

**Director’s Report – Clarence Public Library
October 28, 2024**

Financial

The monthly financial statements are included in the board packets. Included this month is the “System Paid” budget analysis (as of 9/30/2024). This analysis includes a monthly breakdown of the actual expenses the System has made on the Clarence Library’s behalf, as well as a projection of these expenses through the end of 2024. At this time, the Clarence Public Library is projected to be within its 2024 “System Paid” budget, and therefore is not responsible to reimburse the System for any overages. I also received the latest payroll report (as of pp 20) and our projected ending balance is \$10.48.

Account Balances (as of 10/24/2024):

County Checking:	\$10,951.56
Trustees Checking:	\$13,646.00
Savings:	\$49,388.76
CD:	\$20,201.29 (\$201.29 interest accrued)

Claims Audit:

Please see claims audit abstracts

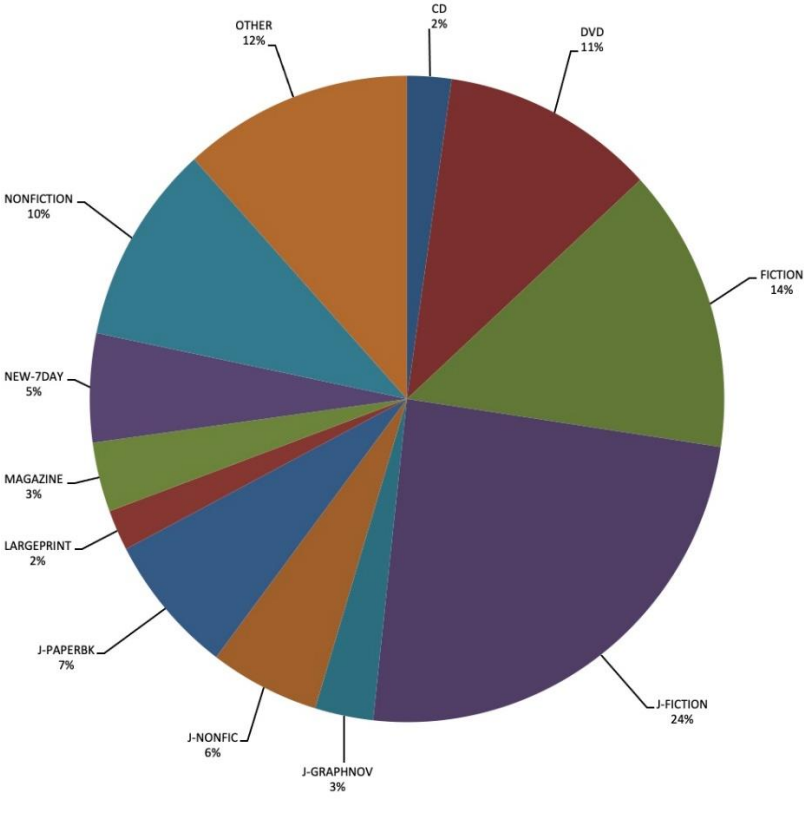
Monthly Statistics:

Circulation:

September 2024	23,345	
September 2023	19,277	+21.1%
YTD Circulation		+6.8%

- Maximum circulation this month in 2024 was 1,424 on September 1st.
- Maximum Circulation in 2024 was 1,776 on July 3.
- Maximum Circulation in 2023 was 1,723 on August 5th.
- Average Circulation per day in September 2024 was 487
- Clarence was ranked 5th in circulation overall for September 2024.
- Clarence was ranked 7th in circulation overall for September 2023.

Branch	September 2024 Circulation Rank
1. Audubon	36,871
2. Clearfield	28,591
3. Kenmore	25,320
4. Orchard Park	24,959
5. Clarence	23,345



Library Visits:

September 2024 5,714
September 2023 5,521 +3.5%

January-September 2024 63,408

January-September 2023 56,992

YTD Patron Visits +11.3% percent change

- Maximum Visitor Count in September 2024 was 429 on the September 6.
- Maximum in one day in 2023 was 486 on June 27th.
- The average number of visits per day in September 2024 was 429.
- Clarence was ranked 10th for Library Visits in September 2024.
- Clarence was ranked 11th for Library Visits in September 2023.

Branch	September 2024 Library Visits
1. Orchard Park	11,596
2. Audubon	10,604
3. Clearfield	9,831
4. Kenmore	8,752
5. Julia Boyer Reinstein	8,305
6. West Seneca	7,727
7. Merriweather	7,608
8. Hamburg	7,002
9. Lancaster	6,617
10. Clarence	5,714

Note: We began story time programs the third week in September due to meeting room schedule conflict the second week of the month. As a result, story time numbers were significantly down in September compared to 2023 (-54%).

Sarah and I have discussed adding in a simple new program for preschoolers on Thursday mornings beginning in December. It would be called “Show & Tell Story Time.”

Groups/Organizations that used the meeting room in September:

- Bookmarks Book Group
- Happy Bookers Book Group
- Clarence High School Reunion Committee
- Jane Austen Society (JASNA)
- WNY Armenian Community
- Erie County Department of Health (table)
- NYSERDA (table)
- Spaulding Green HOA
- Women of Waterford Book Group
- Senior Center Card Group
- Amber Meadows HOA
- Clarence High School Ski Club

Items of Note:

- New York State Library Construction Grant update – Applications for the FY 2024-2025 were submitted to the New York State Division of Library Development by the B&ECPL on October 1. It will be approximately one year before we know if we receive the grant funding for the boiler and AC compressor.
- The library’s boiler stopped functioning on October 9. The new boiler had been ordered and preparation for the removal of the old boiler and installation of the new boiler began October 17. The old boiler was taken out on October 18. New boiler arrived on October 22. As of this writing the technicians from D.V. Brown are working on installing the new boiler, along with new piping and some new duct work as well. The process is expected to be finished on or around October 29.
- As mentioned in an email on September 27, the Town of Clarence was at the library to cut the curb at the front walkway to make it safer. They also cut the curb on the side that leads to the Friends storage shed in preparation for a walkway. The Town of Clarence was here on October 22 to begin work on the concrete walkway that leads from the curb to the storage shed. Work was completed on October 25. This walkway will greatly help us when transporting boxes of donated books to and from the shed.

- On October 16, we received an email from Deputy Director Dorinda Darden regarding our good customer service. A homeless person who had been at the Clarence Public Library on and off for several days had sent an email to the AskUS Department at the Central Library and complimented us on being friendly and courteous and we were acknowledged for being of help during this person's time of need.
- We received a new outdoor garbage can for the back of the library. The previous can was original had fallen apart. (Monica selected the new can and ordered through Parks Department). Aaron will install.
- We will be replacing the water fountains in the foyer with modern water bottle refilling station. (Monica ordered this through Parks Department). Parks will install.
- Librarians at the Clarence Library are currently undertaking an extensive weeding of the collection. Our goal is to get through adult nonfiction (almost complete) and start adult fiction soon. DVDs, picture books, and jNonfiction have been completed. We will be visited by the *Collections Crew Team* from the Central Library in November. They will be here to give us guidance in achieving our collection maintenance goals. Sarah is working on a "bin project" in juvenile fiction. This would be similar to the bin set up we have in picture books in which we group certain themes together (e.g. dinosaurs, seasons, superheroes, etc.). This type of display has been very popular with our patrons.
- Monica reached out to several seed companies requesting free seed packets for our seed library. So far, we received seeds from Burpee and Baker Creek Seeds. The Garden Friends will once again be volunteering their time to count seeds and put the seed packets together for the 2025 Seed Library.
- The Clarence Public Library Survey is ready to be distributed. It is a basic survey to ascertain whether people use the library, how they find out about our programs and also find out what types of programs they most attend.

Respectfully Submitted,

Monica Mooney
Director – Clarence Public Library