

# 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)

December 9, 2019

7:30 PM

Croton Free Library

## DECEMBER BOARD MEETING AGENDA

- **Call to order**
- **Approval of November 2019 Minutes**
- **Director's Report**
  - Monthly Statistics
  - Lothrop Associates Meeting
  - Final Ecology proposal
  - Windows Upgrades Complete
  - Website Security Update
- **Committee Reports**
  - Budget/Finance Report
  - Long-Range Planning Report (attached)
  - Buildings and Grounds – Next Meeting
- **Association Report**
- **Old Business**
- **New Business**
  - Strategic Planning - Outsourcing
- **Other Business**
  - Holiday Party
- **Public Comment**
- **Adjourn**

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## DIRECTOR'S REPORT

*November 2019 Statistics*

### PATRON SERVICES

	<u>2019</u>	<u>2018</u>	<u>% Change</u>
<b>Physical Checkouts</b>	12,141	9,969	22%
<b>OverDrive</b>	841	652	29%
<b>Hoopla</b>	137	166	-17%
<b>Visitors</b>	16,197	18,421	-12%
<b>Reference Transactions</b>	1,070	1,413	-24%
<b>Children's Weekly Event Attendance</b>	897	1080	-17%
<b>Children's Special Event Attendance</b>	17	0	--
<b>Teen Attendance</b>	18	43	-58%
<b>Adult Attendance</b>	158	135	17%

**Library Cards Issued: 39**

### UPDATES

- Circulation had significant increase while total visitors dropped substantially.
- Lothrop Associates (Library Designers) interested in taking on Library.
- Ecology has final proposal with no carports, awaiting a final decision.
- Last of the Windows 7 machines have been upgraded to Windows 10.
- Finally acquired SSL certificate for the website, no longer "not secure".