

NAPLES LIBRARY BOARD MEETING  
December 15, 2020

Meeting was held virtually via GoToMeeting. Meeting was recorded.

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

Public Comments:

New Business:

**Motion #138** - Aaron motioned to upgrade the panel and panic button for the security system. Lisa seconded. Motion carried.

**Motion #139** - Aaron motioned to remove monetary library fines. Deidre seconded. Motion carried.

**Motion #140** - Aaron motioned to approve the Disposition of Library Materials policy. Lisa seconded. Motion carried.

**Motion #141** - Aaron motioned to approve a \$210,000 tax levy. Lisa seconded. Motion carried.

**Motion #142** - Aaron motioned to create a capital reserve fund of \$35,000. Linda seconded. Motion carried.

**Motion #143** - Aaron motioned to approve the consent agenda. Lisa seconded. Motion carried.

**Motion #144** - Aaron motioned to approve payment of bills. Lisa seconded. Motion carried.

Committee Reports:

Building & Maintenance – Committee did not meet. Judy and Aaron had a meeting with an elevator sales rep. She recommended reaching out to an architect. They met with an architect, Shanna Williams, who confirmed that including an elevator was possible. There are plans to form a committee to deal with this, and to include Shanna Williams and the representative from the Friends group.

Policy – Did not meet.

Finance – Covered this in new business.

Planning – Did not meet.

Personnel – Did not meet.

Friends – The Friends raised \$4,243 in end-of-year solicitations. The Friends were beneficiaries of the virtual Turkey Trot held in November. Friends do want to be involved in the Accessibility project.

Director's Highlight:

Obtained a grant of \$1,038 through the RRLC (Rochester Regional Library Council) to spend on a Cricut® Maker and supplies.

Next meeting is scheduled for January 20 at 5:00 p.m.

Director's Report  
Submitted by Judy Schewe  
Naples Library Board Meeting  
December 16, 2020

#### November Statistics:

- New Materials Added –32 Adult titles, 11 YA titles, 62 Juvenile titles, 15 Media -Total= 120
- Circulation by patron - 1533 items (Adult- 1347, Teen- 35, Child-123, Admin -6, Homebound -4, School -18) up slightly
- Weeded Materials –27 (items that have not circulated in over 5 years)
- New Users - 5 (adult)
- Overdrive- eBooks 186, eAudio 129, TOTAL-315
- Wi-Fi Users: 169 sessions
- Social Media & Website Statistics: FACEBOOK Likes –1,252, Followers –1,370, Reach-25,568  
Video Views - 6,904
- Library Visits - 178
- Reference questions - 157
- WEBSITE -Total Views –693, Visitors –228
- Creativebug Usage - 20 Classes viewed; Acrylic Painting: How to Clean Paintbrushes, Basic Line Drawing, Botanical Watercolor Illustration, Cricut® Crafts, Knitting, Sewing, and Paper Crafts

#### November Programs

- Children Story Time & Story Time Snippets – 7 Virtual Programs, 4,702 views
- Adult –3 Zoom Book Clubs - 19 participants
- All Ages - 3 Virtual Programs, 2,202 views
- Total – 13 programs, 6,923 views/ participants

No on-site scheduled programs are taking place at Naples Library at this time due to Covid-19.

Virtual programs included Story Times, Story Time Snippets, Crafternoons, and Book Clubs.

#### Youth Services

Ally Makepeace continues to provide Virtual Story Times for the community via Facebook Live videos for the month of October! Naples Library hosted five Story times, and three "Story time Snippets", a program Ally developed to follow the theme of the week and introduce fun, interactive ways to deliver stories.

Story Time themes this month included Change, Movement, The Forest and finally, we celebrated Thanksgiving with the themes of Thanks and Giving! Story Time and Snippets incorporated the felt board, songs, rhymes, and Ally puppet friends Bartholomew and Brunhilda. Ally makes all her own original felt characters and objects for the library programs. She also does original drawing on the dry erase board, does interactive activities, and takes time to explain concepts to children, explains the meaning of words that may be new to the child, and considers repeated readings of the same book so the child has several opportunities to learn new concepts and words.



DRY ERASE BOARD TOOL

FELT BOARD STORY TIME SNIPPET

Kendyl created three new Facebook Live Crafternoon videos this month. Themes included : Eco Printing which encourages people to use recycled materials at home and collect materials outside that can be used to create art, Dancing Doodles with expo markers and water - a fun way for kids to see how different kinds of markers are made for different purposes and included a lesson plan that explains exactly why the doodles were able to "dance", and we explored how salt can affect the way that ice melts and got a close up look at the shapes that salt and water can create in ice.



ECO PRINTING

MELTING ICE WITH SALT

All youth virtual literacy and STEM programming provided at this time is helping to fulfill Strategic Plan Section 3, Part 3 to Address Underserved Populations in the Community: School-Aged and Teens in Naples.

## Adult Services

Naples Library co-hosted the Eco Book Club with Cumming Nature Center which met via Zoom. Future Eco-Book Clubs will be on the Zoom platform due to Covid-19. The Eco-Book Club discussed *Flight Behavior* by Barbara Kingsolver. Judy hosted the “Choose Your Own Adventure” Book Club on Zoom. Telephone and in-person reference and patron pick-up service continues. Patrons are coming into the library to use computers, browse and do archival research. November Newsletter was sent to patrons via email platform Benchmark. History Book Club met in November in collaboration with the Naples Historical Society, the theme was American Indigenous Peoples. December’s History Book Club theme is the American Revolution.

## Staff

All staff continue to wear masks and use hand sanitizer. Daily health screening sheets are filled out by staff as well as routine cleaning logs. Staff meeting took place on November 13 at 1 PM. Safety, customer service, Pandemic Policy were discussed. Ally painted a wooden snowman supplied by the village representing the Naples Library.



## Building

The village removed the septic tank and connected the library to the main sewage pipes behind the building. The Building Committee hopes to be able to discuss moving forward with a plan to take steps to move forward with a proposed elevator or lift (Strategic Plan Section 3, Part 1 - Physical Space: Increasing the Accessibility and Functionality of the Library.) Staff decorated the windows for Light Up Naples. Adam Keuer from PLS came to the library on November 24 to set up video surveillance link-up on Judy’s computer. Video from cameras placed throughout the building can be stored and downloaded now.

## Finance

The Naples Library received tax money from the Naples Central School District in the amount of \$190,000 on November 4. Judy and Kendyl are beginning to work on the 2021-22 budget. The library is now accepting credit cards, as well as cash and checks, for patrons paying for fines, copies, prints and faxes. The Friends of Naples Library sent out their annual appeal letter for year-end donations. (Strategic Plan Section 3, Part 2 - Identify a Clear Financial Plan for the Library—Planning the Future Funding of the Library.)

## PLS

Judy attended the PLS Directors Advisory Committee meeting via GoToMeeting on November 13. Evergreen Advisory Committee report: Approve Online Card Registration Policy as reviewed by EAC (Judy is on this committee), OSS (Out of System) Cards, ILL Items Loaning outside of our system, 2021 Central Library Budget, OWWL Cost Shares, OverDrive Magazine's takedown in January, CARES Act Funding, PLS Bylaws, and NYS Sick Leave/Families First Coronavirus Response Act/FMLA.

Judy also attended the PLS System Staff meeting on November 23. PLS Staff Announcements: Advocacy Day 2021; Records Retention Policy Updates; PLS Bylaws & Trustees Update; Delivery Updates; Upcoming System Meetings; Out-of-System ILLs; Discontinuation of Some eResources; Original Cataloging; OWWLUG (OWWL Users Group) Meeting; Copy-level and Volume-level Holds; Patron Account Expiration; Online Registration / Pending Patrons; 2021 Closed Dates in Evergreen; Local Health & Human Service Resources. Presentation: Overview of the Pioneer Library System: Executive Director Ron Kirsop gave a general overview of the Pioneer Library System including some responsibility shifts such as Delivery and Billing; the best way to communicate with PLS for support, troubleshooting, or assistance; and an update on the PLS Plan of Service.



[Naples Library November 2020 Newsletter](#)

[Covid-19 Impact Statement](#)