in 2021: 72,343 and in 2022: 101,150
 4. Total number of children's programs 551 up from 394 in 2021
 5. Total number of children's program attendance 15,838 up from 10,680 in 2021
 6. Summer Reading program sessions 231 up from 52 in 2021
 7. Total summer program attendance 5,701 up from 1,528 in 2021
 8. Total use of collection was 133,47 up from 122,288 in 2021
 9. Total number of library website hits 248,468 up from 237,141 in 2021
- ii. Motion to approve Annual Report made by Mike Corey, second by Cindy Johnson
Yes 9 No 0

b. Video surveillance Policy

- i. No changes made to policy

c. Violent Threat and Lockdown Policy:

- i. This is a policy to improve staff safety. There was discussion on wording of lockdown verses lockout and Anne will be checking with JPD to make sure we are on the same page.
- ii. Motion to approve both policies made by Jessica Carr, second by Frank Corapi
Yes 9 No 0

8. Unfinished Business- Dan Hickman

a. Board of Trustees Student Liaison

- i. We have been working with the Jamestown High School staff and teachers to spread the word about this opportunity.
- ii. At this time, the teachers are recommending changing the start date to the fall in order to get more of a response from interested students.
- iii. Plan to schedule a Nominating Committee Meeting to decide recruitment efforts moving forward.

9. Next meeting is May 18th, 2023 in the PCC.

10. Adjournment at 6:00 pm - motion made by Mike Corey, second by Judy Long