Memorial Fund Report for January 1971

First Federal Savings account:	$451.51
Security Trust Checking " :	107.94
Total:	$559.45

Gifts to the Library:

Sporting News donated by the publisher (same name).

DIRECTOR'S REPORT JANUARY(Feb.) 1971

CIRCULATION:
1971 - 9, 123 (+454)

PATRONS SERVED:
1971 - 2,513 (-311)

FINES:
$244.27 (+59.70)

STOCK:

Books	23,256	(+225)
Records	1,343	(+ 7)
Pamphlets	2,026	(+ 1)
Pictures	2,841	
Prints	52	
Maps	35	
Tapes	1	
Filmstrips	94	
Slides		
Sculpture	17	
Paperbacks	1,386	(+39)
Films	2	
Total	31,053	(+272)

STAFF NEWS:

Some illness has affected a few of our friends. Mr. Winsor Ireland has been in the hospital for some tests. Mr. Borlen has recently had eye surgery. Volunteer Norma Harmon has had to care for some grandchildren due to an auto accident suffered by their parents. Volunteer page, David DeGraff, reported that his mother had an operation this month. At one point the family was worried but now she is doing fine. Best wishes go to all of these for quick recoveries.

PROGRAMS:

Mrs. Fulford reports that about 109 children are registered for story hour. This is only about 3 less than last year.

Saturday morning films are averaging about 34 attendance (-6)

Volunteers in attendance at the January volunteer meeting was 5. 10 persons attended the first book review series. Special Loans: 16mm projector 3, 8mm projector 0 (-5) Filmstrip projector 2 (+2) Filmstrip loans 4 (+4)

OTHER:

1. The mini-prints have been put out for loan and publicity has been circulated on them. New large framed prints have been ordered for 1971 grants. We are not accepting a large number of these this year. We have 10-15 still on order that have not arrived and space will be limited to house them. We only ordered about half of the number we could have purchased. Some of our pictures will be "swapped" in a trading session with other libraries soon.

2. A new set of original paintings is in the library by local artist Rodolfo Siciliano.

3. After further talks with Mrs. Fulford, it was decided not to order the proposed folding screens for the children's section. Alternatives have been worked out that seem to be satisfactory. We thank Mrs. Ireland and Mr. Borlen for their help with this matter.

4. Hobby Show plans are progressing well. Mr. Nudd reports almost all of last year's exhibitors are signed up and a few new ones also have registered. Newspaper publicity seems to be better than last year, also, and this may increase attendance even more than previously.

5. I have learned that the Churchville-Chili school library is now open on Monday and Wednesday evenings. It will be interesting to see the development and evaluation of this program. It could have some effects on our business.

6. A booklist on Narcotics was prepared this month for the new Chili drug council. A copy is presented for your inspection.

7. Mrs. B.J. Connors has informed me that the Library Cadet program will be available again for this year. I would suggest we seriously consider obtaining another cadet this summer. Although, Mrs. Fulford is now on our staff, the extra help a cadet can give may make our summer programs that much more efficient and helpful.

8. After conferring with Mr. Moore, it was decided to ask our local churches to send us a copy of their publications referring to church and community events. These items can become valuable sources of local history material in the future. We will decide whether they should be kept indefinately or not, after we have recieved some of them for a while.

9. A grant of $150 is available for LARGE PRINT BOOKS, hobby books, or automobile books. We decided that we did not need more large print books at this time so we would save this amount for the later lists on hobby and auto books.

10. From Mr. Hacker's reports:

> The Pioneer Library System has received a Federal grant to purchase 5 Television video-tape recorders, television sets, and 100 tape libraries. One of these sets would be in each county library system headquarters. This new service may in the future have wide implications for even the smallest library as these cartridge taped systems will be financially feasable for all. A folder is presented on what I <u>think</u> is the system they will be purchasing.
>
> Library materials circulation in the MCLS increased 5.3% in 1970. Our library increased 13.2% placing us number 2 in percentage gainers.
>
> 11 community libraries now have copying service as of the first of this year compared to 6 in 1970. (720 copies made here in January)

11. Available for your inspection is a new form for reporting circulation and library activities to the system. We have added some additional items on the back to help us keep figrues for annual reports more easily.

12. A box with literature on drugs has been placed in the library. The Churchville-Chili drug council is keeping it supplied with pamphlets for people to pick up. As it takes up only a small counter space (in the YA section) and is not a "regular" display I was sure there was no need to consult with the board on this.

13. Rotating books retired, and added to our collection, equal 12.

Robert J. Dalley

SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY

January 6, 1971

A special meeting was called on January 6, 1971 by the chairman, Mrs. Barbara Ireland at 8 P.M.

Present: Mrs. Ireland, Chairman; Mrs. Wickins; Mr. Borlen; Mr. Brown; Mr. Moore; Mr. Dobbs, Librarian.

Review was made of library personnel with respect to the year of 1971, and with relation to the budget.

Decision was not finalized but recommendations were made that will become part of the agenda for the regular meeting of the Board of Trustees.

The next regular meeting will be held on Tuesday January 19, 1971.

Meeting adjourned at 11:15 P.M.

Respectfully submitted,

D C Borlen

David C. Borlen, Secretary

Board of Trustees of the Chili Public Library Regualr meeting January 19, 1971

The regular meeting of the Board of Trustees of the Chili Public Library was called to order by Mrs. Ireland at 8:30 P.M. at the Library, January 19, 1971

Present:

Mrs. Ireland	Mr. Brown	Mrs. Henderson
Mrs. Wickins	Mr. Moore	
Mr. Borlen	Mr. Dobbs, Librarian	

The minutes of the December 14th meeting were approved as read. The minutes of the special meetings held Dec. 30, 1970, and Jan. 6, 1971 were read and approved. Minutes

Mrs. Moore moved and Mr. Brown seconded a motion that the present slate of officers be continued for the year 1971, consisting of the following: Officers MOTION

Mrs. Ireland, Chairman
Mrs. Moore, Vice-Chairman
Mr. Borlen, Secretary (and Treasurer of the Memorial Fund)

MOTION CARRIED.

The chairman recommended each Board member continue to act for the Board in his specific responsibility as assigned by the Chairman.

Mr. Brown moved, seconded by Mr. Moore that Mr. Borlen be authorized to spend up to $70.00 for two screens for the children's area (after investigation and consultation with the Library staff.) MOTION CARRIED. Screens MOTION

Mrs. Ireland re-appointed Mr. Borlen and the Board confirmed his taking responsibilities of the building, grounds and equipment; and authorized him to make decisions when it is impractical to wait for Board action. Mr. Borlen re-appointment

Mrs. Wickins moved, seconded by Mr. Moore that the five Board members join the New York State Trustees Association at the cost of $5.00 per member (trustee) for the year 1971. MOTION CARRIED. Trustees MOTION

Mrs. Wickins made a motion, seconded by Mr. Moore that the bills on Abstract #1, page 1, items 1 through 11, totaling $235.23 be paid. MOTION CARRIED. Bills MOTION

The Librarian's report for December and the year 1971 was reviewed by the Board and tentatively approved. Lib. Report

Mr. Borlen made a motion, seconded by Mr. Moore that Mrs. Fulford and Mr. Dobbs be authorized to attend two book meetings per month, actual mileage to be paid for at 10¢ per mile. As part of the above motion this will also serve to re-affirm the policy that all other mileage must be authorized by the Board prior to any trips being made. MOTION CARRIED. Book-meeting & mileage MOTION

Mr. Borlen moved, seconded by Mr. Moore that Mrs. Fulford's hours be increased from 20 to 22 hours per week (this so that she may attend the extra book-meeting.). MOTION CARRIED. Hour increase MOTION

A motion was made by Mr. Borlen, seconded by Mr. Brown that the following increase in wages to staff members starting with payroll #2. Wage increase MOTION

Helene Morgan (Typist-clerk)	from	$2.10	to $2.40
Thelma Dumbleton " "	"	$2.20	" $2.50
Bertha Henderson (Sr. Lib. Clk.)	from	$2.85	to $3.05
Barbara Criddle (Page)	From	$1.35	to $1.40
David DeGraff " "	"	$1.35	" $1.40
Kathleen Kelly " "	"	$1.35	" $1.40
Robin Kenyon " "	"	$1.35	" $1.40

Barbara Stein (Page) from $1.35 to $1.40
Laura Woods " " $1.35 " $1.40

Wage increase MOTION

MOTION CARRIED.

Mr. Brown moved, seconded by Mr. Moore that Mr. Dobbs be given a cost of living increase of 6%, amounting to $395.50 per payroll period, starting with Payroll #2. Vote was as follows:

Mr. Dobbs' salary MOTION

Approved:	Disapproved:	Abstained:
Mr. Moore	Mr. Borlen	Mrs. Ireland
Mrs. Wickins		
Mr. Brown		

MOTION CARRIED.

Mr. Borlen made a motion, seconded by Mr. Brown that the "Mini-Prints" be allowed to circulate on the same basis as the large framed prints; that is: each to circulate for one month with no renewals, fine: 25¢ per day. These prints bearing the Chili Library label must be returned to this library.

MINI-PRINTS MOTION

MOTION CARRIED.

Mr. Borlen reported the Memorial Fund is as follows:

Security Trust (checking)	$107.94	
First Federal Savings	$451.51	
	$559.45	Total

Mrs. Wickins moved, seconded by Mr. Brown that the Library be closed on the following holidays:

New Year's Day	Jan.1	Labor Day	Sept.6
Memorial Day	May 30 (31)	Thanksgiving Day	Nov. 25
Independence Day	July 4 (5)	Christmas	Dec. 25

Holiday closings MOTION

MOTION CARRIED.

A motion was made by Mr. Borlen, seconded by Mr. Moore that we divorce ourselves entirely from the operation of the Xerox copier on the followong basis:

XEROX COPIER

1. That a sign be immediately placed on the machine, reading: "This machine courtesy of Chili Business Men's Association".

MOTION

2. The keys to cash box be returned immediately to Mr. Whelpton, as we do not want to involve ourselves in any of the financial transactions.
3. The Chili Library staff should assume no responsibility for collection of monies or other details with respect to the operation of this equipment.**
4. That a release be obtained through the Chili Business Men's Association protecting the Town of Chili and the Chili Public Library from any liability that may arrise to vandalism, use or misuse, theft and fire et. al.
(Our insurance does not cover this machine.)

MOTION CARRIED.

** Mrs. Ireland conferred with Mr. Charlton, President of the Business Men's association. It was agreed the Library personnel will handle the cash until the new cash box that takes quarters is installed. (Approx. two weeks).

Meeting adjourned at 10:45 P.M.

D C Borlen

Resp. submitted

D.C. Borlen, Sec.

REGULAR MEETING OF THE CHILI PUBLIC LIBRARY February 17, 1971
BOARD OF TRUSTEES

The regular meeting of the Board of Trustees of the Chili Public Library was called to order by the chairman, Mrs. Ireland, at 9 P.M. Feb. 17, 1971.

Present: Mrs. Ireland, Mrs. Wickins, Mr. Moore, Mr. Dobbs, Librarian, Mrs. Henderson

Absent: Mr. Borlen, Mr. Brown

Mrs. Wickins moved the minutes be approved as read. Mr. Moore seconded the motion. MOTION CARRIED. — Minutes MOTION

Mr. Moore made a motion, seconded by Mrs. Wickins that bill on Abstract #2, pg.1, items 12 through 25 totaling $886.54 be paid. MOTION CARRIED. — Bills Motion

Mrs. Ireland read a letter from the Library Trustees foundation of New York State regarding enrollment of the Board of Trustees (as a board) as a member of the Library Trustee Foundation of New York State. A local representative of the Foundation may visit a meeting of our board. Membership dues for the year is $25.00. — Library Trustee Foundation

Mr. Dobbs had an in-depth discussion concerning the "library materials" part of the budget in regard to getting full use out of the budget. — Trial Budget

A motion was made by Mr. Moore, seconded by Mrs. Wickins that Mr. Dobbs apply for a Library Cadet for the summer from the Library Cadet Recruitment Service of M.C.L.S. The program is headed by Mrs. B.J.Connors. MOTION CARRIED. — Library Cadet

Mr. Dobbs had discussed with Mr. Moore the possibility of local churches sending the library a copy of their church news-letter. This is a means of collecting local historical information to be kept on file. Mr. Moore would help determine the evaluation of this project. — News-letters from churches

Mrs. Wickins moved and Mrs. Ireland seconded the motion that the library collect these news-letters to be kept on file. MOTION CARRIED. — MOTION

The director's report was accepted as read. — Director's report

Mr. Moore moved and Mrs. Wickins seconded a motion that the library act to accept the new grant of Framed Prints, as well as a book grant of $150.00 for hobby and automobile books. MOTION CARRIED. — Framed-print & Book Grant MOTION

Discussion on policy regarding the pages was tabled until next meeting. — Policy

Mr. Moore made a motion seconded by Mrs. Wickins to pay Mrs. Fulford, Mrs. Dumbleton, Mrs. Morgan and Mrs. Henderson for their hours lost due to the emergency closing of the Library caused by the snow storm, Feb. 15th. Each to receive compensation for the hours scheduled to work. MOTION CARRIED. — Snow storm closing MOTION

After some discussion regarding the date for the Trustees meeting, it was felt it would be better to hold the meeting earlier in the month. — Board Meeting Date

It was decided the next meeting would be March 9th.

Memorial fund report attached.

Meeting adjourned at 11 P.M.

Respectfully submitted,
Ruth Henderson
Sec. Pro-tem

DIRECTOR'S REPORT MARCH(April) 1971

CIRCULATION:

1971- -10,163 (-143)

PATRONS SERVED:

1971- - 4,107 (-204)

FINES:

$327.50 (+143.61)

GAINES

Contemporary theater -app. $75.
Drug & Narcotics - " $75.
Language Instruction records - " $36.
j Language books $50.
$236. (not discounted)

STOCK:

Books	23,437	(+213)
Records	1,330	(+15)
Pamphlets	2,027	(+ 1)
Pictures	2,846	(+ 5)
Prints	71	
Maps	36	(+ 1)
Tapes	1	
Filmstrips	94	
Slides		
Sculptures	18	
Paperbacks	1,353	(- 31)
Films	2	
Total:	31,408	(+204)

STAFF:

It was most unfortunate for us to learn that deaths have affected some of our present and previous staff. The mother of Laura Woods, one of our pages, passed away and likewise the mother of one of our previous pages, Patti O'Connor. We also learned that Patti has recently been married.

Our page Barbara Stein was selected salutatorian of her graduating class.
Volunteer Mrs. Phyllis Johnson and her husband were interviewed in the "Kodakery in regard to their collection of Antique Music Boxes.
Volunteer Mrs. Eleanor Borlen has consented to sort through our back publicity items (newspaper clippings, flyers, and photographs) and to arrange them chronologically into a history of the library and to continue to add to this notebook.

PROGRAMS & SERVICES:

Report on programs: Mrs. Fulford (see next page)
Special loans: 16mm projector-10 (+7); Filmstrip projector - 3; 8mm projector - 0
Filmstrip loans - 26 (+22) I.LL. Films - 5 (+4)
Copier made about 706 copies
Memorial Fund Report: (attached)

OTHER:

1. The Friends will have their annual meeting on May 4th at 8:00 p.m. The speaker will be Mr. Bob Penrod of radio station WHAM. He will give a slide presentation on the railroads of Rochester, their past and future. This program was developed as part of Transportation Month for the Monroe Co. Sesqui-Centennial.

2. We have been informed by Baker & Taylor (our largest book dealer) that they will now be charging us $.06 per book shipping as they will no longer absorb shipping charges.

3. RPL has announced their summer cut-back in hours. They will be closed Saturdays beginning June 12 through Sept. 4. In addition all of their branch units will be closed two evenings a week. We will discuss our summer hours at the next meeting.

4. Our formal request for a cadet this summer has been submitted and there should be no problem obtaining one for us. Next summer, however, this program is definitely not going to be available.

5. For your information: (From Mr. Hacker's April report)
The distribution of grant programs throughout the county,(outlined in the policy you are considering tonight) is as follows: Of the 34 community libraries;

32 will participate in the 8mm reel program
30 will participate in the cassette tape program
29 will participate in the children's story cassette program
5 libraries will participate in the 8mm loop program, one more joined the previous four.

The EVR (electronic video recorder) program, funded by the federal government is being reviewed with two of the five units resting in Monroe County. They will be used for demonstration purposes and can be used by any of the libraries. They will not be loaned to individuals.

6.Here is some information, in which you might be interested, concerning the problem of the Gates-Chili school district re-scheduling. The map on the wall outlines the four school districts in Chili. Although not the largest, Gates-Chili does have a higher concentration of population. The blue dots indicate the approximate location of the library borrowers who filled out our A-V questionnaire in October. Over half of those are in the Gates-Chili area.

In addition, we took an informal poll for about 2 weeks and discovered that of all the students that come into our library, Gates-Chili students outnumbered the others about two to one. Church-Ville Chili was next with the parochial running a close third and Wheatland was almost nil.

This information is submitted to show that whatever requests are made of us by the Gates-Chili school district they may be valid and worth considering because of the number of those people that we serve.

7. April 18 through 24 is both National Library Week and Conservation Week. Displays are in the library commemorating both events.

8. The artist of the month (April) is Mrs. Dorthea Mellin of, 118 Renour Drive.

9. I had neglected to mention in last month's report that Feb. 1971 had a record circulation of 10, 421 beating out March, July and August 1970 which were all over 10,000.

10. For your information: The Chili Garden Club will hold a Flower Show in the Town Hall May 15, 1971 from 1:30 to 5:00 p.m.

MRS. FULFORD'S REPORT:

The Spring story hours are past the half way mark now, and although the overall registration was low, the attendance at individual sessions has been consistently high. (There are four groups of 4-5 year olds, and one group of 3 year olds. Multi-media are still being used to present stories, and the older children have responded well. The younger ones, however, are best reached by telling simple stories with large illustrations.

The Mini-Masters were introduced both to parents and children at the story hours. (Beatrix Potter's "Mouse in Mop Cap" was used.) They seem to be popular, perhaps more with parents than the children initially. The prints are displayed on a small bulletin board in the children's section. The first few weeks they were part of an art book display which attracted favorable attention.

Much time recently has been spent on planning for the summer programs. There will be the usual play-ground story hours, the pre-school session in the library, and the reading club for older children. Some ideas have been taken from previous years. Hopefully, there will be a cadet to assist with some parts of the program.

We have had visits from some nursery school groups. An attempt was made to introduce them generally to what things are available in the library for children. Objects, such as a filmstrip, a record, a picture book, were placed on a round table and discussed. One group was given a story using the flannel board.

Saturday morning film attendance averaged about 25, about 15 less than last year at this time.

Respectfully submitted,

Robert J. Dobbs, Jr.
Director

MINUTES OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING March 9, 1971

The meeting was called to order by Chairman Mrs. Ireland at 8 P.M. March 9, 1971.

Present: Mrs. Ireland, Mrs. Wickins, Mr. Moore, Mr. Brown, Mr. Dobbs, Librarian and Mrs. Henderson.
Absent: Mr. Borlen.

The minutes were approved as read.
The Librarian's report was accepted as read.
Mrs. Ireland acknowledged a thank-you letter from Mr. Dobbs in appreciation of the salary increments received by the staff. COMMUNICATIONS
There was some discussion regarding the letter from the Farmingdale Public Lib. It was decidedmore information might be available after a discussion with a Representative of the Trustees Foundation.
Mrs. Ireland felt that a 'thank-you' letter should be sent to the 'Friends of the Library' committee (Mr. Nudd, chairman) for their effort on behalf of the Hobby Show.
Mr. Moore moved, Mr. Brown seconded a motion that a letter be sent to each hobbyist exhibiting at the show, from the board of trustees, expressing appreciation for their participation in this annual affair, and stressing the importance of this event and what it has done to benefit the library growth and publicity. Letter to hobbyist MOTION
MOTION CARRIED.
A special 'thank-you'note should be sent to Mr. Sidnay Bowman from the Trustees for his donation to the library of the rear projection screen.

Mr. Moore moved and Mrs. Wickins seconded a motion to pay bills on abstract #3 page 1, items 26 through 34, totaling $441.77. MOTION CARRIED. Bills MOTION

The trial balance was accepted as presented. Trial balance

Mr. Brown deferred the report on page personnel until next meeting.

Memorial Fund report was read to the board. (Exhibit #2. Mem.Fund

The library has an opportunity to purchase a second hand slide projector (carrousel) which had been recommended by Mr. Robert Nudd. Cost: $65.00. Mr. Moore made a motion, seconded by Mr. Brown that Mr. Dobbs be authorized to purchase this projector with money from the Memorial Fund. MOTION CARRIED. Slide projector MOTION

Mr. Brown made a motion, seconded by Mr. Moore that Mrs. Fulford be paid mileage for the book-meeting and framed-print exchange that she and Mrs. Henderson attended March 10, 1971. MOTION CARRIED. Mileage Mrs. Fulford

Policy will be discussed when an outline of Grants is published by MCLS. Grant policy

Mr. William Kelly, county legislator, has recommended that all libraries be given a copy of the Monroe County Budget book. The Board felt it would be worthwhile to lend Mr. Kelly moral support in appropriating this book. A letter will be sent to him expressing our support. Monroe County Budget book

The April meeting will be held on the 3rd Tuesday-April 20th, since the second Tuesday falls in Easter week.

Meeting adjourned at 10:00 P.M.

Respectfully submitted,
Bertha Henderson, Sec. Pro-tem.
Bertha Henderson

DIRECTOR'S REPORT FEBRUARY (MAR) 1971
March 9, 1971 Meeting

CIRCULATION:

1971 ---- 10,421 (+1,763)

PATRONS SERVED:

1971 --- 2,803 (-361)

FINES:

$235.46 (+91.95)

GRANTS:

STOCK:

Books	23,437	(+181)
Records	1,315	(-25)
Pamphlets	2,026	
Pictures	2,841	
Prints	71	(+19)
Maps	35	
Tapes	1	
Filmstrips	94	
Slides		
Sculpture	18	(+ 1)
Paperbacks	1,384	(-2)
Films	2	
Total	31,224	(+171)

STAFF:
Hilda Howl has taken about 2 weeks vacation, as she had the opportunity to visit her son in California.

PROGRAMS AND SERVICES:
Saturday morning films are averaging about 33 (+2).
17 persons attended the second book review sessions. (+7 over previous program)
Special loans: 16mm projector-- 8 (+1). Filmstrip projector-- 2 (-1).
8mm projector -- 0 (-5). Screen-- 4 (+3) Filmstrip loans -- 15 (-7).
I.L.L. Films -- 8 (+4 over previous month).

THE HOBBY SHOW: Attendance was about 1,100, an increase of 225 over last year's "actual" count, although it is estimated both years were in fact higher. Circulation for both days was 787 (+303). $184 was grossed on the booksale. Because of many request, we decided to keep the books to sell through Wednesday.

Photo-copier made only about 130 copies for the month.

Two Parkminister nursery school groups visited the library this month.

OTHER:
1. On "Gifts" list attached to file copy of this report, it should be noted that Mr. Sid Bowman has donated a rear-view screen for our use. Also, a gift of up to $25 for books, from a prepared list, was given by the local Republican Club.
2. With Mrs. Howl's absense, the library was "straightened-up" by some of the library staff. However, for one day, we will be hiring a person to clean since the hobby show left us in great need of a thorough cleaning. The Town is using this person also and it will cost us only about $10.00.

3. Because of extreme weather conditions on March 4th, Mr. Kent suggested at 2.00 p.m. that the library close and all staff leave immediately. This closing did not affect any personnel requiring board action on payroll.

Respectfully submitted,

Exhibit #2

MEMORIAL FUND REPORT March 9, 1971 (For Feb.)

Balance January 1, 1971

Security Trust checking account:	$107.94	
First Federal Savings " :	451.51	
	$559.45	Total

(Interest to be added for Dec. 1970 and March 1971)

Gifts to be added to savings account:

St. Christopher's Women's Guild	1/18/71	$15.00	
Mr. And Mrs. Richard Harrington	3/3/71	3.00	
		$18.00	Total

This brings the savings account up to:	$469.51
" " " Total " " :	$577.45

Gift book:

The American Heritage book of Great Historic Places
Donor: Mary Parkhurst in memory of Raymond Parkhurst

Other:

Rear projection screen
Donor: Mr. Sidney Bowman

Chili Women's Republican Club has offered to buy the library a new book or books,(each year), not to exceed the total sum of $25.00.

MEMORIAL FUND REPORT FOR MARCH 1971

Balance March 31, 1971

Security Trust Checking account	$107.94	
First Federal Savings "	475.10	
	$583.04	Total

Previous balance Feb. 28, 1971 $559.43

Additions:

March 15, 1971 Interest	$ 5.59	
" " " Cash dep.	18.00	
		23.59
		$583.04

(Previous Savings acc't. bal.)	451.51	
(Interest & cash)	23.59	
	$475.10	Present balamce in Savings acc't.

GIFTS RECEIVED IN MARCH 1971

New book: "We propose, a modern Congress"
Donor: State Assembleman Frank Carroll

Several used paperbacks--given anonymously

DIRECTOR'S April -(May) 1971

CIRCULATION

1971..... 10,475 (+ 1,796)

PATRONS SERVED

1971..... 3,427 (-46)

FINES

$199.92 (-18.98)

GRANTS

$150.00 - Handicraft books
(not Discounted)

STOCK

Books.....	23,830	(+393)
Records.....	1,353	(+ 23)
Pamphlets.....	2,040	(+ 13)
Pictures.....	2,850	(+ 4)
Prints.....	71	
Maps.....	36	
Tapes.....	1	
Filmstrips.....	114	(+ 20)
Slides.....		
Sculpture.....	18	
Films.....	2	
Paper Backs..	1,407	(+54)
	31,722	(+507)

PROGRAMS AND SERVICES:

Special loans: 16mm projector-1; 8mm projector 5 (-1); Filmstrip projector 3 (+2); screen 0; filmstrip loans 4 (-6); film loops 5 (+5); copier 661 copies.

Mrs. Fulfords reports (on next page); Memorial Fund Report (attached)

OTHER:

1. The Friends annual meeting May 4, was attended by about 65 persons. This was a very good attendance compared to other programs. We are pleased it was so well received.

2. Summer programs will be the same as last year with pre-school story hours, summer reading club (for 4th, 5th, and 6th graders), and the playground story hours.

   In an effort to reach some of the people who may not have come into the library before because they was somewhat remote geographically, we will run a miniature "Bookmobile" service which will be in connection with our playground story hours. Since we have to be at Clifton, Hubbard and Ballantyne Parks anyway, we will take along some adult books that may be borrowed there at the playground.

3. I will be glad to discuss with the board the contents of the meeting I attended at Gates-Chili High on April 20, 1971. I do not need to go into detail here but I can simply state that I do not feel there is any reason for us to be greatly concerned with their schedule change nor do we need to make any kind of alteration in our schedules because of it.

Continued:

4. Vacation Schedules (For your information)

May 19 - June 2	Mr. Dobbs
May 24 - 29th	Mrs. Henderson
June 7 - 12th	Mrs. Fulford
June21 - 26th	Mrs. Morgan
Mrs. Dumbleton July 5-10th	
July 19-31	Mrs. Morgan
July 22-Aug. 7th	Mrs. Henderson
Aug. 23-28th	Mrs. Morgan

Mrs. Dumbleton, will be gone same as last summer, possibly working 8 hrs per week and substituting for vactioners.

Mr. Dobbs, additional vacation when it is possible.

5. We have been informed, officially, that we will be receiving a library cadet.

6. April was another record circulation month having a + 54 over February 1971.

Mrs. Fulford"s report:

At the last children's Book Meeting, April 28, 1971, we were given information on two new A.V. programs. Chili is participating in both. One is the MCLS Rotating Story Cassette Programs. During the months of June and December we will have 20 tapes and one battery operated player to use in the library. Unfortunately, these happen to be months when we have a break in our programs for children.. We are going to try to do something about this so that we'll have the opportunity to use the story tapes with groups of children.

The other program is not yet fully set up. Participating libraries will receive 100 films, a color T.V., a teleplayer, and facilities for housing them on a rotating basis. The materials are expected to arrive by late May and a schedule will be planned.

This program is merely for demonstration purposes and is not an individual grant or meant to be loaned.

MEMORIAL FUND REPORT FOR THE MONTH OF APRIL

First Federal Savings Account:	Balance as of March 15, 1971:	$475.10	(No change)
Security Trust Checking " :		$107.94	"
	Total:	583.04	"

Gifts:

Baseball Book from the New York Mets

Used books:

Mrs. Rathbun
211 Chestnut Ridge Rd.

Mrs. Loretta Johnson
1901 Westside Dr.

Mrs. Colleen Sarazyn
20 Daunton Dr.

Mrs. Ethel Mosher
42 Fenton Rd.

Mrs. Barbara Feltner
3710 Union St. N. Chili 14815

Paperbacks

Mrs. Johanna Horstman
Mrs. ann Kenedy
Mrs. Marge Morris

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY April 20, 1971

The meeting was called to order by Chairman Mrs, Ireland at 7:30 P.M.

Present: Mr. Borlen; Mr. Moore; Mrs. Wickins; Mrs Ireland, Chairman; Mr. Criddle, Town Liason; Mr. Dobbs, Librarian; Mrs. Henderson.
Absent: Mr. Brown.

Mr. Moore moved, Mr. Borlen seconded a motion to pay the bills on abstract # 4 items 35 through 58, amounting to $1371.14. MOTION CARRIED. — Bills MOTION

Mr. Dobbs was excused from the meeting to attend one at the Gates-Chili School.

The Librarian's report was tentatively approved. — Librarian report

The report of the Memorial Fund was reviewed. Copy is attached. — Mem. Fund

Mrs. Fulford's probationary period was reviewed by the Board and Mr. Borlen moved, seconded by Mr. Moore, to increase Mrs. Fulford's salary 20¢ per hour (from $3.60 to $3.80), starting with payroll #10. Her hours are to remain the same. MOTION CARRIED — Salary increase (Fulford) MOTION

It was decided to postpone a review of policy concerning the pages until the next regular meeting. — Pages policy

Mr. Moore moved, seconded by Mrs. Wickins that the policy as outlined April 20th be adopted with the following change: "EMERGENCY CLOSINGS AUTHORIZED BY CHAIRMAN OF THE BOARD OF TRUSTEES". MOTION CARRIED — Policy on Snow Lunch Payroll MOTION

Mr. Borlen reported that insurance on library materials had been increased to $50,000.00 as authorized by the Board. — Ins. increas

A motion was made by Mr. Moore, seconded by Mrs. Wickins to confirm purchase of an 8mm projector for the sum of $65.00. MOTION CARRIED. — 8MM Project MOTION

This will correct a motion in the March 9th meeting authorizing purchase of a carrousel slide projector for $65.00. Any further requirement for a slide projector will be taken up with the Board.

Mr. Moore and Mrs. Ireland reviewed with the Board a project to be considered by the "Friends of the Library" to attain slides, pictures, or photographs of pictures to make a collection of historical pictures of the Town of Chili. — Project Friends

The Board expressed agreement that this was a worthwhile project, but found formal approval could not be made until further information is obtained regarding release forms, physical area required in the library and costs, if any that may be involved.

It was noted that in the Librarian's report for April that volunteer Mrs. Eleanor Borlen had consented to sort through the publicity items and photographs and arrange them chronologically and add them to a notebook. Motion made by Mrs. Wickins, seconded by Mr. Moore to procure a notebook, similar to the Memorial book, to hold this collection of clipping, etc. MOTION CARRIED. — Notebook purchase MOTION

The Chairman reminded the Board of the meeting of the Friends of the Library to be held May 4, 1971, and requested hopefully that all would attend. — Friends Annual Meeting.

Next regular meeting Tuesday May 11, 1971.

Respectfully submitted,

David C. Borlen, Sec.

DCBorlen

POLICY

(Personnel)

April 20, 1971

SNOW DAYS, LUNCH HOURS, PAYROLL-UNITS

Snow Policy

It is the policy of the Board that when the library is closed on a scheduled working day because of severe weather conditions, the employee(s) scheduled to work on that day will receive his normal compensation for the time scheduled. — LIBRARY CLOSED: COMPENSATION

Pages scheduled to work on a day when the library is closed will not be compensated. — PAGES

If the library is open, no compensation will be paid for time lost due to weather conditions. — LIBRARY OPEN

EMERGENCY CLOSINGS AUTHORIZED BY THE CHAIRMAN OF THE BOARD OF TRUSTEES.

Lunch Hours

It is the policy of the Board that any employee working a full eight hour shift should take a lunch hour close to a mid-point in their working schedule. However, it is also recognized that due to established practice this lunch hour has not been observed. — LUNCH HOUR

Current employees may continue to work their existing schedule with the approval of the Director and may continue to eat their lunch during their "break time." — BREAK

It is further recognized that should conditions dictate, this individual would be available for duties during this break period.

Employees hired after this date will have their hours established with a lunch hour incorporated in their working schedule. — FUTURE SCHEDULING

Payroll - Units(time)

For payroll purposes; it should be understood that no unit less than one-half (1/2) hour will be tabulated for remuneration. — HALF-HOUR UNITS

MEMORIAL FUND REPORT FOR MAY 1971

First Federal Savings account		$ 475.10
Security Trust checking "		107.94
	Total	$ 583.04

(Same as last month)

Gifts:

Landmarks of Dutchess County
The 19th Century Architecture of Saratoga Springs

Donor: N.Y.S. Council of the Arts

Scotts Coin Catalog
Donor: Chili Coin Club In Mem.: Mrs. Kitty Hutzler

Projection Screen
Donor: Golden Age Club

Used Books:

Mr. John Wiest
50 Bright Oaks Dr. 14624

Mr. Leonard Goldzweig
81 Hillary Dr. 14624

Mrs. Leslie J. Lewis
77 Archer Rd. 14624

MINUTES OF THE REGULAR MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES May 11, 1971

The meeting was called to order by the Chairman, Mrs. Ireland, at 8:30 P.M.

Present; Mrs. Ireland, Chairman; Mr. Moore; Mr. Borlen; Mr. Dobbs, director; Mrs. Henderson.
Absent: Mrs. Wickins; Mr. Brown.

The minutes of the previous meeting were approved as read.

Mr. Moore made a motion, seconded by Mr. Borlen, that the bills on Abstract #5, items 59 through 70, in the amount of $ 731.91 be paid. MOTION CARRIED. — Bills MOTION

The Librarian's report was tentatively approved after some discussion. — Librarian's Report

The Memorial Fund report is attached. — Mem. Fund

Mr. Borlen made a motion, seconded by Mr. Moore that the Policy for Pages and Volunteer Pages dated April 21, 1971 by approved with the following change: "RECOMMENDED MINIMUM AGE OF VOLUNTEER PAGES SHOULD BE 15 YEARS OF AGE. MOTION CARRIED. — Page Policy MOTION

There was further discussion with respect to the possibility of procuring a sign for the Library at a moderate cost. Mr. Borlen was requested to investigate this and report to the Board regarding the cost. — Sign for Library

Mr. Borlen reported on the conversation with the Garden Club and advised they were going to replace 4 evergreens. In this connection Mr. Moore moved, seconded by Mr. Borlen that $50.00 be authorized for use in assisting this Beautification Program. MOTION CARRIED. — Garden Club MOTION

MR. Borlen moved, seconded by Mr. Moore, to accept the Grant policy dated March 1971; the Grant being tentatively approved subject to further discussion and revision on a continuint basis. MOTION CARRIED. — GRANT Policy MOTION

Mrs.Ireland and Mr. Borlen representing the Board met with the Chili Business Group Monday May 10th to discuss the results after six months trial of the 720 Xerox machine. Xerox representatives also were present. It became quite apparent that it is virtually impossible at this time to generate enough copying for the Business Group to break even on this equipment. They are currently running in the red up to approximately 100 per month, which would mean that the usage of this machine would have to more than double. Although they have not formally advised us, we believe they will remove it. Mr. Whelpton expressed appreciation for the fine cooperation received from the Board and Staff, and felt everything had been done that could be to make a success of this venture. — Xerox Machine

Mr. Borlen made a motion, seconded by Mr. Moore that the Library be closed Saturdays starting June 19th and reopening September 11th. MOTION CARRIED. — CLOSE SAT. MOTION

Mr. Moore moved, seconded by Mr. Borlen that the Library close Friday, May 21, at 6 P.M. due to the Fireman's Carnival which presents a traffic hazzard for both library staff and patrons. MOTION CARRIED. — CARNIVAL MOTION

Mr. moved, seconded by Mr. Moore that Mrs. Fulford be authorized to attend the May 19th book-meeting. (Mr. Dobbs will be on vacation). MOTION CARRIED. — Book-meet MOTION

Mr. Borlen was instructed to write a letter to the Friends in appreciation of the fine programs put on by them this year. — Friends

Respectfully submitted, D.C. Borlen

D.C. Borlen,Sec.

MINUTES OF A SPECIAL MEETING OF THE BOARD OF TRUSTEES MAY 26, 1971

The special meeting was called ot order by Chairman Mrs. Ireland at 4 P.M.

Present: Mrs. Ireland
Mrs. Wickins
Mr. Moore M
Mr. Brown
Mr. Borlen

This meeting was called by the chairman to review the Petty Cash Fund which needed to be adjusted because of special mailings for the collection of fines, as well as notification of fines and overdues.

Mr. Borlen moved and Mr. Moore seconded a motion to authorize the treasurer to write a check of $28.91 to reimburse the Petty Cash Fund. Abstract #5, page 1, item #71. MOTION CARRIED

Meeting adjourned at 4:30 P.M.

Respectfully submitted,

D.C.Borlen, Secretary

DIRECTOR'S REPORT --~~May~~--(June) ~~1971~~

CIRCULATION:

1971.....8,005 (+ 1,075)

PATRONS SERVED:

1971.....3,181 (+ 1,029)

FINES

$331.79 (+ 65.85)

GRANTS

Juvenile replacement books - 115.00 (Not Discounted)

STOCK

Books.....	24,021	(+191)
Records.....	1,344	(- 9)
Pamphlets.....	2,047	(+ 7)
Pictures.....	2,877	(+ 27)
Prints.....	86	(+ 15)
Maps.....	36	
Tapes.....	1	
Filmstrips....	128	(+ 14)
Slides.....		
Sculpture.....	18	
Films.....	2	
PB.....	1,435	(+ 28)
Total	31,995	(+273)

PROGRAMS AND SERVICES:

Special loans; 16mm projector - 3 (+1); 8mm projector - 4 (-2)
Screen - 0; Filmstrip project - 2 (-1); Filmstrip loans - 13 (+6);
Copiers; 813 copies. ILL Films 4 (+4)

OTHER

1. On June 8th a talk and tour was given to a group of women from the Grace Church of the Nazarene. They were please to learn of services and materials that we have with which they were not familiar.

2. Additional film loops have arrived under the new grant and half of our previous collection has been rotated. These will be rotated on a six month basis.

3. The Chili Garden Club has added new flowers, in keg holders, on the front porch area. Mrs. Bickel, the president, was sent a thank you note. Further projects will be undertaken after her discussions with Mr. Borlen.

4. A small bookmark, with brief information alerting people to the fact that we have materials on narcotics, was distributed to Chili residents with other materials passed out on the recent "Mother's march against drugs".

5. From Mrs. Fulford:
   With the arrival of our cadet, Deborah Repko, the summer programs are taking definite shape. We will be dividing the playground story hours equally between us - each giving three a week.
   Registration for the pre-schoolers and the reading club has begun. We have publicized these activities through newspaper items a fliers distributed at the schools, but as of this time(only the second day) the response has been slow.

Respectfully submitted:

MEMORIAL FUNE REPORT FOR JUNE 1971 (July)

First Federal Savings account		$475.10
Security Trust checking account		$107.94
	Total:	$583.04

(Same as last month)

GIFTS:

Baseball Register
Donor: New York Yankees

Japan of Today
Donor: Consulate General of Japan

Used Books:
Donors: Mrs. Lowel Glick
190 Palmer Rd. Churchville, N.Y.

Mr. Stephen Sorochtey
27 Westway Dr. 14624

Mrs. Henry Versluys
40 Jensen Dr. 14624

Mrs. Roy Yurkunas
278 Crittenden Way 14623

Mrs. Rita Voos
22 Bishopgate Dr. 14624

REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY June 15, 1971

The regular meeting was called to order by Chairman Mrs. Ireland at 8P.M.

Present: Mrs. Ireland, Chairman; Mr. Borlen, Mr. Brown, Mr. Moore, Mr. Dobbs, Director; Mrs. Henderson.
Absent: Mrs. Wickins.

Minutes were approved as read,

Mr. Borlen made a motion, seconded by Mr. Brown, to pay bills on abstract #6, page 1, items 72 through 89 totaling: $962.57. MOTION CARRIED . BILLS MOTION

Mrs. Ireland and Mr. Borlen met with the Chili Garden Club in front of the Library to review problems in connections with foundation planting. SHRUBS
A letter dated June 10, 1971 from the Garden Club was read to the Board. Mrs. Ireland has agreed to have Mr. Wicks inspect this area and make possible recommendations for improving conditions for successfully growing shrubs.

Mr. Borlen made a motion, seconded by Mr. Brown that the salaries of Helene Morgan and Thelma Dumbleton be increased $.20 per hour: PT staff increase in salary MOTION
Helen Morgan from $2.40 to $2.60.
Thelma Dumbleton from $2.50 to $2.70
Increase to start with payroll # 14. MOTION CARRIED .

Mr. Borlen made a motion, seconded by Mr. Brown to pay vacation for part-time personnel Helene Morgan and Thelma dumbleton as follows: PT staff Vacation MOTION
Thelma Dumbleton: 24 hours
Helene Morgan: 30 hours. MOTION CARRIED.

Mr. Moore made a motion, seconded by Mr. Brown to close the Library on July 5th (July 4th). Motion carried. July 5th closing MOTION

Mr. Moore made a motion, seconded by Mr Brown that mileage be paid at the rate of $.10 per mile to and from the playgrounds to Mrs. Fulford or Miss Rebko (or other person authorized to make the trips.) MOTION CARRIED. MILEAGE playgrpu MOTION

Miss Debbie Rebko was presented to the Board and a brief review was made of her duties and activities for the Library for the summer. CADET

Recognition of Pages graduating(Kathy Kelly and Barbara Stein) is to be made a part of these minutes. The secretary was requested to write letters of congratualtions to both from the Board and Staff. PAGES

There was a general discussion of the proposed budget for 1972 and some priorities the Board may want to include. BUDGET
There will be further discussion and recommendations made at the July meeting.

Meeting adjourned at 9:45.

Nexr meeting: July 13, 1971.

Respectfully submitted,

D C Borlen

D.C. Borlen, Sec.

DIRECTOR'S REPORT JULY (July) 1971

CIRCULATION:

1971.....8,484 (-268)

PATRONS SERVED:

1971..... 2,768 (+250)

FINES..

304.12 (+ 90.41)

GRANTS:

$114.20 for Opera Recordings

STOCK

Books	24,225(+ 204)
Records	1,324(- 20)
Pamphlets	2,083(+ 36)
Pictures	2,888(+ 11)
Prints	86
Maps	36
Tapes	1
Filmstrips	142(+ 14)
Slides	
Sculpture	18
Paper Backs	1,427(-8)
Films	2
	32,232 (+237)

PROGRAMS AND SERVICES:

Special loans: 16mm projector - 0(-2): 8mm projector - 4(+0); Filmstrip projector - 0(-1); Screen - 0; Filmstrip loans; - 12 (+5) Copier - 510. I.L.L. Films - 3(+3).

Mrs. Fulford reports that she and our cadet are very pleased with the turnout for the Reading Club. All of the children seem to be most interested and respond with enthusiasm. The playgrounds, also, have been well attended and the children look forward to the visits.

Response to the books for adults at the playgrounds has been nil but part of this we feel has been due to publicity problems.

Mrs. Fulford, also, visited two elementary school classes at Paul Road school. She told them of our summer programs and read a portion of a book for them. One class was a 5th grade class and the other a combined group of three fourth grades. She was most distressed to discover that the fifth grade group had NEVER BEEN READ TO ALL YEAR and they were so attentive and fascinated with the presentation that it is our opinion that more such visits to schools should take place.

OTHER:

1. In answer to a question at last months meeting: Mr. Palguta's state aid for recreation was cut (or the amount eliminated) in the amount of about $3,000. However, they are able to continue with their scheduled programs at present.

2. A last minute and very brief meeting, was held with city recreation people and librarians in regard to legal policies in handling abusive or unruly patrons. The only thing concrete from that meeting was that

continually abusive patrons CAN be removed from the library even with a reasonable amount of force, if necessary. You CANNOT refuse admittance to someone, because your building is a public building. If trouble results then they can be removed.

It is hoped more reliable guidelines will come soon from the MCLS committee that is studying these problems.

3. The staff recently evaluated a set of guidelines for a uniform circulation policy for all of the MCLS libraries. The guidelines were a set of suggestions for uniform policies on such things as length of loan, renewals, fines and maximum fines, I.L.L. of prints and sculpture, reserve charges, etc. We sent our comments on them, we did not agree with all, and when the committee submits their next proposals we will then discuss our evaluation with the board for possible action.

4. For your information:Possible activities that the library can do to help with thesesquicentennial as suggested by the Sesquicentennial Committee.

   Prepare exhibits around local history theme.
   Encourage reading history of early Chili.
   Depict work and hardships of early settlers.
   Color slides, pictures, photographs, maps, roads, ships, stores, clothing, tools, transportation, homes, farms, schools, churches early settlers, etc.
   Work with historical group, schools, old photos, etc.
   Taped interviews(sound) with old time and aged residents with stories and descriptions of past.
   Show in topo map, parks and streams in future for Chili.

5. The publicity notebook for the library is being worked on a present. Mrs. Borlen has gone through many of the clippings and pictures that we had and has sorted them. Mrs. Ireland will sit down with me soon to finish off the chronological arrangement of the books, as well as to fill in any missing items, and it is hoped that it can be completed before fall.

6. The new "Artist of the Month" is Mrs. Hazel Allen..

RESPECTFULLY SUBMITTED,

Robert N. Dewey Jr.

DIRECTOR'S REPORT JULY (Aug.) 1971

CIRCULATION:

1971 - 11,191 (+1,050)

PATRONS SERVED:

1971 - 3,175 (+327)

FINES:

$ 152.52 (+ $ 50.72)

GRANTS:

$ 150.00 for science books

STOCK:

Books	24354	(+129)
Records	1361	(+ 37)
Pamphlets	2084	(+ 1)
Pictures	2903	(+ 15)
Prints	86	
Maps	36	
Tapes	1	
Filmstrips	142	
Slides		
Paperbacks	1396	
Scupture	18	
Films	2	
Total	32,383	(+ 151)

STAFF:

Mrs. Henderson has returned from England where she and her husband had a most enjoyable two weeks. She said it was "wet,but wonderful".

Robin Kenyon, page, is spending the summer in Germany with a German family. Her mother reports that she is having a most rewarding experience there.

Volunteer page, Carol Simpson, is also in Europe this summer, with her mother.

Mrs. Morgan's husband has been transferred to the Syracuse area and although he commutes for the week there is a possiblity they may be moving. Their home is for sale, however, Mrs. Morgan will stay here until it is sold.

PROGRAMS AND SERVICES:

From Mrs. Fulford: "A full report on the summer programs is being written, but briefly; the reading club and playground story hours went well. Attendance was higher than last year, and the children's enthusiasm was catching. The pre-school story hours were not as well attended as during the school year. I would suggest that next summer we hold one session earlier in the day, so as not to interfere with other activities.

Debby Repko's help was greatly appreciated."

Special loans: 16mm - 0; 8mm - 3(+3); Filmstrip - 2 (+2); Screen - 0; Film loop - 1 (+1). Filmstrip loans; 8 (+8). I.L.L. Films - 1 (+1). Copier: 575 copies.

OTHER:

1. A "sculpture swap" was held at the July bookmeeting and we obtained 3 new pieces. New sculpture has arrived from our latest grant,also, but will not be added to our collection until bags and cards arrive.

A complete listing of all of our sculpture and our framed prints is now being printed.

2. July again showed a record circulation. THIS HAS BEEN SOME YEAR! First, Feb. was higher than any other month in any year, then April beat Feb., and now July has surpassed April. It was interesting to note; 1) that the highest DAY occured on the exact same day as last year, the third Monday of July and 2) that the circulation for that day (863) was more than the entire first week when the library began 9 years ago. This shows outstanding growth.

3. For your information: if we are open the other two evenings in the fall, a sample schedule might look like this:

	M	T	W	TH	F	S
Mr. D.	1-6	9-5	5-9BM	9-5	1-9	----
Mrs. Fld	6-9		9-5	--	9-4	10-5
Mrs. Hend.		1-9				
Mrs. Morgan				1-9		

One payroll period

(BM - Book Meeting)

Mr. D.	1-6	9-5	3-9	9-5	1-9	10-5
Mrs. Fld	6-9	--	9-5BM	---	9-5	----
Mrs. Hend.		1-9				
Mrs. Morgan				1-9		

4. Fall programs have been planned and printing of publicity is in progress. The same programs are planned; pre-school story hours and Sat. morning films for elementary children.
A full year of activities for volunteers has been planned, also. On Sept.9 at 10;00 a.m. we will have a tea for new and returning volunteers in the library. Publicity will be distributed in early September for recruitment of new volunteers, both men and women.
The Friends program has yet to be finalized but I hope this will be done before the end of the month.

5. The "Artist of the Month" for August is Mrs. Martiel Coman.

6. In your boxes is a "mini-questionnaire" that will be distributed over the next several weeks. Some of our patrons have expressed interest in magazines which we do not carry so the questionnaire is designed to get some additional opinions from our community.

Respectfully Submitted,

Robert J. Dorsey

MEMORIAL FUNE REPORT FOR JULY 1971 (August)

First Federal Savings Account		$475.10
Security Trust Checking Account		$107.94
	Total:	$583.04

(Same as last month)

Gifts to the Memorial Fund: $27.00 (not yet deposited) July 14th
Donor: Chili Town Family
In memory of: Mr. Jos. Manuel (Dorothy Harrington's father)
To be used to purchased reference book on sports.

Gifts to the Memorial Fund: $15.00 (not yet deposited)
Donor: Mr.& Mrs. David Raup, Mr. and Mrs. Jhon Clement, Mr. & Mrs. John Gillaugh
In memory of: Mr. John Procopio, 48 Kuebler Dr.
To be used to purchase book: "Treasures of Britain" for reference.

Twenty-five records from the Columbia Record Corp.

Minutes of the Regular Meeing of the Chili Public Library Board of Trustees July 13, 1971

The regular meeting was called to order by Chairman Mrs. Ireland at 8:30 P.M.

Present: Mrs. Ireland, chairman; Mr. Moore; Mr. Borlen; Mr. Criddle, Town Liason; Mr. Dobbs, Librarian; and Mrs. Henderson
Absent: Mrs. Wickins, Mr. Brown.

Mr. Moore moved and Mr. Borlen seconded a motion to pay the bills On Abstract #7, items 90 through 114, totaling $2037.65. MOTION CARRIED. — Billes MOTION

The minutes of the previous meeting were approved as read. — Minutes

Mrs. Ireland and Mr. Dobbs met with the auditor July 13, 1971. Satisfaction was expressed with the reports regarding monies and other business matters of the Library. Minor recommendations were made which are being taken care of. Formal audit report will be received at a later date. — Auditor's Report

The Board of Trustees at this meeting adopted the following resolution: — Time Deposit Resolution

> "Be it resolved that the Time Deposit Certificate for the Library Operating Funds will be re-invested in the maximum amount less money necessary for current operations of the Library, as previously authorized as standard procedure."

Due to a new calendar requested by Town Law, the Budget will have to be finalized by August 15, 1971, in order that the Town Board can take action in sufficient time.

Due to inclement weather the meeting was asjourned early. A special Budget meeting was planned.

Meeting adjourned at 10 P.M.

Minutes of Special Budget Meeting of the Chili Library Board of Trustees July 23, 1971

The meeting was called to order by Chairman Mrs. Ieland at 10:00 a.m.

Present: Mrs. Ireland, chairman; Mr. Brown; Mrs. Wickens; Mr. Dobbs, librarian.

Absent: Mr. Borlen; Mr. Moore; Mr. Criddle, Town Liason; Mrs. Henderson.

Mrs. Wickens moved and Mr. Brown seconded a motion to hire Barbara Bowman as library page beginning payroll #16 at $1.40 per hour, to help fill summer vacancies. The total page positions will be reviewed at the September meeting. MOTION CARRIED. — Page Motion

Mr. Brown Moved and Mrs. Wickens seconded a motion to submit a budget for 1972 with a tax request based on a 7% increase amounting to $42,953 with a total budget of $49,753. MOTION CARRIED. — Budget Motion
Although decreasing income from other sources was noted, Mr. Dobbs was asked to try to draft an adequate budget based on the amount suggested.

Meeting adjourned at 12:00 noon.

Respectfully submitted,
Richard D. Dobbs
Librarian(Secretary-Pro.Tem)

DIRECTOR'S REPORT AUGUST (Sept.) 1971

CIRCULATION:

1971 - 10,209 (-91)

PATRONS SERVED:

1971 - 2,617 (-325)

FINES:

$171.25 (+$26.03)

GRANTS:

STOCK:

Books	24,557	(+203)
Records	1,352	(-9)
Pamphlets	2,112	(+28)
Pictures	2,928	(+25)
Prints	86	
Maps	59	(+23)
Tapes	1	
Filmstrips	141	(-1)
Slides		
Paperbacks	1,468	(+72)
Scupture	31	(+13)
Films	2	
Total	32,737	(+354)

STAFF:

Unfortunately, it is now definite that Mrs. Morgan will leave us the last week of September. We appreciate her fine job and we will miss her.

PROGRAMS AND SERVICES:

A full report on the summer programs is available for your inspection from Mrs. Fulford.

Special loans: Equipment - 16mm - 0; 8mm - 5 (+5); Filmstrip - 0; Screen - 0; Loop - 2 (+2). Materials; Filmstrips - 0; Loops - 6 (+6). I.L.L. films - 2 (+2).

Copies: 464

OTHER:

1. In regards to a question about a "Metropolitan system" take-over of county libraries; Miss Ryan from MCLS was in to see me during August and this matter was discussed.
   It was her opinion that this type of take-over will be non-existent in our lifetime. Although similar take-overs are occurring in other areas such as highways, etc. it will not happen to libraries. We should consider ourselves, for the most part, self-sufficient.
   It was further discussed that we should not plan a capital fund program for at least five years. The next five years will show us where our community will be by 1980 and what will be happening around us. It was suggested that we bring our current building to maximum in service and materials,and meet those appropriate standards required.

2. To date we have recruited about nine adult volunteers with the possibilities of a few more. Even so, coverage in the evenings is very weak. During the daytime, however, we should be very well covered. Mrs. Fulford will be holding a training session for these new volunteers on Sept. 16, 1971.

3. We reported last month that we would be having the same story hours as before. This was not entirely correct. Because of the lack of volunteers it was decided to have one less session. However, we hoped to be able to serve the

same number in other sessions. Of the new volunteers, only 1 could probably take over a story hour so we will re-instate that session if need is indicated.

4. Another film circuit program is planned for October. The theme is, "Fiction and Fantasy Features". It will included feature length films including old favorites such as Laurel and Hardy.

5. The cassette tape player has arrived per our system grant. It is available for your inspection. This player will be housed in our A-V section and will not be loaned. The tapes should arrive in about three weeks. These will be loaned on a similar basis as the 8mm film collection. They will rotate between libraries also, with about 50 tapes in each collection; some spoken and some musical.

6. An evaluation of our local history section, concerning Rochester and Monroe Co., shows that we have a very good collection of materials. A checklist came from MCLS and we discovered we had most on that list. A few items have been ordered, a few supplied by MCLS, and the others we did not feel we needed because of the cost (they were out of print and expensive to find.) But looking at the whole list--we have a very good collection.

7. Mrs. Holman, Gates Library Director, and I have been talking for over a year about the possibility of getting the Gates-Chili News on microfilm in order to preserve this local history record. We have learned that Mr. Smith, editor of the paper, has started to do this and we could get copies for about $12-15 a piece. He would be willing to let us use his copy, most especially if some kind of indexing service could be arranged. I have three volunteers, at present, who would be interested in such a project and it is hoped that this can be accomplished.
Mrs. Holman and I will talk with someone from MCLS later this month about the feasibility and complexities of such a project.

8. We have received un-official notice that both the Chili and Gates libraries will be receiving complimentary memberships in the Gates-Chili Chamber of Commerce. We are very pleased at this for it gives us the opportunity for mutual communication that was not present before.

Respectfully submitted,

Robert L. Dodge

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY

AUGUST 11, 1971

The meeting was called to order by the Vice-Chairman, Mr. Moore, at 7:45 P.M.

Present: Mr. Moore, Mr. Brown, Mrs. Wickins, Mr. Dobbs, Director, Mrs. Henderson.
Absent: Mrs. Ireland, Mr. Borlen.

The minutes of the previous meeting were approved as written. Mr. Brown moved and Mrs. Wickins seconded a motion that bills on Abstract #8, pg. 1, items 115 through 130, totaling $765.60 be paid. MOTION CARRIED. — Minutes MOTION

The Librarian's report was tentatively accepted as read.

Mr. Brown made a motion that the Board accept the proposed budget (based on actual need) in the amount of $54,181.00, and after review, that the Town adopt this proposed budget. The Board felt the proposed budget was necessary to operate the Library for 1972. Seconded by Mrs. Wickins. MOTION CARRIED. — Budget MOTION

An amendment to the FINES procedure was tabled until the next meeting. — Fines

It was agreed that the Library should be open more hours in the fall to expand the open hours to each week-day night. Further discussion will take place at the next meeting. — Hours open

There was a discussion of Capital Funding, and it was decided there should be serious investigation into this matter. — Capital Funding

During recent rains, new leaks were discovered in the ceiling of the library. Concern was expressed that repairs should be made by the contractor, and Mr. Borlen should be notified to this effect. — Leaks in ceiling

The new Film Loop Projector is available and should be loaned on the same basis as the Film Strip Projector: On a 24 hour loan, to groups or to adults, 25¢ per day fine. — Film Loop Projector

Meeting adjourned at 9 P.M.

Respectfully submitted

Bertha Henderson

Bertha Henderson
Secretary Pro-Tem.

Memorial Fund Report for August September 1971

First Federal Savings Account:	$475.10
Security Trust Checking " :	107.94
Total:	$583.04

($ame as last month)

A total of $42.00 to be added--gifts from last month.

Gift to the Memorial Fund: $5.00 (not yet deposited)
Donor: Mrs. John Reidman
In memory of: Mr. Joseph Manuel (Dorothy Harrington's father)
To be added to the Fund.

Used books donated:

Miss Barbara Wilkins
1356 West Side Dr. 14624

Don Avery
7 Brewster Lane 14624

Miss Kristine Brown
20 Chestnut Ridge Rd. 14624

Mr. Joseph DeRites, Jr.
23 Stover Rd. 14624

Other paperbacks donated anonymously.

REGULAR MINUTES OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY Sept. 14, 1971

The regular meeting of the Board of Trustees was called to order by Mrs. Ireland, chairman, at 8:30 P.M. September 14, 1071.

Present: Mrs. Ireland, chairman; Mrs. Wickins; Mr. Borlen; Mr. Moore; Mr. Criddle, Town Liason; Mr. Dobbs, Director; Mrs. Henderson. Absent: Mr. Brown.

Mr. Moore made a motion, seconded by Mrs. Wickins, to pay bills on abstract #9, page 1, items 131 through 152, totaling $1,453.91. MOTION CARRIED. Bills MOTION

Mrs. Wickins made a motion, seconded by Mr. Moore to transfer $100.00 from the Mileage & Miscelaneous Fund to the Supplies Fund. MOTION CARRIED. Fund transfer MOTION

A motion was made by Mr. Moore, seconded by Mr. Borlen, that all monies from fines and book losses should be recorded and turned over to the treasurer on a daily basis; except if this does not reach a total amount of: $10.00. Fines MOTION
When at least $10.00 is accumulated, it should be turned over promptly to the treasurer. MOTION CARRIED.
This, in effect, amends action taken Dec. 15, 1969.

Mr. Borlen moved, seconded by Mrs. Wickins, that a total of 6 pages be authorized, at 12 hours each per week, or a total of 72 hours. Pages MOTION
This has been in effect on a temporary bases for some time.
MOTION CARRIED.

Mr. Borlen reported with respect to the Board trying to set up a meeting with the Architect and Builder- to determine the action to be taken with respect to the roof and other minor defects. Building

Mr. Borlen moved, seconded by Mr. Moore that Mrs. Ethel Mosher be hired to replace Mrs. Morgan on a temporary basis; remuneration at the rate of $2.60 per hour, totaling 20 hours per week. Employment to start October 4, 1971, payroll #21. MOTION CARRIED. Clerk-typist Replace. MOTION

Chairman, Mrs. Ireland called a special meeting for Sept. 28th at 4:30 P.M. for the purpose of making a final determination to keeping the Library open each week-day night, and any other problems that are pertainant at this time. Special meeting.

Meeting adjourned at 10:15 P.M.

Respectfully submitted

David C. Borlen, Secretary.

DIRECTOR'S REPORT SEPTEMBER (Oct.) 1971

CIRCULATION:

1971 9,418 (+884)

PATRONS SERVED:

1971 2,974 (-360)

FINES:

$194.98 (+66.09)

GRANTS:

STOCK:

Books.....	24,688	(+131)
Records.....	1,315	(-37)
Pamphlets.....	2,119	(+7)
Pictures.....	2,944	(+16)
Prints.....	86	
Maps.....	59	
Tapes.....	1	
Filmstrips....	141	
Slides.....		
Paperbacks....	1,512	(+44)
Sculpture.....	31	
Films	2	
	32,898	(+161)

STAFF:

A new listing of the active volunteers, staff, board, and Friends' officers is in your mailbox. You may wish to make note of the Director's new address in North Chili. Volunteers new this year have a double asterisk by their names.

PROGRAMS AND SERVICES:

The "Friends" program for the year is available. Please take note of their activities. The first major program is on October 19 at 8:15 P.M.

Special loans: 16mmprojector -0; 8mm- 4; Filmstrip - 3; Loop - 1; Filmstrip loans - 4; Loop films - 3.

OTHER:

1. After discussion with Mrs. Holman, from Gates, and Mrs. McGuire, the Informational Materials consultant at MCLS, it was decided that it would be very impractical to try to index the Gates-Chili paper. It is not necessary to detail the discussion, however it was suggested that one might wish to, for current-local-history problems , clip the papers.

2. Local history materials have been received from MCLS to strengthen our collection and are available for your inspection.

3. If you have not received notice of the area wide trustee meeting on October 23, please check with me. I would urge all of you to attend. Little opportunity is offered for MCLS member trustees to communicate with each other and I hope it can create better understanding between all of us.

4. Meadowbrook Farm apartments in North Chili is one of the users of 16mm I.L.L. films. They are having film showings for children on Saturday afternoons. As a resident I have been able to help them with this, and a Young Adult program may be planned soon. It also offers an excellent opportunity for a library extension program.

MEMORIAL FUND REPORT FOR SEPTEMBER Oct. 12, 1971

First Federal Savings:	Previous amount:	$475.10	
	Interest-9/27	11.84	
		$486.94	
	Deposit-9/24	47.00	
	Balance:	$533.94	
Security Trust Checking:	Previous amount:	$107.94	
	Withdrawal 9/14	9.15	(To pay Library for Mem. book)
	Balance	98.79	(as per statement 10/8/71)

GIFTS:

Filmstrip
Donated by the Arabian American Oil Co.

City of Rochester, Illustrated 1890
History of Rochester, 1884
Genesee County Biographies (3 vol.)
Donated by MCLS

Used books
Donated by:

Mrs. Charles Schwartz	45 Brian Dr.	14624
Mr. Bernard F. Jasek	4 Solmar Dr.	"
Mrs. Gordon McCowan	16 Hallock Rd.	"

Several used books donated anonymously.

REGULAR MINUTES OF THE BOARD OF TRUSTEES OF THE CHILI PUBLIC LIBRARY Oct. 13, 1971

The meeting was called to order by Chairman Mrs. Barbara Ireland at 4:45 P.M.

Present:	Absent:
Mrs. Ireland	Mr. Moore
Mrs. Wickins	Mr. Brown
Mr. Borlen	
Mr. Dobbs	
Mrs. Henderson	

The minutes were approved as read.

Mr. Borlen made a motion to pay bill on Abstract #10, page 1, items 153 tp 165, totaling $657.45. Seconded by Mrs. Wickins. MOTION CARRIED. — Minutes MOTION

The Director's report was tentatively approved. Omitted from the report: Two new pages have been hired. They are David Ortman and Preston Turner. — Two pages hired

Details of the Xerox machine are to be reviewed with the Chili Business-men's Association, and final approval to be made by the Board if any changes are made other than removal of the present machine. — Xerox machine

Mrs. Ireland has taken notice of the disorder of the Bulletin Board and made suggestions that the staff keep it as orderly as practical.

Mrs. Ireland called a committee meeting to review the Materials Budget for Oct. 19th at 4:30 P.M. — Committee meeting

Meeting adjourned at 5:45 P.M.

Respectfully submitted,

D C Borlen

David C. Borlen, Secretary

SPECIAL COMMITTEE MEETING MEMORANDUM October 19, 1971

Present: Mrs. Ireland
Mr. Borlen
Mr. Dobbs
Mrs. Fulford
Mrs. Dumbleton
Mr. Brown

A complete review of Materials Budget was made by the group and assurance was given that we would not exceed the 1971 budget. Mr. Dobbs is to submit a written report at the next Board meeting on the details of handling the budget, for final approval of the Board.

It is very necessary that a clear picture be obtained of the distribution of funds of the Materials account to make sure that particularly the children's account has adequate funds, and they are distributed correctly.

Board meeting called for Thursday, October 28th at 4:30 P.M.

Meeting adjourned.

Respectfully submitted,

D C Borlen

David C. borlen, Sec.

DIRECTOR'S REPORT OCTOBER (Nov.) 1971

CIRCULATION:
9,884 (+115)

PATRONS SERVED:
3,269

FINES:
$243.86 (+$16.46)

GRANTS:
$150.00 for reference books

PROGRAMS & SERVICES:

STOCK:

Books	24,792	(+104)
Records	1,348	(+33)
Pamphlets	2,130	(+11)
Pictures	2,944	
Prints	86	
Maps	59	
Tapes	1	
Filmstrips	148	(+7)
Slides		
Sculpture	31	
Paperbacks	1,601	(+89)
Film	2	
	33,142	(+244)

All programs for children and adults seem to be very well attended this fall. We will give more detail on our next report.

Special loans: 16 mm proj. - 8 (+70; 8mmproj.-8 (+2); Filmstrip proj. -8 (+1); Loop proj. - 1 (+1); Filmstrip loans - 20 (+2); Loops -19 (+19);I.L.L. Films -7 (+7).

OTHER:

1. Among the visitors to the library this month were Girl Scouts from St. Pius School.

2. Publicity has begun on the Friends Slide program and we may be receiving some items this week.

3. In answer to the question about the number of direct orders and the frequency of dealers;

From January 1970 to October 1971, only 47 direct orders for materials was sent. Only 13 dealers were sent orders more than once and none of them more than 3 times.

Only 17 of those dealers are likely to occur again, and 16 of them are no-discount A.V. or reference book dealers.

Therefore a list of dealers with their discounts is not needed as we do not do continuous dealings with the same suppliers.

4. Magazine questionnaire results: The return of the questionnaires was poor with only about 58, or about 20%, returned. The most popular magazines reported were: Time, Seventeen; then Today's Health, Reader's Digest, Newsweek, National Geographic, McCalls, Ladies' Home Journal, and Better Homes and Gardens.

The suggestions for new magazines were even less, with the following two magazines receiving the most comment; Cosmopolitan and American City.

This was not sufficient for the staff to use fof changes in the periodical collection. Any changes will be made purely on staff evaluation and "observed" use of magazines or requests.

A few are available for your inspection that contained additional comments.

Respectfully submitted,

Robert Dodley

MEMORIAL FUND REPORT FOR OCTOBER 1971 November 9, 1971

First Federal Savings account	$533.94	(Same as last month)
Security trust Checking account	98.79	"

A $25.00 check has been given by the Golden Age Club as a gift to the Memorial Fund November 1 , 1971.

GIFTS:

Used books:

Mrs. James Birch 24 Golden Rd.
Mrs. John Feltner 3710 Union St. N.Chili
Miss Linda Siebert 130 Westside Dr.
Mrs. Arthur DaVia 17 San Mateo Rd.

Camera:

Mrs. Edgar Greco 3 Cutter Dr.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES November 9, 1971

The meeting was called to order at 8:30 P.M. by by the chairman,Mrs. Ireland.

Present: Mrs. Ireland, Mrs. Wickins, Mr. Borlen, Mr. Brown, Mr. Moore, Mr. Criddle, Town Liason, Mr. Dobbs, Director, Mrs. Henderson

The minutes were approved as read. MINUTES

Mr. Moore made a motion to pay bills on abstract #11, page 1, items #166 through #177, totaling $638.29. Seconded by Mr. Borlen. MOTION CARRIED. BILLS-MOTION

A letter dated Oct. 27, 1971 from Mrs. B.J.Conners, Director of Library Careers, has been received expressing her appreciation for the cooperation received from our Library in conection with the Federally Funded Recruitment program. CORRESPONDENCE

A letter from the State of New York Dept. of Audit & Control dated Nov. 8, together with audit report covering periods Jan. 1, 1968 through Dec. 30, 1970 was noted with consideral satisfaction. The Board of Audit gave complete aproval. The secretary was instructed to acknowledge receipt of the report. AUDIT REPORT

The Board reviewed the trial balance and Mr. Borlen moved the the Librarian's request for a transfer of funds be held in abeyance until the next regular Board meeting, and that we have a detailed list pointing out the need, if any, for transferring such funds. Seconded by Mr. Brown. MOION CARRIED. TRIAL BALANCE MOTION

The director's report was tentatively approved. DIRECTOR'S REPORT

COMMITTEE REPORTS:

Mr. Borlen reported on his meeting of Oct. 18, 1971 with Mr. Kent and Mr. Burchill at which time they advised that the Highway Dept. would try to do the grading and draining in front of the Library this fall if possible. BORLEN

Mrs. Wickins and Mrs. Ireland made a brief and interesting report on their meeting Oct. 16th at the new Phyllis Wheatley Library. This was the library built in Inner-city to serve that community and has some very interesting facets and innovations. WICKINS IRELAND

The Gates-Chili School-Inter-relationship wants to put some audio-visual material in the Chili and the Gates Libraries, to suppliment the facilities of the school library. Due to the curtailed sessions in the school the children are not in school all day and have restricted use of the school library.

The Board noted with considerable satisfaction a gift of $25.00 to the Memorial qund from the Golden Agers Club of Chili. The secretary was instructed to write a special thank-you note for their fine gift. MEMORIAL FUND

Mrs. Ireland recommended the secretary write a letter to Mary Parkhurst, former Town Clerk, expressing our appreciation for her service in the past, in connection with the Memorial Book.

As a result of review and study by the personnel committee during the months of September and October, Mr. Moore made the following motion: PERSONNEL MOTION

Efforts are to be initiated to expand the professional staff from one full time member and one part time member to reach a point of two full time professionals.

Motion seconded by Mrs. Wickins. MOTION CARRIED.

Mr. Borlen made a motion, seconded by Mr. Moore that the decision to approve purchasing procedure should be tabled until the December meeting. Further study was needed before final approval could be given by the Board. Purchasing procedure MOTION

MOTION CARRIED.'

A motion was made by Mrs. Wickins, seconded by Mr. Moore to close the library Friday, December 24th, and also to close at 5P.M. Friday, December 31st (New Year's Eve). The library is closed Christmas, Dec. 25th. Holiday closing

MOTION CARRIED.

Meeting adjourned at 10:45 P.M.

Respectfully submitted,

D C Borlen

David C. Borlen, Secretary

MEMORIAL FUND REPORT FOR NOVEMBER 1971 Dec. 14, 1971

First Federal Savings (Bal. Nov. 9, 1971)		$533.94
	Interest 11/12/71	6.15
	Deposit 11/12/71	25.00
	Total:	$565.09
Security Trust checking account 9/10/71		98.79

Total of both accounts: $663.88

GIFTS:

Used books:

Mr. & Mrs. Thomas McHugh	27 Evergreen Dr.	24
Mrs. Beatrice Taylor	3771 Chili Ave.	24
Mrs. Helen O'Connell	46 W. Cannon Dr.	24
Mrs. Norma Birch	24 Golden Rd.	24
Mr. Donald Avery	7 Brewster Lane	24

Small table-top daylight screen--Donated by Mr. D.P.Hamblen, 42 Gateway Rd.

CHILI PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING December 14, 1971

Meeting called to order at 8:30 P.M. December 14, 1971.

Present: Mrs. Ireland, Chairman
Mrs. Wickins
Mr. Borlen
Mr. Criddle, Town Liason
Mr. Dobbs, Librarian
Mrs. Henderson

Absent: Mr. Moore
Mr. Brown

Minutes of the previous meeting were approved as read.

Mr. Borlen made a motion, seconded by Mrs. Wickins, to pay bills on abstract 12, items #178 through 187, totaling: $993,76. MOTION CARRIED. — Bills MOTION

Mrs. Wickins made a motion, seconded by Mr. Borlen, to approve the sample card to be sent to the Volunteers, Pages, Board of Directors of the Friends, etc. acknowledging their contribution to the Library in the past year. Formerly a letter was sent out by the Library Board. MOTION CARRIED. — Greeting sent MOTION

Mr. Criddle submitted a proposed design for a new community calendar. After some discussion it was decided that with some modification this should be adopted sometime after Jan. 1, 1972. — Community calendar

Mr. Borlen made a motion, seconded by Mrs. Wickins, that provisional approval be given to policy procedure concerning Bulletin Board and Community Calendar. This temporary procedure is to be reviewed at the April Board meeting. MOTION CARRIED. — Bulletin Bd. Comm. cal. MOTION

After review was made of the trial balance and encumberance, Mr. Borlen was instructed to consult with Mrs. Horstman and draw up a resolution to be voted upon at the year-end meeting. — Encumberance Resolution

There was further discussion concerning purchasing procedure but due to the change in the law it was necessary to table this until further study could be made concerning our present policy. — Purchasing procedure law.

Mr. Borlen made a motion, seconded by Mrs. Wickins, that a letter be sent to Mr. Alford informing him of our intent to cooperate with the Gates-Chili School Project Planning Committee Phase II. (Copy of letter in file.) MOTION CARRIED. — Letter to Mr. Alford MOTION

The Director's report was tentatively accepted. — Director's Report

There is a SPECIAL MEETING Dec. 28th at 4 P.M. for the purpose of approving bills and any other business that may come before the Board. — Special Meet.

Meeting adjourned at 10:35 P.M.

Respectfully submitted

D C Borlen

David C. Borlen, Secretary

ADJOURNED MEETING OF THE CHILI PUBLIC LIBRARY BOARD OF TRUSTEES DEC.28, 1971

The meeting was called to order by the chairman Mrs, Ireland at 4:30 P.M.

Present: Mrs. Ireland, Chairman
Mr. Borlen
Mr. Moore
Mr. Dobbs, Librarian

Absent: Mrs. Wickins
Mr. Brown

Mrs. Ireland made a motion to transfer a total of $357.19 from the Benefits account to the following items to cover expenditures that will exceed the budgeted amount. Mr. Borlen seconded the motion. MOTION CARRIED. Funds to be transfered are as follows:

Transfer of funds MOTION

To Library materials:	$240.61
To Supplies:	4.36
To Postage:	24.56
To Miscellaneous repairs	87.66
Total:	357.19

Mr. Borlen made a motion, seconded by Mr. Moore, to pay bills on abstract #13, items 188 through 199, totaling $581.28. Mr. Moore seconded the motion. MOTION CARRIED.

Bills MOTION

Meeting adjourned at 5 P.M.

Respectfully submitted,
D C Borlen
David C. Borlen, Sec.

DIRECTOR'S REPORT NOVEMBER (Dec.) 1971.

CIRCULATION:

1971 - 9,873 (+177)

PATRONS SERVED:

3,095 (+32)

FINES:

$310.28 (+88.53)

GRANTS:

$75.00 books on Africa

STOCK:

Books	24,978	(+186)
Paperbacks	1,557	(-44)
Records	1,332	(-16)
Pamphlets	2,150	(+20)
Pictures	2,945	(+1)
Prints	86	
Maps	60	
Tapes	1	
Filmstrips	143	(-5)
Slides		
Films	3	(+1)
Sculpture	30	
	33,285	(143)

PROGRAMS AND SERVICES:

The Fiction and Fantasy Fratures film program was attended by about 158 or an average of about 31 each program. This was an excellent attendance. The Children's Film Series on Saturday morning showed an total attendance of 258, also very good. The extension of these programs through Meadowbrook apartments saw an even greater attendance of 276, thereby more than doubling the number of children served through these films.

Special loans: 16mm proj. -7 (+6); 8mm proj. 10 (+10); Filmstrip Porj. 5 (-1) Loop proj. 2 (+1): Filmstrip loans 44 (+33); Loops 2 (+2); I.L.L. Films 2 (+2).

STAFF:

Please take note of the Director's new phone number 594-4114.

Volunteer Evelyn Isaac had minor surgery, but should be home now.

OTHER:

1. The Chili Business had the Xerox machine removed but a cheaper model is on order, so that we will have a coin-operated copier again soon.

2. The Volunteer Workshop held on November 18 was most successful. Almost all of the desk volunteers were in attendance. Mrs. Ireland expressed thanks to the group for their great help and presented a short discussion and slide show on the Local HIstory slide project.

3. If you will note in the "gifts" report, a small daylight screen was given to us for our A.V. section. This is made of a scrap piece screen and we are trying it as an alternative to the home-made screen we had been using.

4. You may have noticed in our reports that the last few months have shown a great use of our equipment for loan. These items and their non-print materials seem to be becoming more and more popular.

5. A "Books to People" type project was tried by us this month. This is where a number of books are signed out to a group and they can loan the material in turn to persons at their meeting. This was a set of items on Ecology.

6. Artist for the month of December is Marjorie DiSalvio.

7. Mrs. Borlen has been doing a great deal of work on the publicity notebook. It is coming along nicely and it will not be too long before it is completed.

8. The Friends open house on Dec. 8 served about 20 persons. Special events are planned for the Dec. 15 program.

9. Last Spring Mrs. McFee asked me to help her locate someone who could laminate in plastic four pages of the April 17 & 19, 1865 Rochester Daily Democrat newspaper. It was her idea at that time that the library should have these for its collection. Recently we checked into their location and now they are in our large map file. They are available for your inspection.

10. As part of the Sesqui-centennial the Garden Club will hold a contest to select a town tree and flower. They have asked us to place one of their ballot boxes for voting on this in the library. As this seemed to be in line with our display policy I said we could do it and will also set up a small display around it picturing the flowers and trees that are to be voted on.

Respectfully Submitted,

DIRECTOR'S REPORT DEC. 1971 & 1971 ANNUAL REPORT (Jan., 1972)

CIRCULATION:
Dec. 1971 -7,549 (+1,154)

ANNUAL - 114,795 (+7,069)

PATRONS SERVED:
Dec. 1971 - 2,635 (+642)

ANNUAL - 36,587 (+76)

FINES:
Dec. $276.91 (+15.74)

GRANTS:

Drugs & Narcotics	$75.00
Language Inst. Records	36.00
Contemporary Theater	75.00
Handicrafts	150.00
Opera Records	114.00
Reference Books	150.00
J. Language Books	50.00
J. Replacement books	115.00
Africa Books	75.00
Technology Books	225.00
" "	150.00
	$1215.00

STOCK:

Books	25,087(+2056)
Paperbacks	1,529(+182)
Records	1,329(- 7)
Pamphlets	1,914(- 87)
Pictures	2,965(+124)
Prints	86 (+ 34)
Maps	84(+49)
Tapes	0
Filmstrips	155(+61)
Slides	0
Films	3 (+1)
Sculpture	31 (+14)
TOTAL:	33,183 (+2363)

PROGRAMS & SERVICES:

Dec. 1971 - 105 children attended the "Holiday Help" program. This was the largest attendance ever, with about 45 over last year. The films for that program were also shown to a group of 60 children at the Meadowbrook Apartmants that same morning.

Special loans - ANNUAL - 16mm projector -46(+28);8mm projector - 53(+20); Screen - 6(+2); Filmstrip projector - 31(+5); Loop Projector -11(+11).
Materials - Filmstrips - 165(+82); Loops - 52(+52).

OTHER:

1. The "Friends" Open House on December 15 was attended by many and was very successful. The slide projector that was donated to the library by the Friends is most appreciated.

2. The Xerox copier has been returned as of Dec. 29, and has already, with no publicity, made about 384 copies in only 2 weeks.

3. Please take note that the "Friends" program scheduled for Jan. 18 has been cancelled, and will be re-scheduled for February. Also, the Hobby Show has been changed from March 4& 5 to the weekend of the 11 & 12th.

4. Also, in Jan. - The Chili Garden Club is having a vote on a Chili Tree and Flower. A table has been set up in the library for this voting on January 13 and 14. Registration for story hours is under way with about 43 children registered in the first 3 days. The noon-time "Listening Lunches" book reviews will be held Jan. 20.

5. The Sesqui-Centennial committee will be setting up a number of displays in the library for the sesqui-centennial celebration. Mr. Thomas Morrow, Town Board liason to the committee, has mentioned that the committee will try to feature a "theme" each week, such as a "Schools" week or "Clifton" week,"Library Week", etc.

6. The "Friends" will be holding a Local History contest for school children from K-6, and grades 7-12, beginning now and ending the weekend of March 18. The children may make any kind of project, such as a picture story, diorama, slide story, models, etc. and prizes will be given for the best ones; some of these will be on display in the library and the Friends will use some for their slide project.

   Of course, normal display policy and procedures will be observed for both this project and the Sesqui-centennial exhibits.

7. Some physical changes were made recently. An easel was purchased for the Community Calendar which is now placed in the entrance-way. A section of tall shelving was moved from the back to the magazine section to better house our current magazine subscriptions. Magazines in the back were re-arranged by frequency of use and size in order to make better use of the remaining shelves.

   The large map file was moved into the library on the top of the two vertical file cabinets. This will give greater access to the public for the materials housed in it.

8. Artist for the month of January is Helen Chudyk.

Respectfully submitted,

Memorial Fund Report Jan.13, 1972 (For December 1971)

First Federal Savings Account:		$565.09
Security Trust Checking account:		98.79
	TOTAL:	$663.88

(Same as last month)

Gifts:

Used books:
&
Paper backs:

Mrs. Ronald G. Tenny
19 Andony Lane 14624

Mr. Howard VanSlyke
594 Paul Rd. 14624

Mrs. Rawling Harmon
120 Chestnut Ridge Rd. 14624