

## AURORA FREE LIBRARY NOVEMBER 2023 DIRECTOR'S REPORT

Submitted for Board of Trustees Meeting

### HIGHLIGHTS AND NEWS

- New 2023 Trustee Handbooks have arrived. I will distribute at the board meeting.
- Great partnership with UMA and Create Kindness on *Hocus Pocus with a Focus* Event/ Fundraiser for the SCCS Backpack Program (King Ferry Food Pantry). There were lots of activities, we raised over \$800 and had 150-200 people attend.
- We have seen steady donations to our Food Pantry food donation box including this past month's Great Give Back pie filling drive with Hazard Library.
- Another successful Halloween Spooky Morgan Opera House was held with around 300 people! THANK YOU to Susan MacCormick who set much of it up again this year with Sam Ayers and Sonjia Anderson, Gretchen Avery and Ginger Johnson helping that evening. The Candy Chute was again a hit with full-size bars! Our pumpkin decorating contest had 4 great entries as well!

### GRANT ACTIVITY NEWS

#### Rosen Take it on the Road and Beyond 2023-24:

- Take and Make turkey gourd kits are being distributed and dinosaur ones are also out this month for Dinovember. The Food Pantry received and distributed dinosaur kits this month.

#### Rosen Storytime Train 2023-24:

- Aurora Preschool continues to attend storytime and a few families attend on the opposite weeks as well.
- Visited UPK classrooms this week with Hazard Library and visited last month prior to Halloween.

#### Statewide Community Regrant 2023:

- Nov. 4<sup>th</sup> Catskill Puppet Theater performed "Sister Rain and Brother Sun". All ages attended.

### PROGRAMMING/PR

- The Rescheduled Book Lovers' Ball author/speaker event with Tom Wilber had 31 in attendance.
- Held Collaborative Poetry Workshop with Professor Dan Rosenberg from Wells College. Our Wells intern set this up. There were 3 students and one community member in attendance. Our intern planned and put together PR for the poetry workshop.
- Library will offer graham cracker house decorating this year and a StoryWalk at Christmas in Aurora. MOH will host TromBones Octet.
- Fiber Arts group continues to meet on Mondays and Book Club met in November at Opendore.
- Peachtown continues to visit.
- Met with the SCCS Literacy Committee and discussed plans for the year.
- Met with Linda Kabelac to discuss the archives and next year's plans for 125<sup>th</sup> anniversary.
- Reviewed/ gathered info for November Hub Newsletter.
- Updated website with webmaster and posted to FB and Instagram and used Mailchimp to alert patrons of latest events. Created PR for events.

## AURORA FREE LIBRARY NOVEMBER 2023 DIRECTOR'S REPORT

Submitted for Board of Trustees Meeting

### ADMINISTRATION AND HUMAN RESOURCES

- In touch with Steve regarding the latest from State on 2020, 2022 and 2024 Construction Grants.
- Annalise and I have been reviewing collection and purchasing books with FLLS collection development funding.
- Met with Mnetha Warren-MacCormick who will paint stairwell to basement and window trim in jail. She started this week.
- In touch with nominating committee.
- Attended November FLLS Director's Meeting. Highlights included:
  - NYS Updates: Anticipate static 2024 budget. NYLA will ask for same amount as in past.
  - Advocacy Day is February 7, 2024. FLLS will not have a bus. Will focus locally.
  - Spring on the Hill is April 24, 2024. System Directors meet with legislators as final push before the budget is finalized.
  - 10% of LLSA funding should be released to us soon!
  - Offering Collection Grants again this year. Aurora requested \$2000.
  - Will discuss Trustee Handbook changes at December Director's Meeting.
  - Trustee Handbook Book Club will discuss handbook changes early in year.
  - TCPL has had several overdoses. We will consider staff training for Narcan.

### FINANCE/LEGAL COMPLIANCE/FUNDRAISING

- Received reimbursement for Family Literacy Grant of \$300 from FLLS.
- Supported Susan and Dave where needed for Triad and Metcalf grants as well as annual appeal including looking at mailing lists.
- Suggested Givebutter.com for possible fundraising platform that Lansing Library is using. Advertises no fees.
- Renewed System for Award Management (SAM) registration to be active and be eligible for federal awards.

### DOOR COUNT:

Month	2023*	2022
October	327* + 622 attended Programs	808 (+105 offsite (UPK and Witchy Women))Halloween
September	352* + 336 attended Programs	338 (+90 offsite SCCS, Opendore, Farmer's Market)
August	420* + 162 attended Programs	494 (+11 offsite Opendore)
July	428* + 634 attended Programs	724 (+ 224 offsite participants)
June	395* + 650 attended Programs	383 (+438 offsite participants)
May	242* + 259 attended Programs	325 (+ 59 offsite participants)
April	219* + 305 attended Programs	257* + 163 attended Programs
March	266* + 865 attended Programs	240* + 102 attended Programs
February	250*+ 569 attended Programs	171* + 476 attended Programs
January	225* + 107 attended Programs	173* + 139 attended Programs

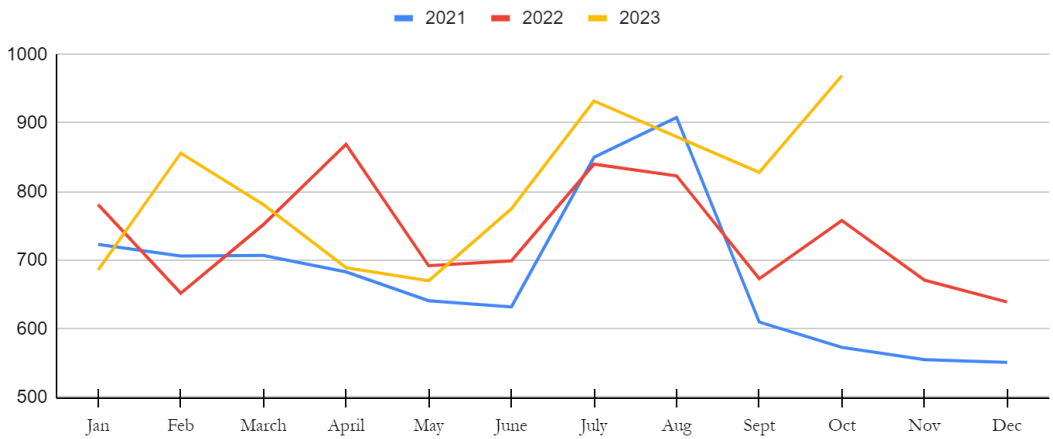
\*Daily open hour door count (not including those who attended programs)

# AURORA FREE LIBRARY NOVEMBER 2023 DIRECTOR'S REPORT

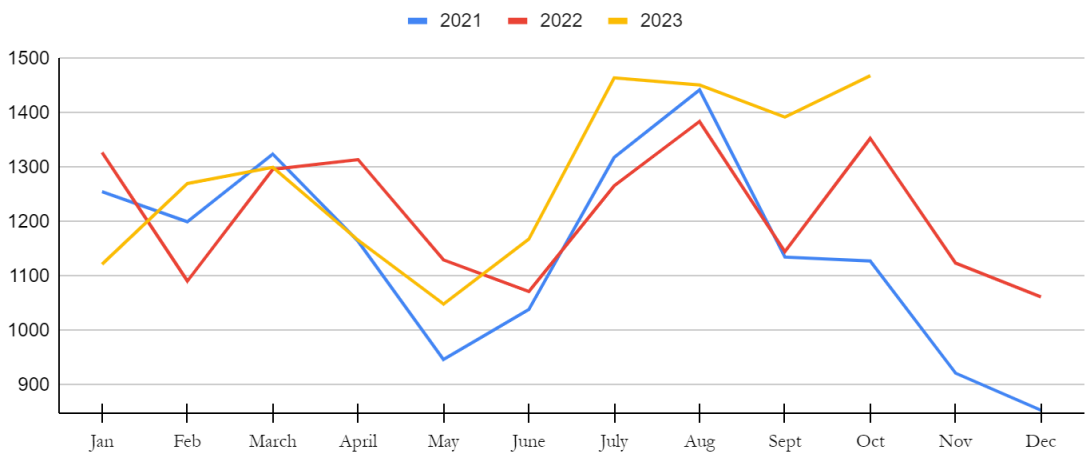
Submitted for Board of Trustees Meeting

**CIRCULATION COMPARISON 2021-2023:** Total Circulation is up from last year. Ematerial circulation is a bit down from last year this month.

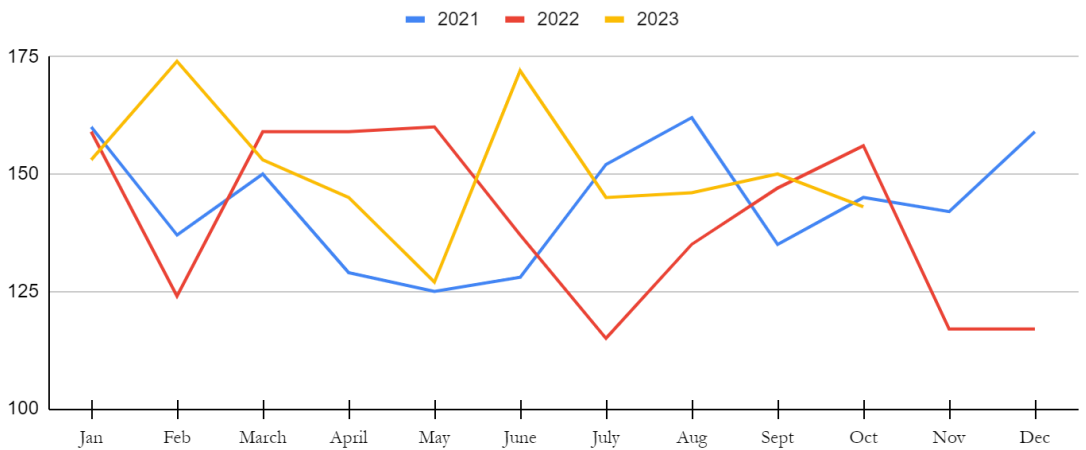
### Total Circulation of all Materials without renewals



### Total Circulation of all Materials with renewals



### Total Circulation of Overdrive ematerials



## AURORA FREE LIBRARY NOVEMBER 2023 DIRECTOR'S REPORT

Submitted for Board of Trustees Meeting

### BUILDING USE AND MAINTENANCE

- **2023 Maintenance/Checks** have occurred: **Stair Chair (1/2023), Fire Extinguisher Check (2/22/2023), Service Alert (4/6/2023) and Fall Visit**, AC and Furnace maintenance Holbrook Heating (12/21/2022)
- **Signed new contract for Furnaces, AC, Navien Boiler with Holbrook Heating. Servicing on 11/29/2023.**
- The groundlight in front damaged by Hale still needs to be fixed. **Working with Dave on this.**
- NEED SEVERAL NEW FLOOR GRATES in main room- **OPEN ISSUE**
- Bottom of side door needs repainting/attention at bottom of door. **PRESERVATION COMMITTEE**
- 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 to solicit estimate. **PRESERVATION COMMITTEE**
- Need to install street number – **OPEN ISSUE**
- First floor weatherizing south windows- **OPEN ISSUE**
- Stains on interior north wall MOH – **OPEN ISSUE**

### 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	Fiber Arts Group		4 pm
1 <sup>st</sup> Wednesdays	Book Club		7:00 pm Opendore
Wednesdays	Storytime	Rosen	9:30 am
11/15/2023	Graphic Novel Book Club	Rosen	6:30 pm
11/18/2023	Klezmer		7:30 pm
11/28/2023	Art Club		2 pm
12/2/2023	Graham Cracker House Decorating – Xmas in Aurora		11 am – 1 pm
12/2/2023	TromBones East		2 pm
12/13/2023	Graphic Novel Book Club	Rosen	6:30pm
12/16/2023	Shepherd's Play		7 pm

Respectfully submitted by Sandy Groth