

January – November 2022 Director Reports

Directors Report for Annual Meeting/Reorganizational Meeting:

Overall, we had 1326 patrons come to the library in 2021

We held 168 programs with a total of 2,097 participants

We provided 50 unsponsored events with 405 people in attendance

We circulated at least 3340 materials

We processed over 967 items

Paul Lowery came in and remeasured and is starting our new bookshelves with funds from the Manley Foundation.

Director Report February 16,2022

This month we have worked on weeding out books and cleaning up the shelves.

We have been adding new materials to our collections

We had frozen pipes and had to close for a day

Planning events for the year

I have been working on filling out and meeting with the town about the Genesee Valley Rural Revitalization Grant. They are willing to fund the grant however it will need to be a prevailing wage job.

This month we will continue to apply for more grants.

4 of the 7 bookshelves are complete and in. The next 3 shelves should be in next week. I will then be able to submit a final grant report.

I received a price for the additional bookshelf that needs to be purchased.

Director Report for March 16,2022

The bookshelves have been completed and installed. They look so amazing. Other bookshelves have been cut down and rearranged for a better flow of the building.

The Annual Report was submitted

The Audit for 2019,2020, and 2021 were completed. We are currently discussing an evening for the dinner payment.

This month I have attended plenty of meetings and trainings to gain more knowledge and ideas of new things to do and ideas for the future.

Ocean of Possibility meeting, meetings for library advocacy with Assemblymen Giglio and Senator Brunello, there was a directors of Allegany County meeting. I also had a Cataloging Advisory Meeting today. I also have another meeting at the end of the month for the Youth advisory council.

The grant for the ACWC was approved for \$810.00 to fund the cooking classes.

A grant for:

Allegany Area County foundation was written and submitted we are asking for an air conditioner and a bookshelf. We are awaiting an answer

United Way Grant Letter of Intent was submitted for. This is for over \$2,000.00 to fund most of the summer reading. We should hear back around March 21st if we are approved to submit a full grant.

The GVVR Grant is being finished up we are waiting on a quote from a national register expert to find out the cost of the project.

Summer Reading:

Planning is going well we are getting excited. I have scheduled Benjamin Berry to come back again this year. We will have to discuss what program we would like to provide.

the block booking discount is \$50 off of an Instructional Workshop or Seated Show format program (so \$200 or \$300, respectively), and while the Hula Hoop Crafting and Circus Toy Crafting Workshops (\$300-400 depending on # of participants) are not eligible for a discount on the program fee, you will save money on the travel expenses.

April 20,22 Director Report

The ACWC grant was increased from 810.00 to 900.00 for the cooking classes

The Allegany Area County Foundation grant written by Julie was approved. This was for \$1,000.00 the Juv bookshelf and an ac unit for the library side. That was been completed and we are working on a final report now.

The United Way Letter of intent was accepted were asked to apply we did and are awaiting a response.

The GVVR round 2 Grant- was submitted on March 16, and we are awaiting results for that.

The paint donation from True Value was submitted by the new owners of the Bolivar Hardware store. That has been accepted and I am now looking into contractors so we can present to the Town board for a donation to fund repainting the building.

The Technology grant "Appalachian Regional Commission" with STLS is on track no determination yet but looking good.

We are starting to make some plans for summer reading now and getting the final bits of things in order.

The first two cooking classes have been complete we are opening all the classes to different age groups. This have been going very well with them. I am very excited for our next class. Please keep spreading the word.

I purchased some nice pots for plants our current plants were sending off babies, so we are going to try and sell them for a fundraiser. \$5.00 for a small plant, \$10.00 for a big plant.

Julie and I also had a question if it would be worth is if we became Notary this may be another service, we could offer we are looking into it more.

Directors Report for May and June 2022

New York State Notary:

Submit a completed application and the required fee to the Department of State. Pass the New York State notary public examination. NYS Attorneys and court clerks of the Unified Court System are exempt from the examination be a resident of New York State or have an office or place of business in New York State \$60 - Initial Application \$60 - Renewal (payable to the County Clerk's office) \$15 - Written Exam \$10 - Change of Personal Name and/or Address (No fee is required if a name change is the result of a change in marital status) \$10 - Duplicate License/Registration Request Notary journal \$25-38 Thumbprinter \$16 Receipt book \$17 Notary seal embosser \$39 -60 \$206 per person total when journal and embosser is included at highest price

We are almost finished with the ACWC grant cooking classes one more class next week. Patrons are really enjoying them. They would like more classes like this in the fall.

We have not heard back from the United Way grant, or the GVVR round 2 Grant,

The Technology grant "Appalachian Regional Commission" with STLS has been accepted and we are just waiting on STLS for more information.

We recently applied to the Manley foundation for help in getting a custom sign for out front and a few other small items for the building, such as a carpet shampooer, hose, and cordless snow blower/shovel for the winter months.

Flyers for summer have been made and donation letters are being sent out as well We have two amazing community members that are helping with donations this year. Two community members are working hard on getting donations for us. They are also hanging flyers around to advertise the community picnic as well.

On May 9th: Julie and I attended a training in Bath for Youth Mental Health First Aider with is a 3-year certification. We both passed. During that time, we had lunch which was not provided for by the training and the fuel mileage which I am submitting for reimbursement.

My vacation is scheduled for June 29th to July 10 this year. I was wondering if I could have my paycheck for the pay period of July 7th early as I will be on vacation. This check would be cut the same day as the check for the pay period ending June 23rd.

Summer Reading is looking great I'm getting very excited about it program will run July 11th through August 18th this year.

Director Report for July 20,2022

I was on vacation from June 29th – July 10th. During this time

- Julie did a great job
- There was an issue with the quilters signing the building use agreement. This was resolved when I returned home
- There was a question concerning the pride flag that was displayed for the month of June. This was solved when I came home and by taking it down with it now being July.

Summer reading has been underway there have been many youths both new and old added to the program. So far, we had

Monday 7/11: 19 youth, Tuesday: 30 youth, Wednesday: 30 Youth, Thursday 25 Youth

Monday: 7/18: 20 youth

We have 4 summer youth employees this year. Two are returning from last year and two new youth have joined us.

We received two unrestricted donations this year one from the BRCS teacher association and from the Bolivar Lions club I would like to use a total of \$250.00 to buy this year's children's reading program prizes.

STLS Appalachian Regional Commission Grant Project has now opened. We need to select the computers. The grant was a 70 percent match so we can purchase up to \$2,478.00 worth of new computers the grant will cover \$1,734.60. That is a cost of \$743.40 to the library. We have \$600.00 from this year's budget and \$400.00 from last year budget set aside for this cost.

As of July 22nd, I will be starting my second job. Please if you have any questions, please let me know.

We received that Manley foundation grant this year for an amount of \$1,717.00 this will cover the new custom built sign out front, carpet cleaner, hose, snow blower and additional items for the sign.

The Town of Genesee provided the library with funds for the painting project. These funds were because of all the work we did during covid for the community.

Directors Report August 17,2022

Oh what a summer it has been here is some stats for the month of July and what we have for August. Tomorrow is the last day of program.

July: participants for each event

Lunches: 167 Story: 248 Craft:248 Activity:245 Outdoor:211

We had 1119 participants with several teen volunteers.

August so far, we have had a lot of kids want to be participants

We had participants with even more teen volunteers.

Our teen volunteers treated with candy bars at the end of the shift.

I have worked hard with the purchases for the Appalachian Grant with STLS to purchase new current computers that will should last a long time with a new digital drawing pad to help any of our more artistic patrons as well. I should be making the purchases this week, or they were made on _____ day.

We were also gifted with the Manley Grant This was Julies first solo named grant this was for the new sign outside.

We also received the United way grant and that helps to cover all the cost for the Summer. We had so many donations this year.

I am really considering cutting the program back to three days a week next year. This will allow us to save more on funding and also I will be putting together a proposal for the school to provide lunches next year.

Directors Report for September 2022

Summer reading has finished it was a great year. Very busy.

The community picnic was great it was stressful to do everything on one day however I think it helped with the fundraising.

Since then, Julie and I have prepared for the August election, cleaned and cleaned and cleaned. Trying to get the building back in order.

Painting from T.L.C has started on 8/24/22.

I have worked on the staff evaluations and getting all the paperwork completed for the summer youth employees as well as Julies yearly evaluation.

The new schedule for Julie and I is working out great.

The ARC Grant with STLS are purchased and have arrived I have been working on setting up the new devices and new printer. We had a total equipment allowed to be purchased was \$2,478.00 and we spent \$2,556.48. \$78.48 over budget however this was for better computers with 4-year protection plans and a color all in one printer. We will receive a check for reimbursement in 6 to 8 weeks from STLS. The check amount will be for \$1,734.60. So, in all we will spend \$821.88 on these purchases. We had \$1,000.00 to spend in tech this year so we are still going ok.

Everything is now up and running.

Looking forward to fall we have the Haunted house building competition (Like gingerbread houses but spooky) I am working on finishing the details. There has been talk about doing a trunk for treat at the

library this year, or table decorations for kids to receive candy and community members to come and hang out. Prizes for the haunted houses could be gift cards.

I applied for two more grants the STLS Outreach Mini grant: for \$750.00 for books to help people with developmental or leaning disabilities. Books about how to handle your feelings. The second grant was a diversity, equality and inclusion micro grant for \$500.00, These books would be fitting under those categories and we would also offer two cooking classes to help educate community members as well. \$180.00 in cooking classes and \$320.00 in books.

Directors Report for October 2022

Things are going great not much to report:

Julie has done an amazing job decorating the library

On October 7th I went out the STLS annual meeting and received an award for 2022 Sustainable practices. This nomination was from Mandy Fleming at STLS with the huge help from Julie. I can't believe it. Attached is the mileage reimbursement form for the day.

We have had a great turn out for Haunted House decorating Contest especially on October 10th when school was closed.

Directors Report November 16,2022

- We received two grants from STLS with the COSAC:
 - Micro grant for \$500.00 for 2 cooking classes in January and February and books on diversity and inclusion.
 - Mini grant for \$300.00 for books on learning development and learning disabilities.
- We received notification about the Genesee Valley Rural revitalization grant: getting things figured out is going to be difficult. One step at a time. This is not a grant STLS has experience with however they are very willing to help guide us.
 - This is the reimbursable grant for the historical registration and weatherization, new boiler and water tank, gutters, dehumidifier ext...
 - There are some papers that need to be notified and submitting and we also need to file for a vendor SFS id.
- We have ordered the mini and micro grant materials and are working on getting them sorted and ready to go as items arrive
- We had a lot of compliments from the public as they came into vote and Julie was able to work that day, so we were open. It all was very positive.
- We are waiting to hear a date for the December festivities with the libraries.

- Currently Julie is processing and weeding the library.
- I have started to gather our data for the annual report and getting a planner set up for 2023