

Director's Report – Clarence Public Library
February 24, 2025

Financial

The financial statements are included in the board packets. Also included is the 2024 Final Payroll Report and the Contract Library “System Paid” Budget Analysis for the Clarence Public Library. The “System Paid” expense report shows specific expenses outline in Section 9 of the contract and the total expenses incurred during 2024. The analysis shows a bottom line surplus; therefore, our library does not owe anything towards the 2024 “System Paid” expense. The Final Payroll Report shows a shortfall of \$2,478.16. We are waiting to hear back from the Business Office as to whether this figure is accurate. (We had a \$14,544.95 surplus as of pp 20).

Tracy Palicki from the Business Office will soon complete the calculation of the 2024 Return to System and forward an invoice. This information will also be used to start calculations for the financial sections of the 2024 State Report, as well as the NYS Annual Financial Report (AFR) and IRS 990.

On December 19, 2024, the System Board of Trustees adopted the 2025 Budget for the Library System (Resolution 2024-27). Included are changes to our Library’s 2025 budget which include: 2025 page wages increase to reflect the 12/31/24 NYS minimum wage \$.50 per hour increase to \$15.50 per hour; Corresponding increase in Senior Page wages to maintain \$1.00 per hour differential from Page rates; Contractually obligated increases in personnel costs per Collective Bargaining Agreements in force as of 1/1/25; Adjustments in general operating revenues and expenses.

Also, included in the 2025 Budget is an increase of \$1,000 in Misc. Program Expense per location. This additional funding had previously been available as “Year End Appeal Funding.” In addition, included is an additional \$1,000 per location for Other Expenses. This funding is available for use by the Library to cover general operating expenses, such as supplies not provided by the System, Building and Equipment maintenance/repairs or additional programming expenses.

Grants-In-Aid

On January 16, 2025 the System Library Board passed Resolution 2025-1, approving an increase in the Clarence Public Library’s Direct Revenue for \$20,000. This reflects funding awarded to the Clarence Public Library by NYS Assembly member Michael Norris. Use of these funds can be retained by the CPL and used for the purposes consistent with the sponsor’s designation (library infrastructure).

Claims Audit

See abstracts for county checking and Trustees Memorial Account

Account Balances (as of 2/21/2025):

Savings: \$50,578.68
 CD: \$20,402.42
 County Checking: \$18,346.20 (system appropriation check for \$8,700 deposited)
 Trustees Checking: \$33,229.83 (grants-in-aid check for \$20,000 deposited)

Donations
 February 7 - Garden Friends of Clarence (for book purchases) \$249.98
 February 7 - Donation Box \$180.23
 February 12 – Megan Corcoran (National Fuel) \$99.96
 February 12 – National Fuel (Matching gift) \$99.96

Statistics:

January 2025

Circulation

- **January 2025 Circulation:** 18,020
- **January 2024 Circulation:** 18,734

Change: -3.8%

- **January – January 2025 Circulation:** 18,020
- **January – January 2024 Circulation:** 18,734

Change: -3.8%

Notable Circulation Facts:

- Maximum circulation in January 2025: 1,027 on January 2.
- Maximum circulation in 2025: 1,027 on January 2
- Maximum circulation in 2024: 1,776 on July 3.
- Average circulation per day in January 2025:648

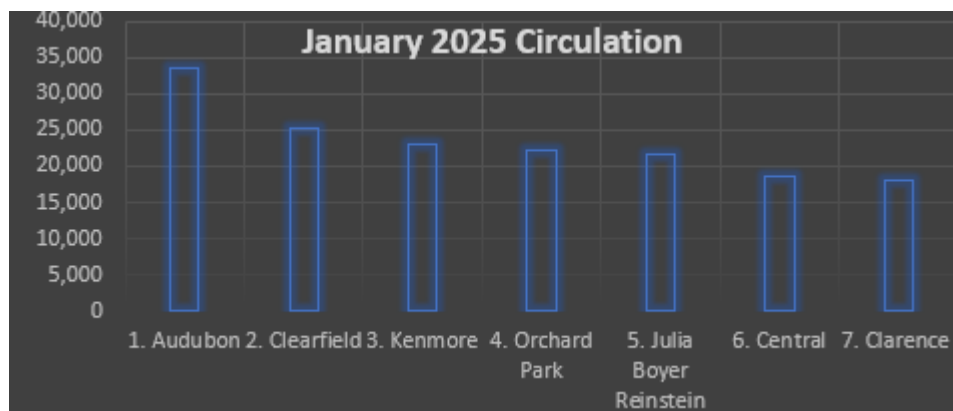
Rankings:

- Clarence ranked 7th in circulation for January 2025.
- Clarence ranked 7th in circulation for January 2024.

Top Branches by Circulation in January 2025:

Rank	Library	January Circulation
1	Audubon	33,675
2	Clearfield	25,172

Rank	Library	January Circulation
3	Kenmore	23,321
4	Orchard Park	22,173
5	Julia Boyer Reinstein	21,772
6	Central	18,629
7	Clarence	18,020



Library Visits

- **January 2025 Visitor Count:** 5,795
- **January 2024 Visitor Count:** 5,516

Change: 5.2%

- **January - January 2025 Visits:** 5,795
- **January - January 2024 Visits:** 5,516

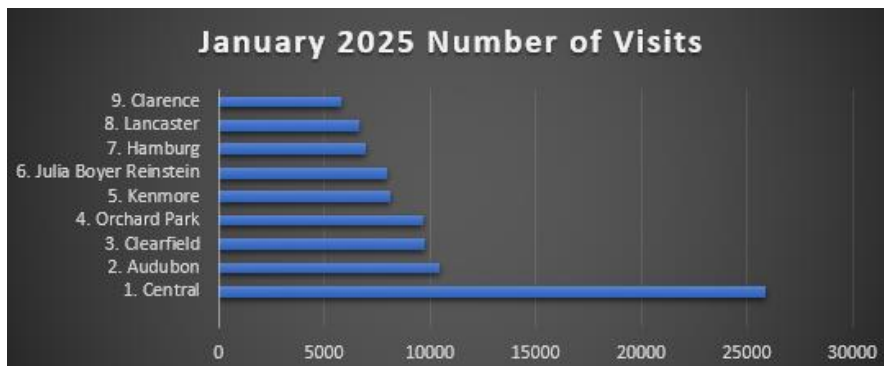
Change: 5.2%

Rankings:

- Clarence ranked 7th for library visits in January 2025.
- Clarence ranked 7th for library visits in January 2024.

Top Branches by Library Visits in January 2025:

Rank	Library	January Number of Visits
1	Central	25,895
2	Audubon	10,461
3	Clearfield	9,721
4	Orchard Park	9,708
5	Kenmore	8,126
6	Julia Boyer Reinstein	7,996
7	Hamburg	6,979
8	Lancaster	6,626
9	Clarence	5,795



Public Access Computer Sessions

- **January 2025:** 382 sessions
- **January 2024:** 382 sessions

Change: 0%

Wi-Fi Usage

- **January 2025:** 1,500 connections
- **January 2024:** 1,431 connections

Change: 4.3%

Programming Summary

Clarence Public Library Programming

January 2025

In Library programs: Programs Attendance

In Library programs:	Programs	Attendance
For children 5 & under	6	75
For children 6-12	2	46
For teens	2	6
Intergenerational	5	90
For Adults	4	59

In Library One-on-One Programs (includes tutoring):

Programs	Attendance
For children 5 & under	1
For children 6-12	13
For teens	17
Intergenerational	0

Meeting Room Use: 26 (Outside groups/organizations)

Outreach: 104 (Winter Fest)

Seed Library: 40 (January) (As of 2/21, we have given out 212 seed packets)

***Garden Friends of Clarence are here weekly to package seed packets; Monica has reached out to additional seed companies to request seeds).**

***In January Attendance at story time programs went down from last year, but attendance at after-school programs such as Lego Club and Maker (formerly Craft Time) has increased.**

***Attendance at adult and intergenerational programs is up.**

Groups that used the meeting room in January:

Senior Center Board
 Senior Center Card Players
 Boy Scouts (Troop #27)
 Clarence Contemporary Club
 WNY Invention Convention
 Clarence Community Foundation

Erie County Senior Services Book Club
Homeschool Board Game Group
Jane Austen Society
WNY Armenian Community
Garden Friends of Clarence
Women of Waterford
Happy Bookers Book Club
Clarence Concert Association

While circulation and patron count were down slightly in January, there was still plenty of activity at the Clarence Public Library. We continued to offer our regular story times (Tale Craft and Read & Play) as well as Makery (afterschool craft) and Lego Club. Our monthly *Study in Sherlock* program deserves special mention because we had local author Lissa Marie Redmond join us for a thought-provoking discussion on 19th century author Anna Katharine Green and Arthur Conan Doyle. It was a fun program!

Other programs included *Chat About That*, a weekly program to help non-native English speakers with their English Conversation skills. We also offered Crochet Club, Knitting Club, and Tail Waggin' Tutors. On January 29, we celebrated Lunar New Year and Puzzle Day with a combined program. We had over 42 in attendance at the Lunar New program and 30 for Puzzle Day. This was followed on January 30 with a beautiful classical guitar concert by Nickel City Guitar Quartet with an attendance of 32. It should be noted that the Mindfulness/Meditation program was cancelled due to weather but rescheduled for March 11. This program has been so popular that we will be hosting it every month for the rest of the year!

Outreach: WinterFest

Sarah McLean Plunkett and Justin Carpenter represented the Clarence Library at Winter Fest and had over 100 people visit their table. Our next outreach event is March 8 at the International Day of Sharing where we will be representing the country of Ireland.

Building:

We had an issue with the damper in the meeting room being stuck in place. This issue caused it to be unreasonably cold in meeting room #2. This problem was repaired by Stark Technologies on 2/13. Currently, we also have an issue with one of the VAV fan units in the meeting room. Monica placed a work order with the Town to have it fixed.

Finally, the Town of Clarence has done an exceptional job salting and plowing and keeping our parking lot and sidewalks free of snow and ice during this exceptionally cold and snowy winter. Thank you to Jason Holden and his crew at the Parks Department for all their hard work this winter keeping the outside of the library safe for our patrons and staff.

Respectfully Submitted,

Monica Mooney, Director – Clarence Public Library