

NAPLES LIBRARY BOARD MEETING

January 20, 2021

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 #145 - Service agreement with Isaac. Aaron moved that we approve the maintenance plan with Issac. Linda seconded. Motion carried.

Motion #146 - Deidre motioned to approve the Open Communication Policy. Linda seconded. Motion carried.

Motion #147 - Aaron motioned to raise the hourly wage from \$11.80 to \$12.50. Linda seconded. Motion carried.

Motion #148 - Aaron motioned to increase Kendyl's hourly wage by 1% as a cost of living increase to \$15.50. Lisa seconded. Motion carried.

Motion #149 - Aaron motioned to amend the December minutes to include Aaron's and Janis' names on the 5-star account. Lisa seconded. Motion carried.

Motion #150 - Aaron motioned to approve the treasurer's and director's reports. Lisa seconded. Motion carried.

Motion #151 - Aaron motioned to approve payment of bills. Kim seconded. Motion carried.

Committee Reports:

Building & Maintenance – Committee did not meet. Early stages of planning for the capital project. Met with Ron Kirsop and Suzanne Macaulay. Starting to form a committee and reach out to architectural firms. Timeline - 2021: design; 2022: construction.

Policy – Met. Worked on Open Communication Policy.

Finance – Will be meeting soon to discuss the 2021-2022 budget.

Planning – Did not meet.

Personnel – Increased Judy's health care stipend to \$2500. Kendyl will be receiving a \$2000 stipend in June pending completion of the probationary period. Considering a more formal pay structure. Collecting data at this point. Will revise timeline for evaluations. Evaluations will be conducted in November and will be linked to the pay increases determined in December. Judy discussed the EAP (Employee Assistance Program). This is a benefit Naples Library gives its employees.

Friends – Did not meet.

Director's Highlight:

No one has gotten COVID at the library. Library has been very quiet. Judy has been calling older patrons and offering to get them materials.

Scheduled six months of meeting dates: 2/17/2021; 3/17/2021; 4/14/2021; 5/19/2021; 6/16/2021

Next meeting is scheduled for February 17 at 5:00 p.m.

Director's Report

Submitted by Judy Schewe

Naples Library Board Meeting

January 20, 20201

December Statistics:

- New Materials Added –81 Adult titles, 9 YA titles, 52 Juvenile titles, 12 Media -Total= 154
- Circulation by patron - 1720 items (Adult- 1429, Teen- 31, Child-190, Admin -14, Homebound - 14, School -42) up 187
- Weeded Materials –12 (items that have not circulated in over 5 years)
- New Users - 12 (7 adults, 1 child, 4 on-line)
- Overdrive- eBooks 256, eAudio 159, e-magazine 1 TOTAL-416
- Wi-Fi Users: 149 sessions
- Social Media & Website Statistics: FACEBOOK Likes –1,258, Followers –1,381, Reach-20,992
Video Views - 6,356
- Library Visits - 217
- Reference questions - 142
- WEBSITE -Total Views –673, Visitors –257

December Programs

- Children Story Time & Story Time Snippets – 7 Virtual Programs, 5,420 views
- Adult –3 Zoom Book Clubs - 17 participants, Zoom Mixology Class - 17 participants, Total -34
- All Ages - 2 Virtual Programs, 936 views
- Total – 13 programs, 6,390 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, Book Clubs, and Mixology Class with Noah Earl.

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: Food -For the snippet, we made Reindeer Chow, and read books about Food; Equals and Opposites felt story "Equal Shmequal"; Winter felt story retelling of Jan

Brett's "The Hat", and read two books about winter; Holiday Week - made little snowy Christmas trees out of pine cones, and we read/sang along with two books about holidays; Darkness-celebrated the end of the year with the theme of darkness and light. We played with shadows on the wall, interacted with different objects, distances, colors, etc. We read a book about finding light in the very dark dark. 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.

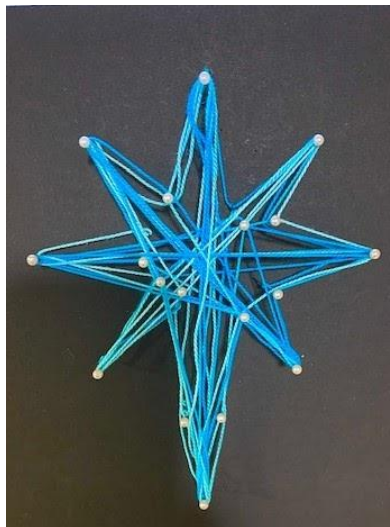


BRRR - WINTER STORY TIME



Storytime Snippet 12/16/20: The Hat

Kendyl created two new Facebook Live Crafternoon videos this month. Themes included: String art using embroidery floss, pins and cardboard creating The North Star. She also did paint marbling on note cards using shaving cream and watercolor paints, but also noted that it could be done with food coloring or watered down acrylics.



STRING ART "THE NORTH STAR"

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 *The Forest Unseen* by David George Haskell. 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. The History Book Club met in December in collaboration with the Naples Historical Society, the theme was American Revolution. January's History Book Club theme is the American President. Noah Earl hosted a Mixology Class on Zoom where he demonstrated how to make 2 holiday cocktails as well as how to make mulled cider.

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. In December all staff completed *Culture of Civility: Creating a Harassment Free Workplace* training through the Employee Assistance program.

Building

Aaron Mumby and Judy Schewe met with architect Shanna Williams to discuss moving forward with a plan 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.) Casco Security Company will be contracted to install a new wireless panel and circulation desk panic button as approved by the Library Board.

Finance

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 reported that their annual appeal letter for year-end donations exceeded expectations this year and they have met their fund-raising goal. (Strategic Plan Section 3, Part 2 - Identify a Clear Financial Plan for the Library—Planning the Future Funding of the Library.)

Gifts & Grants

Judy applied for and received an RRLC Special project Grant in the amount of \$1,037.15 to purchase a Cricut Maker Lab to expand the library's Makerspace. A Cricut Maker and Cricut supplies will be purchased and made available to staff and patrons to create DIY projects, provide monthly programming that will be used in tandem with Creativebug, and also expand the services that the library provides to the community. Clerks Tina Newton and Ally Makepeace will be our Cricut Maker Experts.

William and Sandy Kelly gave a gift of \$100 to purchase books in memory of Jason Trzeciak, son of Tad Trzeciak of Naples. Books are being acquired, with suggestions from the Kelly's, that reflect Jason's interests and passions. A letter of appreciation has been sent to the Kelly's and a note of acknowledgement has been sent to Tad Trzeciak.

PLS

Judy attended the EAC (Evergreen Advisory Committee) meeting via GoToMeeting on December 7. Evergreen Advisory Committee met to discuss: Patron Alerts, Fine Free Circulation Configurations, and Roles / Bylaws of EAC.

Judy also attended the PLS System Staff meeting on December 18: Updated Staff Directory, PLS Board Actions, Open Meetings Law update, Sexual Harassment Training, System Meetings, College Planning During COVID-19, upcoming Workshops, State Aid for Library Construction, Delivery updates, Finger Lakes Digital Inclusion Coalition, new Circ listserv, Evergreen patches, Summer Reading, Sesame Street Workshop, CARES Act Funding, Job Searching program.

Following the December System Meeting, Judy attended *The Roadmap to Reading* presented by Teach My Kid to Read. Teach My Kid to Read is a 501©(3) whose mission is to provide parents, caregivers, librarians, educators, and anyone interested in literacy education with the tools to help all children learn to read. Teach My Kid to Read helps build awareness in the community about the science of reading, dyslexia, and best instructional practices. The Roadmap to Reading program is a train-the-trainer model to help libraries initiate literacy programming for parents and caregivers. TMKTR provides information, resources, virtual support, and trouble-shooting.

Due to the impacts of state-wide budget cuts, the Pioneer Library System will be discontinuing free access to Mango Languages on January 1.

[Naples Library December 2020 Newsletter](#)

[Covid-19 Impact Statement](#)