



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at [www.cclid.lib.ny.us](http://www.cclid.lib.ny.us)

## Agenda

The November 2020 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday November 19 at 6:00 pm at the **Steele Memorial Library, 101 E. Church St., Elmira, NY 14901. The meeting will be available online and it is recommended that all members attend remotely.** The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Dworkin (607-398-2021), Mrs. Mellott (733-8607), or Mr. Shaw (733-8611).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2020-61)
4. Treasurer's report
  - a) Financial report (document 2020-62)
  - b) Report of Unpaid Bills Detail (document 2020-63)
  - c) **Auditor's Report**  
**Consent Item:** approval of Auditor's Report  
Resolved that the CCLD Board of Trustees approve the report as submitted.
5. Correspondence
6. President's report (Dworkin)
  - a) *Sexual Harassment Training*
7. Director's Report  
**Consent Item: Approval of Personnel Actions**  
Resolved that the CCLD Board of Trustees approve the personnel actions as submitted.
8. Committee reports:
  - a) Executive Committee (Dworkin)
    - 1) Report of the Committee meeting (document 2019-64)
  - b) Budget & Finance Committee (Schamel)
    - 1) Report of the Committee meeting (document 2019-65)
  - c) Building & Grounds Committee (Schwesinger)
    - 1) Report of the Committee meeting (document 2019-66)
  - d) Personnel Committee (Appenzellar)
  - e) Election and Continuity Committee (Rogan)
  - f) Advocacy Committee
9. Executive Session
10. Old business
11. New business
12. Period for public expression
13. Adjournment

*(Minutes of the October 15, 2020 meeting of the Chemung County Library District Board of Trustees. Document #2020-61)*

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present via Zoom were Pat Silvernail, Martha Smith, Kevin Hansen, Phyllis Rogan, Bonnie Chollet, Jack Schamel, Karl Schewesinger, Pam Larnard, Penny Appenzellar, Ann Hayes, Lee Saginario, Crystal Gullo-Buzzetti, and Mark Padgett. Also present was Holly Melott and Ron Shaw on behalf of the Library District's Administration.

**Minutes.** The minutes of the September 2020 meeting (Document #2020-55) were presented for board review. Mr. Schamel moved that the September Board minutes be approved as distributed in writing, seconded by Ms. Hayes. **VOTE: Unanimously Approved.**

**Financial Report.** The September 30, 2020 Financial Report (Document #2020-56) was presented for board review. Mr. Schamel moved, seconded by Ms. Hayes, to approve the September Financial Report as distributed in writing. **VOTE: Unanimously Approved.**

**Report of Unpaid Bills (Document #2020-51)** Mr. Schamel moved, seconded by Ms. Dworkin, that the board authorize the payment of the unpaid bills dated 10/15/20 for the General Fund - \$14,232.37 and Grant Fund - \$15.54. **VOTE: Unanimously Approved.** Ms. Dworkin moved that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the Covid pandemic, seconded by Mr. Hansen. **VOTE: Unanimously Approved.**

**Correspondence.** Mr. Shaw shared a card from a community member expressing gratitude to the Horseheads Library staff for invaluable service. Multiple letters of thanks were received from regional businesses, expressing their gratitude for the donation of face shields.

**President's Report.** Ms. Dworkin noted that the circulation statistics are continuing to rise. She encouraged members to submit letters to the editor in support of the library district budget vote.

**Director's Report.** Mr. Shaw reported on the following:

- A link to a YouTube video demonstrating the making and distribution of face shields was sent to members. The MakerSpace staff did an outstanding job with this undertaking.
- CCLD was the recipient of the Heusen Family grant in the amount of \$3,650 and a \$500 grant from Ms. Karen Yamasaki, via Fidelity Charitable Donor-Advised Fund.
- Libraries are set to reopen for Saturday hours on 10/17/20. These hours will continue to be evaluated, staffing may be a challenge. Patrons are allowed in each building for up to 30 minutes daily.
- Mr. Shaw met with the Labor Management Committee. They have approved the Guardian Dental coverage, once the policy has been reviewed by their legal representative.

**CONSENT ITEM: Ms. Appenzellar moved that Personnel Actions are approved as submitted, seconded by Ms. Smith. VOTE: Unanimously Approved.**

**Executive Committee.** The report of the Executive Committee was presented in writing to the board (Document #2020-58)

**Budget & Finance Committee.** The report of the Budget & Finance Committee meeting was presented in writing to the board, approved as amended. (Document #2020-59)

**Buildings & Grounds Committee.** The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2020-60)

**Personnel Committee.**

**Election & Continuity Committee.** Everything is in place for the upcoming Trustee election on November 3, 2020. Members were instructed to participate in the vote and seek support from friends and family. Absentee ballots have been printed and placed in the libraries. The election will be held at both Steele and Horseheads branches.

**Advocacy Committee.**

**Old Business.** Mr. Schamel made a motion that bids were received for the breakroom project be disqualified and that a resubmission be published, seconded by Ms. Hayes. **VOTE: Unanimously Approved.**

**New Business.**

**Ms. Dworkin made a motion to enter executive session, seconded by Ms. Gullo-Buzzett. VOTE: Unanimously Approved.**

**Mr. Schamel made a motion to exit executive session, seconded by Ms. Chollet. VOTE: Unanimously Approved.**

The Board by consensus agrees the Guardian Dental coverage plan should be offered to the staff.

Ms. Dworkin moved, seconded by Ms. Chollet to adjourn. **VOTE: Unanimously Approved.**

The next regular meeting of the board will be held on Thursday, November 19, 2020 at 6:00pm online via Zoom.

**CHEMUNG COUNTY LIBRARY DISTRICT**

(DOCUMENT #2020-62)

**Financial Report - October 31, 2020**

<b>Income</b>	<b>2020 Annual Budget</b>	<b>Received to Date</b>	<b>Balance Remaining</b>	<b>Percentage Received</b>	<b>Percentage through Year</b>	<b>Notes</b>
Library Fines, Fees & Contributions	\$ 60,025	\$ 299,952	\$ (239,927)	499.71%		Covid Project: \$3425;Memorial: \$277,970.38;
Grants (other than N.Y.S.)		\$ 44,128				<b>Comm Found \$1000</b> ;HH Friends \$8600;Ukelele class\$960;Art Council \$5758; Friends \$18,000
Foundation Contributions (HH & Steele)	\$ 200,000	\$ 59,985	140,015	30%		St Foundation \$20,000
Library District Tax Receipts	\$ 3,115,115	\$ 3,180,354	(65,239)	102%		
PILOT Funds	\$ 70,000			0%		
Interest on Investments	\$ 8,000	\$ 5,091	2,909	64%		
<b>State Aid</b>						
Central Library Development	\$ 99,272		99,272	0%		
Central Book Aid	\$ 67,599		67,599	0%		
Local Library Services Aid	\$ 39,546		39,546	0%		
Other State Aid						
<b>TOTAL INCOME</b>	<b>\$ 3,659,557</b>	<b>\$ 3,589,510</b>	<b>\$ 44,175</b>	<b>98%</b>	<b>83%</b>	
<b>Expense</b>	<b>Annual Budget</b>	<b>Expended to Date</b>	<b>Balance</b>	<b>Percent</b>	<b>Percentage</b>	
<b>Personnel</b>						
Salaries	1,675,556	\$ 1,362,239	\$ 313,317	81%		
Overtime & Holiday Salaries	22,619	\$ 9,974	12,645	44%		
<b>Employee Benefits</b>						
FICA	129,910	\$ 100,224	\$ 29,686	77%		
NY State Retirement	267,967	\$ 264,126	\$ 3,841	99%		
Medical & Dental	518,495	\$ 419,815	\$ 98,680	81%		
Other (Disability, Wk. Comp, Unemp)	17,980	\$ 20,502	\$ (2,522)	114%		
<b>Subtotal - Personnel Expenses</b>	<b>2,632,527</b>	<b>2,176,879</b>	<b>\$ 455,648</b>	<b>83%</b>	<b>83%</b>	
<b>Contractual</b>						
Equipment	62,310	\$ 35,072	27,238	56%		Grant funds: \$1875;\$259
Telephone	14,800	\$ 8,512	6,288	58%		
Supplies	48,700	\$ 40,485	8,215	83%		<b>Grant \$12424</b> ;HH Omara \$63; BF Omara\$153;HH Foundation \$552;Mkting \$1837
Travel & Continuing Education	12,915	\$ 5,405	7,510	42%		
Repairs & Maintenance	27,010	\$ 11,847	15,163	44%		
Postage	2,000	\$ 2,000	0	100%		<b>Additional mailing b/c of Covid - paychecks, SRC material</b>
Library Materials (books, video, etc.)	375,041	\$ 254,876	120,165	68%		<b>Gifts \$7087</b> ;Grant \$852;HH Friends \$40
Utilities	60,200	\$ 38,049	22,151	63%		
Building Cleaning Supplies	13,700	\$ 13,700	0	100%		<b>Increased cost due to Covid needs</b>
Fuel, Gas & Oil (Bookmobile)	3,100	\$ 1,234	1,866	40%		
Insurance	33,577	\$ 33,577	0	100%		
Vehicle Operation / Maintenance	7,000	\$ 3,679	3,322	53%		
Professional Fees (audit, engineer/legal fees)	22,175	\$ 22,175	0	100%		
Data Processing Expenses (Cost Share)	131,681	\$ 110,112	21,569	84%		
Payment of Taxes	5,080	\$ 5,080	0	100%		
Library Programming	37,997	\$ 46,045	(8,048)	121%		<b>Grant Funds\$8333</b> incl Tlab&\$720 ret to Hansen; <b>Fri \$5028</b> ; HH Friends\$4911;Mkt \$736
Chemung County costs (B&G, vision)	14,000	\$ 2,820	11,180	20%		
Capital Improvements STATE CONST see below	10,000	\$ 319	9,681	3%		Dumpster fee for weeding project
Contingency Fund	52,643	\$ 20,836	31,807	40%		Building supplies & Prof fees+ Postage -including Zoom accounts
<b>Subtotal Expenses</b>	<b>\$ 3,566,456</b>	<b>\$ 3,067,131.14</b>	<b>\$ 733,755</b>	<b>86%</b>	<b>83%</b>	
2020 Projects: Boiler & Outdoor sign @ St		\$ 234,430				<b>pd w/Reserve Funds - Boiler: \$182,507/Sign: \$51,923</b>
<b>TOTAL EXPENSES</b>	<b>\$ 3,566,456</b>	<b>\$ 3,067,131</b>				

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
As of November 19, 2020

Type	Date	Memo	Open Balance
<b>AT&amp;T - Illinois</b>			
Bill	11/19/2020	long distance charges-ST	17.38
Total AT&T - Illinois			17.38
<b>Baker &amp; Taylor Books</b>			
Bill	11/19/2020	Book purchase - St Juv -October	765.86
Total Baker & Taylor Books			765.86
<b>Blackstone Publishing</b>			
Bill	11/19/2020	Audiobooks purchase - BF - Octo...	87.99
Total Blackstone Publishing			87.99
<b>Centurion Technologies</b>			
Bill	11/19/2020	Smartshield License - annual - co...	1,069.69
Total Centurion Technologies			1,069.69
<b>Connie Oglivie</b>			
Bill	11/19/2020	reimbursement for items purchased	54.42
Total Connie Oglivie			54.42
<b>Elmira Water Board</b>			
Bill	11/19/2020	St 8/13-10/13/20	137.51
Total Elmira Water Board			137.51
<b>Horseheads Do It Center</b>			
Bill	11/19/2020	HH supplies	29.13
Total Horseheads Do It Center			29.13
<b>Noah's Ark Animal Workshop, Inc.</b>			
Bill	11/19/2020	BF prog-additional resources nee...	64.95
Total Noah's Ark Animal Workshop, Inc.			64.95
<b>Southern Tier Library System</b>			
Bill	11/19/2020	downloadable E-books - Teen/Ju...	1,800.00
Bill	11/19/2020	downloadable E-books - Teen/Ju...	2,701.10
Total Southern Tier Library System			4,501.10
<b>Verizon</b>			
Bill	11/19/2020	St phone line	453.37
Total Verizon			453.37
<b>TOTAL</b>			<b>7,181.40</b>

3:35 PM

11/09/20

**Chemung County Library District Grant Fund**  
**Unpaid Bills Detail**  
As of November 19, 2020

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Type	Date	Memo	Open Balance
<b>Baker &amp; Taylor Books</b>			
Bill	11/19/2020	Reference materials	129.49
Total Baker & Taylor Books			129.49
<b>Southern Tier Library System</b>			
Bill	11/19/2020	downloadable purchases	6,150.41
Total Southern Tier Library System			6,150.41
<b>TOTAL</b>			<b>6,279.90</b>

## Document #2020-64

### Report of the November 4, 2020 meeting of the Executive Committee of the Chemung County Library District:

The meeting came to order at 6:00pm. Attending the meeting via Zoom from the Executive Committee were Rachel Dworkin, Martha Smith, and Phyllis Rogan. Holly Melott and Ronald Shaw, CCLD management were also present. Other board members in attendance were Karl Schwesinger, Lee Saginario, Pat Silvernail, Ann Hayes, Pam Larnard, Kevin Hansen, and Jack Schamel.

Ms. Dworkin called the meeting to order at 6:00 p.m.

**UNPAID BILLS:** Ms. Melott submitted the Unpaid Bill List dated 11/4/20 for the General Fund - \$45,104.27, Grant Fund - \$1880.24. **Ms. Hayes moved, second by Ms. Smith to approve payment of the bills as submitted in writing. VOTE: Unanimously Approved. Ms. Dworkin moved, second by Ms. Hayes, that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the corona pandemic. VOTE: Unanimously Approved.**

Director Mr. Shaw reported on the following:

- Continuing Education Day, Friday, November 6, will be primarily conducted online. In addition to staff, board members are also required to participate in the sexual harassment training. A link for the video clips to be viewed will be sent out, case studies will be discussed at the November board meeting.
- Auditors will be attending the November board meeting to review and close out their services for 2019.
- An MOA to the current contract is not required for the upcoming change in dental coverage.
- As required by NY state law, Mr. Shaw is compiling an extended safety plan, which he will give to the safety committee for review by the end of the month. This will include an approach on how a communicable disease outbreak would be handled.
- Michelle Barrett will head up a marketing committee. She will be given an outline of goals and expectations by the end of the month.
- Mr. Shaw has given approval for an Eagle Scout to design an outdoor program area at the Horseheads branch.
- Steele will be open on Veteran's Day, Wednesday, November 11<sup>th</sup>, for curbside services.
- Deb Brimmer has advised staff to be extra vigilant concerning computer safety, network violations are rampant.
- The budget proposal passed with an approximate 72% approval rating.

The meeting adjourned at 6:15 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, December 2, 2020 at 6pm via Zoom.

**Document #2020-65**

**Report of the November 10, 2020 meeting of the Budget & Finance Committee of the Chemung County Library District.**

Attending the meeting via Zoom were CCLD board member Mr. Jack Schamel, Ms. Rachel Dworkin, and Ms. Jessica Roberts. Also in attendance Holly Melott and Ron Shaw, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the October 31, 2020 Financial Report to the Committee. The report will be forwarded to the full CCLD board for its consideration.

Ms. Melott presented the Unpaid Bill List dated November 19, 2020 for the General Fund - \$7,181.40, for the Grant Fund - \$6279.90. The Unpaid Bills Details will be forwarded to the full CCLD board for its consideration.

The meeting adjourned at 8:55am. The next meeting of the Budget & Finance Committee will be held on Wednesday, December 2, 2020 via Zoom.



**Document #2020-66**

**Report of the November 4, 2020 meeting of the Buildings & Grounds Committee of the Chemung County Library District**

The meeting opened at 5:30 pm. Present via Zoom were Mr. Karl Schwesinger, Ms. Rachel Dworkin, Ms. Ann Hayes, Ms. Martha Smith, Ms. Lee Saginario, Ms. Pat Silvernail, and Mr. Kevin Hansen. Also attending were Holly Melott and Ronald Shaw, CCLD Management.

The Committee received reports on the following:

- Mr. Shaw will be sending a re-bid for the breakroom renovations out soon, following confirmation from Bob Butcher.
- A request was submitted by the Steele Juvenile department to have their desk relocated. Mr. Shaw intends to get a quote, but anticipates this to be a costly endeavor.
- A request was submitted by the Steele Reference department to have their office refurbished. Mr. Shaw is awaiting a specific floor plan proposal before pursuing any further.
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The meeting adjourned at 5:40pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, December 2, 2020 at 5:30pm via Zoom.

	Jan-20		Feb-20		Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		2020		2019		2018	
	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age
Adult Non-Fiction	2627	6.56%	2,537	6.62%	1,652	6.11%	29	0.27%	4	0.05%	141	1.16%	966	6.26%	1555	6.76%	1456	6.22%	1726	6.75%	#DIV/0!	#DIV/0!	12,693	5.66%	27,378	5.64%	30,760	6.06%		
Adult Fiction	6747	16.86%	6,219	16.22%	4,839	17.91%	65	0.61%	30	0.34%	408	3.36%	2814	18.23%	4812	20.92%	5151	22.02%	5499	21.49%	#DIV/0!	#DIV/0!	36,584	16.31%	79,031	16.29%	81,962	16.15%		
Juv NF	1498	3.74%	1,743	4.55%	1,336	4.94%	2	0.02%	1	0.01%	108	0.89%	573	3.71%	1177	5.12%	1007	4.30%	1161	4.54%	#DIV/0!	#DIV/0!	8,606	3.84%	18,967	3.91%	19,877	3.92%		
Juv Fic	6007	15.01%	6,520	17.01%	5,214	19.30%	43	0.41%	19	0.22%	248	2.04%	2213	14.33%	4747	20.64%	4292	18.35%	5049	19.73%	#DIV/0!	#DIV/0!	34,352	15.31%	82,350	16.97%	92,131	18.16%		
AV	10425	26.05%	9,994	26.07%	6,114	22.63%	21	0.20%	18	0.20%	234	1.93%	1658	10.74%	3568	15.51%	4409	18.85%	4536	17.73%	#DIV/0!	#DIV/0!	40,977	18.27%	120,261	24.79%	125,827	24.80%		
Periodicals	156	0.39%	122	0.32%	60	0.22%	0	0.00%	0	0.00%	8	0.07%	58	0.38%	137	0.60%	150	0.64%	157	0.61%	#DIV/0!	#DIV/0!	848	0.38%	1,794	0.37%	1,982	0.39%		
Other	347	0.87%	280	0.73%	133	0.49%	0	0.00%	0	0.00%	3	0.02%	25	0.16%	39	0.17%	104	0.44%	432	1.69%	#DIV/0!	#DIV/0!	1,363	0.61%	5,297	1.09%	4,467	0.88%		
Public Pcs	1703	4.26%	1,812	4.73%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	207	0.90%	372	1.59%	397	1.55%	#DIV/0!	#DIV/0!	4,491	2.00%	21,738	4.48%	22,016	4.34%		
Wireless	2963	7.40%	2,680	6.99%	0	0.00%	996	9.38%	1153	13.10%	1427	11.77%	1445	9.36%	1641	7.13%	1739	7.43%	1628	6.36%	#DIV/0!	#DIV/0!	15,672	6.99%	34,341	7.08%	28,199	5.56%		
Down Audio	1338	3.34%	1,285	3.35%	1,359	5.03%	1476	13.91%	1491	16.94%	1524	12.57%	1591	10.30%	1528	6.64%	1434	6.13%	1451	5.67%	#DIV/0!	#DIV/0!	14,477	6.45%	13,330	2.75%	8,161	1.61%		
Down Ebooks	2374	5.93%	2,330	6.08%	2,563	9.49%	3019	28.45%	3509	39.87%	3319	27.37%	3393	21.98%	3166	13.76%	2792	11.94%	3008	11.76%	#DIV/0!	#DIV/0!	29,473	13.14%	24,191	4.99%	19,655	3.87%		
Down Music	3324	8.31%	2,410	6.29%	2,507	9.28%	3295	31.05%	2132	24.22%	4141	34.14%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	#DIV/0!	#DIV/0!	17,809	#DIV/0!	35,953	7.41%	24,537	4.84%		
Down Video	165	0.41%	188	0.49%	982	3.63%	1408	13.27%	71	0.81%	218	1.80%	145	0.94%	78	0.34%	132	0.56%	129	0.50%	#DIV/0!	#DIV/0!	3,516	1.57%	17,156	3.54%	12,731	2.51%		
Down Mags	345	0.86%	219	0.57%	262	0.97%	259	2.44%	373	4.24%	349	2.88%	559	3.62%	349	1.52%	355	1.52%	416	1.63%	#DIV/0!	#DIV/0!	3,486	1.55%	3,362	0.69%	1,481	0.29%		
Total	40,019		38,339		27,021		10,613		8,801		12,128		15,440		23004		23393		25589		0		0		224,347		485149		507,466	



## Message from Board President and Executive Director

In this non-ordinary reality in which we live and work, the Board of Trustees and staff of South Central Regional Library Council (SCRLC) present your individualized July 2019-June 2020 *Membership Benefits* summary — “the Report Card” --- which demonstrates to you and to your stakeholders that your SCRLC membership continues to offer a solid return on investment.

The Report Card illustrates the benefits received from participating in our programs and services, and provides us with a chance to acknowledge the contributions that you have made to the region during this past year. It also affirms the collaborative spirit of our region. Through your support, participation, and engagement, SCRLC provides programs and services to help meet the diverse needs of the region's libraries, library systems, cultural organizations, and their communities. This hasn't ever been truer than over the past several months during which we found ourselves in the middle of a pandemic, working out new ways to serve our communities and how to survive amidst unstable funding. SCRLC responded with online programming to address specific concerns and new areas of learning, e.g., COVID-19 and safety. We held 29 meet-ups between March and the end of June to enable members to share their concerns and strategies. The meetups continue; their schedule is posted in our bi-weekly *News*.

If you have any questions about the Report Card, please contact Mary-Carol Lindbloom, [mclindbloom@scrlc.org](mailto:mclindbloom@scrlc.org). Questions regarding the EBSCO statistics may be directed to Claire Lovell, [clovell@scrlc.org](mailto:clovell@scrlc.org). She can also provide detailed statistics. Please note that “access provided” indicates that your library or organization was eligible to use a resource or to participate in a program but did not. If there are programs and services that you did not use but would like to explore, please contact Mary-Carol for information—we want you to get the most from your membership.

Funding for all of us remains worrisome whether you are in a library system, higher education, K-12, hospital, historical society/museum, public library, corporation, or other special library. Last year, state aid for libraries was at \$96.6M and public library construction aid restored to \$34M. This year, funding was initially cut in the Governor's budget by 2.59% and then an additional 20%. No one knows what level to expect for the year ahead.

What we know is that regional collaboration is more essential now than ever—SCRLC members achieve collaboratively what would be impossible to accomplish alone. SCRLC's collaboration with the other eight Empire State Library Network councils is also essential to bring you more services. We collaborate with the other Councils to provide such programs and services as New York Heritage, NYS Historic Newspapers, Ask the Lawyer, AskUs 24/7 virtual reference, and additional free or low-cost learning opportunities.

With gratitude, we thank you for your membership and engagement in the Council. We are very pleased to see so many members actively engaged with SCRLC through programs and events as well as through serving on committees, task groups, special interest groups, and in the Council's governance.

If your organization is not actively participating in the Council, we urge you to increase your level of involvement—there is always room for more at the table—whether it is an in-person table or virtual one for now. Please stay safe.

Best wishes,

James A. Galbraith, President, SCRLC Board of Trustees

Mary-Carol Lindbloom, Executive Director



# Membership Benefits July 2019 - June 2020

## Chemung County Library District

### Benefits of your membership

#### Communications

Field Visits/Consultations	
Focus Groups	
SCRLC Staff Hours	2
Newsletters Sent	38
SCRLC Staff Served on your Council/Committee	

#### Digitization

CONTENTdm	Access Provided
Custom Training Hours	
Equipment Borrowed	
Hosted Traveling Exhibit	Women's Suffrage (Steele Memorial)
OCR Services Provided	
Upload Services Provided	

#### Grants

HLSP
Resource Sharing
Tech and Digitization

#### E-Resource Searches

FirstSearch/WCD	Provided via STLS
EBSCO:	
Art Museum Image Gallery	Provided via STLS
Consumer Health Complete	Provided via STLS
Literary Reference Center	Provided via STLS
Teacher Reference Center	Provided via STLS
Hospitals Only:	
New England J of Med	
Ovid LWW	
Stat!Ref	

#### Education and Networking

Workshops/Webinars	1
Annual Meeting Attendee	
CE Hours Earned	1.0
New Archived Webinars	6
Skillshare Sessions	
TechTalk Webinars	
Career Coaching	
Member Meetups Offered	29

#### Resource Sharing

AskTheLawyer	Access Provided
AskUs 24/7- Questions Asked	
BARC ILL	Access Provided
CampusShip	
CCDA	
Local Holdings Updates	Access Provided
Medical ILL Subsidy	Access Provided



# Membership Benefits July 2019 - June 2020

## Chemung County Library District

### Contributions to our region

#### Payments

Dues	\$280
Electronic Resources Cost Share	
Event Registration Fees Paid	

#### Participation

Board Member	
Board Committees	
Advisory Committees:	
Advocacy	
ACITS	
D-E-I	
Digitization	Maggie Young
Educational Services	
HLSP	
Resource Sharing	

#### Contributions

AskUs 24/7-Questions Answered	
EAD Contributor (Archival)	
Meeting Space Provided	
Member Spotlight	
NY Heritage Items (Files)	345
Page Views on NY Heritage	10,840
NYSHN Contributor	Yes
Training/Expertise Provided	



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at [www.ccl.lib.ny.us](http://www.ccl.lib.ny.us)

To: CCLD Board of Trustees

From: Ronald W. Shaw, Director

Date: November 12, 2020

Subject: Approval of Personnel Actions

**Promotions:**

N/A

**Change FT/PT Status:**

N/A

**Retirement:**

N/A

**End of Probationary Period- Permanent Appointment:**

**New Hires:**

**Resignations:**

N/A

**Terminations:**

N/A

**Leave:**

N/A

**Step Increases:**

Steven Smith- FT Makerspace Specialist to Step-5

Amada Gonzalez- PT Library Page to Step 10