

NAPLES LIBRARY BOARD MEETING

September 23, 2020

Meeting was held virtually via GoToMeeting . Meeting was recorded.

Present: Aaron Mumby, Gerald Bay, Janis Pridmore, Deidre Dutcher, Judy Shewe, Lisa Jensen, Linda Strauss-Jones, Kim Torpey

No Public Comments.

New Business:

Welcomed Kim Torpey to the board.

New policies were introduced.

Judy explained her amendment to the Copier Policy.

Motion 127 - Lisa made a motion to approve the Copier Policy. Aaron seconded. Motion carried.

Aaron explained minimum standard policies. Lisa explained the Ethics and Conflict of Interest Policy, and the two statements that go with it.

Motion 128 - Aaron made a motion to approve the Ethics and Conflict of Interest Policy. Lisa seconded. Motion carried.

Aaron described the two statements that go with the Ethics and Conflict of Interest Policy.

Aaron showed the board the Conflict of Interest Statement for the Board to review.

Aaron introduced the Ethics Statement.

Motion 129 - Deirdre made a motion to approve the Ethics Statement. Kim seconded. Motion carried.

Aaron explained to the board that they will receive an email with both statements for them to print out and return to the library.

Motion 130 - Aaron made a motion to approve the consent agenda. Lisa seconded. Motion carried.

Motion 131 - Aaron made a motion to approve payment of the bills. Deirdre seconded. Motion carried.

Committee Reports:

Building & Maintenance – Committee did not meet. Aaron spoke to Ron about the process of adding an elevator or lift to the library and how to move forward with the planning process.

Policy – Committee worked on the policies that were approved and verified in an effort to have all minimum standard required policies in place by 2021.

Finance – Committee did not meet. Aaron and the Finance Committee will meet with Michael Schiller from CNB to discuss the library’s investment strategy. Committee will meet next month to review changes in the budget.

Planning – Aaron and Linda attended the PLS workshop on strategic planning. Our long range goal is to make the library more accessible.

Personnel – Committee did not meet.

Friends – Friends has a balance of \$2768. Formed a committee to focus on fund-raising. Friends will send an end-of-year appeal letter asking for contributions. Goal is \$3000. Will mention making the library more ADA compliant. The Friends group is working with Judy to align fundraising efforts with the library’s Long Range Plan.

Judy brought up the idea of having a capital fund for capital improvements to the building.

Director’s Highlight:

Staff is creating a virtual library. Each staff member has a bitmoji character. People can click on a calendar, a new book, an informational video, etc. Facebook live videos are being uploaded to the library’s YouTube channel.

Next meeting is scheduled for October 21st at 5:00 p.m.

Director’s Report

Submitted by Judy Schewe

Naples Library Board Meeting

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August Statistics:

- New Materials Added –32 Adult titles, 11 YA titles, 44 Juvenile titles, 8 Media -Total= 95
- Circulation - 678 items (Adult- 598, Child-75, Admin -5) up 209
- Weeded Materials –32 (items that have not circulated in over 5 years)
- New Users - 11 (8 adult, 3 child)
- Overdrive- eBooks 259, eAudio 188, eMagazine 2 TOTAL-449
- Wi-Fi Users: 277 sessions
- Social Media & Website Statistics: FACEBOOK Likes –1195, Followers –1,226, Reach-**30,029** (up 8,005) Video Views - 9,900
- Library Visits - 656
- Reference questions - 299
- WEBSITE -Total Views –616, Visitors –256

August Programs

- Children & Youth – 12 Virtual Programs, 6,234 views
- Adult –10 Virtual Programs, 8,511 views/ participants

- All Ages - 4 Virtual Programs, 482 views
- Total – 21 programs, 15,227 views/ participants

All on-site scheduled programs were cancelled as a result of library closure due to Covid-19

Virtual programs included Story Times, Story Time Snippets, Crafternoons, Book Clubs and Painting Classes, 2-Part Guitar Workshops with Aaron Lipp, Aaron Lipp Live Concert, Facebook Live :PBS Books “Emily Dickinson in Poetry”, Facebook Live Crafternoons.

Youth Services

Ally Makepeace provided Virtual Story Times for the community via Facebook Live videos and the month of July was plenty busy! Naples Library hosted five Storytimes, and five "Storytime Snippets", which is a new program Ally developed to follow the theme of the week and introduce fun, interactive ways to deliver stories. Appearing twice a week on the internet gave us more continuity in the public- which doubled our views and exposure!

Storytime themes included Butterflies: The Very Hungry Caterpillar, who, after eating and eating, turned into a beautiful Butterfly!! We spent Storytime learning about the life cycle of the butterfly, and reviewing what we learned on Wednesday; Gardens and Harvesting: fruits and vegetables, and how to plant and tend a garden while singing The Garden Song by Peter, Paul and Mary; Weather: different kinds of clouds and weather patterns, and sang the Itsy Bitsy Spider, books about clouds, and a weather story of the town called Chewandswallow- Cloudy With a Chance of Meatballs!; Land Down Unda!: Felt Board presentation of a clever dingo that failed to outsmart several Australian animals in his attempt to make "Wombat Stew" and for Story time, we learned about marsupials like the Kangaroo, koala bear, and wombat! We also read a non-fiction book that taught us some very cool Australian facts about the desert, and the coral reef!

Ally continues to inventory children's books for StoryTime to create cohesive weekly theme options with books all sourced from Naples Library. Ally and Kendyl will begin coordinating themes for Story Time and Crafternoons to create a more cohesive curriculum.



“Wombat Stew”

Kendyl created Facebook Live Crafternoon videos this month. Themes included : Miniature time capsules, eggshell geodes, paper quilling and kaleidoscopes. She also assembled activities kits for kids to check out; Magna Tiles, Art Kits and Family Game Night Kit. Kits are also available for kids to pick up for paper quilling and making a kaleidoscope (upon request). Kendyl also attended a webinar hosted by WXXI Kids that provided educators (and librarians!) with the basics of STEM learning as well as ideas and tools to share STEM education with youth and their families.



Crafternoon Video on Paper Quilling

Adult Services

Naples Library co-hosted the Eco Book Club with Cumming Nature Center and Judy hosted the “Choose Your Own Adventure” Book Club. 4 Virtual Painting Classes, Through a grant from the Finger Lakes

Community Art Grant the Naples Library presented 2 Guitar Workshops with Aaron Lipp as well as a Facebook Live concert with Aaron Lipp, Bobby Henrie, Doug Henrie and Cap Cooke. The band performed traditional Appalachian old-time tunes and songs. Nearly 8,000 viewers have watched the concert to date. Telephone reference and patron pick-up service continues. August Newsletter was sent to patrons via email platform Benchmark.

Staff

In July, staff were scheduled work hours to maintain 50% building occupancy at a time. Staff continued to empty the book drop and put books in the large meeting room for 72-hour quarantining periods. The library door is unlocked and patrons can enter the building as long as they are wearing a mask and answer contact tracing questions. Patron holds are being picked up. Stacks have reopened, patrons have a 15-minute browse and go time for 4 people at a time, 2 people from the same family as well as 1-hour computer use sessions. Hand sanitizer must be used by patrons who pull their own materials off the shelf and are asked not to touch items they do not intend to take. Staff checks out items in the library for patrons or patrons can have their card scanned through the window and be met at the door to get their items. All staff are wearing masks and using hand sanitizer. Daily health screening sheets are filled out by staff as well as routine cleaning logs. Kendyl is now officially doing the bookkeeping. Judy is working at home on Fridays. Next staff meeting is scheduled for September 9.

Library Reopening Information can be found at <https://napleslibrary.org/reopening-plan/>