

February Board Meeting – Bancroft Public Library

Director's Report

News/Updates & Issues

- **Outreach with LEAP, YMCA, and CFC-** See below
- **New SALS Director, Kim Bolan, is coming on Thursday at 3:30 pm** – All board members are welcome to stop by.
- **Annual Report** – Melissa attending the annual report party on Friday (virtually). There are many changes this year to the annual report because the portal that we all used for a while was through Baker and Taylor (which folded in the fall). Melissa is attending to learn more about the new process. Also, I believe that the annual report is not due until April 1st this year.
- **Talk on the Cahans** – There is a tentative talk on the Cahans (group of Irish Presbyterians) who emigrated from Ireland to America and settled in Salem. An Australian is coming to do research on them next week and would like to do an informal presentation on his findings on February 21. This is still in the works though!
- **Challenges with Book Orders** – We received a shipment of 87 books in the middle of January from Ingram. Karen spent a tremendous amount of time over the past two weeks cataloging and covering the books (some of these were intended for delivery in the early fall). We should be processed for EDI deliveries shortly.
- **Kits** – Moving forward (slowly) with take home kits. Last month we purchased totes for the kits, and we are currently working on cataloging the kits that we have - (CD player, DVD player, Spanish-English kit, Alzheimer's kit)
- **Volunteers:** We have a great line up of volunteers, who are really helping with weeding, spine labels, and checking in books.
- **Snow Days:** The library has had three snow days so far this winter.
- **Applying for Stewart's Grant** – Melissa applied in December. We hope to hear back in February/March.
- **Book Donation Bin Being Used** – The book bin has been filled approximately 23 times and emptied. We are currently on our 24th bin, which is fantastic.

Follow Up from Previous Meetings

- **Photo Release:** Melissa will start work on updating the Library Card Registration form to include the photo release text. She will also make a sheet that Chaylyn will use for After School Programs, and we will keep that on file. We will do the same for other programs.
- **Carpet Cleaning** – Melissa will schedule carpet cleaning for end of March, early April.
- **Mold in Basement** – we still need to follow up on this from the last meeting. Melissa did buy one option for cleaning the wall.
- **Banner** – Melissa started work on this in October but hasn't had time to move forward with creating a design for banner for tabling events.

Circulation Statistics

- See website for the January Circulation report.

Program Stats

- **It's Revolutionary** – 0 participants (two families canceled due to flu, and one due to sports) - Rescheduled for May.

- **DEMCO Board** – 10 participants
- **Kimerer LaMothe Book Talk** – 5 participants
- **Saving Family Mementoes – Part One:** 10 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
Healthy Brain and Body	Feb 12., 2026	Alzheimer’s Program
Saving Family Mementoes – Part Two	Feb. 24, 2026	Carolynn Duffy teaches on how to save your family mementoes during an emergency or natural disaster
Dazzle Camouflage	Winter Break	USS Slater Kids Program on Boat Camouflaging.
WACM Chinese Lunar New Year	Winter Break	Explore/hands on activities for learning about the lunar new year.
VITA	Feb. 21 and Mar.3	Tax Prep Help
StoryWalk	Winter	Story Walk along the Proudfit Hall Windows
Passive Program – Demco Sticker Board	Winter	Community sticker board that creates a picture when it is completed.
Upcoming in March		NYS Emergency Preparedness – March 5 Saving Family Mementoes – March 24 Sewing Class with Bev Kratzert (2 parts)

Outreach in the Local Community (and Beyond!)

- **Meeting with Comfort Food Community on February 2** – checking in on food and deliveries, and meeting some of their new staff, programming, and more!
- **Meeting with Battenkill YMCA meeting on February 4** – Meeting to talk about the possibility of having YMCA programs here.
- **LEAP** would like to come and do some story times or crafts in the coming weeks and months. They have been proactively reaching out about connecting.

Financials and Donations

- **Glens Falls Account for Donations:** \$741.79 (moved approx \$2200 over into the interest-bearing account in January)

Staff & Volunteers

Staff Reviews have been completed!

Facility Update

- Brown water in the toilets this week at the library, Mark and Ed investigated this. It does not seem to be a problem currently.

Technology

- n/a

Submitted by: Melissa Carll, Library Director, February 2026