

CROTON FREE LIBRARY

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

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

www.crotonfreelibrary.org

December 13, 2021

7:30 PM

Croton Free Library

DECEMBER BOARD MEETING AGENDA

- **Call to order**
- **Approval of November 2021 Minutes**
- **Director's Report**
- **Treasurer's Report**
- **Committee Reports**
 - Finance
 - Buildings and Grounds
 - Arts
 - Croton Reads
 - Long Range Planning
 - Safety
 - Fundraising
 - Publicity
- **Old Business**
 - Observed Holidays Discussion
- **New Business**
- **Public Comment**
- **Adjourn**

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DIRECTOR'S REPORT

November 2021 Statistics

PATRON SERVICES

	<u>2021</u>	<u>2020</u>	<u>CHANGE</u>
Physical Checkouts	8,160	5,042	62%
OverDrive	1,984	1,897	5%
Hoopla	179	218	-18%
Visitors	13,158	109	11,972%
Reference Transactions	722	---	---
Children's Program Attendance	530	121	338%
Teen Program Attendance	36	51	-29%
Adult Program Attendance	52	17	206%
Special Event Attendance	0	39	-100%
Library Cards Issued	44	16	175%

UPDATES

- The drop in program attendance seems to be based on colder weather and performer availability more than anything else. When looking at the stats per program, the numbers don't seem to be dropping off. It should be noted that if this trend continues, we should further look into more permanent options for outdoor programming in the future.
- All staff were given the vaccination policy (both physical and digital) on November 10, 2021. A majority of staff have already signed their forms and provided proof. Based on the initial response from the staff members that have yet to submit their forms, I foresee needing to hire new staff in 2022.
- The conversation of eBook purchase policies has been a topic conversation among the directors. I will be working with Gwen on developing an outline for estimated spending based on usage and demand. This will probably add a new line item to our 2022-23 budget but will most likely not require increasing the collection budget; just redistributing it.
- There is no definitive date on when we will be migrating our work emails to crotonfreelibrary.org but it is just another step towards defining what roles WLS does and doesn't play for the libraries in Westchester.
- During Publicity Report, I would like to formally approve the \$25,000 expenditure for a new website with LibraryMarket.