

**WATERFORD LIBRARY BOARD OF TRUSTEES**  
**OFFICIAL MEETING MINUTES**  
**January 14, 2025**

**Call to Order:** The meeting was called to order by President Isola at 5:18 p.m. in the Community Room.

Trustees present: President Isola, Vice-President Peters, Beer and Pollnow

Excused: Treasurer Schoepke, Secretary Klein and Trustee Kis

Others present: Library Director Heather Kinkade, Village Trustee Adam Jaskie, Julie Flick and Samantha Vogel, Citizen Abra Dexter

None

**Minutes**

Motion (Isola/Beer) to approve minutes from the December meeting as written.

All ayes. Motion passed

**Librarian's Report**

**1. Programming review:**

In the last month of 2024, we saw that the Loose Ends Sewing group, Rachel Jurgens Adult Yoga, American Mah Jongg and Needlecrafters and the passive Puzzle Table program were the adult programs with the highest attendance. Christmas scavenger hunt saw 69 people. Holiday Family fun night hosted 75 (ending early due to power outage) and the two Holiday music nights were successful with 83 in attendance. Christmas crafts and cocoa had 52 attendees. Juvenile Programs were well attended for Alphabet lab and wrapped books. The Teen programs continued success with Wrapped books and Dungeon and Dragons, there were 5 Volunteers. 60 Participants for off-site birth to 3 programs. 3 children came in for Birthday books. Saturday traffic is increasing. 8 Curbside visits.

**2. Circulation Review:**

The library ended the year down by 3,060 circulations in our service population, which is Dover, Norway, Rochester, Village of Waterford, and Town of Waterford. Overall, together with the library's service population, the total circulation for 2023 was 111,475 compared to 2022, the library had 121,582 circulations. The holds to SHARE-member libraries (items leaving WPL to fulfill requests at other libraries) was 18,000+ items for the year. The holds from SHARE-member libraries (items leaving member libraries to fulfill holds at WPL) was 15,297 items.

Hoopla activity remains steady and doubled from 2023. Family program attendance dropped 1,112 from 2023. YTD 46,095 for the 2024 year.

98.7% of Budget spent at the end of year. Confident will reach 100% with final review. Anonymous donors at end of year contributed \$5,000., \$500. and a few \$100. Friends also received another \$5,000.00 donation.

**Invoices and Bank Statements:**

No statement for Associated Bank balance. \$26,091.63 was the ending balance of Community State Bank. Motion to approve Operations \$50,974.82 (Peters/Isola) and Special Funds \$3,030.51 (\$

**Old Business**

None this month

**New Business**

Motion to review all in February due to absences (Isola/Peters)

**Adjournment**

**There being no further business before the Board of Trustees, there was a motion (Isola/Beer) to adjourn.**

**All ayes. Motion carried. The meeting adjourned at 5:41pm**