

OCTOBER Board Meeting – Bancroft Public Library

Director's Report

News/Updates & Issues

- **Judge's Office** is requesting a few alterations to the shared office space that will require some time from the staff to implement.
- **Locks on the fridge and freezer** in Proudfit Hall.
- **AED for Proudfit** – we received new batteries and pads for the AED. Rescue Squad came over to install both. We also keep receiving information about needing to renew our membership with the AED company. Is this something that we do?
- **Umbrella in Courtyard** – An umbrella in the courtyard broke and Wendy H. will ask Telescope if the pole is able to be replaced.
- **Open Late on Halloween** – The Library will be open late on Friday, October 31 for trick-or-treating. We will have treats and games for people who come into the library.
- **Baker and Taylor Books**– our primary supplier for books has gone out of business. Karen is currently working with SALS and Ingram to establish an account with the latter. We hope to be able to order more books soon.
- **Computer Upgrades** – We are due to update six of the computers by next June (see below)
- **Still working on adding kits to the library this fall** – Friends will provide up to \$500 for the kits.
- **Hebron Days** – Melissa attended Hebron Days and set up a booth/tent for library items. It was a great event!
- **Story time is back after summer hiatus** – Tina Fleming is still volunteering with story time. The program took off for July and August but is now back to its regular Wednesday schedule.
- **Snow Shoveling** - Andy Erbe will plow/shovel for 2025-2026.
- **Book Donation Bin Being Used** – The book bin has been filled approximately 19 times and emptied. We are currently on our 20th bin, which is fantastic.

Follow Up from Previous Meetings

- **Carpet Cleaning** – Melissa contacted two companies about cleaning the carpets throughout the library (see facilities report).
- **Mold in Basement** – we still need to follow up on this from the last meeting.
- **Computer Chairs** – see attached report for chairs and prices.

Circulation Statistics

- See website for the September Circulation report.

Program Stats

- **Hunter Safety Program** – 0 participants
- **Craft Swap** – 6 people
- **Hebron Day** – 20 participants

- **Weekly/Monthly programs** – Book Groups, Scrabble, Tech Help, Book Club, Herbal Study Group, Homesteading Group, Mahjong, and Chess all have a consistent number of people who attend.

Upcoming Programs and Ideas

Upcoming Programs	Date	Details
Hunter Safety Online Classes	September and October	Use Bancroft Library to take the online hunter safety classes.
Alzheimer's Class	Thursday, October 9	Learn the ten early warning signs of dementia
Virtual Talk with Mary Roach, Author	Wednesday, October 8	Virtual Talk with author Mary Roach on her book <u>Fuzz: When Nature Breaks the Law</u>
Fort Ticonderoga History Talk	Wednesday, October 22	History talk about the events that led up to the Revolution at Ti.
Self-Massage for Stress Reduction	Thursday, October 23	Mandy McKillop to lead this class.
Halloween – Kindergarten	Friday, October 31, 2025	Kindergarteners will be down to walk around town and get candy and a pencil.
Halloween Evening	Friday, October 31, 2025	Staff will keep the library open for Halloween Trick or Treating.
Upcoming in November		• World, Weather, and Clothing - WACM • Ladies' Self Defense Class • ASA Conservation Easement Program

Outreach in the Local Community (and Beyond!)

- **Hebron Day** – Melissa attended Hebron Day on September 20. She tabled and shared information about upcoming programs and A.S.A.P. with several families. There was also a kids' activity table, and an array of books, games, and playaways to view. Books in Kids Hands provided free books for children. It was a great event! Melissa talked to about 20 people that day.

Financials and Donations

- **One donation this month:** Phantom Labs donated \$695.00
- **Home for Aged Women Grant** received - \$2,000.00

Staff & Volunteers

- VOLUNTEERS: Our volunteers are amazing!
 - Maggie Leary and Beth Dellarocco each come in once a week to help with weeding, redoing spine labels, dusting, and more!
 - Mike and Brenda Mugits still volunteer to organize book donations (Mike) and organize and supply the craft cart (Brenda).
 - Klara Varosy will be attending the gardens (she just started this month)
 - Mark Cooney – as always, with anything that is needed!
 - All five of our Farm – 2 – Library drivers

Facility Update

- **Mold in basement** – There is mold growing along the drywall of the climate control room in the basement.
- **Carpet Cleaning** – Melissa has reached out to three companies about carpet cleaning. The quotes range from several hundred dollars to \$1900!

Technology

- Computer Updates: JA sent out the End of Year Computer Order List several weeks ago. We are due to upgrade six total computers (one staff computer and five of the public computers). The total cost will be \$5,627.00.

Submitted by: Melissa Carll, Library Director, October 2025