

AURORA FREE LIBRARY FEBRUARY AND MARCH 2023 DIRECTOR'S REPORT

Submitted for Board of Trustees Meeting

HIGHLIGHTS AND NEWS

- Submitted 2 Rosen Library Fund Grants for continuation of past year's projects asking for a total of \$15,632: Storytime Train \$6430 and Take it on the Road and Beyond \$9202.
- Started Fiber Arts Group meeting on Mondays at 4 pm

GRANT ACTIVITY NEWS

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

- Take and Make Kit for February for both Library (25) and Food Pantry (72) was Love Monsters and for March Food Pantry was Snowman Poppers, Snowflakes and Marshmallow structures (72). We have had a local teen and her family assemble the bags.

Storytime Train Grant 2021-22: None

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

- Still primarily seeing Aurora Preschool students and teachers attending twice per month, with a few others.
- Presented storytime with Hazard to 2 UPK classrooms Jan. 19th and Feb 9th.

PROGRAMMING/PR

- Worked with Susan and Natalie on the Annual Meeting Slideshow and 2022 Annual Report Trifold. Posted both on website.
- Reviewed/ gathered info for February and March Hub Newsletter.
- Wrote article for Southern Cayuga Tribune.
- Aurora Library hosted Cookie's Polished "Silver" Lunch on 2/7/2023. We had 38 participate. They will return on March 21st.
- Book Club has been meeting at the library Jan-March (meeting 2x this month-once for April).
- Had 16 people attend Travel Series David Mould talk.
- Gave out books with Hazard Library on Feb. 14th at lunch and will do the same on March 30th prior to the April break. Books funded by Hazard Rosen Grant.
- Take Your Child to the Library Day was attended by 14 people.
- Showed Wakanda Forever. 17 attended.
- Book and Breakfast was well attended (157 people) on March 1st at Emily Howland. This culminated *I Love to Read Month* and was paid for by Hazard's Rosen Grant. Poet Kalli Dakos will visit school with funding from their grant on April 26th.
- Hosted a Zoom Art Program on Women in Art by Pollock-Krasner Educator. 21 people attended. Art Workshop on Ripped Paper Art followed for those in attendance.
- Booked Dan the Snakeman for the summer for evening of Thursday, July 13th.
- 4-H educator will visit March 22nd to read to Storytime and plant Tomato and basil seeds as part of their NY Agriculture in the Classroom outreach.

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- Have been in touch with a number of other performers and artists for summer programming. Will apply for funding from Community Regrant for several of them.
- Held our first Fiber Arts Group March 13th. 4 People attended and were excited to meet and continue meeting on Mondays. Several different fiber arts were represented.
- Updated website with webmaster and posted to FB and Instagram as well as used Mailchimp to keep our patrons updated with the latest happenings.

ADMINISTRATION AND HUMAN RESOURCES

- Nicole has resigned and Board accepted her resignation at 2/16/2023 meeting. She is still working some Saturdays and Susan MacCormick is helping out as well.
- Posted Nicole's job on website, posters, Indeed and FLLS website. Receiving applications and will begin interviewing soon.
- Attended Director's Meetings in January and February and February FALCONS meeting.
- Attended Zoom Summer Reading Webinars, Wordpress training, Marketing for Small Libraries and Creating an Annual Report for your Community.
- Linda Schwab inquired about possibility of storing Village Archives in our building, but I said we do not have the space for that.
- Wrote 2 Rosen Library Fund Grants and submitted on 2/22/2023. As part of applying interim reports on the other two were also submitted. The 2023-24 applications were continuations of the 2022-23 grants. Storytime Train 2023-24 will continue weekly storytime and UPK visits and purchase one book for attendees. Request: \$6430
- Take it on the Road and Beyond 2023-24 continues monthly Take and Make kits for library (25) and Food Pantry (50). It also includes purchasing 5 books for StoryWalks throughout the year as well as a Graphic Novel Book Club that will meet 8 times led by Anne Cramer of Peachtown. Request: \$9202
- I reached out to 4 Wells students who applied for Workstudy and did not hear back. It looks like I may simply wait until the Fall at this point.
- In touch with Susan Deacon regarding agenda/meeting items.
- In touch with Steve and Dave about various building issues/projects.
- Cleaner spied a small bat in basement in February and then Nicole found a hole in the front window of jail a day later. Dave covered it and then replaced the glass. Dave also installed a light Natalie's father donated which allows us to see our shelves better in the main basement. THANK YOU DAVE(and Natalie)! As noted by Dave, a new toilet was installed upstairs. A busy week!
- Received news from the Village of Aurora that they did not receive NY Forward Grant. Will reapply.
- Contacted Sarah at FLLS to alert her to the letter we sent to our new representative 131st District Assemblyman Jeff Gallahan to see if he could help us secure funding for the front step project. She assured me she would speak to him at Advocacy Day, but unfortunately the weather cancelled their meeting. She was going to follow-up and reach out to him.
- Submitted Final Report for 2022 Community Arts Regrant (with Ellen/MOH input).
- Beginning to plan for upcoming Community Arts Regrant Application due April 8th with MOH.
- Completed Collection Development and Challenged Material Policies with Ellen. Submitting for Board Review and Approval. THANK YOU ELLEN!

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- Susan Deacon, Natalie, Dave and I are putting together a spreadsheet of items to purchase for Jail. I will then submit them to Sarah at FLLS to get State approval and then purchase so we can make end of June deadline for completion of project. I have been in touch with a few libraries and SCCS about makerspace equipment.
- The State Library was looking for estimated construction and renovation needs of public library systems, libraries, and branches for the period of January 1, 2023 - December 31, 2027. FLLS requested an estimate and with Preservation Committee help, I submitted the figure \$610,000 for projects including MOH A/C, windows, and painting exterior of our beloved building.

FINANCE/LEGAL COMPLIANCE/FUNDRAISING

- Thea and I submitted NYS Annual Report to FLLS and made minor corrections for them to send to NYS. Board approved 2/16/2023.
- Signed contract for Cayuga County Agreement for \$3500 in funding for 2023.
- State tax forms arrived for community members.
- Got a quote for new notecards and shared with Natalie and Susan Deacon.

BUILDING USE AND MAINTENANCE

- ****A few 2023 Maintenance/Checks** have occurred: **Stair Chair (1/2023), Fire Extinguisher Check (2/22/2023), Service Alert (4/22, 9/22), AC and Furnace maintenance Holbrook Heating (12/21/2022)**
- Contacted Dave to tell him that I saw a new piece of roof tile that had fallen in back of building 1/10/2023.
- Bottom of side door needs repainting/attention at bottom of door. **CONTACTED PRESERVATION COMMITTEE**
- Gutter fell down on south side of building – DAVE looking into fixing it.
- 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**
- Roof issue: south front needs attention. **PRESERVATION- CONSTRUCTION GRANT RECEIVED**
- 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: Daily door count up 38% total for Jan/Feb 2023 from 2022

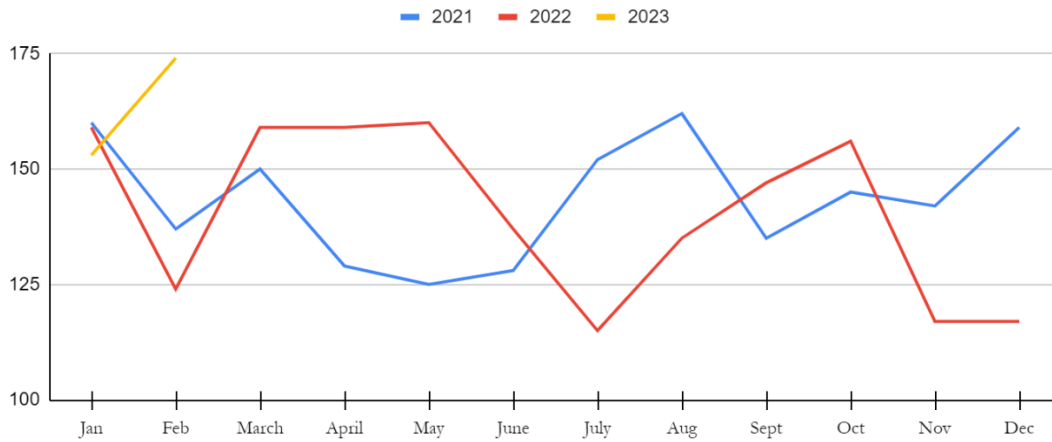
Month	2023	2022
February	250*+ 569 attended Programs	171* + 476 attended Programs
January	225* + 107 attended Programs	173* + 139 attended Programs

***Daily open hour door count (not including those who attended programs)**

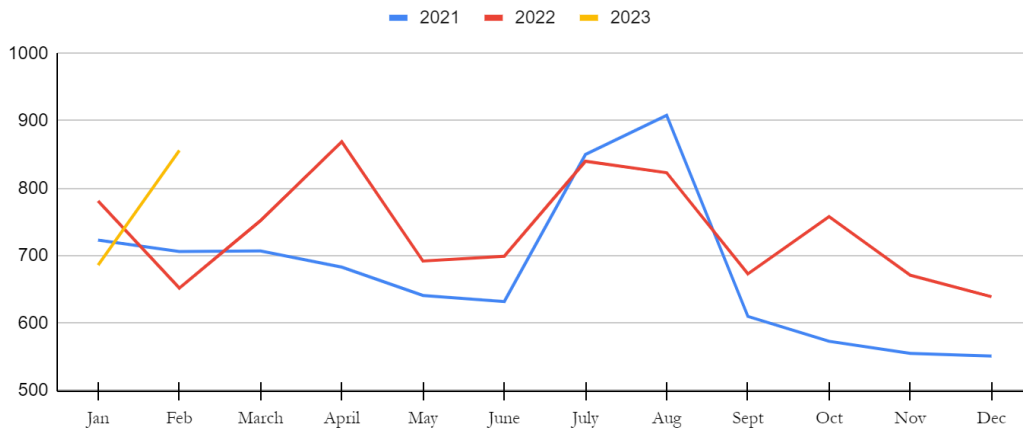
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CIRCULATION COMPARISON 2021-2023:

Total Circulation of Overdrive ematerials



Total Circulation of all Materials without renewals



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Total Circulation of all Materials with renewals



UPCOMING EVENTS: PLEASE CHECK WEBSITE AND FACEBOOK for more

DATE	EVENT	FUNDED BY	TIME & LOCATION (AFL unless noted)
Any time	Overdrive/Libby Eresources help		
Mondays	Peachtown		2 pm when school in session
Mondays	Fiber Arts Group		4 pm
Wednesdays	Storytime	Rosen	9:30 am when school in session
1 st Wednesdays	Book Club		7:00 pm AFL Jan, Feb, Mar 2023
3/21/2023	Polished Silver		11:30 am
3/22/2023	4-H Storytime		9:30 am
3/23/2023	Travel to Ecuador		Library / MOH at 7:00 pm

Respectfully submitted by Sandy Groth