

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Agenda of the Board
Regular Monthly Meeting
June 25, 2024, 1:00 p.m.

1. Comments from the audience:
2. Minutes of the Meetings: May 28, 2024
3. Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports: May 2024
4. Director's Report May 2024
5. Reports of Interest
 - a. The Annual Discard Sale made \$1,537.61 after taxes. Leftover books and other materials were donated to Parent Network of WNY, Catholic Charities, and Warsaw Social Services. East Aurora Middle School, Parkdale, Absolut Care of Aurora Park, Tapestry Charter School, EPIC, and Literacy NY declined donations of the used materials this year.
 - b. ATPL now has an Empire Pass available for loan, which permits unlimited vehicle access to most facilities operated by the New York State Office of Parks, Recreation, and Historic Preservation and the New York State Department of Environmental Conservation. This addition was possible with funds donated by Alice Askew. A brochure was created to provide useful information in regards to using the pass.
 - c. Other
6. Personnel
 - a. Payroll Report: Pay Period 11
 - b. Board May Enter Executive Session
 - c. Other
7. Old Business
 - a. Performance Evaluation of Director
 - b. Local Account – CD & Discretionary Fund
 - c. New York State Energy Research and Development Authority (NYSERDA) Grant
 - d. Other
8. New Business
 - a. Other

The next regularly scheduled meeting will take place on September 24, 2024 at 1:00 p.m.

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
May 28, 2024 Minutes

Present: Kara Spencer-Ching, Elaine Chow, Sashi Racho, Adam Zaremski and Aurora Town Public Library Director, Paula M. A. Klocek. Absent: Martha Buyer

President Kara Spencer-Ching called the meeting to order at 1:05 p.m.

1. There were no comments from the audience.
2. A motion (EC, SR) to approve the Minutes of the April 23, 2024 meeting was carried by a voice vote.
3. A motion (AZ, EC) to approve the Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports for April 2024 was carried by a voice vote.

During discussion, Klocek noted that she has been able to add more children's nonfiction books to circulation with funding from the Aurora Women's Club. She said it is helping to update that section with new materials.

4. A motion (EC, AZ) to approve the Director's Report for April 2024 was carried by a voice vote.

KSP said she was happy to see more people getting new library cards. Klocek said that people 17-years-old and above can get an adult library card. She added that restrictions can be added to a child's library card based on the decision of the parent-on-record.

Also, the library is pushing out a teenager survey to gain feedback for ways to better connect with that age demographic.

5. Reports of Interest

- a. 18 new Things are now available for checkout: portable projector, PutterBall Golf Game set, fort building kit, Yardzee, trampoline paddle game, PicassoTiles building set, PicassoTiles car track with LED light up cars, stargazing kit, Project Squirrel kit, compact desktop shredder, portable scanner, CD player, external CD / DVD drive, Blu-ray / DVD player, electric air pump with digital pressure gauge, Apples to Apples Jumbo Party Box, and the game, Anomia. These additions are made possible with funding from former State Senator Dale Volker and donations from Alice Askew and an anonymous patron.

During discussion, Klocek noted that Alice Askew was providing a New York State park pass people could borrow, where they take it out for 7-days. Klocek said she would see how it works and determine if more are needed in the future.

- b. An anonymous patron has generously sponsored a gift basket for a summer family picnic to support the Library. Tickets go on sale starting June 3 until June 29. One for \$1.00 or six for \$5.00. The winner will be drawn at random on Monday, July 1 at 10:00 a.m.
- c. Erie County Legislator Lindsay Lorigo visited ATPL on April 26 to deliver a proclamation to recognize ATPL during "Love Your Library Month."
Klocek said she asked Lorigo about coming in to read to children for a future event and would add it to the calendar when a date is confirmed.
- d. The juvenile paperback section has been refreshed and shelved, dynamically, in clear bins. Picture Books now have Back to School, Bedtime, Concepts, and Vehicles genres.
During discussion, KSP said the area looks inviting and thought it was a good change. Klocek said this modification has boosted circulation. Other updates are on the way for that section.
- e. Roycroft Campus Antiques has generously donated their time for an antiques appraisal fundraiser to

benefit the Friends. The community is invited to donate to the Friends of the Library to receive a ticket for a professional appraisal for one or two easily carried heirlooms. Tickets may be purchased beginning Monday, June 3. The cost is \$20.00 per item to be appraised. The appraisal event will take place at the library on September 14, 2024.

Klocek noted that there are a limited number of spots.

f. The Aurora Town Highway Department will fix the Library's parking lot in mid-September. Klocek said it is a complete renovation.

g. Other

6. Personnel

a. Payroll Report: Not Available

b. There was no reason for the board to enter into an executive session.

c. Other

Klocek said that a page is leaving soon due to graduation from school, so the Library will soon be hiring for that position.

7. Old Business

a. ACT Meeting at Grand Island: May 11, at 8:30 a.m.

AZ gave a brief overview of the meeting.

b. Performance Evaluation of Director

KSP asked the trustees if they were fine with her and EC conducting the actual evaluation. She asked that everyone fill out the form, send it back to her and they would consolidate responses to use for the evaluation. Then she will set a date with Klocek to go over the review.

c. Other

8. New Business

a. Book Sale Policy

A motion (EC, AZ) to approve the Book Sale procedure was carried by a voice vote.

During discussion, Klocek said she thought this was more of a procedure than policy and the board adjusted the wording during the motion.

b. Rules of Conduct

A motion (EC, SR) to approve the Rules of Conduct was carried by a voice vote.

During discussion, the board asked about pets/service animals being brought into the library. Klocek said pets are not allowed, only service animals, and in New York the ADA and state define a service animal as a dog. She said emotional support animals are not protected. She noted ATPL staff are not allowed to ask for paperwork to prove support animal status, they must take a person's word if they say the animal is a service animal.

c. 2024 Assessment Notification

Klocek said she informed Aurora Town Board liaisons and Town Supervisor Charles Snyder about this tax assessment notification as well as the roof report.

d. Local Account

A motion (AZ, SR) to approve taking \$20,000 from the ATPL local checking account and placing it into a 6-month Certificate of Deposit at M&T Bank was carried by a voice vote.

During discussion, SR brought back information regarding short term CDs and interest rates. She suggested the board place \$20,000 into a short term CD from the local checking account and leave about \$10,000 in there. Klocek said that account is funded through donations and library fundraisers, and it does not include funding that comes in from the Friends of the Aurora Town Public Library.

The account often has over \$30,000 in it.

The board said it would talk about using other parts of that local checking account and how it might be used by the ATPL director for discretionary funding.

e. Summer Programs

f. Other

Klocek noted an issue with obtaining money out of a contingency fund from the bank and getting charged. She said in the future a board member might be needed to take money out. It only happens a few times a year.

The next regularly scheduled meeting will take place on June 25, 2024 at 1:00 p.m.

A motion to adjourn the meeting (EC, SR) at 2:05 p.m. was carried by a voice vote.

Respectfully submitted,

Adam Zaremski

Secretary

AURORA TOWN PUBLIC LIBRARY

Treasurer's Report

31-May-24

LOCAL CHECKING ACCOUNT

Beginning Balance:	1-May-24		\$31,722.43
Plus Receipts/Deposits		Total:	\$2,610.58
Less Checks/Debits		Total:	\$714.74
Ending Balance:	31-May-24		\$33,618.27

Transaction Details

Receipts:

Discard Book Sale Deposit	\$1,016.00
Alice Askew Donation	\$200.00
Mother's Day Raffle Deposit	\$65.00
Discard Book Sale Deposit	\$300.00
Friends Reimbursement for Program Materials & Display Bins	\$410.53
John Norlund Donation	\$50.00
Constance Maloney Donation I/H of Alice Askew	\$200.00
Discard Book Sale Deposit	\$369.05
	Total:
	\$2,610.58

Disbursements:

ATPL (Contingency Replacement)	145.13
Amazon Capital Services (Children's Program Materials & Display Bins-Friends)	\$102.17
New York State Parks (Empire Pass for Library of Things)	\$320.00
NYS Tax Processing (Taxes from Discard Book Sale)	\$147.44
	Total:
	\$714.74

Volker Funds

Balance Forward:	1-May-24		\$20.47
Receipts:	None		
Disbursements:	None		
Balance:	31-May-24	Total:	\$20.47

Internal Auditor's Report

Elaine Chow, Internal Auditor

Voucher#	Amount	Approved	Check #	Reason
L114	\$145.13	5/15/2024	1071	ATPL (Contingency Replacement)
L115	\$102.17	5/23/2024	1072	Amazon Capital Services (Children's Program Materials & Display Bins)
L116	\$320.00	5/24/2024	1073	Empire Pass (Library of Things)
L117	\$147.44	5/28/2024	1074	NYS Tax Processing (Taxes from Discard Sale)

Friends Ongoing Book Sale MAY \$245.00 **YTD \$1508.00**

Friends Pop-Up Sale **YTD - NA**

Contingency Funds \$65.07 **Alice Askew Snack Fund** \$165.80 **Counted 5/15/2024**

Savings Account

Balance Forward	1-May-24	\$614.39
Interest Earned		
Balance	31-May-24	\$614.39

Certificate of Deposit **12-Dec-23** **12 month term 3.95%**
Beginning Balance: \$50,000 **Ending Balance: \$50,000**

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: AURORA TOWN PUBLIC LIBRARY

MONTH: MAY

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Projected Utilization at 12/31	Projected Variance at 12/31	Comments
500000	Salaries - Full-time	0	0	0	0	0	0	
502000	Fringe Benefits	0	0	0	0	0	0	
Utility Charges:								
515000	Water	550	0	100	450	550	0	
515000	Sewer	800	(40)	760	0	760	0	
515000	Telephone - Maintenance	500	0	0	500	500	0	
510200	Dues and Fees	20	0	20	0	20	0	
545000	Rental Charges	0	0	0	0	0	0	
506200	Repairs & Maintenance Chgs.	2,550	40	879	1,711	2,590	0	
555050	Insurance Charges	0	0	0	0	0	0	
510000	Travel & Mileage Expenses	200	0	62	138	200	0	
530000	Other Expenses & Charges	600	0	527	73	600	0	
530000	Contingency (Bullet Aid)	0	0	0	0	0	0	
	TOTAL EXPENSES	5,220	0	2,348	2,872	5,220	0	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	100	0	217	(117)	521	421	
Copy Machines	400	0	245	155	588	188	
Print Cost Recovery	1,500	0	831	669	1,994	494	
Other Income	100	0	0	100	0	(100)	
State Funding	0	0	0	0	0	0	
Municipal Support	0	0	0	0	0	0	
Donations (priv. persons/foundations)	0	0	0	0	0	0	
Fundraising (events/booksales)	0	0	0	0	0	0	
Interest Income	0	0	0	0	0	0	
Misc Income	0	0	0	0	0	0	
Use of Fund Balance	0	0	0	0	0	0	
TOTAL DIRECT INCOME	2,100	0	1,293	807	3,103	1,003	

AURORA TOWN PUBLIC LIBRARY

COUNTY LEDGER

COUNTY CHECKING ACCOUNT

31-May-24

Beginning Balance:	1-May-24		\$9,480.47
Plus Receipts/Deposits		Total:	\$240.24
Less Checks/Debits		Total:	\$437.54
Ending Balance:	31-May-24		\$9,283.17

Transaction Details

Receipts:

Library Revenue			\$64.70
Library Revenue			\$120.29
Copier			\$55.25
		Total:	\$240.24

Disbursements:

Anna Rose (Cotton Diapers for Cleaning)			\$15.98
Manny's Ace Hardware Store (April Balance: Dish Soap & Air Fresheners)			\$181.96
Great Plate Glass LLC (Display Case Replacement Glass Shelves-Deposit)			\$65.00
Cardio Partners Inc. (Adult & Pediatric AED Pads)			\$174.60
		Total:	\$437.54

Internal Auditor's Report

Elaine Chow, Internal Auditor

Voucher#	Amount	Approved	Check #	Reason
C178	\$15.98	5/15/2024	5936	Anna Rose-Cleaner (Cotton Diapers for Cleaning)
C179	\$181.96	5/15/2024	5937	Manny's Ace Hardware (April Balance: Dish Soap & Air Fresheners)
C180	\$65.00	5/15/2024	5938	Great Plate Glass LLC (Display Case Shelves Replacement - Deposit)
C181	\$174.60	5/15/2024	5939	Cardio Partners (Adult & Pediatric AED Pads)

Contingency Fund Report 2024

DATE	AMOUNT	BUYER	PURPOSE	BILLS	COIN	TOTAL	INITIALS
1/16/24	\$195.19		Counted	\$187.00	\$8.19	\$195.19	PK/KB
1/30/24	(\$20.91)	KB	AA Batteries Lib of Things	\$167.00	\$7.28	\$174.28	PK/KB
Unknown	\$12.97		Donations				
2/15/24			Counted	\$177.00	\$10.25	\$187.25	PK/KB
3/7/24	(\$5.61)	KB	Mail books to Aurora Free			\$181.64	PK/KB
3/8/24	\$10.00		Donation			\$191.64	
3/8/24			Counted	\$190.00	\$11.60	\$201.60	SR/KB
3/11/24	(\$10.00)		Deposit Donation to Local	\$180.00	\$11.60	\$191.60	PK/KB
3/12/24	\$9.96		Donations				
3/13/24			Counted	\$180.00	\$11.60	\$191.60	PK/KB
3/13/24	\$1.00		Donation	\$181.00	\$11.60	\$192.60	PK/KB
4/1/24	(\$5.00)	KB	Seed \$ Mother's Day Raffle	\$176.00	\$11.60	\$187.60	KB
4/3/24	\$1.00		Donation	\$175.00	\$13.60	\$188.60	KB
4/10/24	\$5.00	KB	Donation	\$180.00	\$13.60	\$193.60	KB
4/10/24	\$6.00	KB	Donation	\$186.00	\$13.60	\$199.60	KB
4/15/24	\$5.60	KB	Reimbursement for book mailing	\$189.00	\$16.21	\$205.21	KB
4/15/24			Counted	\$189.00	\$16.21	\$205.21	PK/KB
4/15/24	(\$111.17)	KB	Office Depot				
4/26/24	(\$33.96)	DD	Valu Home Store				
5/3/24	\$5.00	KB	Returning Seed \$				
5/15/24			Counted	\$58.00	\$7.07	\$65.07	PK/KB
	\$65.07						
5/28/24	\$145.13		Reimbursement for contingency				KB
5/30/24	4.55	KB	Patron donation				
	214.75						
5/30/24	(\$17.35)	KB	Vidler's Greeting Cards				
6/3/24	(\$10.00)	KB	Seed \$ for Basket Raffle				

Alice Askew Staff Snack Fund Report 2024

DATE	AMOUNT	BUYER	PURPOSE	BILLS	COIN	TOTAL	INITIALS
12/27/2023	\$250.00		Counted	\$250.00		\$250.00	PK/KB
1/16/2024			Counted	\$250.00		\$250.00	PK/KB
2/15/2024			Counted	\$250.00		\$250.00	PK/KB

3/13/24			Counted	\$250.00		\$250.00	PK/KB
3/23/2024	(\$84.20)	DD	Staff Snacks	\$165.00	\$0.80	\$165.80	KB
4/15/2024			Counted	\$165.00	\$0.80	\$165.80	PK/KB
5/15/2024			Counted	\$165.00	\$0.80	\$165.80	PK/KB
6/4/2024	(\$129.39)	DD	Staff Snacks				
	\$36.41						

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: May 2024

Monthly Statistics

Circulation	Total-Month	Average / Day	Average / Hour	YTD Total
2024	12,855*	494.4	67.66	67,795**
2023	13,425	516.4	70.65	67,795
2022	11,895	475.8	60.3	43,867

Note: Circulation for the contracting libraries was -0.3% this month from last year (EAU was -4.2%) and 3.2% over YTD (EAU was 6.6%). *Original checkouts at EAU are 6,475 for this month. **Original checkouts YTD at EAU are at 38,389.

Library of Things (Including Chromebook Kit, Hotspots & Wilson Sports Equipment)	2024
Monthly	54
Year-to-date	179

System e-Branch	Month 2024	Month 2023	Change	YTD 2024	YTD 2023	Change
Online Renewals	470	595	-21.0%	2,972	3,247	-8.5%
Interlibrary Loans	1,384	1,301	6.4%	7,335	6,436	14.0%
eAudiobooks	70,871	58,610	20.9%	349,094	281,813	23.9%
eVideos	1,275	721	76.8%	5,500	3,426	60.5%
eBooks	89,1137	82,871	7.6%	458,017	421,195	8.7%
eMusic	215	226	-4.9%	1,164	1,097	6.1%
eMagazines	22,809	6,825	234.2%	130,662	35,147	271.8%

Open for Operation	2024	2023	2022	2021
Days / Hours	26/190	25/197	20/172	26/190

Days Closed: Memorial Day (May 27)

Computer Use	2024	2023	% Change
Monthly	334	347	-3.7%
Year-to-date	1,846	1,858	-0.6%

Note: Computer use for the contracting libraries was 3.5% this month and 7.3% YTD.

Wi-Fi	2024	2023	% Change
Monthly	1,962	2,105	-6.8%
Year-to-date	9,394	8,301	13.2%

Note: Wifi use for the contracting libraries was 16.7% this month and 25.2% YTD.

Patron Visits	2024	2023	% Change
Monthly	5,446	5,332	2.1%
Year-to-date	29,252	24,935	17.3%

Note: Door counts for the contracting libraries were 6.6% this month and 17.6% YTD.

New Library Card Memberships	Total-month	YTD
Adults	20	129
Children	10	46

Cumulative Statistics

Programs, Outreach, Meeting Rm Use, Training, Book Displays, Exhibits, Fundraisers & Improvements

Programs (Not Including Tutoring & Outreach)	Names, Age Group, Date & Time
January 2024	<p>Find the Snowman Game - Children - Monday, January 1 - Wednesday, January 31, during all open hours.</p> <p>Aurora Book Club - Adults, 19+ - January 4 @ 6:30 p.m.</p> <p>Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, January 12 through February 16 @ 1:30 p.m.</p> <p>Unwind & Design To-Go Kit: Playing Card Heart Wreath- Adults, 19+ - Wednesday, January 17, 2024. Participants will be called to pick-up their take-home kit the day of the program.</p> <p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m.</p> <p>Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m.</p> <p>Can You Escape? Library Game Night – Teens, 12-18 – Thursday, January 18 @ 6:00 p.m. - TO BE RESCHEDULED DUE TO WEATHER</p> <p>Book Buddies - Children, Grades 5-7 – Tuesday, January 23 @ 3:15 p.m.</p>
February 2024	<p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m.</p> <p>Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m.</p> <p>LEGO Club - Children, Ages 6-11 - First Saturday of the Month February 3, March 2, & April 6 @ 11:00 a.m.</p> <p>Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, January 12 through February 16 @ 1:30 p.m.</p> <p>New Sky Coaching: BAM - Heart Health Seminar - Seniors, 55+ - Tuesday, February 6 @ 11:00 a.m.</p> <p>Creating with Canva - Teens & Adults - Monday, February 12 @ 3:00 p.m. – 5:00 p.m.</p> <p>Book Bites Take-Home Box – Grades 5-8 – Pickup Beginning on Friday, February 16, 2024</p> <p>Can You Escape? Library Game Challenge – Teens, 12-18 – Saturday, February 17 @ 1:00 p.m.</p> <p>Pajama Games- Children, Ages 6-11, Tuesday, February 20 @ 6:30 p.m.</p> <p>Dance Party- Children, Ages 6-11, Wednesday, February 21 @ 11:00 a.m.</p> <p>Cupcake Challenge- Children, Ages 8-12, Friday, February 23 @ 1:00 p.m.</p> <p>Paint & Sip Night – Teens, 12-18 – Thursday, February 22 @ 6:00</p>

Aurora Town Public Library
 550 Main Street, East Aurora, New York 14052
Director's Report: May 2024

	<p>p.m. Book Buddies - Children, Grades 5-7 – Tuesday, February 27 @ 3:15 p.m. Emergency Response & CPR Introduction - Teens & Adults - Thursday, February 29 @ 6:15 p.m.</p>
<p>March 2024</p>	<p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m. Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m. LEGO Club - Children, Ages 6-11 - First Saturday of the Month February 3, March 2, & April 6 @ 11:00 a.m. Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, March 1, 8, 15, 22, April 12 & 19 @ 1:30 p.m. Job Seeking 101 – Adults, 19+ - Tuesday, March 5 @ 6:00 p.m. Aurora Book Club - Adults, 19+ - March 7 @ 6:30 p.m. Mindfulness for Teens - Teens, 12-18 - Tuesday, March 12 & 19 @ 4:00 p.m. Canva One-on-One Sessions- Adults, 19+ - March 8 @ 10:00 a.m., 11:00 a.m., 1:00 p.m., 2:00 p.m., 3:00 p.m., & 4:00 p.m. –One-on-One Appointments are 45 minutes long Book a Technology Trainer - Adults, 19+ - March 11 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Beaded Bracelet Craft – Teens, 12-18 – Thursday, March 14 @ 6:00 p.m.-7:00 p.m. Buffalo Science Museum: Solar Eclipse – Families, All Ages – Monday, March 18 @ 6:30 p.m. Butter Lambs – Families with children 6 and up, groups of 3 maximum – Monday, March 25 @ 6:30 p.m. Butter Lambs – Adults, 19+, groups of 2 maximum – Monday, March 26 @ 6:30 p.m. Take a (Spring) Break Teen Book Bag – Teens, 12-18 – Pickup Beginning on Thursday, March 28, 2024</p>
<p>April 2024</p>	<p>Love Your Library Month FREE Raffle - Adults and Children of All Ages - Monday, April 1 through Tuesday, April 30 during regular library hours - Winner will be selected at 10:00 a.m. on Wednesday, May 1, 2024 Cupcake Challenge: Family Edition - Children, Ages 4+ with an Adult - Monday, April 1 @ 6:15 p.m. Baby Animal Meet & Greet - All Ages- Tuesday, April 2 @ 1:00 p.m. - 2:30 p.m. Introduction to Karate - Children, Ages 6-11- Wednesday, April 3 @ 11:00 a.m. LEGO Club - Children, Ages 6-11 - First Saturday of the Month</p>

Director's Report: May 2024

	<p>February 3, March 2, & April 6 @ 11:00 a.m. Job Seeking 101 – Adults, 19+ - Tuesday, April 2 @ 6:00 p.m. Our Sun and the Eclipse – Children & Adults, 8+ - Wednesday, April 3 @ 3:00 p.m. Pizza & Poetry Night - Teens, 12-18 – April 4 @ 6:00 p.m. – 7:30 p.m. Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, March 1, 8, 15, 22, April 12 & 19 @ 1:30 p.m. Book a Technology Trainer - Adults, 19+ - April 15 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Unwind & Design To-Go Kit: Floral Greeting Card - Adults, 19+ - April 17. Participants will be called on the date of the program to pick up their kits. Robert Lowell Goller, Town & Village Historian: East Aurora Throwback Trivia—Library Edition – Children and Adults 12+ - Thursday, April 18 @ 6:30 p.m. Poem In Your Pocket Day - All Ages - Saturday, April 27, 10:00 a.m. until 3:00 p.m.</p>
May 2024	<p>Aurora Book Club - Adults, 19+ - Thursday, May 2 @ 6:30 p.m. Annual Discard Sale - All Ages - Friday, May 3 through Friday, May 24 @ 4:00 p.m. Screen-Free Saturday - All Ages - Saturday, May 4 @ 12:30 p.m. - 2:30 p.m. Book Bites Take-Home Box – Grades 5-8 – Pickup Beginning on Friday, May 9, 2024 Poetry Café – Adults, 19+ - Tuesday, May 14 @ 6:30 p.m.</p>
June 2024	<p>Summer Registration Celebration - All Ages - Saturday, June 1, All Day - Magic Show @ 11:00 a.m., Secrets of Magic Workshop @ 12:00 noon. Family Picnic Basket Raffle - All Ages – Monday, June 3 through Saturday, Jun 29 – Winner Drawn on Monday, July 1 @ 10 a.m. Getting the Most out of Ancestry Library Edition- Adults, 19+ - Thursday, June 6 @ 11:00 a.m. Fitness Fridays: BAM - Seniors, 55+ - Fridays, June 7 through June 28 @ 1:30 p.m. Crazy Art Party – Teens – Saturday, June 8 @ Noon – 2:00 p.m. Book a Technology Trainer - Adults, 19+ - June 10 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Book Buddies - Children, Grades 5-7 – Tuesday, June 11 @ 3:30 p.m. Roycroft Chamber Music Festival Concert - All Ages – Thursday, June 13 @ 6:30 p.m. Dr. John A. Sterba: Emergency Preparedness – Adults, 19+ – Tuesday, June 18 @ 6:00 p.m. Manga Movie Matinee - Teens –Saturday, June 22 @ Noon-2:00</p>

Aurora Town Public Library
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	<p>p.m. Vidler's 5 & 10: Behind the Red-and-White Striped Awnings – Adults, 19+ – Thursday, June 27 @ 6:30 p.m.</p>
<p>July 2024</p>	<p>Read It & Keep It - Children, All Ages - June 1 - July 8: Register and get your Reading Log. July 8 - August 10: Read and redeem. Library of Things Open House - All Ages - Monday, July 8 @ 3:30 - 7:30 p.m. Adventure Academy – Children, 6-11 - Mondays, July 8 through August 5 @ 2:00 p.m. A.F.O.L (Adult Fans of LEGO) Club - Tuesday, July 9 @ 6:30 p.m. Choose Your Adventure - Children, 6-11 - Wednesdays, July 10 - August 7 @ 11:00 a.m. Mr. K.'s Mobile Dome Planetarium - Children, Ages 6 - 12 - Wednesday, July 10 @ 1:30 p.m. & 2:30 p.m. My Person & Me - Children, Ages Birth - 3 years with a Caregiver - Thursday, July 11 @ 10:30 a.m. Crafternoons - Children, Various Ages - Thursdays, July 11 - August 8 @ 1:00 p.m. Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, July 12 through August 2 @ 1:30 p.m. Aurora Book Club - Adults, 19+ - Thursday, July 11 @ 6:30 p.m. LEGO Club Summer Series – Children, 6-11 - Saturdays, July 13 & August 3 @ 11 a.m. Book a Technology Trainer - Adults, 19+ - Monday, July 15 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Renaissance Faire - All Ages, Tuesday, July 16 @ 1:00 p.m. - 5:00 p.m. Bob Colligan of Gentle Bee Honey—Honeybees: Products & Pollinators – Children & Adults, 8+ - Thursday, July 18 @ 6:30 p.m. Penn-Dixie - Children, Tuesday, July 23 - Dinos, Ages 6-8 @ 1:00 p.m. & Fossils, Ages 8-11 @ 2:30 p.m. Teen Improv - Teens, Ages 12+ - Tuesday July 23 @ 6:30 p.m. UP Reading Celebration with Nels Ross - All Ages - Tuesday, July 30 @ 6:30 p.m.</p>
<p>August 2024</p>	<p>Read It & Keep It - Children, All Ages - July 8 - August 10: Read and redeem your Reading Log. Adventure Academy – Children, 6-11- Mondays, July 8 through August 5 @ 2:00 p.m. Choose Your Adventure - Children, 6-11- Wednesdays, July 7 - August 10 @ 11:00 a.m. Crafternoons - Children, Various Ages - Thursdays, July 11 - August 8 @ 1:00 p.m. LEGO Club Summer Series – Children, 6-11 - Saturdays, July 13 & August 3 @ 11 a.m.</p>

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	<p>Summer Adventure Book Bags - Teens, 12-18 – Pickup will Begin, Thursday, August 1. Participants Should Register and Complete Survey by Saturday, July 27.</p> <p>My Person & Me - Children, Ages Birth - 3 years with a Caregiver - Thursday, August 1 @ 10:30 a.m.</p> <p>Staycation: Teen Spa Night at the Library – Teens – Tuesday, August 6 at 6:00 p.m.</p> <p>Teen Self-Defense - Teens, 12+ - Wednesday, August 7 @ 2:00 p.m.</p>
September 2024	
October 2024	
November 2024	
December 2024	

Outreach	Class Visit (In-Library)	Other Outreach (Outside)	Monthly Total
January 2024		Outreach letters sent to EA Preschool Center, EA Community Nursery, Baker Preschool, Duck Duck Goose, First Presbyterian Preschool, EA Montessori, Immaculate Conception School, Nativity, Waldorf, and Holland UPK	
February 2024			
March 2024	First Presbyterian Church Preschool Class Visit	Parkdale Elementary Literacy Night It Takes A Community Drug & Alcohol Prevention Coalition Health & Wellness Fair East Aurora Preschool Class Visit East Aurora Preschool Class Visit	5
April 2024		EAclipse at Knox Farm Park	1
May 2024			
June 2024		EA Preschool Class Visit	1
July 2024		Start Smart	1
August 2024			
September 2024			
October 2024			
November 2024			
December 2024			
Total			

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Meeting Room Use	Organization	Monthly Total
January 2024	Lions Club (2); Patron (6); Girl Scout Silver Award; Liberty Post Early Intervention; Board	11
February 2024	East Aurora Portrait Group (2); Patron (2); Paragon Investigation Interviews (2); Board	7
March 2024	ATPL Librarian Summer Reading; Board	2
April 2024	EA Art Society; Realism Drawing (3); Giving Circle; Friends; Girl Scout Silver Award Theater Skills Workshop (3); Board; Discard Sale Setup	11
May 2024	Discard Sale; EA Art Society; Realism Drawing (4); Dreaming in Ink Writers Group; Board; Patron	9
June 2024	Realism Drawing; Dreaming in Ink Writers Group; Steve Talton; Joy Testa-Cinquino; Board	
July 2024	Giving Circle; Dreaming in Ink Writers Group; Parent Network Kindergarten Readiness	
August 2024	Dreaming in Ink Writers Group; Parent Network Kindergarten Readiness (4); In Good Health	
September 2024	Roycroft Campus Antiques & Friends of the Library Antique Appraisal Fundraiser; Dreaming in Ink Writers Group; Board	
October 2024	EA Art Society; Realism Drawing (3); Giving Circle; Board	
November 2024	Realism Drawing (5); EA Art Society; Dreaming in Ink Writers Group; Board	
December 2024	Local Artist, Amy Harts (2); Dreaming in Ink Writers Group; Board	
Total		

Exhibits	Display Case	Meeting Room Exhibit
January 2024	Warm Up at the Library	Lions Club Poster Contest
February 2024	East Aurora Portrait Group	East Aurora Portrait Group
March 2024	Rob Goller, Town Historian: 60 th Anniversary of Current Library Building Opening to the Public	
April 2024	East Aurora Art Society	East Aurora Art Society
May 2024	East Aurora Art Society	East Aurora Art Society
June 2024	Holland Tuesday Painters	Holland Tuesday Painters
July 2024	Girl Scouts of WNY Brownie Summit Award with Seed Bombs	Paul Brinkworth
August 2024		Paul Brinkworth
September 2024	Holland Tuesday Painters League of Women Voters Display in Main Library	Holland Tuesday Painters

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October 2024	East Aurora Art Society League of Women Voters Display in Main Library	East Aurora Art Society
November 2024	East Aurora Art Society League of Women Voters Display in Main Library	East Aurora Art Society
December 2024	Amy Harts	Amy Harts

Education, Tech Training, Mtgs	Public—Name of Class & Date	Staff—Name of Class(es), Sponsor, Date (s), Employee(s)
January 2024		Supervisor Snyder – 1/9/24-Paula Klocek; Director's Meeting – 1/10/24-Paula Klocek; Town Board Meeting 1/22/24-Paula Klocek; Patron De-escalation, 1/26/24-Bethany Whitehead, Library 2.0 Fundraiser Photo at Pizza Del Aureo's- 1/31/24-Paula Klocek
February 2024	Creating with Canva, February 12 @ 3:00 p.m. – 5:00 p.m. – TechknowLab	Excel / G-Sheets: Simple Formulas, 2/6/2024, Rachael Vella-Garrido, Tech-Talk Creating with Canva, 2/12/24 - Kathy Brogan, Kathy Castle, and Marjorie Coyle, TechknowLab Director's Meeting, B&ECPL, 2/14/24—Paula Klocek
March 2024	Canva One-on-One Sessions- Adults, 19+ - March 8 @ 10:00 a.m., 11:00 a.m., 1:00 p.m., 2:00 p.m., 3:00 p.m., & 4:00 p.m. – One-on-One Appointments are 45 minutes long Book a Technology Trainer, March 11 @ 10 a.m., 11 a.m., & 12 p.m. –TechknowLab	Summer Reading Meeting for Librarians, ATPL, 3/8/24 ACT Workshop, B&ECPL, 3/9/24 (All Trustees and Paula Klocek) Director's Meeting, B&ECPL, 3/13/24—Paula Klocek (Recording); KANTOLA Training, B&ECPL, 3/27/2024—Marjorie Coyle
April 2024	Book a Technology Trainer, April 15 @ 10 a.m., 11 a.m., & 12 p.m. –TechknowLab	KANTOLA Training, B&ECPL, 4/ 1/2024— 4/30/24, All Staff; Friends Meeting, 4/17/24-Paula Klocek
May 2024		CSL In Session: Serving Older Adults— Colorado State Library, 5/9/2024 New York History Primary Sources & More through New York State Archives,

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		WNYLRC, 5/17/2024—Melissa Flynn The 411 on 211: Housing & Homelessness, WNYLRC, 5/17/2024—Melissa Flynn Tara Kaye, B&ECPL Staff Development Coordinator—B&ECPL, 5/30/2024--Paula Klocek
June 2024	Book a Technology Trainer, June 10 @ 10 a.m., 11 a.m., & 12 p.m.—TechknowLab	Director's Meeting, B&ECPL, 6/12/2024—Paula Klocek Clerical Meeting, ATPL, 6/24/2024
July 2024	Book a Technology Trainer, July 15 @ 10 a.m., 11 a.m., & 12 p.m.—TechknowLab	
August 2024		
September 2024		
October 2024		
November 2024		
December 2024		

Book Displays	Theme(s)
January 2024	Read Away Those Winter Blues; Try to Solve a Mystery; New Year New Me vs Comfortable & Relaxed; NEW Year, NEW Books; We've Got the Winter Blues; Warm Up at the Library; Patron Picks & Staff Selections
February 2024	Love to Read About Love? Check Out These Books; Sweet Reads; Celebrating Black History (3); Heart Health Awareness; These Romance Novels are Sweet as Candy; I Love Reading; Express Your Shelf (kid patron led display); Patron Picks & Staff Selections
March 2024	Express Your Shelf (kid patron led display); May the Books of the Irish Be With You; Happy International Pi Day; Hello Spring Gardening; Women's History Month; Well Behaved Women Seldom Make History, Are You Feeling Lucky? Try Your Luck with a New Book; Find Your Treasure in a Book; Emily Dickinson and Taylor Swift are 6 th Cousins (Ancestry Heritage Quest Online Databases / Grosvenor Room); Patron Picks & Staff Selections
April 2024	Express Your Shelf (kid patron led display); Laugh It Up With a Funny Book; Laugh It Up With a Funny Book; April is Poetry Month; Happy Earth Day April 22...What Can You Do?; It Was a Dark and Stormy Night; April Showers; Emily Dickinson and Taylor Swift are 6 th Cousins (Ancestry Heritage Quest Online Databases / Grosvenor Room); Patron Picks & Staff Selections
May 2024	Winning One-Liners: Read the opening lines and see which new story catches your interest; It Really Happened: Fiction Based on Real Life; We MUSTACHE if you've read any great books lately?; Celebrate Asian American & Pacific Islander Month, A Movie for Every Mom; Mental Health Awareness; Patron Picks & Staff Selections
June 2024	Alzheimer's & Brain Health Awareness; National Immigration Heritage Month; National LGBTQ+ Pride Month; Flowers & Fate: Looking for a bit of darkness, drama, and danger?; Read with Pride (YA); Read with Pride (j); Patron Picks & Staff

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	Selections
July 2024	Patron Picks & Staff Selections
August 2024	Patron Picks & Staff Selections
September 2024	Patron Picks & Staff Selections
October 2024	Patron Picks & Staff Selections
November 2024	Patron Picks & Staff Selections
December 2024	Patron Picks & Staff Selections

Friends Pop-Up Sales	Month	YTD
Dollar Amount (Pre-Tax)		

Other Fundraisers	Money Raised
Painted Wooden Mushroom Fundraiser (EA Art Society for Friends)	\$223.00
Raising Some Dough (Del Aureo's for Friends)	\$736.91
Mother's Day Raffle (Gail R. for Library)	\$65.00
Annual Discard Sale	\$1,537.61 (after taxes)
Family Picnic Basket Raffle (Donated by Anonymous)	
Antique Appraisal (Roycroft Campus Antiques for Friends)	
Friends Holiday Gift Basket Raffle	
Total Other Fundraiser Money	

Improvements / Repairs to the Library	Project	Funded / Work Done By
January 2024	Shelving for Shed	Funded by Friends, Work to Be Done by Highway Dept
February 2024	Mobile Shelving for Ongoing Discard Sale	Funded by Friends
March 2024	Moved Discards to Storage Shed Roof Inspection	Town Tremco
April 2024	Transporting Tables from 1 st Presbyterian Church to Library and Bringing Books in from Shed for Discard Sale	Town
May 2024	Transporting Tables back to 1 st Presbyterian Church Well Decommissioning	Town DEC
June 2024		
July 2024		
August 2024		
September 2024		

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October 2024		
November 2024		
December 2024		

Surveys	Questions	Results
Teen Feedback (June-August)	<ol style="list-style-type: none"> 1. Have you participated in programs at the library before? 2. Which topics do you find most appealing for library programs? (Choose all that apply.) 3. Would you be interested in volunteer opportunities at the library, such as assisting with setup, activities, and cleanup for younger children's programs? 4. What is your favorite FICTION genre to read? 5. What kinds of Teen/Young Adult NON-FICTION materials would you like to see added to this collection? 6. Would you be interested in seeing more books with audio integration as part of the Teen & Young Adult collection? These books allow you to listen to audio narration as you read. 7. Would you be interested in joining a Teen Advisory Group for the Aurora Town Public Library? 8. If we form a Teen Advisory Group, it would include meeting in person at the library to offer suggestions and join discussions about programs, events, and reading materials specifically for our teen patrons. Would you want to meet: once a month, every other month, or quarterly? 9. Are there any thoughts you want to share with us about library programs and books for Teens & Young Adults at the Aurora Town Public Library? 	

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As of Pay Period 11

FT PERSONNEL			
Title	YTD Expensed	Budgeted	Remaining
Library Director I	27,627.88	65,951.00	38,323.12
Librarian I	21,993.74	53,982.00	31,988.26
Senior Library Clerk	20,678.63	49,445.00	28,766.37
FT Totals	70,300.25	169,378.00	99,077.75

PT PERSONNEL			
Title	YTD Expensed	Budgeted	Remaining
Caretaker PT	7,418.76	17,810.00	10,391.24
Cleaner PT	5,055.61	11,981.00	6,925.39
Clerk Typist PT	14,966.90	35,986.00	21,019.10
Librarian I PT	16,785.78	43,059.00	26,273.22
Page PT	7,153.15	18,720.00	11,566.85
Senior Page	19,410.64	51,168.00	31,757.36
PT Totals	70,790.84	178,724.00	107,933.16

TOTAL COMBINED			
	YTD Expensed	Budgeted	Remaining
Caretaker PT	7,418.76	17,810.00	10,391.24
Cleaner	5,055.61	11,981.00	6,925.39
Clerk Typists	14,966.90	35,986.00	21,019.10
Librarian I'S	38,779.52	97,041.00	58,261.48
Library Director I	27,627.88	65,951.00	38,323.12
Senior Library Clerk	20,678.63	49,445.00	28,766.37
Pages	7,153.15	18,720.00	11,566.85
Senior Pages	19,410.64	51,168.00	31,757.36
Contractual Reserve		0.00	0.00
Combined Totals	141,091.09	348,102.00	207,010.91

ANNUAL BUDGET	\$ 348,102.00
PROJECTED ANNUAL BUDGET SPENT	\$ 321,802.04
PROJECTED ENDING BALANCE	\$ 26,299.96