

CROTON FREE LIBRARY

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

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

www.crotonfreelibrary.org

June 11, 2018

7:00 PM

Croton Free Library

JUNE BOARD MEETING AGENDA

- **Call to order**
- **Approval of May 2018 Minutes**
- **Director's Report**
 - HVAC install complete—Temperature policy
 - Summerfest summary
 - Carpet installation
 - Changes to newsletter
 - Staff picnic table
- **Committee Reports**
 - New committee appointees
- **Association Report**
- **Old Business**
 - Approve 2018-19 meeting dates
- **New Business**
- **Other Business**
- **Public Comment**
- **Adjourn**

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DIRECTORS REPORT

May 2018 Statistics

PATRON SERVICES

	<u>2018</u>	<u>2017</u>	<u>% Change</u>
Physical Checkouts	10,770	11,073	-3%
E-Book Checkouts	582	402	45%
Visitors	16,863	8,846	91%
Reference Transactions	1,283	1,065	20%
Children's Weekly Event Attendance	1,001	805	24%
Children's Special Event Attendance	13	21	-38%
Teen Attendance	16	12	33%
Adult Attendance	34	101	-66%

Library Cards Issued: 31

UPDATES

- New HVAC units installed May 21-25; no set-backs (minus rain). Implementing a temperature policy to be included in manual.
- We had 16 cards registered at Summerfest, children enjoyed the craft courtesy of Thao.
- Carpet in small program room needs replacement. Recently installed carpets are not commercial grade, easily susceptible to staining and show wear.
- Leslie, Marianne, Susan and myself met to discuss a new way of disseminating our newsletter. See attached documentation.
- The staff has a picnic table for eating outside near the rear door.