

CROTON FREE LIBRARY

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

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

www.crotonfreelibrary.org

October 15, 2018

7:30 PM

Croton Free Library

OCTOBER BOARD MEETING AGENDA

- **Call to order**
- **Approval of September 2018 Minutes**
- **Director's Report**
 - Audit Status
 - Yearbooks
 - Fire Extinguisher Inspection
 - Check from the district received
 - Paper reduction/Digital reporting
 - Book withdrawals
- **Committee Reports**
 - Croton Reads update
- **Association Report**
 - Appeal update
 - Logo design proposal
- **Old Business**
- **New Business**
 - Charter Discussion
 - Proposed Trustee Education Regulations from PULISDO
- **Other Business**
 - Trustee Manuals
- **Public Comment**
- **Adjourn**

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DIRECTORS REPORT

September 2018 Statistics

PATRON SERVICES

	<u>2018</u>	<u>2017</u>	<u>% Change</u>
Physical Checkouts	10,401	11,190	-7%
E-Book Checkouts	717	394	82%
Visitors	16,103	7,089	127%
Reference Transactions	1265	1,283	-1%
Children's Weekly Event Attendance	983	753	31%
Children's Special Event Attendance	--	137	--
Teen Attendance	32	--	--
Adult Attendance	173	111	56%

Library Cards Issued: 43

UPDATES

- Eric Fecci came to the Library on September 21. Finished all on site work. Will have audit draft ready this week. Followed by meeting with finance committee, then final version will be ready by next board meeting for vote. Will be able to make 11/15 deadline.
- CHHS yearbooks being digitized by OCI Yearbook Project... Years 1942-1989. Joint project with the historical society and the school district.
- Extinguisher Inspection completed on October 4, 2018.
- Picked up first half of tax levy from the district office on October 11, 2018.
- Would like to reduce paper use for meetings. What documents can be digital? One master and a couple copies vs. a copy for everyone.
- Withdrew over 300 books in September (mostly Children's) as part of a shifting project. Making picture books more accessible and organized.