

Dennis P. McHugh Piermont Library
Board Meeting Minutes
Wednesday, February 12, 2025, 7:00 PM
(In person at the library and via zoom)

Present: Mitch Eiss, Len Hunt, Anne O'Brien, Vicki Panetis, Ed Stanford, Shauna Wennerod

Via Zoom: Tina Roeder, Sara Tucker

Absent: Kelly Ruby

A quorum was present in person.

I. CALL TO ORDER

The meeting was called to order at 7:13 pm by Ed Stanford.

II. APPROVAL OF THE MINUTES for the January 8, 2025 meeting.

Motion was made by Vicki Panetis. Seconded by Shauna Wennerod. The motion passed unanimously.

III. PUBLIC EXPRESSION

There was no public discussion.

IV. LIBRARY DIRECTOR'S REPORT

Shauna Wennerod presented the Library Usage Report and introduced a new report on events, programs, and other library services that are not covered in the Library Usage Report. This new document provides data in a format that enables greater insight on how all the library services are being used and is based on the information that we are required to report in the Annual Report.

A. Library Usage Report

Statistics for Library Usage — Period ending January 2025

Libby:

	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
E-books	227	219	185	229	198	192	245	186	186	163	183	149	190
Audiobooks	269	242	296	239	243	274	235	245	225	254	220	240	228
Magazines	73	75	55	43	77	53	72	67	75	70	90	95	112

Hoopla:

	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
E-books	21	22	21	18	15	15	21	24	24	18	24	21	21
Audiobooks	32	41	35	42	52	52	46	46	39	39	47	42	47
Movies+TV	11	4	12	9	7	8	3	4	12	3	6	12	15
Music	2	0	0	2	0	3	0	1	1	0	0	2	2

Quarterly Digital Numbers:

	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024
Libby	1255	1425	1385	1458	1414	1641	1548	1536	1464
Hoopla	195	162	167	176	154	201	223	221	214

In-Person Statistics:

	Jan 24	Feb 24	Mar 24	Apr 24	May 24	June 24	July 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Library Patron Visits	1557	1632	2008	2422	2906	2784	2754	2823	2507	2904	2119	1806	1941
Attd. for prgs & mtgs	561	370	565	404	337	291	404	354	457	599	332	545	526
Circulation	790	798	912	889	NA	NA	NA	920	603	815	516	546	769

Quarterly In-Person Statistics:

	Q4 2022	Q1 2023	Q2 2023	Q3 2023	Q4 2023	Q1 2024	Q2 2024	Q3 2024	Q4 2024
Circulation	2522	2676	2665	2693	2408	2500	889*	1523*	1877
Patron Visits	4225	4251	5623	6731	5865	5197	8112	8084	6829

Previous Month Checkouts by Shelving Location

Shelving location	ccode	Count	Shelving location	ccode	Count	Shelving location	ccode	Count
AUDBKCD	ADULT	1	FICTION	CHILDREN	68	PAPERBACK	CHILDREN	1
AUDBKMCD	ADULT	1	FICTION	YOUNGADULT	11	PAPERCLASS	ADULT	1
BIOG	ADULT	15	FICTPOP	ADULT	59	PARENTING	ADULT	1
BIOG	CHILDREN	5	GRAPHIC	CHILDREN	29	PASS	ADULT	1
BIOG	YOUNGADULT	1	HOLIDAYLOC	CHILDREN	6	PICTUREBOOK	CHILDREN	50
BLURAYS	ADULT	3	LOCALHISTORY	ADULT	1	POETRY	ADULT	1
BOARDBK	CHILDREN	45	LTFIC	ADULT	5	SERIES	CHILDREN	3
BRAILLE	CHILDREN	1	LTFIC	CHILDREN	1	SF	ADULT	2
CENTRAL	ADULT	1	LTNONFIC	ADULT	2	SHORTSTORY	ADULT	2
DISPLAY	ADULT	1	MUSICCD	ADULT	17	SPANISHFIC	CHILDREN	1
DVDCLASSIC	ADULT	2	MYSTERY	ADULT	4	STORNONFIC	ADULT	2
DVDS	ADULT	77	NEWBIOG	ADULT	4	TRAVEL	ADULT	2
DVDTV	ADULT	10	NEWDVD	ADULT	2			
DVDWORLD	ADULT	4	NEWFICTION	ADULT	15			
EASYNF	CHILDREN	5	NEWGRAPHIC	CHILDREN	1	Transaction type	Count	Borrower
EASYREAD	CHILDREN	42	NEWLTFIC	ADULT	6	Checkouts	515	142
EXPRESSFIC	ADULT	8	NEWNONFIC	ADULT	19	Renewals	254	70
EXPRESSFIC	YOUNGADULT	1	NONFICTION	ADULT	118		769	176
EXPRESSNON	ADULT	2	NONFICTION	CHILDREN	16			
FICTION	ADULT	92	NONFICTION	YOUNGADULT	1			

B. Programs & Events

January 2025:

DATES	PROGRAM/EVENT	TYPE	AGE GROUP	ATTENDANCE	NOTES
M 1/6, 1/13, 1/27	Storytime w/ Nancy	On-site	0-5	10 + 12 + 28 = 50	Includes parents/caregivers
TH 1/23	Story & Craft w/ Nancy	On-site	0-5	10	
M 1/27	Art Class w/ Alexis	On-site	6-11	12	Waitlist
W 1/22	Art Class w/ Alexis	On-site	6-11	12	Waitlist
M 1/13	YAK	On-site	12-18	7	
F 1/17	Tween Trivia Night	On-site	12-18	23	
TU 1/21, 1/28	Art Class w/ Alexis	On-site	12-18	10 + 13 = 23	Waitlist
W 1/15	Adult Book Club	On-site	19+	12	
W 1/15	Create & Sip	On-site	19+	18	Waitlist
TH 1/23	Cheese 101	On-site	19+	13	Waitlist
W 1/29	Chair Yoga w/ Rochelle	On-site	19+	19	
TH 1/30	Screening of What Happened...	On-site	19+	76	to Jackson Ave: A Story of Urban Renewal
SU 1/12	Art Show Reception	On-site	general interest	225	Around the Town Celebrates Piermont in Art
TH 1/16	Family Bingo	On-site	general interest	5	
W 1/22	Parent Child Book Club	On-site	general interest	5	
			TOTAL:	510	

Other Services (Totals for Jan 2025)

Reference Questions	144
Library PC Use	76
WiFi Use	131
Bathroom Use	211

Events & Programs

February 2025:

DATES	PROGRAM/EVENT	TYPE	AGE GROUP	ATTENDANCE	NOTES
M 2/3, 2/10, 2/24	Storytime w/ Nancy	On-site	0-5	22, 42	Includes parents/caregivers
TH 2/13	Story & Craft w/ Nancy	On-site	0-5	2 registered	Valentine's Day theme
M 2/3	Healthy Snacks w/ Caitlin	On-site	6-11	7	
M 2/3, 2/10/ 2/24	Art Class w/ Alexis	On-site	6-11	11, 11	Waitlist
W 2/5, 2/12, 2/26	Art Class w/ Alexis	On-site	6-11	9	Waitlist
W 2/12	Doggie Storytime w/ Luna	On-site	6-11	3 registered	
TU 2/4, 2/11, 2/25	Art Class w/ Alexis	On-site	12-18	12 x 3 = 36	Waitlist
M 2/10	YAK	On-site	12-18	0	4 registered
W 2/19	Chair Yoga w/ Rochelle	On-site	19+	5 registered	Second session
W 2/19	Adult Book Club	On-site	19+		
	Art Show of the Month	On-site	general interest		Rose Gonnella; No reception this month
TU 2/18	Lois Cahall Author Event	On-site	general interest	6 registered	
W 2/19	Parent Child Book Club	On-site	general interest	No registrants yet	
TH 2/20	Hammer & Clay: 2 Films...	On-site	general interest	36 registered	by Christopher "Kit" Lucas
SU 2/23	Predators & Primates...	On-site	general interest	6 registered	in Piermont: A Photo/Video Tour by Dan Spitzer
TH 2/27	Family Bingo	On-site	general interest	3 registered	
			TOTAL:		

Other Services (Totals for Feb 2025)

Reference Questions	
Library PC Use	
WiFi Use	
Bathroom Use	

V. TREASURER'S REPORT

A. Monthly Report

Treasurer's Report - January 2025			Feb 12, 2025 Board Meeting
			Fiscal Year 2024-2025 Approved Budget \$436,520
Operating Account +	Capital Improvement Account =	Total Checking Funds (as of 1/31/25)	Investment Account (T-Bills) (mkt value as of 2/10/25)
\$27,083.35	\$38,239.03	\$65,322.38	\$545,954.36
			Inv. Returns = \$33,955.33 (since inception) Chg in Mkt Value 1YR=\$21,244.74
		Total Library Funds -	\$611,276.74
		<i>(Total Checking plus Investment Account)</i>	
Jan Revenue	Revenue YTD July '24-Jan '25	Revenue YTD July '23-Jan '24	Current % of budgeted revenue goal
\$24,378.00	\$457,003.01	\$426,384.26	104.7%
Jan Expenses	Expenses YTD July '24-Jan '25	Expenses YTD July '23-Jan '24	Current % of budgeted expenses
\$37,716.44	\$291,035.80	\$243,521.03	66.7%
Upcoming Projected/Completed Fundraising Revenue:			
Farmer's Market (June/July 2024)	\$400	Gift of Art Dec	\$2,404 Net (\$4,487 Gross)
Spotlight Auctions July/Oct	\$450	Annual Appeal Donations	\$9,026
Book Sale Sept-Oct	N/A	Spring Book Sale	
Pumpkin Decorating Oct	\$435	Craft Fair May	

Additional Notes:

- Piermont Village Tax levy - July 2024 \$301,716
- School District Funds - Oct 2024 \$89,737

- RCLS 2024 Assembly Bullet Aid Grant received Jan - \$20,000

C. Claim Sheet

Motion to approve the claim sheet made by Len Hunt. Seconded by Anne O'Brien. The motion passed unanimously.

D. T-Bill Reinvestment

The Budget & Finance Committee decided to reinvest funds from the T-Bill which came due in January into a six-month T-Bill. The reinvestment of the next two T-Bills due in April will be discussed at that time.

VI. DISCUSSION ITEMS

None

VII. COMMITTEE REPORTS

A. Search Committee Update

There are two candidates whom the committee would like to bring to the full board as finalists. We discussed when we would all be available to meet with the candidates, how that interview would be conducted, and the process by which we would decide on the next director.

B. Building & Grounds

- The electricians were here last week to replace the old, nonfunctioning light bulbs with the new LED lights. They'll be back next week to finish up. They're replacing all the light bulbs in the building with LED lights, including in the utility closet.

- Solar panels: Tina Roeder shared on the research she's done regarding solar panels. The costs seem prohibitive right now, but there is grant money from RCLS that would cover 50%. Sara Tucker recommended that we need to understand what the estimate of the cost is and weigh that with the benefit of installing solar panels. The committee will do more research, then make a recommendation to the Board.

C. Special Events & Fundraising

- The Spring Craft Fair is Saturday, May 3, 11am to 2pm. It's also Keep Rockland Beautiful's Cleanup day. Anne proposed the idea of having some kind of special attraction to get more people to come (such as having a petting zoo).

-Gift of Art: The Library's final net: \$2,404.

VIII. OLD BUSINESS

None.

IX. NEW BUSINESS

- A. BE IT RESOLVED THAT the Piermont Library Board of Trustees hereby approves a request for a combined additional \$150,000 in operating funds through the 259 Referendum to support the five libraries within SOCSO for 2025 with the allocations as presented of which the Piermont Library would receive \$101,240.

Motion to approve the resolution made by Shauna Wennerod. Seconded by Mitch Eiss. Motion passed unanimously.

- B. BE IT RESOLVED THAT the Piermont Library Board of Trustees hereby adopt the NYS required tax cap override language for the 2025-2026 Operating Budget:

Whereas, the adoption of the 2025 Operating Budget for the Piermont Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore BE IT RESOLVED THAT the Board of Trustees of the Piermont Library voted and approved to exceed the tax levy limit for 2025 by at least the sixty percent of the board of trustees as required by state law on February 12, 2025.

Motion to approve the NYS required tax cap override language made by Vicki Panetis. Seconded by Len Hunt. Motion passed unanimously.

- C. BE IT RESOLVED THAT the Piermont Library Board of Trustees hereby approves the Annual Report as prepared by members of the executive committee in the absence of a library director.

Motion to approve the Annual Report made by Mitch Eiss. Anne O'Brien seconded the motion. The motion passed unanimously.

XI. ADJOURNMENT

Motion to adjourn was made by Anne O'Brien. Seconded by Len Hunt. The motion passed unanimously. The meeting adjourned at 9:30pm.

