



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

Agenda

The April 2021 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday April 15 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 #2021-19)
4. Treasurer's report
 - a) Financial report (document 2021-20)
 - b) Report of Unpaid Bills Detail (document 2021-21)
5. Correspondence
6. President's report (Dworkin)
7. Director's Report
 - Consent Item: Approval of NYS Annual Report**
Resolved that the CCLD Board of Trustees approve the NYS Annual Report as submitted.
 - 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 2021-22)
 - b) Budget & Finance Committee (Schamel)
 - 1) Report of the Committee meeting (document 2021-23)
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee meeting (document 2021-24)
 - d) Personnel Committee (Appenzellar)
 - e) Election and Continuity Committee (Rogan)
 - f) Advocacy Committee
9. Executive Session
10. Old business
11. New business
 - Teen Library Card
12. Period for public expression
13. Adjournment

(Minutes of the March 18, 2021 meeting of the Chemung County Library District Board of Trustees. Document #2021-19)

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, Bonnie Chollet, Mark Padgett, and Penny Appenzellar. Excused, Lee Saginario. Also present was Holly Melott and Ron Shaw on behalf of the Library District's Administration.

Minutes. The minutes of the February 2021 meeting (Document #2021-13) were presented for board review. Ms. Dworkin moved that the February Board minutes be approved as distributed in writing seconded by Mr. Padgett. **VOTE: Unanimously Approved.**

Financial Report. The February 28, 2021 Financial Report (Document #2021-14) was presented for board review. Mr. Schamel moved, seconded by Ms. Hayes, to approve the February Financial Report as distributed in writing. **VOTE: Unanimously Approved.**

Report of Unpaid Bills (Document #2021-15) Mr. Schamel moved, seconded by Mr. Schewesinger, that the board authorize the payment of the unpaid bills dated 03/18/21 for the General Fund - \$64,142.90. Ms. Rogan abstained from the vote. **VOTE: Unanimously Approved.** Mr. Schewesinger 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 Ms. Gullo-Buzzetti. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Chollet moved, seconded by Ms. Gullo-Buzzetti that the **Pandemic Operations Plan** be approved as submitted. **VOTE: Unanimously Approved.**

Correspondence. Two cards were shared. One card commending, Kim Jones, the Bookmobile Driver, on her exemplary service and the second one expressing gratitude for all of the Steele staff for their outstanding service, despite the challenges of the last several months.

President's Report. Ms. Dworkin has been in touch with CCLD legal representation concerning upcoming contract negotiations. She is waiting to hear back from the Union legal advisor. Ms. Hayes has agreed to serve on the negotiating committee, other members were encouraged to let her know of their willingness to serve.

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

- On March 12, 2021, Governor Cuomo signed legislation giving employees 4 hours of paid time off to use while getting their Covid vaccine.
- All branches will resume full operating hours as on Monday, April 5. Saturday hours will begin in September.
- 12 candidates were interviewed to fill current openings. Sean Lehman was promoted to full-time clerk, Scott Melott to part time clerk. 2 new pages will begin the week of March 22, one will be assigned to Steele, one to Horseheads. A page vacancy still exists at Horsehead. Amada Gonzales is retiring as of March 26, which will create a vacancy for a page at Steele. Applications are being accepted.
- Breakroom renovations are well under way. A refrigerator and tables need to be purchased.

- A Pro-Action employee began on Tuesday, March 16. He will be working alongside the custodian at Steele to ensure that the public restrooms are sanitized throughout the day.
- An email was sent out promoting a trustee training. A variety of resources will be presented and discussed during that opportunity.

CONSENT ITEM: Ms. Dworkin moved, seconded by Ms. Rogan, that the Personnel Actions are approved as amended. VOTE: Unanimously Approved.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2021-16)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2021-17)

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2021-18).

Personnel Committee. Ms. Appenzellar reported that director evaluation forms will be sent out via email. Members were directed to complete and return them.

Election & Continuity Committee. Ms. Hayes will not be seeking re-election in November of 2021. She is canvassing for a replacement. Ms. Rogan reminded trustees to alert her as soon as possible if they too, will not be running in November.

Advocacy Committee. Ms. Hayes encouraged all members to act as library advocates, by responding and supporting promotions sent out by STLS via email.

Old Business.

New Business.

Ms. Roberts moved, seconded by Ms. Smith to adjourn. VOTE: Unanimously Approved.

The next regular meeting of the board will be held on Thursday, April 15, 2021 at 6:00pm online via Zoom.

Chemung County Library District General Fund Unpaid Bills Detail As of April 15, 2021

Type	Date	Memo	Open Balance
Aleta Yarrow			
Bill	04/15/2021	"Trying our Hands @ Handwriting" 4/8 - St via Zoom - pd w/grant funds	235.00
Total Aleta Yarrow			235.00
Baker & Taylor Books			
Bill	04/15/2021	Book purchase -St Juv & Bkm March	1,628.37
Total Baker & Taylor Books			1,628.37
Brodart Co.			
Bill	04/15/2021	labels -St Juv	36.74
Total Brodart Co.			36.74
EBSCO Information Services			
Bill	04/15/2021	Christian Science Monitor - annual subscription pd w/gift \$	119.00
Total EBSCO Information Services			119.00
Filomena Jack			
Bill	04/15/2021	Painting with Coffee Grinds 4/21 - via Zoom - Steele - pd w/grant funds	300.00
Total Filomena Jack			300.00
Findaway World LLC			
Bill	04/15/2021	HH Juv Material	91.96
Total Findaway World LLC			91.96
First Transit, Inc			
Bill	04/15/2021	Bkm fuel 02/21/21-03/27/21	225.11
Total First Transit, Inc			225.11
Rebecca Jackson			
Bill	04/15/2021	reimbursement for homescool prog @ HH & travel	315.40
Total Rebecca Jackson			315.40
Rushford Free Library			
Bill	04/15/2021	Payment for Lost item	10.00
Total Rushford Free Library			10.00
Southern Tier Library System			
Bill	04/15/2021	Digital Library Contribution - Cost Share 1st quarter	26,564.00
Bill	04/15/2021	Cost Share 1st quarter	27,070.77
Total Southern Tier Library System			53,634.77
Star-Gazette			
Bill	04/15/2021	HH subscription 3/1/22-4/30/22	76.44
Total Star-Gazette			76.44
W. B. Mason Co, Inc.			
Bill	04/15/2021	office supplies - all libraries	175.32
Total W. B. Mason Co, Inc.			175.32
TOTAL			56,848.11

Chemung County Library District Grant Fund
Unpaid Bills Detail
As of April 7, 2021

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Grey House Publishing			
Bill	04/07/2021	Reference Material	220.00
Total Grey House Publishing			220.00
Ingram Library Services			
Bill	04/07/2021	Non-Fiction Materials-March	1,528.02
Total Ingram Library Services			1,528.02
Value Line Publishing, Inc.			
Bill	04/07/2021	reference materials	1,103.00
Total Value Line Publishing, Inc.			1,103.00
TOTAL			<u>2,851.02</u>

1:57 PM
04/07/21

Chemung County Library District Grant Fund
Unpaid Bills Detail
As of April 7, 2021

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Midwest Tape, LLC			
Bill	04/07/2021	CBA educational DVDs March	270.47
Total Midwest Tape, LLC			270.47
TOTAL			270.47

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Bill	04/15/2021	Bkm fuel 02/21/21-03/27/21	225.11
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Bill	04/15/2021	Cost Share 1st quarter	27,070.77
Total Southern Tier Library System			53,634.77
Star-Gazette			
Bill	04/15/2021	HH subscription 3/1/22-4/30/22	76.44
Total Star-Gazette			76.44
W. B. Mason Co, Inc.			
Bill	04/15/2021	office supplies - all libraries	175.32
Total W. B. Mason Co, Inc.			175.32
TOTAL			56,848.11

Chemung County Library District General Fund
Unpaid Bills Detail
As of April 7, 2021

Type	Date	Memo	Open Balance
Amazon Credit Plan			
Bill	04/07/2021	purchase all libraries 1/8-03/07	2,483.15
Total Amazon Credit Plan			2,483.15
Blackstone Publishing			
Bill	04/07/2021	Audiobooks purchase - BF & ST - March	674.14
Total Blackstone Publishing			674.14
CCLD Petty Cash			
Bill	04/07/2021	St+BF+VE+HH petty cash	893.06
Total CCLD Petty Cash			893.06
Chemung Canal Trust Company			
Bill	04/07/2021	Mastercard charges -St Juv & Teen prog/Text alert service/T-Lab supplies-pd w/grant funds	860.78
Bill	04/07/2021	Mastercard charges -St Juv & Teen prog/Text alert service/T-Lab supplies-pd w/grant funds	115.97
Total Chemung Canal Trust Company			976.75
Demco, Inc.			
Bill	04/07/2021	processing supplies all libraries	170.54
Total Demco, Inc.			170.54
Findaway World LLC			
Bill	04/07/2021	HH Juv Material	6.99
Bill	04/07/2021	HH Juv Material	361.86
Total Findaway World LLC			368.85
Fire Alarm Service Technology, Inc.			
Bill	04/07/2021	Annual monitoring for panic alarms -St	330.00
Total Fire Alarm Service Technology, Inc.			330.00
Imperial Door Controls, Inc.			
Bill	04/07/2021	scheduled maintenance/battery change - not covered under contract	16.74
Total Imperial Door Controls, Inc.			16.74
Ingram Library Services			
Bill	04/07/2021	March Library material -	15,042.07
Total Ingram Library Services			15,042.07
Kimberly Jones			
Bill	04/07/2021	2021 DOT physical required by CCLD	107.00
Total Kimberly Jones			107.00
Library Ideas LLC			
Bill	04/07/2021	Library Materials - HH JUV	296.98
Total Library Ideas LLC			296.98
Michael Keene			
Bill	04/07/2021	"The Psychic Highway" - Genealogy program - April 1 - ST	25.00
Total Michael Keene			25.00
MidWest Tape			
Bill	04/07/2021	March Av purchases HH/WE/St/St Juv	2,496.75
Total MidWest Tape			2,496.75
Page Turner Adventures, Inc			
Bill	04/07/2021	6 weeks of virtual summer programming - all branches	575.00
Total Page Turner Adventures, Inc			575.00
Perry & Carroll, Inc.			

Chemung County Library District General Fund
Unpaid Bills Detail
As of April 7, 2021

Type	Date	Memo	Open Balance
Bill	04/07/2021	Insurance policy renewal - all libraries	283.00
Bill	04/07/2021	Workers comp audit	298.00
Total Perry & Carroll, Inc.			581.00
Pitney Bowes			
Bill	04/07/2021	mail machine quarterly lease	563.88
Total Pitney Bowes			563.88
Recorded Books			
Bill	04/07/2021	7 day use charges -02/01/21-02/28/21	83.72
Total Recorded Books			83.72
Southern Tier Library System			
Bill	04/07/2021	barcodes - all libraries	548.93
Total Southern Tier Library System			548.93
Staples Credit Plan			
Bill	04/07/2021	Genealogy supplies	113.31
Total Staples Credit Plan			113.31
Sullivan Professional Landscaping			
Bill	04/07/2021	Snow plowing @ HH Feb 3, 9,11,17, 19 & WE 1,2,3,16, 9, 11	669.60
Total Sullivan Professional Landscaping			669.60
The Penworthy Company			
Bill	04/07/2021	Library materials Horseheads	1,049.99
Total The Penworthy Company			1,049.99
U. S. Postal Service			
Bill	04/07/2021	postage for meter 2021	1,500.00
Total U. S. Postal Service			1,500.00
Vasco Brands, Inc.			
Bill	04/07/2021	vacuum repair	3.42
Total Vasco Brands, Inc.			3.42
Whitesville library			
Bill	04/07/2021	Patron Refund	2.99
Total Whitesville library			2.99
TOTAL			29,572.87

Document #2020- 22

Report of the April 7, 2021 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 Lee Saginario, Pat Silvernail, Ann Hayes, Kevin Hansen, Penny Appenzellar, Bonnie Chollet, and Mark Padgett.

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

UNPAID BILLS: Ms. Melott submitted the Unpaid Bill List dated 4/7/21 in the amount of \$29,572.87 for the General Fund. **Ms. Hayes moved, seconded by Mr. Hansen to approve payment of the General Fund bills as submitted in writing. Ms. Dworkin abstained. VOTE: Unanimously Approved. Ms. Hayes moved, seconded by Ms. Silvernail to approve payment of the Grant fund bills in the amount of \$3,121.49. Ms Dworkin abstained. VOTE: Unanimously Approved. Ms. Dworkin moved, seconded by Mr. Padgett, 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:

- STLS will provide shelving units to display library materials which represent and promote “Diversion/Equity/Inclusion”. CCLD will purchase a single copy of each item on the list. The display will remain at each CCLD location for six weeks. Libraries throughout STLS will be participating.
- The local Summer Cohesion has asked that the Bookmobile be present for their events throughout the summer months.
- A patron has created “Love Your Neighbor” signs which will be posted at each of the branches.
- All branches opened for full operating hours on Monday, April 5. Thus far, evenings have been very quiet.
- The Friends organization will be making appointments to accept book donations at Steele from 10-12 and 2-4.
- Teen Librarian, Doris Jean Metzger, is seeking permission for teens to be given a restricted access card when parents are unable to come in for a signature. Her proposal was modeled after Tompkins County and includes extending the opportunity for teens to secure a membership with complete privileges, once a parent is presented and all documentation has been received. Mr. Shaw will send out the detailed description.

Ms. Hayes and Ms. Appenzellar have both agreed to serve on the Negotiating Committee. Ms. Dworkin has been in touch with the negotiator and will collaborate with members about meeting times.

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, May 5, 2021 at 6pm via Zoom.

Document #2021-23

Report of the April 14, 2021 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. Jessica Roberts, Ms. Rachel Dworkin and Ms. Ann Hayes. Also in attendance Holly Melott and Ron Shaw, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the April 14, 2021 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 April 14, 2021 for the General Fund - \$56,848.11. The Unpaid Bills Details will be forwarded to the full CCLD board for its consideration.

Mr. Shaw stated that a Corning Inc. employee will be making a \$1,000 donation via the Corning Foundation. Per his request, the funds will be designated for the MakerSpace.

The meeting adjourned at 8:55am. The next meeting of the Budget & Finance Committee will be held on Wednesday, May 12, 2021 at 8:45 a.m. via Zoom.

Document #2021-24

Report of the April 7, 2021 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30 pm. Present via Zoom were Ms. Rachel Dworkin and Ms. Martha Smith. Also attending was Ms. Holly Melott and Mr. Ronald Shaw, CCLD Management.

The Committee received reports on the following:

- Marchuska Brothers will be returning to Steele on Monday, April 12, to install ceiling tile in the breakroom. The project is being finalized. Bob Butcher will be in to inspect.
- The Adult Reference Department at Steele has requested that their office space be expanded. Mr. Shaw will contact Chemung County Buildings and Grounds to inquire about the availability of portable wall units. If those are not available, the development of new walls will be assessed and considered.
- The Horseheads Foundation is joining with Andrew Whitmarsh, the Boy Scout who is constructing an outdoor pavilion at Horseheads for his Eagle Scout project. They have requested that electricity be included and that the size of the structure be increased. The HH Foundation is funding those aspects. Additional schematics will be drawn up and brought to the board for approval. The Horse Heads Do-It Center is offering materials at a reduced rates in support of this endeavor.

The meeting adjourned at 5:40pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, May 5, 2021 at 5:30pm via Zoom.

	Jan-21		Feb-21		Mar-21		Apr-21		May-21		Jun-21		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	2021		2020		2019		
	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age											Total	%-age	Total
Adult Non-Fiction	1180	7.73%	1,664	8.13%	2,108	7.85%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4,952	7.92%	15338	5.92%	27,378	10.57%
Adult Fiction	3027	19.84%	4,454	21.76%	5,990	22.32%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	13,471	21.53%	44049	17.01%	79,031	30.52%
Juv NF	624	4.09%	963	4.70%	1,407	5.24%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2,994	4.79%	10002	3.86%	18,967	7.32%
Juv Fic	2128	13.95%	3,490	17.05%	5,456	20.33%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	11,074	17.70%	39831	15.38%	82,350	31.80%
AV	1718	11.26%	2,766	13.51%	4,136	15.41%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	8,620	13.78%	45558	17.59%	120,261	46.44%
Periodicals	83	0.54%	160	0.78%	160	0.60%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	403	0.64%	959	0.37%	1,794	0.69%
Other	141	0.92%	279	1.36%	342	1.27%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	762	1.22%	1868	0.72%	5,297	2.05%
Public Pcs	8	0.05%	227	1.11%	441	1.64%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	676	1.08%	4491	1.73%	21,738	8.39%
Wireless	1063	6.97%	1,088	5.32%	1,488	5.54%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3,639	5.82%	18284	7.06%	34,341	13.26%
Down Audio	1528	10.02%	1,432	7.00%	1,630	6.07%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	4,590	7.34%	17359	6.70%	13,330	5.15%
Down Ebooks	3261	21.38%	3,190	15.59%	3,171	11.81%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	9,622	15.38%	35431	13.68%	24,191	9.34%
Down Music	0	0.00%	0	0.00%	0	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0	#DIV/0!	17809	6.88%	35,953	13.88%
Down Video	79	0.52%	219	1.07%	91	0.34%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	389	0.62%	3660	1.41%	17,156	6.63%
Down Mags	416	2.73%	536	2.62%	419	1.56%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1,371	2.19%	4318	1.67%	3,362	1.30%
Total	15,256		20,468		26,839		0		0		0		0		0		0		0	62,563		258,957		507,466	



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

To: CCLD Board of Trustees

From: Ronald W. Shaw, Director

Date: April 12, 2021

Subject: Approval of Personnel Actions

Promotions:

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:

Lewis Murray- FT Laborer to Step 10
Amanda Zell- FT Library Clerk to Step 10
Lynda Page PT Library Clerk to Step 9
Bryan Boynton- FT Microcomputer Specialist to Step 5
Michelle Erickson- FT Senior Library Clerk to Step 10
Isadora Morgan- PT Library Page to Step 3
Kelly Brown- FT Library Clerk to Step 8