

Minutes of the David A. Howe Library

Board of Trustees Meeting

November 16, 2021

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Kris Green, Nancy Reuning, Tom Reuning, Voni Walker, Treasurer, Tim Colligan, Anne Sobek, Secretary

Trustees Absent: Emily Peavey, Vice-President, Madeleine Gasdik

Call to Order: President Donald Comstock called the November 16, 2021 meeting to order at 7:34am.

Discussion and Approval of Minutes: A motion to accept the October 2021 minutes, as amended, was made by President Comstock and seconded by Trustee T. Reuning. The motion carried. (7 yes, 0 no)

Director's Report:

A. Statistics

Circulation

-Director Gunning noted that total checkouts and podcast listens were up, digital material usage was down.

Programs

-Director Gunning noted that it was a very active month for the library!

B. News from the Library

-The Fall Festival and the Come-and-Go Halloween Party were both successful. Thanks, again, to the Wlsv Rotary Club collaborating with the library and giving out free books!

-Three live events were held: Allie Colleen Concert, Creek Bend Band Concert and Edgar Allen Poe

-Director Gunning was unable to attend the NYLA convention this year but credit was issued for next year.

-Director Gunning was asked to hold a seat on the board of the Cornell Cooperative Extension.

-Niki will be holding a seat on the board of the Wlsv Chamber of Commerce.

-Lots of trash was collected and social media response was positive but the weather hindered the Great Give Back and Fire Safety Day.

-Director was invited to speak at a Wlsv Lions meeting.

-Senior staff has begun work on the new strategic plan for the DAHL.

C. Department Reports

Youth:

-The first youth Costume Shop was a great success with approximately 50 costumes/accessories being donated. The Monday night programs remain steady. Storytime has resumed. The Parker-Jordan Christian Academy has started making weekly visits to the library! Kate and Ally coordinated a Haunted Gingerbread Houses program for tweens. Ally has reported steady attendance at the Dungeons and Dragons Club.

Technology:

-Ken is working with STLS to install a new Wi-Fi router to include the whole front lawn and side parking lot.

Building and Grounds:

-The new magnetic clock to improve security in the staff office area and parking garage is working. Software issue with the boiler are being addressed. The gas company has been notified of the cement deterioration beneath the gas meter. A recycling dumpster is in the parking lot for the unsellable books that have accumulated over the years.

-Jackie and Donald Comstock donated the beautiful sign in the DAHL lawn. Thank you!

-The Gridley Estate left a very generous donation to the library that will be used for the terrace Project. Thank you!

-The DAHL hosted the Landmark Society Seminars on the Village of Wellsville's work towards receiving a historic district designation.

D. Personnel

-Director Gunning reported that support staff evaluations are completed and he has started senior staff evaluations.

-The Auditorium Coordinator position has been posted internally and Director Gunning has had four staff members respond. A search committee was formed.

Committee Reports: none

Friend's Report: The Friends reported a balance of \$16,005.16 and they are currently selling tickets for a quilt raffle.

Old Business: Trustees completed the Director's evaluation.

New Business: Library Trustees must now complete 2 hours of training per year in order to hold the position. After a brief discussion, Director Gunning said he would reach out to STLS to try and have a live 2 hour session set up for 2022.

Adjournment: A motion to adjourn the meeting at 8:35am was made by President Comstock and seconded by Trustee Colligan. The motion carried. (6 yes, 0 no)

Respectfully submitted,

Anne Sobeck

Secretary