

Cornwall Public Library
Board of Trustees
November 10, 2021, 7:00 PM
Regular Meeting Agenda

- I. Roll
- II. Approval of the Minutes –October 13, 2021
- III. Financial Review
 - a. Approval of Warrant #4
- IV. Public Remarks
- V. Communications/Donations
- VI. Director’s Report – *See Google Docs*
- VII. Committee Reports
 1. Finance Committee
 2. Policy Committee
 3. Building, Garden and Ground Committee
 4. Friends
 5. Personnel Committee: Need a motion to appoint Colette Fulton to library clerk position (she will be aiding in the indexing of our local history ephemera collection).
 6. Sustainability Committee
 7. Strategic Planning Committee
- VIII. Unfinished Business
- IX. New Business: Good Idea Fund requests, submitted by Pamela Stockton
Discussion & vote on hours of 7.5 being one work day (for NYS retirement); New Good Idea Fund Application
- X. Adjournment

Next Regular Board Meeting Weds. December 8, 2021, 7PM

Cornwall Public Library Board of Trustees Meeting
October 13, 2021, 7:00 pm
Minutes

Meeting was called to order by Meghann Chyla at 7:00 p.m.

I. Roll:

Trustees Present: Meghann Chyla (President, Presiding Officer), Stephanie Wolf (Secretary), Carol Stein (Vice President), Melissa Greaves-Kulisek, Matt Rettig, Matt Soltis and Lynn Daniels.

Emily Milton, Treasurer

Charlotte Dunaief, Director.

Trustees Excused: None.

Also Present: Library staff members Catherine Incledon (minutes) and Meaghan Doyle.

II. Approval of the Minutes: A motion to approve the minutes from the regular Board meeting of September 8, 2021, was made by Stephannie Wolf, seconded by Lynn Daniels, and was unanimously approved.

III. Financial Review: A motion to approve Warrant #3 in the amount of \$73,069.74 was made by Carol Stein, seconded by Stephanie Wolf, and was unanimously approved.

IV. Public Remarks: None.

V. Communications and Donations: A generous donation of \$100 to the Friends of the Cornwall Public Library was made by Carole Flannery. Barbara Gosda emailed library director Charlotte Dunaief to express gratitude for the variety of programs that the library held in September. Karen Reiter emailed the library in gratitude for the Gustav Klimt program that was held via Zoom. Marie Clark wrote a letter to the library.

VI. Director's Report: See written report.

VII. Committee Reports:

- **Finance Committee:** Carol Stein presented the Finance Committee Report. The committee did not meet this month. Board treasurer Emily Milton generated financial reports for the month, and related that for this month's "Profit & Loss Budget vs. Actual - Operating" report, line 2082 - Library Fines was broken down into different categories. The treasurer also noted that the DASNY/SAM grant for the roof and the DASNY/SAM grant for the site sign have been closed out as both projects have been completed, and will not appear on the "Profit & Loss by Capital Grant" report for next month.

- **Policy Committee:** Meghann Chyla presented the Policy Committee Report. A motion to approve the Pandemic Policies and Procedures, as amended, was made by Melissa Greaves-Kulisek, seconded by Matt Rettig, and was unanimously approved.
- **Building, Garden, and Grounds:** Melissa Greaves-Kulisek presented the Building, Garden and Grounds committee report. Library director Charlotte Dunaief is currently working on finding a solution for the staff hydration project. The committee is working on determining what size generator the library will have installed, and is currently obtaining quotes for replacing the corral fencing. The committee discussed either purchasing an additional small shed for the library or replacing the current shed with a larger one. The committee will continue to discuss this and obtain quotes for sheds. The committee also presented staff member Pat Rovello's choice of bench for the Frank Rovello Bench Memorial.
- **Friends:** Matt Soltis, Friends Liaison, presented his report. The Friends will be having an outdoor book sale on October 16th. The Friends have also agreed to purchase a \$50 gift certificate for Kurt Hahn to show gratitude for his help in educating the library staff on fire safety.
- **Personnel Committee:** Stephanie Wolf presented the Personnel Committee Report. Meghann Chyla, Stephanie Wolf, and Charlotte Dunaief met to discuss Charlotte's goals as part of Charlotte's annual revue. A motion to approve the hiring of Andrew Hernon and Sharon Lunden as part-time library assistants and Nicholas Smith as part-time custodial worker, as well as to accept the resignation of Marie Clark, was made by Stephanie Wolf, seconded by Matt Rettig, and was unanimously approved.
- **Strategic Planning Committee:** Matt Soltis presented the Strategic Planning Committee Report. The committee did not meet this month, but is looking into options for surveying the community.
- **Sustainability Committee:** Matt Rettig presented the Sustainability Committee Report. The committee did not meet this month, but is working closely with the Buildings, Garden and Grounds Committee.

VIII. Unfinished Business: None.

IX. New Business: A motion to approve the 2022 Holiday Schedule was made by Lynn Daniels, seconded by Matt Rettig, and was unanimously approved.

X. Adjournment: A motion to adjourn the regular Board meeting was made by Carol Stein, seconded by Matt Rettig, and was unanimously approved. Meghann Chyla adjourned the meeting at 8:13 pm.

The next Regular Board Meeting will be held on Wednesday, November 10, 2021, at 7:00 p.m.

These minutes were recorded by library staff member Catherine Incledon.

Cornwall Public Library
Warrant # 4
As of October 31, 2021

Type	Date	Num	Memo	Split	Paid	Amount
Albert Wisner Public Library						
Bill	10/08/2021	Lost CD	Patron # 22807000350373 Item #32844002...	2082.3 · 2082.3 Lost Item	Unpaid	17.00
Total Albert Wisner Public Library						17.00
Benninger Landscaping LTD						
Bill	10/07/2021	Invoice 25489	Invoice 25489 October Service	469 · Service Contracts	Paid	900.00
Total Benninger Landscaping LTD						900.00
Blackstone Publishing						
Bill	10/05/2021	Invoice 1246923	Invoice 1246923	-SPLIT-	Unpaid	34.95
Bill	10/05/2021	Invoice 1246995	Invoice 1246995	-SPLIT-	Unpaid	133.97
Bill	10/26/2021	Invoice 2002202	Invoice 2002202	-SPLIT-	Unpaid	216.89
Bill	10/26/2021	Invoice 2002656	Invoice 2002656	-SPLIT-	Unpaid	227.86
Total Blackstone Publishing						613.67
Blake Engineering PLLC						
Bill	10/20/2021	Invoice #1877	Invoice #1877 SED # 44-03-01-06-6-009-005	800 · Capital Expenditure	Paid	6,300.00
Total Blake Engineering PLLC						6,300.00
Brodart Co. - Juv FT						
Bill	10/08/2021	Invoice B6290413	Invoice B6290413	-SPLIT-	Unpaid	15.47
Bill	10/08/2021	Invoice B6290423	Invoice B6290423	410.4 · Juvenile Fiction	Unpaid	16.84
Bill	10/08/2021	Invoice B6290411	Invoice B6290411	-SPLIT-	Unpaid	18.09
Bill	10/08/2021	Invoice B6290401	Invoice B6290401	410.5 · Juvenile Non Fiction	Unpaid	9.89
Bill	10/08/2021	Invoice B6290402	Invoice B6290402	-SPLIT-	Unpaid	72.64
Bill	10/08/2021	Invoice B6290408	Invoice B6290408	-SPLIT-	Unpaid	23.58
Bill	10/08/2021	Invoice B6290409	Invoice B6290409	-SPLIT-	Unpaid	38.50
Bill	10/08/2021	Invoice B6290422	Invoice B6290422	410.4 · Juvenile Fiction	Unpaid	13.12
Bill	10/08/2021	Invoice B6290410	Invoice B6290410	-SPLIT-	Unpaid	397.78
Bill	10/08/2021	Invoice B6290394	Invoice B6290394	-SPLIT-	Unpaid	180.06
Bill	10/08/2021	Invoice B6290393	Invoice B6290393	-SPLIT-	Unpaid	179.79
Bill	10/08/2021	Invoice B6290398	Invoice B6290398	-SPLIT-	Unpaid	137.66
Bill	10/08/2021	Invoice B6290424	Invoice B6290424	410.4 · Juvenile Fiction	Unpaid	37.68
Bill	10/08/2021	Invoice B6290400	Invoice B6290400	-SPLIT-	Unpaid	56.27
Bill	10/31/2021	Invoice B6304959	Invoice B6304959	-SPLIT-	Unpaid	32.65
Bill	10/31/2021	Invoice B6304902	Invoice B6304902	-SPLIT-	Unpaid	9.94
Bill	10/31/2021	Invoice B6304901	Invoice B6304901	-SPLIT-	Unpaid	58.41
Bill	10/31/2021	Invoice B6305060	Invoice B6305060	-SPLIT-	Unpaid	74.05
Bill	10/31/2021	Invoice B6305061	Invoice B6305061	-SPLIT-	Unpaid	33.21
Bill	10/31/2021	Invoice B6304954	Invoice B6304954	-SPLIT-	Unpaid	108.99
Bill	10/31/2021	Invoice B6305063	Invoice B6305063	410.4 · Juvenile Fiction	Unpaid	6.99
Bill	10/31/2021	Invoice B6304960	Invoice B6304960	-SPLIT-	Unpaid	181.79
Bill	10/31/2021	Invoice B6305062	Invoice B6305062	-SPLIT-	Unpaid	51.86
Bill	10/31/2021	Invoice B6304956	Invoice B6304956	-SPLIT-	Unpaid	51.80
Bill	10/31/2021	Invoice B6305064	Invoice B6305064	410.4 · Juvenile Fiction	Unpaid	5.24
Bill	10/31/2021	Invoice B6305059	Invoice B6305059	-SPLIT-	Unpaid	174.22
Bill	10/31/2021	Invoice B6304889	Invoice B6304889	-SPLIT-	Unpaid	494.22
Total Brodart Co. - Juv FT						2,480.74
Brodart Co. -Supplies						
Bill	10/19/2021	Invoice 589094	Invoice 589094	430.1 · Library supplies	Unpaid	275.80
Bill	10/19/2021	Invoice 589052	Invoice 589052	430.1 · Library supplies	Unpaid	138.06
Total Brodart Co. -Supplies						413.86
Brodart Co. (McN)						
Bill	10/07/2021	Invoice M190320	Invoice M190320 November 2021 Service	410.9 · McNaughton	Unpaid	610.75
Total Brodart Co. (McN)						610.75
Cash						
Bill	10/26/2021	Replenish Petty Cash	Replenish petty cash 3rd Q21	1010 · Petty Cash	Paid	99.00
Total Cash						99.00
Cengage Learning/Gale						
Bill	10/26/2021	Invoice 76053477	Invoice 76053477	-SPLIT-	Unpaid	105.74
Total Cengage Learning/Gale						105.74
Central Hudson Gas & Electric Corp						
Bill	10/31/2021	Acct. 2100-4099-18-6	estimated bill received no bill for Oct. Acct. 2...	450 · Fuel/Utilities	Unpaid	1,850.00
Total Central Hudson Gas & Electric Corp						1,850.00
Charlotte Dunaief						

Cornwall Public Library
Warrant # 4
As of October 31, 2021

Type	Date	Num	Memo	Split	Paid	Amount
Bill	10/17/2021	Employee Reimburse	Employee Reimburse Sept & Oct 2021	-SPLIT-	Unpaid	46.63
Total Charlotte Dunaief						46.63
Cornwall Public Library - Payroll						
Bill	10/05/2021	Pay end 10/01/21	Pay end 10/01/21 Pay date 10/08/21	1012 · OBT Payroll Checking	Paid	18,384.71
Bill	10/21/2021	Pay end 10.15.21	Pay end 10.15.21	1012 · OBT Payroll Checking	Paid	18,307.64
Total Cornwall Public Library - Payroll						36,692.35
Cornwall Public Library - Trust & Agency						
Bill	10/05/2021	Pay end 10/01/21	Pay end 10/01/21 Pay date 10/08/21	1003 · Due from Trust & Agency	Paid	7,041.07
Bill	10/07/2021	3rdQtr Medicare Reim	3rdQtr Medicare Reim	1003 · Due from Trust & Agency	Paid	4,000.00
Bill	10/21/2021	Pay end 10.15.21	Pay end 10.15.21	1003 · Due from Trust & Agency	Paid	7,179.64
Bill	10/14/2021	Oct health Insurance	Oct health Insurance	1003 · Due from Trust & Agency	Paid	4,931.35
Total Cornwall Public Library - Trust & Agency						23,152.06
Demco, Inc.						
Bill	10/19/2021	Invoice 7022729	Invoice 7022729	-SPLIT-	Unpaid	156.79
Bill	10/31/2021	Invoice 7029684	Invoice 7029684	-SPLIT-	Unpaid	32.14
Total Demco, Inc.						188.93
Foreign Affairs						
Bill	10/05/2021	00585438	Acct. 00585438 1 yr renewal	413.6 · Serials	Unpaid	44.95
Total Foreign Affairs						44.95
Hannaford						
Bill	10/12/2021	Statement 10/3/21	Acct ending 0265 for Gift Cards for Adult Su...	430.33 · Summer Reading	Paid	75.00
Total Hannaford						75.00
hoopla						
Bill	10/31/2021	Invoice 501211500	Invoice 501211500	412.8 · Digital Streaming	Unpaid	439.79
Total hoopla						439.79
Ingram Library Services						
Bill	10/05/2021	Invoice 54762975	Invoice 54762975	-SPLIT-	Unpaid	24.39
Bill	10/31/2021	Invoice 55244590	Invoice 55244590	-SPLIT-	Unpaid	1,017.80
Total Ingram Library Services						1,042.19
Lock Around the Clock						
Bill	10/07/2021	Unit 3434 Nov 2021	Unit 3434 Nov 2021	469 · Service Contracts	Paid	62.00
Total Lock Around the Clock						62.00
Marangi Disposal						
Bill	10/19/2021	Invoice 1A105375	Invoice 1A105375	469 · Service Contracts	Paid	132.29
Total Marangi Disposal						132.29
Marianne Sciucco						
Bill	10/26/2021	Adult Pro. 11.17.21	Adult Pro. 11.17.21 Storytelling for the Alzhei...	437.2 · Prof fees-Adult programs	Unpaid	50.00
Total Marianne Sciucco						50.00
Maureen Hart						
Bill	10/31/2021	Paint Night 11.9.21	Paint Night 11.9.21 23 participants	437.2 · Prof fees-Adult programs	Unpaid	575.00
Total Maureen Hart						575.00
Midwest Tape						
Bill	10/14/2021	Invoice 501128422	Invoice 501128422	-SPLIT-	Unpaid	28.59
Bill	10/14/2021	Invoice 501128421	Invoice 501128421	-SPLIT-	Unpaid	34.69
Bill	10/21/2021	Invoice 501165377	Invoice 501165377	-SPLIT-	Unpaid	24.84
Bill	10/21/2021	Invoice 501165375	Invoice 501165375	-SPLIT-	Unpaid	24.84
Total Midwest Tape						112.96
MPLC						
Bill	10/31/2021	Invoice 504374057	Invoice 504374057	411 · Film	Unpaid	201.39
Total MPLC						201.39
NET2PHONE						
Bill	10/14/2021	Invoice 1214326320	Invoice 1214326320	431 · Telephone	Paid	251.99
Total NET2PHONE						251.99
Orange Bank & Trust Cardmember Services						

Cornwall Public Library
Warrant # 4
As of October 31, 2021

Type	Date	Num	Memo	Split	Paid	Amount
Bill	10/31/2021	Acct # 1088	October 2021 Statement	-SPLIT-	Unpaid	1,961.06
Total Orange Bank & Trust Cardmember Services						1,961.06
OverDrive, Inc.						
Bill	10/05/2021	Invoice 21383031	Invoice 21383031	410.12 · Adult E Book	Unpaid	43.99
Bill	10/05/2021	Invoice 21383027	Invoice 21383027	410.62 · Ebooks -- Young Adult	Unpaid	69.90
Bill	10/05/2021	Invoice 21383030	Invoice 21383030	412.32 · E-Audiobooks -- Adult	Unpaid	49.95
Total OverDrive, Inc.						163.84
Paychex, Inc.						
Bill	10/12/2021	Invoice 2021093000	Invoice 2021093000 Sept 2021 Payroll	437.1 · Prof fees-Office	Paid	196.77
Bill	10/14/2021	Invoice 1695351	Invoice 1695351 Pay end 10.01.2021 38 E...	437.1 · Prof fees-Office	Paid	95.76
Total Paychex, Inc.						292.53
People Magazine						
Bill	10/05/2021	2043813498	Acct. 2043813498 1 year renewal	413.6 · Serials	Unpaid	105.30
Total People Magazine						105.30
Rachel Martinez						
Bill	10/12/2021	Pay 10.1.2021	Direct deposit error for pay end 10.01.21 Pay...	142 · Salary-Clerical	Paid	96.97
Total Rachel Martinez						96.97
RCLS						
Bill	10/05/2021	Invoice 30064	Invoice 30064 E content 4th Quarter 2021	410.13 · e-Content Consortia	Unpaid	1,684.49
Bill	10/07/2021	Invoice 30115	4Q21 Consumer reports database pool billing	413.3 · Reference-Adult electroni	Unpaid	236.47
Bill	10/12/2021	Invoice 30165	Invoice 30165 Microsoft Office 365 3Q21 Billi...	437.1 · Prof fees-Office	Unpaid	97.50
Bill	10/26/2021	Invoice 30209	Invoice 30209 2021 4thQ ANSER fees	-SPLIT-	Unpaid	14,519.03
Total RCLS						16,537.49
Reader's Digest Large Print						
Bill	10/05/2021	0466734472	Acct. 0466734472 Large Print 1 year renewal	413.6 · Serials	Unpaid	30.00
Total Reader's Digest Large Print						30.00
Stella Denton						
Bill	10/26/2021	Wreath Class 12.7.21	Wreath Class 12.7.21	437.2 · Prof fees-Adult programs	Unpaid	100.00
Total Stella Denton						100.00
Storm King Art Center						
Bill	10/21/2021	2022 Membership	2022 Membership	437.2 · Prof fees-Adult programs	Unpaid	125.00
Total Storm King Art Center						125.00
The Library Store						
Bill	10/14/2021	Invoice 535319	Invoice 535319	-SPLIT-	Unpaid	62.23
Total The Library Store						62.23
United A/C Refrigeration, Inc						
Bill	10/26/2021	Invoice 430237	Invoice 430237	469 · Service Contracts	Paid	348.75
Total United A/C Refrigeration, Inc						348.75
Vanguard Cleaning Systems of the HV						
Bill	10/07/2021	Invoice 40634	Invoice 40634 Oct 2021 Service	469 · Service Contracts	Paid	1,190.00
Total Vanguard Cleaning Systems of the HV						1,190.00
Verizon						
Bill	10/19/2021	Acct 652121949000...	Acct 652121949000181	431 · Telephone	Paid	67.41
Total Verizon						67.41
Verizon Wireless						
Bill	10/07/2021	Invoice 9889707931	Invoice 9889707931 Service for Sept 2 to Oc...	431 · Telephone	Paid	15.08
Total Verizon Wireless						15.08
W.B. Mason						
Bill	10/05/2021	Invoice 223615583		430.22 · Covid Expense	Unpaid	19.98
Bill	10/14/2021	Invoice 224155646	Invoice 224155646	430.2 · Office supplies	Unpaid	65.97
Bill	10/17/2021	Invoice 224431946	Invoice 224431946	451 · Custodial Supplies	Unpaid	107.99
Bill	10/19/2021	Invoice 224072184	Invoice 224072184	-SPLIT-	Unpaid	158.43
Bill	10/19/2021	Invoice 224108913	Invoice 224108913	430.2 · Office supplies	Unpaid	28.04
Bill	10/31/2021	Invoice 224475623	Invoice 224475623	430.2 · Office supplies	Unpaid	58.96

Cornwall Public Library

Warrant # 4

As of October 31, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Paid</u>	<u>Amount</u>
Total W.B. Mason						439.37
TOTAL						<u><u>97,993.32</u></u>

October 2021 Director's Report

Personnel

- Pat and I completed all Civil Service paperwork for new hires, and those employees who are no longer at CPL. All MSD forms were accepted & processed by Civil Service.

Budget/Financial

- Deposited first half of taxes {collected by CCSD on our behalf} 10/19.

Programming

- Held 2 managers' meetings to discuss programming.

Building and Grounds

- LIME came on 10/20 & 21 to replace the rest of our interior lighting, and the lighting in the parking lot, with LED lights through Hudson's lighting program.
- Worked on getting quotes for fencing, and shed(s).
- I reminded J. Willimot about the lighting issue. I was told that a part has to be fabricated & should be here soon. Then someone will come out to install & reprogram lighting.
- Culligan sent a tech out to look at the cooler. They blamed the issue on the water line coming from the bathroom, where the water is mixed (both hot & cold), I asked him why that had been picked then since a Culligan Tech did the installation. He called his office, and I think that another cooler is being ordered. I have emailed the Culligan sales rep again, and someone is supposed to come out again, soon.
- Contacted Broderick about the recommended repair. He suggested going ahead with it to keep the system operational. Have been in contact with United to order the part & request repair ASAP.
- On October 30th, Stanley Steemer came and cleaned our carpets, gratis!

Monthly Statistics for September 2021 (previous month in parentheses):

Registered borrowers: 8,155 (8,118); Direct Access/Circulation: 9,459 (9,745)

ILL Borrows: 2,007 (2,120); ILL Loans: 1,809 (2,040); Item Count: 74,588 (74,861);

Wi-Fi: 5,981 (5,405); Overdrive checkouts: 2,598 (2,405); Overdrive unique users: 533 (534).

Meetings Attended: Friends Meeting 10/7; ANSER Sub-Committee 10/14; Staff Meeting 10/20/21; Dept. Heads Meetings 10/6/21 & 10/27/21; Friends 10/7; Director's Assoc. 10/13; CPL Board Meeting 10/13; RCLS System Services 10/18; ANSER Committee 10/25; Policy Committee 10/28; Cornwall Candidate Forum 10/21.

Adult Programming & Outreach Projects October 2021

Date	Title	Attendance
10/6/21	Vincent van Gogh: Color, Passion, and Pain	109 /Zoom
10/13/21	Holiday Card-Making Workshop	17 /Library
10/17/21	Author Bill Bryson with Penguin Random House editor (joint program/Meaghan)	65/Zoom
10/18/21	MSLC: Covid, Variants, Vaccines and Flu Season	54 /Zoom
10/19/21	The Art of Autumn Floral Arrangements: A Demonstration	23 /Library
10/21/21	Cornwall Candidate Panel	54 initial/Zoom 250+ replay
10/28/21	MSLC: Breast Education	16 /Zoom

Total: 588

Book Talks:

10/6/21	Members' Choice: Enrique's Journey by Sonia Nazario	10
10/20/21	Virtual Out & About: The Invisible Life of Addie LaRue by Victoria Schwab	7
10/21/21	Mystery Book Discussion: The Little Friend by Donna Tartt	8
10/28/21	Book Chat & Chocolate: The Secret Life of Violet Grant by Beatriz Williams	6
	Total:	31

Virtual Creative Writers Workshop (Mondays 11-1:00pm)

10/4-4, 10/11-4, 10/18/4, 10/25-3 Total:15

Highlights & Tidbits:

Well, we certainly fell right into Fall with some very informative, crafty, healthy, and community-enriching programs. The library-sponsored art talk topped the list with over 100 attendees, and we will be sure to have this presenter back next year. The two health presentations were very well received and our partnership with MSLC is a benefit in disseminating info to our members. Craft programs continue to be a strong point in gathering a multigenerational audience. However, the largest energy buzz came from the Cornwall Candidate Panel discussion in which the Chamber partnered with us to present the candidates running for our local elections....over 304 views!

There were 15 references/promotionals to our programs in both the Cornwall Local and Orange County Post Sentinel in October. My personal favorite was The Cornwall Local 10/29/21 coverage of the Candidate Panel...check it out.

The Library Homebound Service is active with a volunteer ready to go. Museum passes for Storm King Art Center and Mohonk Preserves are current.

We are set for November with programming that I trust will continue to be of interest to everyone.

Wishing you lots of treats and no tricks as we move into turkey time!

Submitted by Brenda Goldfarb 10/30/21

Youth Services – End-of-Month Statistics – October 2021

PROGRAM NAME: DATE: CHILDREN: ADULTS: TEENS: IN-PERSON
/REMOTE ATTENDANCE TOTAL

Family Story Time	10/5, 10/12, 10/19	49	42		In-Person 91
Dog Tales	10/4, 10/11	17	1		In-Person 18
Chess Time	10/4, 10/25	10	6	1	In-Person 17
T.U.T.	10/8	8			In-Person 8
PJ Story Time	10/18	9			Virtual 9
Art Afternoon	10/13	5			In-Person 5
ChatterBooks	10/7	2			In-Person 2
Book Break	10/14	3			In-Person 3
Readzza Readzza	10/21	2	3		In-Person 5

Pumpkin Weight-Guessing 10/26 90 In-Person 90

TOTAL: 248

MEETINGS & OUTREACH: DATE: ATTENDEE:

Wonderbooks Webinar	10/4	Lisa
Day of Dialog	10/7	Liz
Staff Meeting	10/20	Liz, Lisa & Rebecca
Dept Heads Meeting	10/27	Liz & Lisa

QUESTIONS @ THE DESK: Reference 169; Circulation 61; Tech 15; Telephone 50; Programs 48

Reflections:

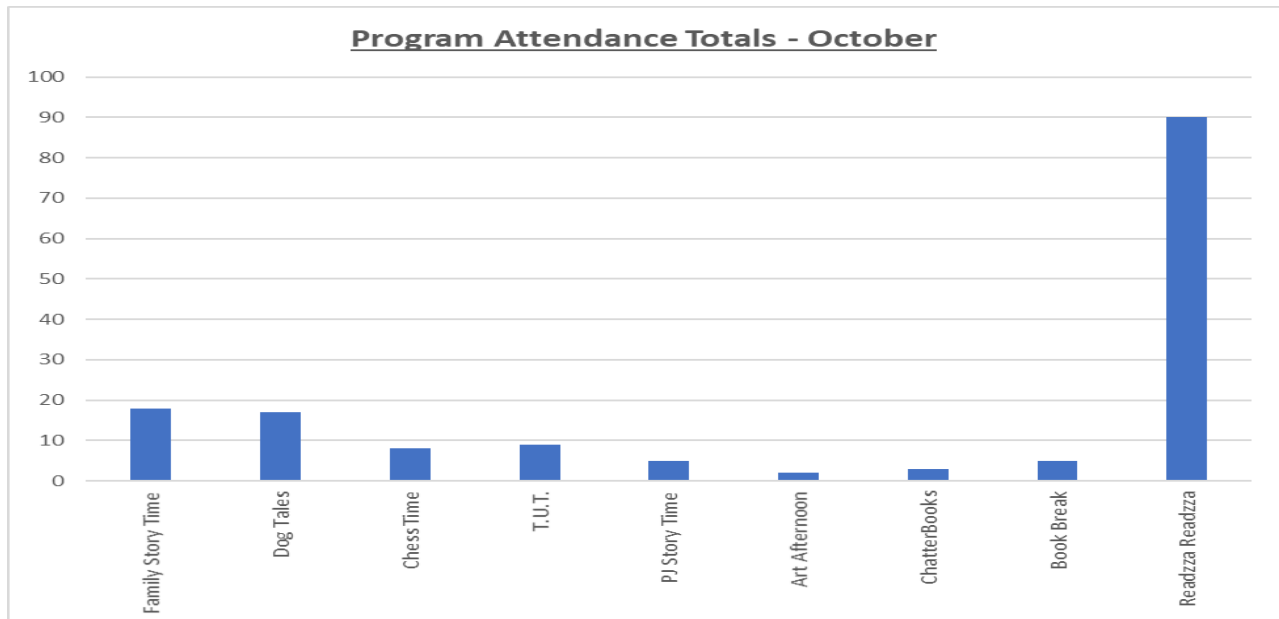
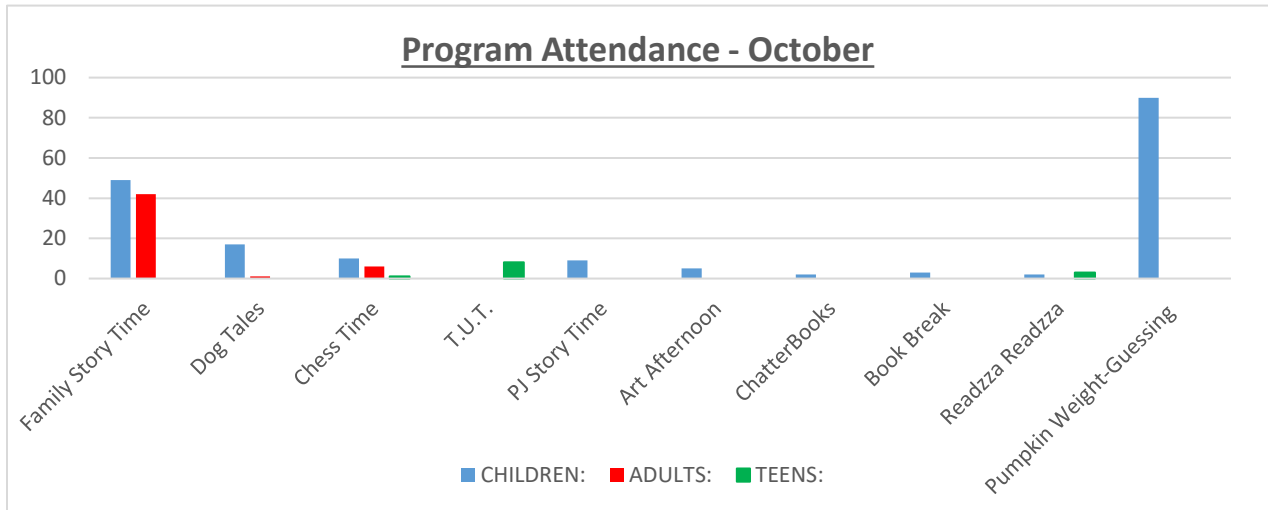
The weather was warm (for the most part) during the first half of October, so it was fortunate that most of our programs were scheduled for that time. We are looking forward to November and meeting in the community room with afterschool participants.

This month proved to be a whirlwind of activity (and juggling) with the training of new hires, massive weeding in fiction and non-fiction, taking on new job responsibilities, writing NHS recommendations and concocting new ways to deliver programming to our patrons. Kudos to my Youth Services staff who persist and brainstorm continually, with an ever-present and much-appreciated sense of humor.

It has felt like our circulation has been increasing. Consulting the current checkout report proved the following: 246 board books, 304 easy readers, 656 chapter books (fiction), 436 non-fiction books, 191 graphic novels and a whopping 954 picture books! And BTW, November just happens to be picture book month, so we anticipate even greater circulation numbers.

Respectfully submitted,

ekf



Adult Services Report – October 1-31, 2021

(submitted by Meaghan Doyle, 11/3/21)

REFERENCE (previous month in parentheses):

Ref. Q's: 212 (235); Tech Assists: 90 (82); Circ/Curbside Assists: 131 (140); Directional: 8 (16); Reader's Advisory: 4 (10); ILL/SEAL: 10 (16); Pull List: 1509 (1298); Printing: 101 (93); Phone: 80 (98); Virtual Ref: 7 (5) Notary Service: 47 (25)

Database Stats (previous month in parentheses):

Novel List Plus: 57 (78); Novel List PlusK-8: 0 (1); EBSCO Other: 2 (3); Gale*: 0 (0); Gale Virtual Ref. Library: 0 (0); Ancestry: 36 (18).

*Gale: Ongoing review and evaluation of our Gale digital reference resources.

PC Usage: Adults: 331 (345) Childrens: 6 (3) Laptop: 3 (0)

WIFI Usage: 5981 (5405) PC Reservations: 0 (3) Guest Passes: 37 (45)

HOOPLA (previous month in parentheses):

New signups: 5 (4); Borrowers: 84 (89); Avg. No. Circs: 2.6 (2.6); Maxed Users: 18 (24) Items borrowed: 217 (235)

August Meetings/Webinars: Oct. 6 Managers' Meeting; Oct. 13 Library Board Meeting; Oct. 20 Staff Meeting; Oct. 20 How to Train your Community on Libby Webinar; Oct. 21 Cornwall Candidates' Forum; Oct. 27 Managers' Meeting.

OrangeREADS 2021: The ORANGE COUNTY LIBRARY ASSOCIATION (OLA) sponsored the annual OrangeREADS program by providing 10 copies of *The Body: A Guide for Occupants* by Bill Bryson to Orange County Libraries. Most of the copies were checked out, and we had 4 participants at our Local Book Discussion group. The County-wide event was a Live Zoom with author Bill Bryson, who was interviewed by Gerry Howard, a Trustee at Tuxedo Library. Brenda coordinated with us and hosted and promoted to other County libraries a variety of Health related programs.

New Staff: Two new reference staff members and two new pages means I spent a LOT of time doing training this month! All the new staff members are off to a great start, and I am optimistic we have a good team.

Microfilm: The latest development is that the Microfilm Sales Rep I have been working with for a long time, has now consulted with the Manufacturer, with the hope that they would have some additional software troubleshooting idea for me to try. Unfortunately, their assessment, based on the narrative of our experience, is that it sounds like a hardware issue.

Our options now include sending the machine to the company we bought it from for diagnosis, at a minimum cost of \$525. If the machine requires replacement parts, those would be an additional cost. I do not know if the \$525 includes the shipment cost, I think it does, but upon additional inquiries, that has not yet been clarified.

Alternatively, there is a “trade in and move up” option, where we could get a newer model machine, plus the new software and 1 year of support for \$4900.

I have requested that he provide information or reviews that indicate some improvements that may have been made on the new model, since our experience so far makes me cautious about spending that much money on another machine.

(Charlotte here: I would like the opportunity to investigate other microfilm machines, or to just go ahead and digitize our entire collection of “The Local.” I personally think that the money would be better spent on digitization. BTW Meaghan let me know that many of the requests for microfilm were for Locals that are already on CD, or available via another digitized form.--CAD)

Cornwall Public Library
Profit & Loss Budget vs. Actual - Operating
July through October 2021

	Budget	Budget	\$ Under Budget	Full 2021-2022 Budget	\$ Under Budget	% of Budget
	33%					
Income						
2002 · Local Public Funds	643,385.50	643,385.00	-0.50	1,286,770.00	643,384.50	50.0%
2005 · Appropriated Fund Balance	0.00	35,000.00	35,000.00	35,000.00	35,000.00	0.0%
2082 · Library Fines	4,200.41	2,500.00	-1,700.41	7,500.00	3,299.59	56.01%
2401 · Income from Investments	74.55	166.72	92.17	500.00	425.45	14.91%
2701 · Refunds	21.65		-21.65		-21.65	
2706 · Gifts & Endowments	396.00	4,833.36	4,437.36	14,500.00	14,104.00	2.73%
2760 · Grants	0.00	0.00	0.00	0.00	0.00	0.0%
3840 · RCLS	4,329.00	0.00	-4,329.00	0.00	-4,329.00	100.0%
Total Income	652,407.11	685,885.08	33,477.97	1,344,270.00	691,862.89	48.53%
Gross Profit	652,407.11	685,885.08	33,477.97	1,344,270.00	691,862.89	48.53%
Expense			0.00		0.00	
141 · Salary-Certified Librarian	56,914.79	73,712.00	16,797.21	221,139.00	164,224.21	25.74%
142 · Salary-Clerical	127,086.07	158,335.28	31,249.21	475,006.00	347,919.93	26.76%
143 · Salary-Treasurer	1,846.16	2,000.00	153.84	6,000.00	4,153.84	30.77%
144 · Salary-Custodial	985.00	6,933.36	5,948.36	20,800.00	19,815.00	4.74%
203b · Capital Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
410 · Books	11,753.16	22,752.96	10,999.80	68,258.00	56,504.84	17.22%
411 · Film	0.00	0.00	0.00	646.00	646.00	0.0%
412 · Video/Music/Books on Tape	5,376.75	12,340.16	6,963.41	37,020.00	31,643.25	14.52%
413 · Serials/Reference	3,440.66	4,083.44	642.78	12,250.00	8,809.34	28.09%
430 · Supplies						
430.1 · Library supplies	1,815.18	2,000.00	184.82	6,000.00	4,184.82	30.25%
430.2 · Office supplies	1,459.41	3,800.00	2,340.59	11,400.00	9,940.59	12.8%
430.3 · Program supplies						
430.30 · Adult	83.06	1,000.00	916.94	3,000.00	2,916.94	2.77%
430.31 · YA	0.00	333.36	333.36	1,000.00	1,000.00	0.0%
430.32 · Juvenile	365.75	500.00	134.25	1,500.00	1,134.25	24.38%
430.33 · Summer Reading	498.84	833.36	334.52	2,500.00	2,001.16	19.95%
430.34 · Special/Outreach	14.46	833.36	818.90	2,500.00	2,485.54	0.58%
Total 430.3 · Program supplies	962.11	3,500.08	2,537.97	10,500.00	9,537.89	9.16%
430.4 · Program supplies-YA	15.00		-15.00		-15.00	
Total 430 · Supplies	4,251.70	9,300.08	5,048.38	27,900.00	23,648.30	15.24%
431 · Telephone	1,738.66	2,666.72	928.06	8,000.00	6,261.34	21.73%
432 · Square Processing Fee	13.47		-13.47		-13.47	
433 · Postage	278.35	1,333.36	1,055.01	4,000.00	3,721.65	6.96%
434 · Publicity & Printing	899.57	2,500.00	1,600.43	7,500.00	6,600.43	11.99%
435 · Travel/Conference	148.94	1,500.00	1,351.06	4,500.00	4,351.06	3.31%
437 · Professional Fees						
437.1 · Prof fees-Office	2,975.29	8,298.36	5,323.07	24,895.00	21,919.71	11.95%
437.2 · Prof fees-Adult programs	761.43	2,333.36	1,571.93	7,000.00	6,238.57	10.88%
437.3 · Prof fees-YA programs	30.00	666.72	636.72	2,000.00	1,970.00	1.5%
437.4 · Prof fees-Juvenile	70.00	1,333.36	1,263.36	4,000.00	3,930.00	1.75%
437.5 · Prof fees-SRP	44.94	1,000.00	955.06	3,000.00	2,955.06	1.5%
437.6 · Prof fees-Outreach	0.00	333.36	333.36	1,000.00	1,000.00	0.0%
Total 437 · Professional Fees	3,881.66	13,965.16	10,083.50	41,895.00	38,013.34	9.27%
438 · Dues	295.99	500.00	204.01	1,500.00	1,204.01	19.73%
439 · Equipment Repair	0.00	0.00	0.00	0.00	0.00	0.0%
440 · Contracts w/ Books Co.	43.20	733.36	690.16	2,200.00	2,156.80	1.96%
450 · Fuel/Utilities	5,698.74	10,666.72	4,967.98	32,000.00	26,301.26	17.81%
451 · Custodial Supplies	147.18	1,000.00	852.82	3,000.00	2,852.82	4.91%
452 · Repairs to Building	157.50	8,163.36	8,005.86	24,490.00	24,332.50	0.64%
454 · Building Insurance	3,251.00	12,750.00	9,499.00	12,750.00	9,499.00	25.5%
455 · RCLS ANSER & Telecommunication	15,580.00	31,691.00	16,111.00	63,382.00	47,802.00	24.58%
469 · Service Contracts	14,365.04	11,425.36	-2,939.68	34,276.00	19,910.96	41.91%
490 · Refund of PY Tax Assessment	0.00	0.00	0.00	0.00	0.00	0.0%
800 · Capital Expenditure	0.00	0.00	0.00	0.00	0.00	0.0%
9010.8 · Retirement	0.00	0.00	0.00	68,515.00	68,515.00	0.0%
9030.8 · FICA/Medicare Expense	14,239.77	18,435.00	4,195.23	55,305.00	41,065.23	25.75%
9060.8 · Workers' Comp	0.00	7,955.00	7,955.00	7,955.00	7,955.00	0.0%
9090.8 · Health Insurance	19,617.24	34,661.00	15,043.76	103,983.00	84,365.76	18.87%
Total Expense	292,010.60	449,403.32	157,392.72	1,344,270.00	1,052,259.40	21.72%
	360,396.51	236,481.76	-123,914.75	0.00	-360,396.51	100.0%

Cornwall Public Library
Profit & Loss by
Capital Grant
July 1, 2017 through October 31, 2021

	DASNY #7919 GEN/ELEC/LGT	Total Grants (Capital Fund)	Capital Fund - Other (Capital Fund)	Total Capital Fund
Expected expenses	9,050.00	9,050.00	513,009.16 *	522,059.16
Income				
2401 - Income from Investments	0.00	0.00	990.14	990.14
2760 - Grants	81,450.00	81,450.00	0.00	81,450.00
3840 - RCLS	0.00	0.00	0.00	0.00
Total Income	<u>81,450.00</u>	<u>81,450.00</u>	<u>513,999.30</u>	<u>595,449.30</u>
Gross Profit	81,450.00	81,450.00	513,999.30	595,449.30
Expense				
203b - Capital Equipment	0.00	0.00	9,700.27	9,700.27
437 - Professional Fees				
437.1 - Prof fees-Office	3,776.03	3,776.03	0.00	3,776.03
437.2 - Prof fees-Adult programs	0.00	0.00	0.00	0.00
437.3 - Prof fees-YA programs	0.00	0.00	0.00	0.00
437.4 - Prof fees-Juvenile	0.00	0.00	0.00	0.00
437.5 - Prof fees-SRP	0.00	0.00	0.00	0.00
437.6 - Prof fees-Outreach	0.00	0.00	0.00	0.00
Total 437 - Professional Fees	<u>3,776.03</u>	<u>3,776.03</u>	<u>0.00</u>	<u>3,776.03</u>
452 - Repairs to Building	0.00	0.00	3,211.00	3,211.00
800 - Capital Expenditure	77,031.95	77,031.95	258,164.18	335,196.13
Total Expense	<u>80,807.98</u>	<u>80,807.98</u>	<u>271,075.45</u>	<u>351,883.43</u>
	<u>642.02</u>	<u>642.02</u>	<u>242,923.85</u>	<u>243,565.87</u>

*capital balance on 6/30/17

Future Cash Balance (Capital Account)		
		Balance
Current Capital Balance		\$ 239,409.35
Spend electrical grant		\$ 139,217.33
Reimburse remaining electrical grant	\$ 9,050.00	\$ 139,217.33
Future Capital balance		\$ 139,217.33

Open Capital Grants Timeline
Gen/Elec/Light (\$181,000) - must be completed by 6/2022

Cornwall Public Library
Profit & Loss by Class
July through October 2021

	Balance on 10/31/21= \$26,966.12	Balance on 10/31/21= \$2,609.37	Balance on 10/31/21= \$5,427.59	Balance on 10/31/21= \$0			
	Good Idea	Schmitt Children	Skoufis Adult	Arts Mid-Hudson	Friends	Operating - Other	Total Operating
	Fund	Tech Grant (\$13,000)	Tech Grant (\$16,671)	Regrant (Oper)	(Operating)	(Operating)	
Income							
2002 · Local Public Funds						643,385.50	
2082 · Library Fines	0.00	0.00	0.00	0.00	0.00	4,200.41	4,200.41
2401 · Income from Investments	0.00	0.00	0.00	0.00	0.00	74.55	74.55
2701 · Refunds	0.00					21.65	
2706 · Gifts & Endowments	0.00	0.00	0.00	0.00	0.00	396.00	396.00
2760 · Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3840 · RCLS	0.00	0.00	0.00	0.00	0.00	4,329.00	4,329.00
Total Income	0.00	0.00	0.00	0.00	0.00	652,407.11	652,407.11
Gross Profit	0.00	0.00	0.00	0.00	0.00	652,407.11	652,407.11
Expense							
141 · Salary-Certified Librarian	0.00	0.00	0.00	0.00	0.00	56,914.79	56,914.79
142 · Salary-Clerical	0.00	0.00	0.00	0.00	0.00	127,086.07	127,086.07
143 · Salary-Treasurer	0.00	0.00	0.00	0.00	0.00	1,846.16	1,846.16
144 · Salary-Custodial						985.00	
410 · Books	0.00	0.00	0.00	0.00	0.00	11,753.16	11,753.16
412 · Video/Music/Books on Tape	0.00	0.00	0.00	0.00	0.00	5,376.75	5,376.75
413 · Serials/Reference	0.00	0.00	0.00	0.00	0.00	3,440.66	3,440.66
430 · Supplies							
430.1 · Library supplies	375.94	0.00	0.00	0.00	0.00	1,815.18	1,815.18
430.2 · Office supplies	0.00	0.00	0.00	0.00	0.00	1,459.41	1,459.41
430.3 · Program supplies	0.00	0.00	0.00	0.00	153.00	809.11	962.11
430.4 · Program supplies-YA	0.00	0.00	0.00	0.00	0.00	15.00	15.00
Total 430 · Supplies	375.94	0.00	0.00	0.00	153.00	4,098.70	4,251.70
431 · Telephone	0.00	0.00	0.00	0.00	0.00	1,738.66	1,738.66
432 · Square Processing Fee	0.00	0.00	0.00	0.00	0.00	13.47	13.47
433 · Postage	0.00	0.00	0.00	0.00	0.00	278.35	278.35
434 · Publicity & Printing	0.00	0.00	0.00	0.00	0.00	899.57	899.57
435 · Travel/Conference	0.00	0.00	0.00	0.00	0.00	148.94	148.94
437 · Professional Fees							
437.1 · Prof fees-Office	0.00	0.00	0.00	0.00	0.00	2,975.29	2,975.29
437.2 · Prof fees-Adult programs	0.00	0.00	0.00	0.00	320.00	441.43	761.43
437.3 · Prof fees-YA programs	0.00	0.00	0.00	0.00	0.00	30.00	30.00
437.4 · Prof fees-Juvenile	0.00	0.00	0.00	0.00	0.00	70.00	70.00
437.5 · Prof fees-SRP	0.00	0.00	0.00	0.00	44.94	0.00	44.94
Total 437 · Professional Fees	0.00	0.00	0.00	0.00	364.94	3,516.72	3,881.66
438 · Dues	0.00	0.00	0.00	0.00	0.00	295.99	295.99
440 · Contracts w/ Books Co.	0.00	0.00	0.00	0.00	0.00	43.20	43.20
450 · Fuel/Utilities	0.00	0.00	0.00	0.00	0.00	5,698.74	5,698.74
451 · Custodial Supplies	0.00	0.00	0.00	0.00	0.00	147.18	147.18
452 · Repairs to Building						157.50	
454 · Building Insurance	0.00	0.00	0.00	0.00	0.00	3,251.00	3,251.00
455 · RCLS ANSER & Telecommunication	0.00	0.00	0.00	0.00	0.00	15,580.00	15,580.00
469 · Service Contracts	0.00	0.00	0.00	0.00	0.00	14,365.04	14,365.04
800 · Capital Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9030.8 · FICA/Medicare Expense	0.00	0.00	0.00	0.00	0.00	14,239.77	14,239.77
9090.8 · Health Insurance	0.00	0.00	0.00	0.00	0.00	19,617.24	19,617.24
Total Expense	375.94	0.00	0.00	0.00	517.94	291,492.66	292,010.60
Net Income	-375.94	0.00	0.00	0.00	-517.94	360,914.45	360,396.51

Total Grant money housed in operating account: \$8,036.96

2021-2022 Cornwall Public Library Board of Trustees~Policy Schedule

Policies Currently in Review by Committee members/Work in Progress	For Board REVIEW/ Discussions with full Board	For Board VOTE November meeting
Final Handbook 7-11-19-1v.4.docx (Do we need to update language here as well? New committee next year to revise this? Shrm to look over?)	CPL Work From Home Policy (Few changes suggested since policy was approved in May 2020).	Copy of InvestmentPolicy-6240 (Carol changed some language.)
Computer Use & Internet and Wireless Usage Policy10 21 21.docx Computer Use Agreement8 - 19v.2.doc	Copy of GIFT AND DONATION POLICY Final (Condensed to have one policy. Proposing to eliminate Materials donation policy below.) Materials donation policy.docx	Workplace Bullying Policy.docx
Bylaws	Study Room Policy	
CPL History (not matching what is on the website)	Exam Proctoring Services Policy	

Respectfully submitted, Meghann Chyla

The Good Idea Fund

Grant Request Form

Proposals need to be submitted to the Director by the end of each quarter in order to be considered.

Deadline dates are: March 23, June 22, September 21 and December 21, 2018. Requests will be considered at the following board meeting. Grants will be issued for a minimum of \$500 and should be for one-time expenses that fall outside the parameters of the annual operating budget. Projects will be funded that enhance the programming or services of the library.

1. Your Name:

Charlotte A Dungaief

2. Your Financial Request:

\$ 230⁰⁰ → 330⁰⁰ depending on water filtration/dispenser

3. Project this grant will fund:

A water filter/dispenser

4. Is this grant for technology, products, furniture, equipment, or services?

Equipment

5. Is any portion of this request funded by another source? If so, please identify.

No

6. Who is the intended audience for this request?

Staff

7. Please describe your project. What is the anticipated outcome of this project?

How will you measure this?

a happy, hydrated staff

8. What goal or objective does this pertain to in the 2017-2022 Strategic Plan?

Becoming more sustainable & green

9. Please complete attached Budget Form. (over)

Budget Form

Description of Item or Service	Provider of Item or Services	Quantity or Unit of Cost	Proposed Expenditure
Self cleaning Bottle less water Cooler dispenser	Amazon	1	\$ 230 - 330

Your Signature: Charlotte Adumang Date: 11/8/2021

Director's Signature: Charlotte Adumang Date: 11/8/2021

Approved by Board of Trustees: YES NO Date: _____

NOTES:

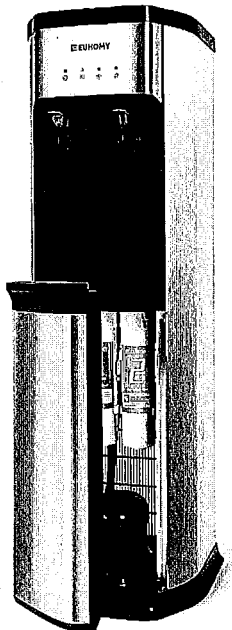


Save 46% on your first 4 months

Get this deal



Home & Kitchen > Kitchen & Dining > Water Coolers & Filters



Roll over image to zoom in



Visit the E EUHOMY Store

Euhomy Self Cleaning Bottleless Water Cooler Dispenser, with Dual Filtration System and UV Lights Stainless Steel Water Cooler for Home, Office, Living Room, ETL Approved ,Black

1 rating

Price: \$229.99

Coupon: ✖

Save an extra \$30 when you apply this coupon. Terms

Thank you for being a Prime Member. Get \$125 off: Pay \$104.99 \$229.99 upon approval for the Amazon Business Prime Card. Terms apply.

Color Black
Material Stainless Steel
Brand E EUHOMY
Weight 30.14 Pounds
Wattage 420 watts

About this item

- [DUAL FILTRATION]: Dual filter water dispenser includes PP cotton filter and Carbon filter, PP cotton filter can remove impurities such as sand, rust, suspended solids and so on in the water, Carbon filter Removes the water odor, residual chlorine, organic matter, and lead to improve water taste
- [Self-cleaning function]: This Bottleless Water dispenser has built-in UV lights that purify the water, preventing harmful substances from accumulating in the water, water tank and water pipeline. Water dispenser ensure that every sip of water you drink is healthy and clean. The UV lights automatically cleans and runs for

\$229.99

FREE delivery: Nov 12 - 17

Deliver to Meaghan - Cornwall
12518

Only 18 left in stock -
order soon.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Wondlive
Sold by Wondlive

Return policy: Eligible for
Refund or Replacement

1-Click ordering is not available for
this item.

Add to List

Share

Have one to sell?

Sell on Amazon

192

Sponsored

amazon pharmacy

The pharmacy that really delivers



Learn more

Home & Kitchen > Kitchen & Dining > Water Coolers & Filters



Avalon A7BOTTLELESS Self Cleaning Touchless Bottleless Cooler Dispenser-Hot & Cold Water Child Safety Lock, UL/Energy Star, White & A1CUPDISP Cup Dispenser, Medium, Stainless Steel

Brand: Avalon

Price: ~~\$339.98~~

Bundle Price: **\$320.78**

You Save: \$19.20 (5%)

Get \$150 off instantly: Pay \$170.78 upon approval for the Amazon Prime Rewards Visa Card.

- **INSTALLATION KIT:** Full installation kit consisting of 20' of 1/4" tubing, 3 way plastic 1/4" push connect adapter, under sink 3/8" adapter with shut off valve, filter flushing adapter, and detailed instructions with illustrations
 - **DUAL FILTRATION:** Dual filters are included with the water cooler. This consists of a Sediment filter and a Carbon Block filter which will last 6 months or 1500 gallons
 - **BOTTLELESS:** Our water cooler is bottle less and will reduce the cost of constant purchases of water. The water is filtered with our dual filtration system consisting of a sediment filter and a carbon block filter
 - **HOT & COLD WATER SPOUTS:** When you use our water cooler dispenser you can choose between a Crisp Cold & Piping Hot Output, making it ideal for cool refreshments or toasty beverages
 - **PERFECT FOR WATER COOLERS:** The Avalon Stainless Steel Cup Dispenser is designed to fit all Avalon freestanding water coolers and most Avalon countertop water coolers. It can easily be mounted to either side of the water cooler via a small bracket which comes along with the cup dispenser. The cup dispenser can also be wall mounted.
 - **SUPERIOR BUILD:** The cup dispenser is made of highest grade dent-proof and fingerprint-proof stainless steel.
 - **EASY DISPENSING:** It is a gravity fed top loading design with a flip lid for easy refilling.
 - **ADJUSTABLE:** The inner prongs can be adjusted to hold various drinking cup sizes ranging from 4-10 oz. This will not fit larger coffee cups or wider drinking cups.
- > See more product details

Roll over image to zoom in

\$320.78

FREE delivery for Prime members

Fastest delivery: **Wednesday, Nov 10**
Order within 3 hrs and 32 mins
Details

Deliver to Meaghan - Cornwall
12518

In Stock.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon.com
Sold by Amazon.com

Add a Protection Plan:

5-Year Appliance Protection Plan for \$11.48

1-Click ordering is not available for this item.

Add a gift receipt for easy returns

Add to List

Share

Have one to sell?

Sell on Amazon

230

The Good Idea Fund

Grant Request Form

Proposals need to be submitted to the Director by the end of each quarter in order to be considered.

Deadline dates are: March 23, June 22, September 21 and December 21, 2018. Requests will be considered at the following board meeting. Grants will be issued for a minimum of \$500 and should be for one-time expenses that fall outside the parameters of the annual operating budget. Projects will be funded that enhance the programming or services of the library.

1. Your Name:

Pam Stockton

2. Your Financial Request:

\$400

3. Project this grant will fund:

Health & Safety of Staff & Patrons during programs in the CPL Community Room

4. Is this grant for technology, products, furniture, equipment, or services?

Equipment - air purifiers

5. Is any portion of this request funded by another source? If so, please identify.

6. Who is the intended audience for this request?

Patrons & Staff

7. Please describe your project. What is the anticipated outcome of this project?

How will you measure this?

The anticipated outcome is to ensure the ^{Health & Safety} safety of people attending programs in the Community Room

8. What goal or objective does this pertain to in the 2017-2022 Strategic Plan?

9. Please complete attached Budget Form. (over)

Budget Form

Description of Item or Service	Provider of Item or Services	Quantity or Unit of Cost	Proposed Expenditure
			\$

Your Signature: *Pamela J. Stockton* Date: 10-20-2021

Director's Signature: *Charlotte A. Dunne* Date: 10/20/21

Approved by Board of Trustees: YES NO Date: _____

NOTES:

https://www.webstaurantstore.com/bissell-24791-air-400-air-purifier/75224791.html?utm_source=google&utm_medium=cpc&utm_campaign=GoogleShopping&gclid=EAIAIQobChMIp8zc6bZ8wIVAfSzChIjngqNEAQYAiABEgIXjPD BwE

Bissell 24791 Details

When you need a solution for high quality air purification, look no further than the Bissell 24791 Air 400 air purifier! This unit is capable of filtering air in spaces up to 485.5 square feet, leaving your facility's air fresh and clean with harmful airborne particles removed. It boasts a carbon filter that safely removes 99.97% of airborne particles as small as 0.3 microns, including allergens, cigarette smoke, and viruses. With a honeycomb-structured filter, it also tackles stubborn odors and larger airborne particles.

This unit is designed with efficiency in mind too, and boasts sensor technology to detect and communicate air quality in real time. As air quality decreases, this machine automatically increases fan speed. There are five different fan speeds available to suit your needs. Its digital DC motor is brushless, providing a strong performance with minimal sound. This air purifier is ideal for pristine air quality in your establishment.

Overall Dimensions:

Width: 19"

Depth: 20 3/16"

Height: 27 1/4"

Features:

- Features a honeycomb-structured carbon filter to capture more odor
- Includes a digital DC motor that provides power with minimal sound
- Sensors communicate real-time air quality by utilizing three colors
- Captures 99.7% of 0.3 micron particles and smaller
- Can filter air in rooms up to 485.5 square feet

UPC Code: 011120246032

Shipping: Usually Ships in 3-5 Day

Cost: \$364.49

Germ Guardian Air Purifier 4 in 1 High CADR True HEPA Filter, Large Rooms to 365 sq ft, UV Light Sanitizer Eliminates Germs, Filters Allergies, Pollen, Smoke, Dust, Pets, Mold, Odors, Quiet, AC5900WCA

[Visit the GermGuardian Store](#)

[4.6 out of 5 stars 1,705 ratings](#)

[| 138 answered questions](#)

Amazon's Choice in HEPA Filter Air Purifiers by GermGuardian

List Price: \$299.99 [Details](#)

Price: \$179.95 (\$179.95 / Count) *One-Day* & [FREE Returns](#)

Color	White
Brand	GermGuardian
Item Dimensions LxWxH	9.65 x 15.95 x 20.87 inches
Power Source	Corded Electric
Item Weight	13 Pounds

About this item

- 4 IN 1 AIR PURIFIER FOR HOME : True HEPA air filter reduces up to 99.97% of harmful germs, dust, pollen, pet dander, mold spores, and other allergens as small as .3 microns from the air
- KILLS GERMS : UV C light helps kill airborne viruses such as influenza, staph, rhinovirus, and works with Titanium Dioxide to reduce volatile organic compounds
- TRAPS ALLERGENS : Pre filter traps dust, pet hair, and other large particles while extending the life of the HEPA filter
- REDUCES ODORS : Activated charcoal filter helps to reduce unwanted odors from pets, smoke, cooking fumes, and more
- QUIET OPERATION : The lowest setting can be used as gentle white noise at night for a quiet, restful sleep
- [Made for large rooms up to 365 sq.](#)
- Costs \$179.95

https://www.amazon.com/Guardian-AC5900WCA-Sanitizer-Allergies-GermGuardian/dp/B073X5MT5N?ref=ast_sto_dp

The Good Idea Fund

Grant Request Form

Proposals need to be submitted to the Director by the end of each quarter in order to be considered.

Deadline dates are: March 23, June 22, September 21 and December 21, 2018. Requests will be considered at the following board meeting. Grants will be issued for a minimum of \$500 and should be for one-time expenses that fall outside the parameters of the annual operating budget. Projects will be funded that enhance the programming or services of the library.

1. Your Name:

Pam Stockton

2. Your Financial Request:

\$1000

3. Project this grant will fund:

Prizes for Staff Recommendations contest

4. Is this grant for technology, products, furniture, equipment, or services?

Services gift card

5. Is any portion of this request funded by another source? If so, please identify.

No

6. Who is the intended audience for this request?

Staff who participate in Staff Recommendations

7. Please describe your project. What is the anticipated outcome of this project?

How will you measure this?

See attached please. Anticipated outcome is to increase circulation of Cornwall-owned materials and to foster connections between staff and patrons re: reading recommendations.

8. What goal or objective does this pertain to in the 2017-2022 Strategic Plan?

9. Please complete attached Budget Form. (over)

DESCRIPTION

A former CPL staff member, Audrey Tarvainen, started the Staff Recommendations program, and to get staff participation, she was going to give a prize to the staff member who has the most check-outs of their recommendations, by the end of the year. In order to get a recommendation displayed, the book has to be owned by Cornwall. The program was also opened to Library Board of Trustee members.

Catherine Incedon has taken over administration of the program and keeps staff updated on Recommendations check-outs.

We are asking for \$100 total to get a \$25 American Express gift certificate for the winner (staff member with the most check-outs) and \$75 for participation prizes (\$5 Dunkin Donut gift card).

Budget Form

Description of Item or Service	Provider of Item or Services	Quantity or Unit of Cost	Proposed Expenditure
gift card			\$

Your Signature: Pamela J. Stockton Date: 11-1-2021

Director's Signature: Chad Dunaway Date: 11-1-2021

Approved by Board of Trustees: YES NO Date: _____

NOTES: