

# CROTON FREE LIBRARY

171 Cleveland Drive, Croton-on-Hudson, NY 10520

Phone: (914) 271-6612 | Fax: (914) 271-0931

[www.crotonfreelibrary.org](http://www.crotonfreelibrary.org)

May 14, 2018

7:30 PM

Croton Free Library

## MAY BOARD MEETING AGENDA

- **Call to order** (Karen)
- **Reviews of by-laws and governance** (Karen)
- **Appoint new board positions** (Karen)
- **Approval of April 2018 Minutes** (Leslie)
- **Director's Report** (Jesse)
  - Annual Report (Official Vote)
  - Whistleblower/Conflict of Interest
  - Policy/Charter meeting
  - Shelf Life Status
  - Mobile Hot Spot Update
  - Overdrive Collection merge
  - Notices warning removal
  - New ILS RFP this year
  - HVAC Update
  - Summerfest Sign-up
  - Book Expo - Thao
- **Committee Reports**
  - Treasurer's Report (Sid)
  - Croton Reads—potential author (Marianne)
  - Committee Assignments (Leslie)
- **Association Report**
  - Save the Date – 5/19 and 5/20, Spring B&B Sale (Karen)
- **Old Business**
- **New Business**
  - Blue Sky Meeting – June 11 (Leslie)
  - Confirm 2018-19 Meeting Dates (Jesse)
  - Reminder of Budget Vote (Jesse)
- **Other Business**
  - Executive Session – Director Evaluation and Staff Survey (Leslie)
- **Adjourn**

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## DIRECTORS REPORT

*April 2018 Statistics*

### PATRON SERVICES

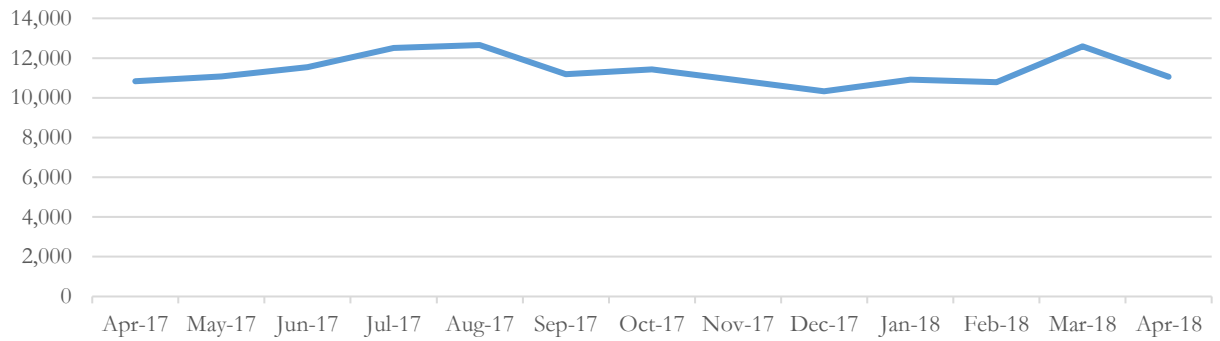
	<u>2018</u>	<u>2017</u>	<u>% Change</u>
<b>Physical Checkouts</b>	11,057	10,838	2%
<b>E-Book Checkouts</b>	387	437	-11%
<b>Visitors</b>	9,309	8,438	10%
<b>Reference Transactions</b>	1,400	1,117	25%
<b>Children's Weekly Event Attendance</b>	928	860	8%
<b>Children's Special Event Attendance</b>	5	0	--
<b>Teen Attendance</b>	8	0	--
<b>Adult Attendance</b>	352	165	113%

**Library Cards Issued: 35**

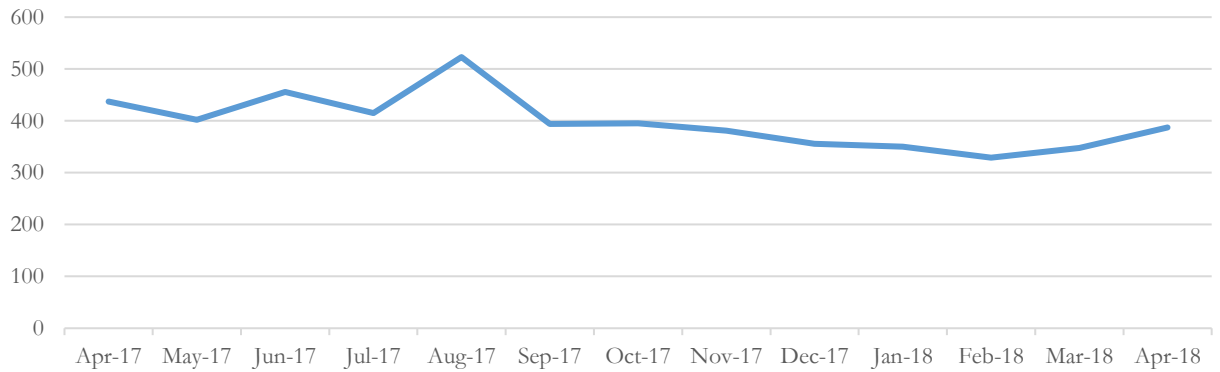
### UPDATES

- Annual Report was sent April 18
- Signing of whistleblower and COI
- Update on policies listed in report vs what we have, charter discovery (new committee?)
- Shelf Life articles being written now... will include 2017 Annual Report Statistics
- Mobile Hot Spots warning will be included with circulation
- OverDrive Advantage collections voted to be merged
- No more threatening notices to patrons with lost/overdue items
- Contract with current Interlibrary Loan System is up next year, waiting for new Request for Proposals from vendors.
- HVAC replacement begins May 21 and should take 5 days. Library will need to be closed Thursday morning, May 24.
- Summerfest, June 3 – Sign-up to be sent out soon
- Thao will be attending Book Expo later this month (Library paying for admission)

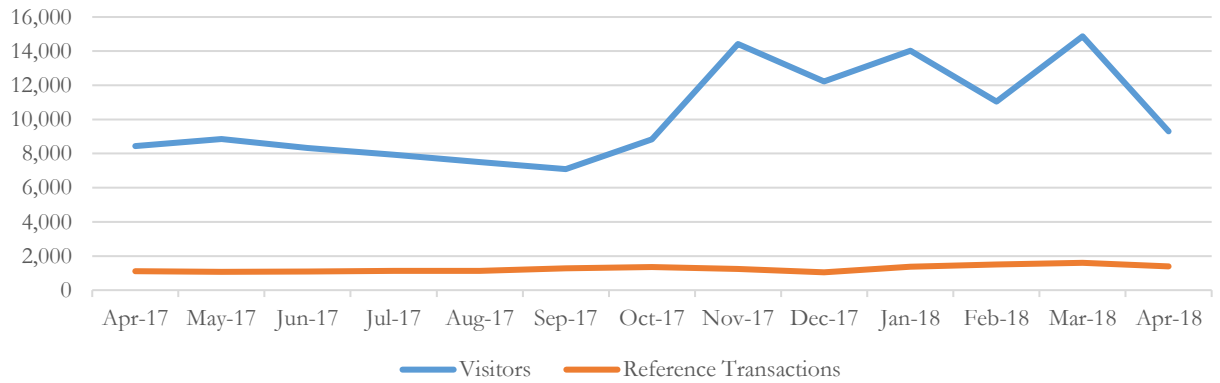
### Physical Checkouts



### E-Book Checkouts



### Visitors and Reference Transactions



### Programming Attendance

