

## AURORA FREE LIBRARY SEPTEMBER 2022 DIRECTOR'S REPORT

Submitted for Board of Trustees Meeting

### HIGHLIGHTS AND NEWS

- Side steps were replaced and jail walls were waterproofed. THANK YOU Steve, Dave and Ellen!
- Book Lovers' Ball SOLD OUT!
- AuroraFest Float was fun! THANK YOU Ellen and Stephen Wikstrom for the trailer/tractor!
- Submit proposal for NY Forward Application with the Village.

### GRANT ACTIVITY NEWS

#### Rosen Take it on the Road and Beyond 2022-23:

- Set up StoryWalks at the Saturday, September 17th Farmer's Market. Titles were *Hattie & Hudson* by Chris Van Dusen and *The Tale of the Whale* by Karen Swann.
- Take and Make kits have continued. We currently have one with a clothespin shark and a sandpaper craft activity.
- We had some of our Take and Make paintings returned and have an ocean-themed Tiny Art show on display now.

#### Storytime Train Grant 2021-22: None

#### Rosen Storytime Train: Chugging Down the Track 2022-23:

- Weekly storytime began September 14th. I spoke to the new Aurora Preschool teacher and they will begin visiting in October. She would like to come during our regularly scheduled storytime once or twice a month. There are currently only 5 or 6 students at the Preschool.

#### Auburn Public Theater Statewide Community Regrant (SCR) 2022: None

### PROGRAMMING/PR

- Reviewed/ gathered info for September Hub Newsletter.
- Submitted article for The Tribune.
- Set up a program with Linda Schwab for late September in which she will talk about what was on the library corner prior to the library.
- Put together a float for AuroraFest Parade. Nicole was in a shark costume, Ellen's husband Stephen wore a life preserver and drove his tractor to pull the float and several community children and young adults threw candy and carried banners of past AuroraFest Library entries. We received several compliments.
- Attended Farmers' Market this past weekend to promote library and Library Card Sign-Up month. Had kids' craft, StoryWalk, raffle, book giveaways and information.
- Talked with the San Pedro Community about co-hosting their Travel Talk on El Salvador as part of our Travel Series in November.
- Attended Engaging Teens with Connected Learning webinar offered by FLLS and Ovid Library.
- Updated website with webmaster and posted to FB and Instagram as well as used Mailchimp to keep our patrons updated with the latest happenings.

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### ADMINISTRATION AND HUMAN RESOURCES

- In touch with Susan Deacon regarding agenda/meeting items.
- Rex from FLLS installed a new updated Meraki Router and wireless access point as part of an ARP(American Rescue Plan) grant FLLS received.
- Worked with Steve, Dave and Ellen on waterproofing jail and side step projects. THANK YOU STEVE, DAVE and ELLEN for your time and bush pruning efforts!
- Attended Webinar on Open Meetings Law with Committee on Open Government. Too much to include here. Will share link when I receive it. Check out [Opengovernment.ny.gov](http://Opengovernment.ny.gov) There is a Q and A and more on the top of the home page. There is a lot of information on what needs to happen if allowing board member to attend remotely due to 'extraordinary circumstances' including holding a public hearing and passing a resolution. Here are a few minor tidbits: Recording needs to be available 5 days after meeting and for 5 years. Transcribed if asked for. All trustees should have name placards. If trustee posts address they will be at, it "should" be ADA compliant.
- Attended a Village Hearing about a NY Forward Grant that is being applied for. Contacted Susan, Steve, Ellen and Dave regarding putting together a short narrative for funding for A/C and window work in the MOH. THANK YOU Marie for spearheading this!
- Working with Hazard on putting together statistics for summer reading report for State.
- Working with Hazard and SCCS on rewarding summer readers with an ice cream sundae party.
- I am investigating Wells College Workstudy options.
- Attended FLLS Monthly Support Group.
- Attended monthly FLLS Director's Meeting 9/21/2022.
  - Lots of COVID outbreaks at libraries.
  - NYLA asking for major increase in State Aid and Construction Aid
  - Upcoming meetings:
    - FLLS Annual Meeting 10/14/2022 10-11 am
    - Robert's Rules of Order Webinar: 10/27/2022 5-6:30 pm (will be archived on Mid-Hudson site)
  - 3 NYS Construction Grants submitted to FLLS Board worth \$905,000. Waterloo(drainage), Seneca Falls(ADA rest room) and Cortland(roof, makerspace, teen and main space, elevator, roof, HVAC, signage) Libraries.
  - Reviewed Open Meetings law and Min Standard 13

### FINANCE/LEGAL COMPLIANCE/FUNDRAISING

- Signed letter with Susan Deacon for Assemblyman John Lemondes' office requesting money for front step project repairs.
- Received some board members' emails for Sexual Harassment Training. THANK YOU!
- In communication with Steve about 2020 Construction Grant Update and below grade waterproofing the jail walls which took place last week.
- In touch with Dave regarding the side step replacement project.
- In touch with BLB committee about Ball, raffle for tickets and speaker.

### BUILDING USE AND MAINTENANCE

- \*\*2022 Maintenance/Checks have occurred: Stair Chair (1/2022), Fire Extinguisher Check.

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AC and Furnace maintenance Holbrook Heating 7/13/2022

- **NEW:** Had back stair walls pressure washed. Dave oversaw.
- **GUTTER FELL DOWN ON SOUTH SIDE OF BUILDING** – DAVE looking into fixing it.
- **Back steps:** Stone replaced with wood. Awaiting Preservation plan for replacement. Met with mason and DAVE 7/12/22.
- **Main Street entry steps** are spalling and gaps where mortar is on sides seems to have increased. Met with DAVE and mason 7/12/22 soliciting estimates. **PRESERVATION THANK YOU DAVE!**
- **Roof issue:** south front needs attention. **PRESERVATION- CONSTRUCTION GRANT SUBMITTED**
- Need to install street number – **OPEN ISSUE**
- First floor weatherizing south windows- **OPEN ISSUE**
- Stains on interior north wall MOH – **OPEN ISSUE**
- Tree growing out of chimney – **OPEN ISSUE**

**DOOR COUNT: Door count 2022 includes program participants.**

Month	2021*	2022
Aug	376	494 (+11 offsite Opendore)
July	472	724(+224 offsite- AA Field, Cemetery)
June	235	383 (+ 438 offsite participants- SCCS, Opendore)
May	148	325 (+ 59 offsite participants)
April	179	354 (+ 48 offsite participants)
March	193	240 (+ 92 in-house and 10 offsite participants in in-person programs)
February	182	185
January	169	174

**\*2021 numbers do not include offsite participants or programs**

### CIRCULATION COMPARISON 2020-2022:

*Month/Year	Total circulation of Overdrive ematerials	Total Circulation of all Materials without renewals	Total Circulation of all Materials with renewals
Jan 2020	180	1160	1752
Jan 2021	160	723	1255
<b>Jan 2022</b>	159	781	1327
Feb 2020	186	1152	1820
Feb 2021	137	706	1200
<b>Feb 2022</b>	124	652	1091
March 2020	250	827 (1/2 month-COVID)	1149
March 2021	150	707	1324
<b>March 2022</b>	159	752	1296
April 2021	129	683	1164
<b>April 2022</b>	159	869	1314
May 2021	125	641	947
<b>May 2022</b>	160	692	1130

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June 2021	128	632	1039
<b>June 2022</b>	137	699	1072
July 2021	152	850	1318
<b>July 2022</b>	115	840	1266
August 2021	162	908	1442
<b>August 2022</b>	135	823	1384

### UPCOMING EVENTS: PLEASE CHECK WEBSITE AND FACEBOOK for more

DATE	EVENT	FUNDED BY	TIME & LOCATION (AFL unless noted)
9/29/2022	On this Corner with Linda Schwab		7 pm
10/9/2022	BLB Robert Mrazek Talk		2 pm
10/14/2022	FLLS Annual Meeting		10-11 am
10/27/2022	Robert's Rules of Order		5-6:30 pm ZOOM
Any time	Overdrive/Libby Eresources help		Contact Nicole
Wednesdays	Storytime	Rosen	9:30 am

Respectfully submitted by Sandy Groth