

CROTON FREE LIBRARY

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

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

www.crotonfreelibrary.org

September 9, 2019

7:30 PM

Croton Free Library

SEPTEMBER BOARD MEETING AGENDA

- **Call to order**
- **Approval of June 2019 Minutes**
- **Director's Report**
 - New Library Card
 - CrotonCon Discussion
 - Employee Handbook
 - HVAC Status in Ottinger Room
 - Audit Status
 - Catherine Riedel
- **Committee Reports**
 - Budget Report
 - Finance Committee – Approve Checks
 - Long Range Planning – Update
 - Croton Reads – Update
 - Art Committee – Update
- **Association Report**
- **Old Business**
- **New Business**
 - Promoting Non-Sponsored Events
- **Other Business**
- **Public Comment**
- **Adjourn**

CROTON FREE LIBRARY

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

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

www.crotonfreelibrary.org

DIRECTOR'S REPORT

Summer 2019 Statistics

PATRON SERVICES

	<u>June</u>	<u>July</u>	<u>August</u>	<u>Total</u>	<u>2018</u>	<u>% Change</u>
Physical Checkouts	9,721	12,819	12,590	35,130	36,513	-4%
OverDrive	831	908	1,015	2,754	2,076	33%
Hoopla	159	167	142	468	553	-15%
Visitors	15,100	16,035	14,375	45,510	47,700	-5%
Reference Transactions	1,170	1,283	1,178	3,631	3,657	-1%
Children's Weekly Event Attendance	788	1,033	659	2,480	2,992	-17%
Children's Special Event Attendance	59	99	80	238	608	-61%
Teen Attendance	145	83	40	268	59	354%
Adult Attendance	45	0	90	135	156	-13%

Library Cards Issued: 197

UPDATES

- New Library cards with the design by Jerry Pinkney have arrived. Thao is working on promotional material to encourage people to get cards (or new ones).
- Due to lack of vendors and limited support staff, we had to cancel CrotonCon this year. The special events planned are still being rescheduled and we hope to still have them.
- Mandatory Paid Sick Leave delayed completion; the lawyer is now reviewing newest additions.
- HVAC is still awaiting parts to be fully functional after breaker emergency over the summer.
- I met with Eric on August 24th and he was able to complete the first draft of the Audit. Awaiting restricted fund allocations from myself as well as payroll corrections.
- Catherine Riedel as accepted a position as the new Assistant Director at Rye Free Reading Room.