

## AGENDA-MARCH 27, 2024

**Call to Order:** President Linda Kellaway

**Roll Call:** Secretary Denise Smith

Minutes of the last meeting Interim Secretary Denise Smith. A motion to amend the minutes to reflect moving the March Board meeting date to March 27, 2024. Vote.

**Time Aside for Public Comment:**

Did the Library receive an email for public comment to be read?

Is there someone in attendance that cares to make a public comment?

**Library Manager's report**

**Correspondence:**

NCLS Updates:

- House budgets released – The Assembly and Senate released their proposed budgets. Details include:

### SENATE

- Library Operating Aid: \$104.6M (+\$2.5M over Executive Budget)
- Library Construction Aid: \$54M (+\$20M over Executive Budget)
- Library Materials Aid: \$11/pupil (Inflation increased to Consumer Price Index)
- NOVELny: \$3M
- Dolly Parton's Imagination Library: \$2.5M (Statewide library program that sends books monthly to each child from birth to age 5 on the state of NY)

### ASSEMBLY

- Library Operating Aid: \$104.6M (+\$2.5M over Executive Budget)
- Library Construction Aid: \$68M (+\$34M over Executive Budget)
- Library Materials Aid: \$11/pupil (No inflation increases)
- NOVELny: \$3M

- ILS bills will be sent to libraries the first week of April
- Upcoming Continuing Education Sessions from NCLS. Please see attached sheet.

Received signed contract from Jeff's Landscaping, for increased cost of \$2600.00; for Maintenance Contract for the 2024 season. May 1, - October 30, 2023. This is a \$100 increase from last season's cost. Vote.

**Old Business:**

Evans Mills Public Library received its set of new Meraki equipment for internet upgrade (one router and one access point) in early March 2024. The Library will be billed for the installation by

NCLS when NCLS can calculate the final costs to the libraries – by late summer/early fall 2024. The anticipated cost is \$500. This was anticipated in the planning of the Library budget.

Linda Kellaway, Mary Boucher, Emery Grant and Katie St. Laurent attended the IRCS Board of Education Meeting on Thursday, March 7 where 25 signatures were submitted in pursuit of a school ballot referendum vote in Spring 2024 that proposes a 5K increase in funding to Evans Mills Public Library. Emery read a prepared statement. It was well received and the District Clerk, Cheryl McCormick, posted a copy with the meeting agenda the following day. Superintendent Decker expressed his support. District Clerk, Cheryl McCormick sent letter the following day giving notice that the vote will be conducted on Tuesday, May 21, 2024 between the hours of 11 am and 7 pm. Emery will now implement a marketing plan between now and May that communicates to the Public the importance of the increase and positive impact it will make on the Library.

### **New Business**

Emery has crafted a volunteer application, a donor acknowledgement letter, and a Sign in/Pickup form for guardians and the safety of youth who are receiving tutoring at the library. Discuss.

Emery wishes to discontinue the Library's practice of paying for book pockets and cards that are glued in library materials by Baker & Taylor book manufacturer. This practice is no longer needed for the recording of due dates, or tracking of materials. Book pockets are no longer included in books from most all of the 67 NCLS libraries. Currently, they are only used by a handful of 4-6 library patrons to record their initials or a number in the back of a book to mark that they have read it. Emery proposes using a Post-It note page and a rubber stamp for this purpose instead, as other libraries are doing. Currently the book pockets cost the library approximately \$1.25 each. Whereas the post-its will serve the same purpose for a few dollars per year. Discuss. Vote.

Emery has researched fax machine and phone line. The printer/copier/scanner can also be configured to be a fax machine at no charge. It is covered by our current service agreement. The current fax machine is not on contract, can only be fed one page at a time, and has a dedicated phone line. The library may save more than \$700/year by getting rid of its second phone line. Discuss. Vote.

Discuss summer reading.

**Set date and time of next meeting: Thursday, June 27, 2024 at 6:00 PM**

**Vote to adjourn.**

**Respectfully Submitted,  
Emery Grant**