

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING January 3rd, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Tressa Crehan, Mari Grennell, Barb Schmitt, Val Stonitsch and Patty Friend. Diane Volker excused.

Barb Schmitt (Vice President) opened the meeting at 6:00PM. Mari moved to accept the **AGENDA**, seconded by Sally. Motion carried.

ELECTIONS – Village of Angola Trustee and Liason to the Library Board - Valeri Stonitsch – presided over the Elections.

Election of Trustee –Valerie called for nominations. Jack Kuebler was unanimously nominated by all in attendance as Library Trustee for term of 5 years. As no others were being nominated, Valerie closed the nominations. The secretary cast one ballot to elect Jack Kuebler as Angola Library Trustee. Passed.

Election of Board Officers (aka Table Officers) - Valerie asked for any nominations of Board Officers. Sally motioned and Barb seconded that the officers currently in position at the end of December 2022 be nominated for another term. Following this nomination, Valerie asked three times for any other elections of officers. There being no further nominations, Valerie asked for a motion to close the nominations. Tressa motioned to close the nominations and Sally seconded. The Secretary cast one ballot for elections of the slate of officers as nominated. Passed. Angola Library Board of Trustee Officers elected for 2023 are: President- Jack Kuebler, Vice President-Barb Schmitt, Treasurer-Mari Grennell, and Secretary-Patty Friend. All elected officers need to get sworn in at the Angola Village Hall and report back to Jennifer via email with date that the Oath of Office was taken. Confirmation is **required** for library records.

Newly re-elected President, Jack Kuebler now conducts the meeting with a thank you to Barb for conducting the earlier portion of the meeting.

MINUTES of Previous Meeting: Jack asked for motion to accept the Minutes of the previous meeting. Barb moved to accept the Minutes of the previous meeting *with the following amendment*: Additional information regarding the NEW Business Agenda Item “E” - Trustee Training we did following the December 2022 meeting. As a group, we watched two training videos: Strategic Planning Part I and Part II. Trustees participating in the training were: Jack, Sally, Diane, Tressa, Mari, Barb and Patty Friend. Jennifer was also in attendance. Refreshments were available for enjoyment as well.” Motion with amendments was seconded by Tressa. Motion carried.

TREASURER’S Report /Village Account Report - Patty motioned to accept the Treasurer’s report, seconded by Sally. Motion carried.

CORRESPONDENCE: See Director’s report. We received a “Thank you” note from Jackie Haderer for the honor of being recognized as Trustee Emeritus. Also received a letter from Lake Shore Schools, requesting our support of their musical “Camp Broadway” with a raffle item for their Chinese Auction at the event. Item is needed by February 17th. March 2, 3 and 4th is the event date. Miss Littlejohn is the contact person.

DIRECTOR’S REPORT - includes LIBRARY STATUS REPORTS

- A. PROGRAMS**: as presented on Director’s Report. Take & Makes – 107 were distributed. Other programs included Book Club, Tutors/Therapy, GED Classes, Lego Drop-in, Graham Cracker House Building and Cratsley Meetings. Participation in the “Christmas in the Village” event (Dec. 10th) gave us a **512** door count for the day! On this day we hosted a Magician Program (2 shows) and various other activities to keep all ages involved.
- B. PROGRAMS UPCOMING**: as presented on Director’s Report. Many listed.
- C. CENTRAL NEWS** as presented on Director’s Report. Reminder from NYS that all trustee oaths of office are due within 30 days of the start of their term. (January 30th)

- D. STAFF REPORT** as presented on Director's Report. Aryn Fitzgerald started as our new Clerk on December 21, 2022. Our new Library Volunteer is Jenny Nappo.
- E. CIRCULATION REPORT** as presented on Director's Report: 2022 YTD: Library Visits 35,394, Circulation at 31,849.
- F. PURCHASES AND NEEDS *** as presented on Director's Report. None
- G. FUNDRAISING** as presented on Director's Report: 2022 YTD \$2,425.95 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
- H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report. (Note: Jacobs and Mills remaining funds are reserved for new shelving purchase in January 2023.)
- I. MISCELLANEOUS** as presented on Director's Report: Our new Shelving was installed on December 28th. One day later than scheduled due to the storm. Many thanks to Jack Krajackic and his crew for removing snow to make room for the delivery truck.

Motion to accept FULL DIRECTOR'S REPORT was made by Mari and seconded by Sally. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April Meeting.) the Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.
- ROOF REPAIR and DOOR GRANT REQUEST has been re-submitted. Paperwork had to be resubmitted with a few corrections. We received help from Ken Stone at Central and resubmitted with his recommendations.
- TRUSTEE EMERITUS – See Correspondence. We received a thank you from Jackie Haderer.
- No updates on the Electronic Window Frame.

NEW BUSINESS

- A. OPERATION HOUR CHANGES** - Effective January 3rd, 2023, the new hours are: Mon. & Thu 12pm-8pm; Tue & Fri 9am-5pm; Wed & Sat 12pm-3pm. Jennifer has already received positive feedback regarding the earlier starting times.
- B. CREDIT CARD CLIENTS** – For credit card transactions we will now use 'SQUARE'. All things are in place to begin.
- C. ACT MEETING on 1/24/2023 – 9AM at West Seneca Library.** If you attend, this does count as Training hours 9:30-Noon (Tuesday). If interested in attending can ride along with Jack and / or Jennifer as they are both planning on attending.
- D. RAFFLE ITEM FOR LAKE SHORE MIDDLE SCHOOL "CAMP BROADWAY"** – Barb motioned that we provide an item for the event, seconded by Sally. Motion Carried.
- E. Valerie will be updating her Angola Village facebook postings with the Library activities** - Keeping us in the spotlight!

TRUSTEE TRAINING

- A.** Trustees in attendance watched an on line video titled "Libraries in NY; Origin, Oversight and Organization".
- B.** Participating Trustees were: Jack, Barb, Mari, Sally, Tressa, Jennifer and Patty. (Thank you to Barb for providing Candy refreshments.)

NEXT MEETING will be February 7th, 2023 (Note - We will NOT have training at this meeting.)

ADJOURNMENT Sally motioned that we adjourn the meeting. Meeting/Training adjourned at 6:55PM.

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Banks
County Checking
January 2023 Treasurers Report**

Starting Balance \$7,206.26

Payments

11/1/2022	Sherwin Williams Co.	1794	Paint for door	-\$112.30
11/1/2022	Jennifer Page	1795	Maintenance & Halloween Supplie	-\$176.31
11/23/2022	Village of Angola Water Dept.	1796	Water Bill	-\$46.75
12/5/2022	Walmart.com	Debit	Christmas Program Supplies	-\$35.52
12/6/2022	Amazon Capital Services	1797	Vacuum Handle	-\$29.51
12/31/2022	*Jennifer Page	1798	Milage & Programming	-\$73.42

Deposits

11/8/2022	October Fees/Printing	\$260.03
12/12/2022	November Fines/Printing	\$211.80

Ending Balance \$7,204.28

*check not yet cleared bank

Angola Public Library Director's Report

January 4, 2022

Programs - December

- Take & Makes – 107
- Book Club – 7
- Tutors/Therapy – 11 Children & 15 Teens
- GED Classes – 4 classes, 6 total attendees
- Lego Drop-in Week – 5
- Christmas in the Village – 158 Ornament Crafts – 104 Magician Program – 20 Letters to Santa – 16 Christmas Cards for Military – 50 Raffle Entries – 512 Door Count for the day
- Graham Cracker House Building – 27
- Meeting Room/Library Use – Cratsley Meetings & Art Club

Upcoming Programs

- Lego Drop-in Week – January 3rd-7th.
- Sensory Playtime – Wednesdays & Fridays.
- Book a Technology Trainer – Wednesday, January 23rd at 1pm, 2pm, 3pm, 5pm & 6pm
- DIY Sensory Craft Day – Saturday, January 28th at 1pm

Central News

- Reminder from New York State that all trustee oaths of office are due within 30 days of the start of their term. Otherwise by January 30th.

Staff Report

Aryn Fitzgerald started as our new Clerk on December 21st.

Statistics

	December			Year to Date		
	2022	2021	Change	2022	2021	Change
Circulation	2,416			31,835		
Library Visits	2,637	3,176	-19.1%	35,347	36,400	-2.9%
Computer Use (Nov)	129	111	16.2%	1,846	1,444	27.8%
Wi-Fi (Nov)	113	194	-41.8%	2,192	1,894	15.7%

Purchases and Needs: None

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Jacobs Public facing items	\$20,000.00	\$17,198.62	\$0.00	\$2,801.38
Mills Legislative Aid	\$2,000.00	\$0.00	\$0.00	\$2,000.00

Jacobs and Mills remaining funds reserved for new shelving purchase January 2023.

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
December	\$59.00	\$39.60	\$34.60	\$12.00
Year to Date Total	\$377.50	\$986.55	\$947.90	\$114.00

Miscellaneous

Our new shelving was installed on December 28th. Only one day later than scheduled due to the storm. Many thanks to Jack Krajacic and his crew for removing snow to make room for the delivery truck.

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING February 7th, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Tressa Crehan, Mari Grennell, Barb Schmitt, Diane Volker and Patty Friend. Val Stonitsch, Angola Village Liason was excused.

Jack Kuebler (President) opened the meeting at 6:00PM. Tressa moved to accept the **AGENDA**, seconded by Diane. Motion carried. Val was unable to attend meeting due to illness, we all wished her a speedy recovery. Flowers were sent to her from the Board (thoughtfulness initiated by Jack Kuebler). Val gave thanks to all for thinking of her!

MINUTES of Previous Meeting: Jack asked for motion to accept the Minutes of the previous meeting. Barb moved to accept the Minutes, seconded by Mari. Motion carried.

TREASURER'S Report /Village Account Report - Diane motioned to accept the Treasurer's report, seconded by Sally. Motion carried. Jennifer noted that Grant funds and Central Funds were used for payment of the new shelving.

CORRESPONDENCE: See Director's report. Additional note: Tressa had donated a blanket for the Basket raffle item for the Chinese Auction to be held at the Middle School Musical "Camp Broadway" as requested by Ms. Littlejohn of the Middle School last month. The Library will include some books as well.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS

- A. PROGRAMS:** as presented on Director's Report. Take & Makes – 75 were distributed. Other programs included Book Club, Tutors/Therapy, GED Classes, Lego Drop-in and Art Club Meetings.
 - B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed.
 - C. CENTRAL NEWS** as presented on Director's Report. Pay increases for Staff. A county Appropriations check was received to cover our anticipated expenses for 2023. Funds were provided due to loss of fine's revenue. Board games are being sent to us to create a display. Patrons will be able to checkout any games in the display. Central is also accepting donations of board games in any condition for use in their games collection.
 - D. STAFF REPORT** as presented on Director's Report. No concerns at this time.
 - E. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 2,316, Circulation at 1,619. It was noted that we currently have 4,605 Angola based library cards.
 - F. PURCHASES AND NEEDS *** as presented on Director's Report. None
 - G. FUNDRAISING** as presented on Director's Report: 2023 YTD \$195.18 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
 - H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report. (Note: Jacobs and Mills funds were for new shelving purchase in January 2023.)
 - I. MISCELLANEOUS** as presented on Director's Report: AmazonSmile has been discontinued as of February 1st. We made a total of \$48.44 in 2022. Amazon Charity Lists will continue
- Motion to accept FULL DIRECTOR'S REPORT was made by Tressa and seconded by Barb. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April Meeting.) the Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.
- No updates on the Electronic Window Frame. No potential vendor has responded to Jennifer's inquiries.

NEW BUSINESS

- A. ACT MEETING on 1/21/2023 – 9AM at West Seneca Library.** Jennifer and Diane attended. Diane commented that the meeting was very informative. John Spears gave a presentation on “banned books”. If customers do request for books to be banned he suggests asking “What types of books do you want to see?” Public Library parents should not allow their children to take out books that they feel are inappropriate. It was noted that the library has a preference of Library of Congress Books rather than self published books.
- B. RAFFLE ITEM FOR LAKE SHORE MIDDLE SCHOOL “CAMP BROADWAY”** – Raffle item was prepared. Included library books, videos and such as well as the blanket donated by Tressa.
- C. REVIEW CONFLICT OF INTEREST POLICY** – Reviewed by the Trustees during the meeting.
- D. TRUSTEES TO SIGN CONFLICT OF INTEREST STATEMENTS** – All in attendance submitted the forms with signatures.
- E. HOT DOG SALE** – Discussion regarding us having a sale with or without hot dogs donated. Jennifer will contact Legislator Mills to see if he is able to help this year.

TRUSTEE TRAINING

- A.** Jennifer has a list prepared of all the training so far. Diane is in the lead with 180 minutes!!

TOUR OF THE RE-ARRANGED LIBRARY – FOLLOWED THE MEETING

And...Tressa treated us all to homemade cookies!!

NEXT MEEETING will be March 7th, 2023

ADJOURNMENT Sally motioned that we adjourn the meeting at 6:45 followed by the Library Tour

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Banks
County Checking
February 2023 Treasurers Report**

Starting Balance \$7,130.93

Payments

12/5/2022	Walmart.com	Debit	Christmas Program Supplies	-\$35.52
12/6/2022	Amazon Capital Services	1797	Vacuum Handle	-\$29.51
12/31/2022	Jennifer Page	1798	Milage & Programming	-\$73.42
1/3/2023	Jennifer Page	1799	Light Fixtures & Paint Supplies	-\$225.82
1/3/2023	Library Interiors	1800	Shelving Install (Mills & Jacobs G	-\$4,801.38
1/10/2023	*Village of Angola Water Dept.	1801	Water Bill	-\$46.75
2/7/2023	*Sherwin Williams Co.	1802	Paint for Office Celing	-\$67.63
2/7/2023	*A.C.T.	1803	2023 ACT Dues	-\$20.00

Deposits

12/12/2022	November Fines/Printing		\$211.80
1/4/2023	BECPL Program Funds	Graham Cracker House Reimbursement	\$35.52
1/4/2023	December Fines/Printing		\$139.40

Ending Balance \$2,217.62

*check not yet cleared bank

**Angola Public Library
Lake Shore Credit Union
February 2023 Treasurers Report
Private/Donated Checking**

			Starting Balance	\$384.05
<hr/> Payments <hr/>				
12/31/2022	Jennifer Page	234	Plant for CinV and Sheeting	-\$36.49
1/3/2023	Library Interiors	235	Shelving Replacement	-\$4,995.42
<hr/> Deposits <hr/>				
1/3/2023	Transfer from Savings			\$5,000.00
			Ending Balance	\$352.14

Private/Donated Savings

			Starting Balance	\$14,480.26
<hr/> Payments <hr/>				
1/3/2023	Transfer to Checking			-\$5,000.00
<hr/> Deposits <hr/>				
12/12/2022	Donations, Book Sale & Book Bags	\$50 Czora/ \$100 Donation Jar/ \$60 Book Sale/ \$52 Book Bags		\$262.00
12/31/2023	Interest			\$3.55
1/4/2023	Donations & Book Sale	\$100 Garden Club/ \$47.90 Donation Jar/ \$12 Book Bags/ \$177.50 Candy Bar/ \$27.05 Book Sale		\$414.45
			Ending Balance	\$10,160.26

*check not yet cleared bank

Angola Public Library
February 2023 Private CDs

	CD #1	Starting Balance	\$1,122.12
5/1/2022	Mature Cert		\$0.12
6/30/2022	Dividend		\$0.05
13/31/2022	Dividend		\$0.17
		End Balance	\$1,122.46

	CD #2	Starting Balance	\$5,015.99
5/1/2022	Mature Cert		\$0.53
6/30/2022	Dividend		\$0.22
12/31/2022	Dividend		\$0.76
		End Balance	\$5,017.50

	CD #3	Starting Balance	\$10,031.97
5/1/2022	Mature Cert		\$1.06
6/30/2022	Dividend		\$0.44
12/31/2022	Dividend		\$1.52
		End Balance	\$10,034.99

Angola Public Library Director's Report

February 7, 2023

Programs - December

- Take & Makes – 75
- Tutors/Therapy – 12 Children & 27 Teens
- GED Classes – 9 classes, 10 total attendees
- Lego Drop-in Week – 2
- Baby & Toddler Yoga – 3 Children & 2 Parents
- Book a Technology Trainer - 3
- Sensory Craft Program – 8 Children & 8 Adults
- Meeting Room/Library Use – Art Club

Upcoming Programs

- Lego Drop-in Week – January 3rd-7th.
- Sensory Playtime – Thursdays & Fridays.
- Baby & Toddler Yoga – Fridays at 10am with Miss Jenny
- Movie Night – Minions: Rise of Gru - Thursday, February 23rd at 5:30pm
- Solar Eclipse Programs – April 2024

Central News

- Pay increases have been approved for the Clerks, Caretaker and Cleaner. The pay increase will be effective retroactively beginning January 1, 2023 and will have several increases over the next few years.
- \$1,000 in for the 2022 Year End Appeal money has become available and may be used on programming, equipment and furniture during the 2023 calendar year.
- The Central library have requested a list of Library of Things items that we currently own. They are compiling a complete list to be posted on the website.
- A number of board games are being sent to use in order to create a display. Patrons will be able to checkout any games in the display without the need to request them. Central is also taking donations of board games in any condition for use in there games collection.
- A County Appropriations check was received to cover our anticipated expenses for 2023. This check is needed due to the loss of fine revenue.
- We received a copy of the 2023 Contract Extension. It will need to be approved by July 31st.

Staff Report: None

Statistics

	January			Year to Date		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	1,619			1,619		
Library Visits	2,316	3,336	-30.6%	2,316	3,336	30.6%
Computer Use (Dec)	117	108	8.3%	1,963	1,552	26.5%
Wi-Fi (Dec)	81	182	-55.5%	2,273	2,076	9.5%

Total first time circulation comparison 2022 - 18,482 & 2021 – 18,441

These numbers do not include item renewals and is a better circulation comparison now that we have autorenew.

- ❖ We currently have 4,605 Angola based library cards.

Purchases and Needs: None

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Jacobs Public facing items	\$20,000.00	\$17,198.62	\$2,801.38	\$0
Mills Legislative Aid	\$2,000.00	\$0.00	\$1,903.94	\$96.06

We requested \$1,000 from 2021 Year-End Appeal funding through the system. We were reimbursed \$5,391.48 from 2021 Year-End Appeal and prior years remaining programming fund balances.

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
January	\$99.00	\$50.15	\$43.03	\$3.00
Year to Date Total	\$99.00	\$50.15	\$43.03	\$3.00

Miscellaneous

AmazonSmile has been discontinued as of February 1st. We made a total of \$48.44 in 2022.
Amazon Charity Lists will continue.

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING April 4th, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Tressa Crehan, Val Stonitsch, Barb Schmitt, Diane Volker and Patty Friend. Mari Grennell was excused.

Jack Kuebler (President) opened the meeting at 6:00PM. Barb moved to accept the **AGENDA**, seconded by Tressa. Motion carried.

MINUTES of Previous Meeting (February Minutes – For month of March we held a training only meeting): Jack asked for motion to accept the Minutes of the previous meeting. Diane moved to accept the Minutes, seconded by Sally. Motion carried.

TREASURER'S Report /Village Account Report - Patty motioned to accept the Treasurer's report, seconded by Barb. Motion carried.

CORRESPONDENCE: See Director's report. Quiet month except for the State Reporting.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS

- A. PROGRAMS:** as presented on Director's Report. Take & Makes – 65 in February and 108 in March were distributed. Other programs included Book Club, Tutors/Therapy, GED Classes, Lego Drop-in, Baby & Toddler Yoga, Collaborative Community Mission and Art Club Meetings.
- B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Make your Own Ice Cream on April 22nd and Solar Eclipse Programs throughout April.
- C. CENTRAL NEWS** as presented on Director's Report. New Educator Library Cards -Teachers, Homeschoolers and Day Cares are now eligible for this type of card, which has an increased checkout and request limit and extended due dates. Jennifer attended the Library Advocacy Day in Albany on February 28th. She met with many of our NY representatives.
- D. STAFF REPORT** as presented on Director's Report. Megan Strickler has resigned effective March 10th. After interviews of new applicants, Mary Margaret Spicciatie will be starting on April 8th.
- E. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 11,317, Circulation at 4,703. Jennifer noted during the meeting that for sometime the door counts have had issues, but has since been corrected. The gates had been counting in/and out, some previous counts should have been cut in half.
- F. PURCHASES AND NEEDS *** as presented on Director's Report. Frames for the Library Charters to hang on the wall space. Approx \$100 on Amazon. However, Jack Kuebler volunteered to measure and possibly make the frames as he is a cabinet maker in addition to all his other skills! A new toilet was needed for staff bathroom. The village purchased and installed the new toilet and will be billing us for the cost of the toilet.
- G. FUNDRAISING** as presented on Director's Report: 2023 YTD \$441.73 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
- H. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- I. MISCELLANEOUS** as presented on Director's Report: Audubon Library Renovation dedication will be on April 15th at 6:30pm.

Motion to accept FULL DIRECTOR'S REPORT was made by Diane and seconded by Sally. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.
- Carima El-Behairy carima@buffaloheritagecarousel.org is again our liason from Central Library. ☺

NEW BUSINESS

- A. ACCEPT STATE REPORT:** 39 Pages. Takes about 3-4 hrs of data entry and 6 hrs on financials to complete. The State report was distributed via email to the Trustees at an earlier date and copies were available at the April meeting. A Resolution to accept the State Report was read by President Jack Kuebler. Barb mentioned to accept the Resolution, seconded by Tressa. Roll Call vote: 6 Ayes, 0 Noes. Resolution was signed by Secretary Patty Friend and submitted to Jennifer Page for submission to Central and the State.
- B. DECISION ON INVESTED CDs:** Talk about what to do. We will be receiving updates on this via email. No decision as yet. We are waiting to hear more from Evans Bank regarding this.
- C. DESIGNATION OF BANKING INSTITUTIONS:** It was mentioned that the Credit Union has been charging for transactions. Jack motioned to name Evans Bank as our designated Bank. Seconded by Tressa. All in favor – unanimous.
- D. Terrarium Program –** Jack motioned to pay \$400 out of private funds for Terrarium Program. Seconded by Sally. All in favor – unanimous. \$400 covers 30 participants (1st come/1st serve basis). Program to be held on July 15th.
- E. HOT DOG SALE –** Discussion regarding the hot dog sale. Decision made to host event on July 1st from 11am – 1pm. Legislator John Mills to donate the meat, and we will purchase the rolls, condiments, water. Application for Blocking sidewalk to be taken care of by Jack. The Village Garden Walk is happening this day as well. Val to check with Friends of Village to see if they can help advertise our event along with theirs.
- F. Val Stonitch gave dates for upcoming Village activities to Jennifer for possible Library participation.** The village is planning a 150 Year celebration in summer and many activities are planned. She noted that there will be a Farmer's Market on July 11th and that the movie theatre will be opening in September.
- G. April 15th is the Environmental Fair at the Evans Center Fire Hall 9am-2pm –** The Angola Library will have a table at the event. Jennifer, Jennifer's mom and Diane Volker will be attending.

TRUSTEE TRAINING

- A.** Jennifer has a list prepared of all the training so far. Diane has completed her training requirements! (Nice job Diane!) The remaining trustees have about 15 minutes more training time left in order to meet the criteria for this year.
 - a.** Note that at the March meeting our training consisted of the video "Building for your Future Public Library Renovation and Construction from Dream to Dedication; A Brief Outline (86 Minutes). Those in attendance at the March training were: Jennifer, Barb, Tressa, Sally, Jack and Patty.

NEXT MEETING will be May 2nd, 2023

ADJOURNMENT Tressa and Diane motioned that we adjourn the meeting at 6:53PM (Tressa treated us all once again to homemade cookies during the meeting! She is spoiling us!)

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Banks
County Checking
March-April 2023 Treasurers Report**

Starting Balance \$7,204.28

Payments

1/3/2023	Jennifer Page	1799	Light Fixtures & Paint Supplies	-\$225.82
1/3/2023	Library Interiors	1800	Shelving Install (Mills & Jacobs G	-\$4,801.38
1/10/2023	Village of Angola Water Dept.	1801	Water Bill	-\$46.75
2/7/2023	Sherwin Williams Co.	1802	Paint for Office Celing	-\$67.63
2/7/2023	A.C.T.	1803	2023 ACT Dues	-\$20.00
2/7/2023	Amazon.com	Debit	Magazine Holders	-\$24.22
2/17/2023	Walmart.com	Debit	Programming Supplies	-\$39.56
3/7/2023	Village of Angola Water Dept.	1804	Water Bill	-\$50.79
3/7/2023	B&ECPL	1805	Return to System	-\$797.23

Deposits

1/4/2023	BECPL Program Funds	Graham Cracker House Reimbursement	\$35.52
1/4/2023	December Fines/Printing		\$139.40
2/9/2023	January Fines/Printing		\$232.59
2/9/2023	County Appropriations	Budget Advance	\$395.00
3/3/2023	February Fines/Printing		\$306.79

Ending Balance \$2,240.20

*check not yet cleared bank

**Angola Public Library
Lake Shore Credit Union
March-April 2023 Treasurers Report
Private/Donated Checking**

			Starting Balance	\$347.56
<hr/> Payments <hr/>				
1/3/2023	Library Interiors	235	Shelving Replacement	-\$4,995.42
3/7/2023	NYS Sales Tax		Electronic Transfer	-\$77.80
4/4/2023	*The Flower Derby	236		-\$62.00
<hr/> Deposits <hr/>				
1/3/2023	Transfer from Savings			\$5,000.00
2/10/2023	Amazon Smile			\$9.64
			Ending Balance	\$221.98

Private/Donated Savings

			Starting Balance	\$14,745.81
<hr/> Payments <hr/>				
1/3/2023	Transfer to Checking			-\$5,000.00
<hr/> Deposits <hr/>				
1/4/2023	Donations & Book Sale		\$100 Garden Club/ \$47.90 Donation Jar/ \$12 Book Bags/ \$177.50 Candy Bar/ \$27.05 Book Sale	\$414.45
2/9/2023	BECPL Programming Funds		Shelving Reimbursement	\$5,391.48
4/4/2023	Donation		Fitzgerald	\$50.00
*check not yet cleared bank			Ending Balance	\$15,601.74

Angola Public Library Director's Report

April 5, 2023

Programs – February/March

- Take & Makes – February - 65 & March - 108
- Tutors/Therapy – February - 5 Children & 20 Teens / March
- Collaborative Community Mission – 4 classes, 49 Children
- GED Classes - 16 classes, 32 total attendees
- Baby & Toddler Yoga – 5 programs, 16 Children & 14 Parents
- Book Club – February - 6 & March - 6
- Meeting Room/Library Use – Art Club, Fiber Arts Group, Flying Eagles Travel Club

Upcoming Programs

- Lego Drop-in Week – April 3rd-8th.
- Sensory Playtime – Thursdays & Fridays.
- Baby & Toddler Yoga – Fridays at 10am with Miss Jenny
- Movie Night – Puss in Boots: The Last Wish
- Make Your Own Ice Cream – April 22nd at 1pm
- Solar Eclipse Programs – April 2024

Central News

- New Educator Library Cards. Teachers, Homeschoolers and Day Cares are now eligible for an Educator Library Card which has an increased checkout and request limit and extended due dates.
- Library Advocacy Day in Albany February 28th. I was able to attend this year and meet with Senator Patrick Gallivan's Chief of Staff Keith Bryan, Assemblymember Michael Norris, Assemblymember Jonathan Rivera, and Assemblymember David DiPietro.

Staff Report: Our Page Megan Strickler has resigned effective March 10th. We interviewed new applicants and finally chose Mary Margaret Spicciatie who will be starting April 8th.

Statistics

	February			March		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	1,506	1,262	19.3%	1,578	1,591	-0.8%
Library Visits	2,261	3,549	-36.3%	2,332	4,432	-47.4%
Computer Use	152	194	-21.6%	177	237	-25.3%
Wi-Fi	99	172	-42.4%	112	222	-49.5%

First Circ only counts the first time an item is checked out and does not count any renewals.

	Year to Date		
	2023	2022	Change
Circulation (First Circ)	4,703	4,116	14.3%
Library Visits	11,317	6,885	-39.0%
Computer Use	493	571	-13.7%
Wi-Fi	322	541	-40.5%

Purchases and Needs: Frames for 2 charters (Amazon \$100)

A new toilet was needed for the staff bathroom. The Village purchased and installed the new toilet and should be billing us for the cost of the toilet.

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid	\$2,000.00	\$0.00	\$1,903.94	\$96.06

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
February	\$60.50	\$77.67	\$38.72	\$3.00
March	\$-51.64*	\$56.75	\$61.55	\$0.00
Year to Date Total	\$107.86	\$184.57	\$143.30	\$6.00

*Spent \$114.65 for resupply of candy bars.

Miscellaneous

Audubon Library Renovation dedication will be on April 15th at 6:30pm.

Angola Public Library

Annual Report For Public And Association Libraries - 2022

1. GENERAL LIBRARY INFORMATION

Library/Director Information

[Outline of Major Changes](#)

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report.

Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2022, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	0800140240
1.2	Library Name	ANGOLA PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Angola
1.6	Beginning Fiscal Reporting Year	01/01/2022
1.7	Ending Fiscal Reporting Year	12/31/2022
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2022

1.12	Ending <u>Local</u> Fiscal Year	12/31/2022
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	34 NORTH MAIN STREET
1.15	City	ANGOLA
1.16	Zip Code	14006
1.17	Mailing Address	34 NORTH MAIN STREET
1.18	City	ANGOLA
1.19	Zip Code	14006
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(716) 549-1271
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(716) 549-3954
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	ang@buffalolib.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	https://www.buffalolib.org/locations-hours/angola-public-library
1.24	Population Chartered to Serve (per 2020 Census)	2,046
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Village
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute
1.29	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	06/15/1950
1.30	Date the library was last registered	05/27/1926
1.31	Federal Employer Identification Number	166009762

1.32	County	ERIE
1.33	School District	Lake Shore Central
1.34	Town/City	EVANS
1.35	Library System	Buffalo & Erie County Public Library

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a	President/CEO Name	N/A
1.36b	President/CEO Phone Number	N/A
1.36c	President/CEO Email	N/A

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37	First Name of Library Director/Manager	Jennifer
1.38	Last Name of Library Director/Manager	Page
1.39	NYS Public Librarian Certification Number	N/A
1.40	What is the highest education level of the library manager/director?	High School Diploma
1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	N/A
1.42	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	N/A
1.43	E-mail Address of the Director/Manager	pagej@buffalolib.org
1.44	Fax Number of the Director/Manager	N/A
1.45	Does the library charge fees for library cards to people residing outside the system's service area?	Y
1.46	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2022? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47.	N

Public Votes/Contracts

Please Note: last year's answers for repeating groups cannot be displayed.

1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote N/A
3. Date the vote was held (mm/dd/2022) N/A
4. Was the vote successful? Y/N N/A
5. What type of public vote was it? N/A
- 6a. Most recent prior year approved appropriation from a public vote: N/A
- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

- 1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2022) N
Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.

Please Note: last year's answers for repeating groups cannot be displayed.

1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote
3. Date the last successful vote was held (mm/dd/yyyy) N/A
4. What type of public vote was it?
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A

1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. N

Unusual Circumstances

Please Note: last year's answers for repeating groups cannot be displayed.

1. Name of contracting municipality or district N/A
2. Is this a written contractual agreement? N/A
3. Population of the geographic area served by this contract N/A
4. Dollar amount of contract N/A
5. Enter the appropriate code for range of services provided (select one): N/A

1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. Y

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please [read](#) general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	4,977
2.2	Adult Non-fiction Books	2,764
2.3	Total Adult Books (Total questions 2.1 & 2.2)	7,741
2.4	Children's Fiction Books	2,762
2.5	Children's Non-fiction Books	927
2.6	Total Children's Books (Total questions 2.4 & 2.5)	3,689
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	11,430

Other Print Materials

2.8	Total Uncataloged Books	587
2.9	Total Print Serials	678
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	1,265
2.12	Total Print Materials (Total questions 2.7 and 2.11)	12,695

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	0
2.14	Local Electronic Collections	21
2.15	NOVEL _{NY} Electronic Collections	15

2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	36
2.17	Audio - Downloadable Units	0
2.18	Video - Downloadable Units	0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	0
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	36

Non-Electronic Materials

2.21	Audio - Physical Units	1,397
2.22	Video - Physical Units	3,910
2.23	Other Circulating Physical Items	46
2.24	Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23)	5,353

Grand Total/Additions to Holdings

2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	18,084
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	796
2.27	All Other Print Materials	518
2.28	Electronic Materials	0
2.29	All Other Materials	461
2.30	Total Additions (Total questions 2.26 through 2.29)	1,775

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.32 through 3.84 for the 2022 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	35,394
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count
3.2	Registered resident borrowers	4,600
3.3	Registered non-resident borrowers	5

Please report information on WRITTEN POLICIES as of 12/31/22.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle blower policy?	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y

Please report information on ACCESSIBILITY as of 12/31/22.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N

3.13 Does the library have large print books? Y

3.14 Does the library have assistive technology for people who are visually impaired or blind? Y

3.15 - If so, what do you have?

screen reader, such as JAWS, Windoweyes or NVDA Yes

refreshable Braille commonly referred to as a refreshable Braille display No

screen magnification software, such as Zoomtext Yes

electronic scanning and reading software, such as OpenBook No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

Synchronous Program Sessions

A synchronous (live) program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.

Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples, please refer to the chart in Instructions.

3.17 Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older 97

3.18 Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 9

3.19a Number of Synchronous Program Sessions Targeted at Children Ages 0-5 12

3.19b Number of Synchronous Program Sessions Targeted at Children Ages 6-11 89

3.20	Number of Synchronous General Interest Program Sessions	7
3.21	Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20)	214
3.21a	Number of Synchronous In-Person Onsite Program Sessions	211
3.21b	Number of Synchronous In-Person Offsite Program Sessions	3
3.21c	Number of Synchronous Virtual Program Sessions	0
3.21d	Total number of synchronous programs (3.21a + 3.21b + 3.21c)	214
3.22	One-on-One Program Sessions	885
3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.24	Attendance at Synchronous Programs Targeted at Adults Age 19 or Older	306
3.25	Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18	56
3.26a	Attendance at Synchronous Programs Targeted at Children Ages 0-5	65
3.26b	Attendance at Synchronous Programs Targeted at Children Ages 6-11	567
3.27	Attendance at Synchronous General Interest Programs	656
3.28	Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27).	1,650
3.28a	Synchronous In-Person Onsite Program Attendance	1,495
3.28b	Synchronous In-Person Offsite Program Attendance	155
3.28c	Synchronous Virtual Program Attendance	0

3.28d	Total synchronous program attendance (3.28a + 3.28b + 3.28c)	1,650
3.29	One-on-One Program Attendance	886
3.29a	Total Number of Asynchronous Program Presentations	0
3.29b	Total Views of Asynchronous Program Presentations within 30 Days	0
3.30	Total Number of Children's Programs (sum of Q3.19a and Q3.19b)	101
3.31	Total Children's Program Attendance (sum of Q3.26a and Q3.26b)	632

Please report information on SUMMER READING PROGRAMS for the 2022 calendar year.

SUMMER READING PROGRAM

3.32 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2022 (check all that apply):

- | | | |
|----|---|-----|
| a. | Program(s) for children | Yes |
| b. | Program(s) for young adults | Yes |
| c. | Program(s) for Adults | No |
| d. | Summer Reading at New York Libraries
name and/or logo used | Yes |
| e. | Collaborative Summer Library Program
(CSLP Manual, provided through the New York
State Library, used) | Yes |
| f. | N/A | No |

3.33	Library outlets offering the summer reading program	1
3.34	Children registered for the library's summer reading program	79
3.35	Young adults registered for the library's summer reading program	3
3.36	Adults registered for the library's summer reading program	0
3.37	Total number registered for the library's summer reading program (total 3.34 + 3.35 + 3.36)	82

3.38 2022	Children's program sessions - Summer	52
3.39 2022	Young adult program sessions - Summer	7
3.40	Adult program sessions - Summer 2022	0
3.41 (total 3.38 + 3.39 + 3.40)	Total program sessions - Summer 2022	59
3.42 2022	Children's program attendance - Summer	397
3.43 Summer 2022	Young adult program attendance -	42
3.44 2022	Adult program attendance - Summer	0
3.45 2022 (total 3.42 + 3.43 + 3.44)	Total program attendance - Summer	439

COLLABORATORS

3.46	Public school district(s) and/or BOCES	0
3.47	Non-public school(s)	0
3.48	Childcare center(s)	0
3.49	Summer camp(s)	0
3.50	Municipality/Municipalities	0
3.51	Literacy provider(s)	0
3.52	Other (describe using the State note)	0
3.53 3.52)	Total Collaborators (total 3.46 through	0

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2022 calendar year.

EARLY LITERACY PROGRAMS

3.54 Did the library offer early literacy programs? (Enter Y for Yes, N for No) Y

3.55 - Indicate types of programs offered (check all that apply)

a.	Focus on birth - school entry (kindergarten)	Yes
b.	Focus on parents & caregivers	No
c.	Combined audience	No
d.	N/A	No

3.56 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	12
b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0

3.57 **Total Sessions** 12

3.58 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	65
b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0

3.59 **Total Attendance** 65

3.60 - Collaborators (check all that apply):

a.	Childcare center(s)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No
d.	Health care providers/agencies	No
e.	Other (describe using the State note)	No

Please report information on ADULT LITERACY for the 2022 calendar year.

ADULT LITERACY

3.61	Did the library offer adult literacy programs?	Yes
3.62	Total group program sessions	75

3.63	Total one-on-one program sessions	0
3.64	Total group program attendance	145
3.65	Total one-on-one program attendance	0
3.66 - Collaborators (check all that apply)		
a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public Schools	No
d.	Other (see instructions and describe using Note)	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2022 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.67	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N
3.68	Children's program sessions	0
3.69	Young adult program sessions	0
3.70	Adult program sessions	0
3.71	Total program sessions (total 3.68 + 3.69 + 3.70)	0
3.72	One-on-one program sessions	0
3.73	Children's program attendance	0
3.74	Young adult program attendance	0
3.75	Adult program attendance	0
3.76	Total program attendance (total 3.73 + 3.74 + 3.75)	0
3.77	One-on-one program attendance	0
3.78 - Collaborators (check all that apply):		
a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No

d. Other (describe using the Note) No

Please report information on DIGITAL LITERACY for the 2022 calendar year.

DIGITAL LITERACY

3.79 Did the library offer digital literacy programs? Y

3.80 Total group program sessions 5

3.81 Total one-on-one program sessions 7

3.82 Total group program attendance 6

3.83 Total one-on-one program attendance 7

3.84 Did your library offer teen-led activities during the 2022 calendar year? N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1 Adult Fiction Books 8,082

4.2 Adult Non-fiction Books 2,276

4.3 **Total Adult Books (Total questions 4.1 & 4.2)** 10,358

4.4 Children's Fiction Books 5,867

4.5 Children's Non-fiction Books 880

4.6 **Total Children's Books (Total questions 4.4 & 4.5)** 6,747

4.7 **Total Cataloged Book Circulation (Total question 4.3 & 4.6)** 17,105

CIRCULATION OF OTHER MATERIALS

4.8 Circulation of Adult Other Materials 12,875

4.9 Circulation of Children's Other Materials 1,869

4.10 **Circulation of Other Physical Items (Total questions 4.8, 4.9)** 14,744

4.11 Physical Item Circulation (Total questions 4.7 & 4.10) 31,849

ELECTRONIC USE

4.12 Use of Electronic Material 0

4.13 Successful Retrieval of Electronic Information 0

4.14 Electronic Content Use (Total questions 4.12 & 4.13) 0

4.15 Total Circulation of Materials (Total questions 4.11 & 4.12) 31,849

4.16 Total Collection Use (Total questions 4.13 & 4.15) 31,849

4.17 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 8,616

4.18 As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? No

REFERENCE TRANSACTIONS

4.19 Total Reference Transactions 1,396

4.19a Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count

4.20 Does the library offer virtual reference? Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21 TOTAL MATERIALS RECEIVED 0

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.22 TOTAL MATERIALS PROVIDED 0

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2022.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	9,136
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Does your library use social media?	Y
5.7	Does the library file for E-rate benefits?	Y
5.8	Is the library part of a consortium for E-rate benefits?	N
5.9	If yes, in which consortium are you participating?	N/A
5.10	Name of the person responsible for the library's Information Technology (IT) services	Stephen Hovey IT Administrator
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(716) 858-6004
5.12	IT contact's email address	hoveys@buffalolib.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	0
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	0
6.5	Vacant Librarian (certified)	0

6.6	Library Manager (not certified)	.91
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	1.83
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	2.74
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	0
6.15	Salary - Entry Level Librarian (certified)	\$0
6.16	FTE - Library Director (certified)	0
6.17	Salary - Library Director (certified)	\$0
6.18	FTE - Library Manager (not certified)	.91
6.19	Salary - Library Manager (not certified)	\$39,797

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2023 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2022**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. Y
2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. Y

- | | | |
|------|---|---|
| 3. | Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. | Y |
| 4. | Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. | Y |
| 5. | Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. | Y |
| 6. | Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. | Y |
| 7. | Is open the minimum standard number of public service hours for population served. (see instructions) | Y |
| 8. | Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate: | |
| 8a. | space | Y |
| 8b. | lighting | Y |
| 8c. | shelving | Y |
| 8d. | seating | Y |
| 8e. | power infrastructure | Y |
| 8f. | data infrastructure | Y |
| 8g. | public restroom | Y |
| 9. | Provides programming to address community needs, as outlined in the library's long-range plan of service. | Y |
| 10. | Provides | |
| 10a. | a circulation system that facilitates access to the local library collection and other library catalogs | Y |

10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y

11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. Y

12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y

13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service. Y

14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	38.00
-----	---	-------

8.7	Minimum Weekly Total Hours - Branch Libraries	0.00
-----	---	------

8.8	Minimum Weekly Total Hours - Bookmobiles	0.00
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	38.00
8.10	Annual Total Hours - Main Library	1,885.00
8.11	Annual Total Hours - Branch Libraries	0.00
8.12	Annual Total Hours - Bookmobiles	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	1,885.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from January 1, 2022 to December 31, 2022.

CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? No

CV2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? No

CV3 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes

CV4 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? No

CV5 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

CV6 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic? Yes

CV7 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? No

CV8 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

CV9 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19 0

9. SERVICE OUTLET INFORMATION

Please Note: last year's answers for repeating groups cannot be displayed.

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking [a link to an Excel sheet listing prior year outlets is located in section 9](#). Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

- | | | |
|-----|-----------------------------------|---|
| 1. | Outlet Name | Angola Public Library |
| 2. | Outlet Name Status | 00 (for no change) |
| 3. | Street Address | 34 North Main Street |
| 4. | Outlet Street Address Status | 00 (for no change) |
| 5. | City | Angola |
| 6. | Zip Code | 14006 |
| 7. | Phone (enter 10 digits only) | (716) 549-1271 |
| 8. | Fax Number (enter 10 digits only) | (716) 549-3954 |
| 9. | E-mail Address | ang@buffalolib.org |
| 10. | Outlet URL | https://www.buffalolib.org/locations-hours/angola-public-library |
| 11. | County | Erie |
| 12. | School District | Lakeshore |

13.	Library System	Buffalo and Erie County Public Library
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	1,885
16.	Number of Weeks This Outlet is Open	52
16a	Number of weeks an outlet closed due to COVID-19	0
16b	Number of weeks an outlet had limited occupancy due to COVID-19	0
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	37
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	Village
22.	Who owns the land on which this outlet is built?	Village
23.	Indicate the year this outlet was initially constructed	1936
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2012
25.	Square footage of the outlet	5,787
26.	Number of Internet Computers Used by General Public	14
27.	Number of uses (sessions) of public Internet computers per year	1,963
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
28.	Type of connection on the outlet's public Internet computers	Other (specify using the State note)

29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
31.	Internet Provider	Crown Castle Fiber
32.	WiFi Access	Password required
33.	Wireless Sessions	2,273
33a	Reporting Method for Wireless Sessions	CT - Annual Count
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
36.	Does your outlet have a Makerspace?	N
37.	<i>LIBID</i>	0800140240
38.	<i>FSCSID</i>	NY0008
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2022. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2022 to December 31, 2022)	11
------	---	----

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	Yes
10.3	If yes, what is the range?	5-9

10.4 If your library has a range, how many voting positions are stated in the library's current by-laws? 7

10.6 Does your library's charter documents (incorporation) state a specified term for trustees? Yes
If no, please explain in a Note.

10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5 years

BOARD MEMBER SELECTION

10.8 Enter Board Member Selection Code (select one): A - board members are appointed by municipality(ies)

List Officers and Board Members as of February 1, 2023. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9 First Name Jack

10.10 Last Name Kuebler

10.11 Mailing Address 1318 Peppertree Dr

10.12 City Derby

10.13 Zip Code (5 digits only) 14047

10.14 Phone (enter 10 digits only) (716) 947-5788

10.15 E-mail Address fireelf1318@verizon.net

10.16 Term Begins - Month January

10.17 Term Begins - Year (yyyy) 2023

10.18 Term Expires - Month December

10.19 Term Expires - Year (yyyy) 2027

10.20 Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes

10.21 The date the Oath of Office was taken (mm/dd/yyyy) 01/04/2023

10.22 The date the Oath of Office was filed 01/04/2023
with town or county clerk (mm/dd/yyyy)

10.23 Is this a brand new trustee? N

Please Note: last year's answers for repeating groups cannot be displayed.

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (**but do not include the Board President—this information should still be entered directly into the survey**). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.com.

1. Status Filled
2. First Name of Board Member Barbara
3. Last Name of Board Member Schmitt
4. Mailing Address 9181 Lakeside Rd
5. City Angola
6. Zip Code (5 digits only) 14006
7. E-mail address bblakeside@gmail.com
8. Office Held or Trustee Vice President
9. Term Begins - Month January
10. Term Begins - Year (year) 2020
11. Term Expires December
12. Term Expires - Year (yyyy) 2024
13. Is the trustee serving a full term? If No, Yes
add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.
14. The date the Oath of Office 01/17/2023
(mm/dd/yyyy) was taken
15. The date the Oath of Office was filed 01/17/2023
with town or county clerk (mm/dd/yyyy)
16. Is this a brand new trustee? N
1. Status Filled

- | | | |
|-----|----------------------------|----------------------|
| 2. | First Name of Board Member | Patricia |
| 3. | Last Name of Board Member | Friend |
| 4. | Mailing Address | 983 Brant-Farnham Rd |
| 5. | City | Brant |
| 6. | Zip Code (5 digits only) | 14027 |
| 7. | E-mail address | pfriend@txrx.com |
| 8. | Office Held or Trustee | Secretary |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2021 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2025 |

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken

01/09/2023

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)

01/09/2023

16. Is this a brand new trustee?

N

- | | | |
|----|----------------------------|------------------------|
| 1. | Status | Filled |
| 2. | First Name of Board Member | Mari |
| 3. | Last Name of Board Member | Grennell |
| 4. | Mailing Address | 941 Milestrip Rd |
| 5. | City | Irving |
| 6. | Zip Code (5 digits only) | 14081 |
| 7. | E-mail address | marigrennell@gmail.com |
| 8. | Office Held or Trustee | Financial Officer |
| 9. | Term Begins - Month | January |

- | | | |
|-----|---|----------------------|
| 10. | Term Begins - Year (year) | 2022 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2026 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/09/2023 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/09/2023 |
| 16. | Is this a brand new trustee? | N |
| 1. | Status | Filled |
| 2. | First Name of Board Member | Tressa |
| 3. | Last Name of Board Member | Crehan |
| 4. | Mailing Address | 1119 Wisconsin Rd |
| 5. | City | Derby |
| 6. | Zip Code (5 digits only) | 14047 |
| 7. | E-mail address | tjcrehan@buffalo.edu |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2021 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2024 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | No |

14.	The date the Oath of Office (mm/dd/yyyy) was taken	12/01/2021
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/01/2021
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Sally
3.	Last Name of Board Member	Needham
4.	Mailing Address	274 Lakeside Rd
5.	City	Angola
6.	Zip Code (5 digits only)	14006
7.	E-mail address	sallyn742@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2024
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/10/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/10/2020
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Diane
3.	Last Name of Board Member	Volker
4.	Mailing Address	20 Lorain St

- | | | |
|-----|---|--------------------------|
| 5. | City | Angola |
| 6. | Zip Code (5 digits only) | 14006 |
| 7. | E-mail address | theturtle@roadrunner.com |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2019 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2023 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/06/2021 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/06/2021 |
| 16. | Is this a brand new trustee? | N |

Trustee Education

Please Note: last year's answers for repeating groups cannot be displayed.

Complete one record for each person serving as a trustee as of December 31, 2022. These trustees will not be exactly the same as the trustees listed in the section above.

- | | | |
|----|---|-----------------|
| 1. | Trustee Name | Jack Kuebler |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Barbara Schmitt |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Mari Grennell |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Diane Volker |

- | | | |
|----|---|-----------------|
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Tressa Crehan |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Patricia Friend |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |
| 1. | Trustee Name | Sally Needham |
| 2. | Has the trustee participated in trustee education in the last calendar year (2022)? | Y |

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- 11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. Y

Please Note: last year's answers for repeating groups cannot be displayed.

- | | | |
|------|---|-------------|
| 1. | Source of Funds | County |
| 2. | Name of funding County, Municipality or School District | Erie County |
| 3. | Amount | \$146,916 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N |
| 5. | Written Contractual Agreement | Y |
| 11.2 | TOTAL LOCAL PUBLIC FUNDS | \$146,916 |

SYSTEM CASH GRANTS TO MEMBER LIBRARY

- | | | |
|------|-----------------------------------|---------|
| 11.3 | Local Library Services Aid (LLSA) | \$1,434 |
|------|-----------------------------------|---------|

11.4	Record all Central Library Services Aid monies received from system headquarters	\$0
11.5	Additional State Aid received from the System	\$0
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$1,434

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
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Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
-------	--	-----

OTHER RECEIPTS

11.14	Gifts and Endowments	\$1,895
11.15	Fund Raising	\$7,036
11.16	Income from Investments	\$14
11.17	Library Charges	\$3,421
11.18	Other	\$0
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$12,366

11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$160,716
-------	---	-----------

11.21 **BUDGET LOANS** \$0

Transfers/Grant Total

TRANSFERS

11.22 From Capital Fund (Same as Question 14.8) \$0

11.23 From Other Funds \$0

11.24 **TOTAL TRANSFERS** (Add Questions 11.22 and 11.23) \$0

11.25 **BALANCE IN OPERATING FUND -** \$42,274
Beginning Balance for Fiscal Year Ending 2022
(Same as Question 12.39 of previous year if fiscal year has not changed)

11.26 **GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE** (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40) \$202,990

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1 Certified Librarians \$0

12.2 Other Staff \$84,660

12.3 **Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2) \$84,660

12.4 **Employee Benefits Expenditures** \$26,377

12.5 **Total Staff Expenditures (Add Questions 12.3 and 12.4)** \$111,037

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$9,979
12.7	Electronic Materials Expenditures	\$5,211
12.8	Other Materials Expenditures	\$6,280
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$21,470

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$2,545
12.11	From Other Funds (71OF)	\$2,523
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$5,068

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$848
12.14	From Other Funds (72OF)	\$10,766
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$11,614
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$5,269
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$16,883

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$1,533
12.19	Telecommunications	\$956
12.20	Postage and Freight	\$0
12.21	Professional & Consultant Fees	\$0
12.22	Equipment	\$1,191
12.23	Other Miscellaneous	\$5,837
12.24	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)	\$9,517

Contracts/Debt Service/Transfers/Grand Total

12.25 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.26	From Local Public Funds (73PF)	\$0
12.27	From Other Funds (73OF)	\$0
12.28	Total (Add Questions 12.26 and 12.27)	\$0

Other Loans

12.29	Budget Loans (Principal and Interest)	\$0
12.30	Short-Term Loans	\$0
12.31	Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$0

12.32	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$163,975
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TRANSFERS

Transfers to Capital Fund

12.33	From Local Public Funds (76PF)	\$0
12.34	From Other Funds (76OF)	\$0
12.35	Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36	Transfer to Other Funds	\$797
12.37	TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$797

12.38	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$164,772
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12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2022	\$38,218
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12.40	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$202,990
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ASSURANCE

12.41 The Library operated in accordance with 04/04/2023
all provisions of Education Law and the
Regulations of the Commissioner, and assures that
the "Annual Report" was reviewed and accepted
by the Library Board on (date - mm/dd/yyyy).

FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy) 05/20/1977

12.43 Time period covered by this audit N/A
(mm/dd/yyyy) - (mm/dd/yyyy)

12.44 Indicate type of audit (select one): State

CAPITAL FUND

12.45 Does the library have a Capital Fund? N
Enter Y for Yes, N for No. If No, stop here. If Yes,
complete the Capital Fund Report.

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources \$0

13.2 All Other Revenues from Local Sources \$0

13.3 **Total Revenues from Local Sources** \$0
(Add Questions 13.1 and 13.2)

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0

13.5 Other State Aid \$0

13.6 **Total State Aid** (Add Questions 13.4
and 13.5) \$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.35)	\$0
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0
13.10	NON-REVENUE RECEIPTS	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2022 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1	Construction	\$0
14.2	Incidental Construction	\$0

Other Disbursements

14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0

14.10 **TOTAL CASH DISBURSEMENTS** \$0
AND TRANSFERS (Add Questions 14.7, 14.8
 and 14.9)

14.11 **BALANCE IN CAPITAL FUND -** \$0
 Ending Balance for the Fiscal Year Ending 2022

14.12 **TOTAL CASH DISBURSEMENTS** \$0
AND BALANCE (Add Questions 14.10 and
 14.11; same as Question 13.13)

15. CENTRAL LIBRARIES

**PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED
 TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY**

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	0.00
16.2	Total Librarians	0.80
16.3	All Other Paid Staff	1.60
16.4	Total Paid Employees	2.40
16.5	State Government Revenue	\$1,434
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$12,366
16.8	Total Operating Revenue	\$160,716
16.9	Other Operating Expenditures	\$26,400
16.10	Total Operating Expenditures	\$158,907
16.11	Total Capital Expenditures	\$5,068
16.12	Print Materials	12,695
16.12a	Total Physical Items in Collection	18,048
16.13	Total Registered Borrowers	4,605
16.14	Other Capital Revenue and Receipts	\$0
16.15	Number of Internet Computers Used by General Public	14

16.16	Total Uses (sessions) of Public Internet Computers Per Year	1,963
16.17	Wireless Sessions	2,273
16.18	Total Capital Revenue	\$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	0800140240
17.2	Interlibrary Relationship Code	ME
17.3	Legal Basis Code	CI
17.4	Administrative Structure Code	SO
17.5	FSCS Public Library Definition	Y
17.6	Geographic Code	PL1
17.7	FSCS ID	NY0008
17.8	SED CODE	141401700009
17.9	INSTITUTION ID	800000052217

SUGGESTED IMPROVEMENTS

Library Name: ANGOLA PUBLIC LIBRARY

Library System: Buffalo & Erie County Public Library

Name of Person Completing Form: Jennifer Page

Phone Number: (716) 549-1271

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Neither Agree nor Disagree

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you! No additional comment.

ANGOLA PUBLIC LIBRARY

* SPECIAL * BOARD OF TRUSTEES MEETING April 27th, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Tressa Crehan, Barb Schmitt, Diane Volker and Patty Friend. Excused: Mari Grennell, Val Stonitsch.

Jack Kuebler (President) opened the Special Board of Trustees meeting at 6:00PM.

NEW BUSINESS

A. DECISION ON INVESTED CDs ; Discussion regarding our current accounts and law regarding Local Gov't and municipalities. Information provided by Maarit Aga at Evans Bank to Jack Kuebler was read aloud by Jack at our meeting. (Source: www.nysenate.gov/legislation/laws/gmu/10)

"The Laws of New York/Consolidated Laws/General Municipal/ Article 2: General Municipal Finances/ Section 10. Deposits of Money; security. General Municipal (GMU) Local Gov't defined as as municipal corporation, school district, board of cooperative educational services, district corporation, special improvement district governed by a separate board of commissioners, industrial development agency or authority or a public library.

2 (B) Local government funds deposited in a designated bank or trust company in accordance with this subparagraph and held in the designated bank or trust company in excess of the amount insured by the federal deposit insurance corporation pending redeposit of the funds pursuant to this subparagraph shall be secured in accordance with subdivision three of this section.

2 (C) The full amount of local government funds redeposited by the designated bank or trust company into deposit accounts in banking institutions pursuant to this subparagraph (plus accrued interest, if any) shall be insured by the federal deposit insurance corporation."

Summary: Our library funds must be in an institution that is FDIC insured.

Jack proposed and Diane made a motion that once the CD's have reached maturity (Early May 2023) we remove the funds currently held at Federal Credit Union, and we open two (2) new accounts at a banking institution that is FDIC insured. Motion seconded by Sally. All in favor, zero noes.

B. DESIGNATION OF BANKING INSTITUTION and Signatories; Motion made by Barb and seconded by Tressa that we designate Evans Bank as our sole banking institution. All in favor, zero noes. Note that current signatories are Jack and Mari. Jack motioned that authorized signatures on all the accounts will be the Board President, the Board Treasurer and also the Library Manager. Seconded by Barb, all in favor. Passed.

C. The Library funds will be moved to the proper banking institution the first week of May 2023. Jack will be taking care of the details regarding the transition of Library funds from the Credit Union to the Evans Bank. Currently we have two (2) accounts with Evans Bank. After the transfer we will have four (4) accounts in total.

NEXT MEETING will be May 2nd, 2023

ADJOURNMENT As this was our only order of business for this special meeting, we adjourned at 6:45PM through a motion made by Tressa and Diane.

Respectfully Submitted,
Patty Friend

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING May 2nd, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Barb Schmitt, Diane Volker and Patty Friend. Excused: Mari Grennell, Tressa Crehan, Val Stonitsch.

Jack Kuebler (President) opened the meeting at 6:00PM. Diane moved to accept the **AGENDA**, seconded by Sally. Motion carried.

MINUTES of Previous "REGULAR" Meeting Jack asked for motion to accept the Minutes of the previous "REGULAR" meeting. Barb moved to accept the Minutes, seconded by Diane. Motion carried. (Note there was a "SPECIAL" meeting held on April 27, 2023. Minutes were not yet available.

TREASURER'S Report /Village Account Report - Patty motioned to accept the Treasurer's report with changing of word "fines" to "fees" on March Deposit (per suggestion of Barb), seconded by Sally. Motion carried.

CORRESPONDENCE: Today, late afternoon we all received an email from Central regarding an upcoming ACT workshop on 05/20/2023 at 8AM. Registration forms were available at the meeting. Also Jennifer received a request to participate in the booklet for the Village of Angola's 150th Anniversary celebration. In addition, she received request from Friends of the Village to participate in the "Dollars for Flowers" program. Sally motioned that we allow \$100 donation for the booklet (1/2 page adv), and also \$100 donation for the Flowers - \$200.00 in total. Barb seconded the motion. All in favor. Approved. It was suggested that we include in the Angola book advertisement, information on our Harvest Dinner and our upcoming 100th Anniversary celebration in 2024.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS

- A. PROGRAMS:** as presented on Director's Report. Take & Makes – 80 distributed during April. Other programs included Book Club, Tutors/Therapy, Make your Own Ice Cream, Family Fun Walk and Environmental Fair.
 - B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Baby & Toddler Yoga, Botanical Gardens Terrarium Program, Hawk Creek Program and Solar Eclipse Programs.
 - C. CENTRAL NEWS** as presented on Director's Report. Funding approved for your libraries sponsored by Legislator John Mills. Funding for Angola will be \$2,000.00 same as last year. Annual AUD report submitted to NYS Comptroller's office. Jennifer will arrange for a THANK YOU to be sent to Legislator Mills.
 - D. STAFF REPORT** as presented on Director's Report. None
 - E. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 9,457, Circulation (First Circ*) at 6,334. Jennifer noted during the meeting that for sometime the door counts have had issues, but has since been corrected. The gates had been counting in/and out, some previous counts should have been cut in half. *First Circ only counts the first time an item is checked out.
 - F. PURCHASES AND NEEDS *** as presented on Director's Report. Nothing noted on April report
 - G. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
 - H. FUNDRAISING** as presented on Director's Report: 2023 YTD \$661.64 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
 - I. MISCELLANEOUS** as presented on Director's Report: Nothing for April.
- Motion to accept FULL DIRECTOR'S REPORT was made by Diane and seconded by Sally. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest

Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building.

- Status of Banking Changes – Underway as per our Special Meeting held on April 27, 2023. We will be moving the CD Funds currently held in the Credit Union to Evans Bank.
- Status of Hot Dog Fundraiser - July 1, 2023. Jack got the sidewalk permit approved. Legislator Mills is aware of the date. The Village Garden Walk is happening this day as well.
- Jennifer noted that the Lancaster Library has check out kits on various topics. Jennifer is thinking of putting something similar together for Angola Library. (Such as Disc Golf and Fishing maps from Legislator Mills.)
- Harvest Dinner scheduled for October 21, 2023.
- Jennifer distributed a Summer Calendar (July and August dates) for Library Activities to those in attendance. Lots of exciting things to do at and with the Angola Library!

NEW BUSINESS

- A. Frames for Charters** – Jack is working on these. He is making them.

TRUSTEE TRAINING

- A.** Jennifer has a list prepared of all the training so far. Diane has completed her training requirements! (Nice job Diane!) The remaining trustees have about 15 minutes more training time left in order to meet the criteria for this year. We will probably finish our training in the fall.

NEXT MEETING will be June 6th, 2023

ADJOURNMENT Diane motioned that we adjourn the meeting at 6:55PM

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Banks
County Checking
May 2023 Treasurers Report**

Starting Balance \$2,781.43

Payments

3/7/2023	Village of Angola Water Dept.	1804	Water Bill	-\$50.79
3/7/2023	B&ECPL	1805	Return to System	-\$797.23
4/12/2023	*Shelby Harris	1806	Program Supplies (Dollar Tree)	-\$7.50
4/12/2023	Jennifer Page	1807	Program Supplies (Dollar Genera	-\$9.62

Deposits

3/3/2023	February Fines/Printing			\$306.79
4/13/2023	March Fees/Printing			\$405.75

Ending Balance \$2,628.83

*check not yet cleared bank

**Angola Public Library
Lake Shore Credit Union
May 2023 Treasurers Report
Private/Donated Checking**

			Starting Balance	\$361.78
<hr/> Payments				
3/7/2023	NYS Sales Tax		Electronic Transfer	-\$77.80
4/4/2023	The Flower Derby	236		-\$62.00
<hr/> Deposits				
			Ending Balance	\$221.98

Private/Donated Savings

			Starting Balance	\$15,551.74
<hr/> Payments				
 <hr/> Deposits				
3/30/2023	Interest			\$3.28
4/4/2023	Donation		Fitzgerald	\$50.00
*check not yet cleared bank			Ending Balance	\$15,605.02

Angola Public Library Director's Report

May 2, 2023

Programs – April

- Take & Makes – 80
- Tutors/Therapy – 5 Children & 37 Teens
- GED Classes - 8 classes, 11 total attendees
- Book Club – 7
- Make Your Own Ice Cream – 6
- Family Fun Walk – 41 people + 3 library cards
- Environmental Fair – 150 (estimated)

Upcoming Programs

- Lego Drop-in Week – May 1st-6th.
- Sensory Playtime – Thursdays & Fridays.
- Baby & Toddler Yoga – Fridays at 10am with Miss Jenny
- Botanical Gardens Terrarium Program – Saturday, July 15th at 1:00pm
- Hawk Creek Program – August 12th at 1:00pm
- Solar Eclipse Programs – April 2024

Central News

- Erie County Legislature approved funding for your libraries sponsored by Legislator John Mills. Total funding for our library will be \$2,000 (same as last year).
- The annual AUD report to be submitted to the NYS Comptroller's office has been completed and submitted.

Staff Report: None

Statistics

	April			Year to Date		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	1,631	1,504	8.4%	6,334	5,620	12.7%
Library Visits	2,548	2,756	-7.5%	9,457	14,073	-32.8%
Computer Use	177	172	2.9%	493	743	-13.7%
Wi-Fi	112	208	-46.2%	322	749	-40.5%

First Circ only counts the first time an item is checked out.

Purchases and Needs:

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid	\$2,000.00	\$0.00	\$1,903.94	\$96.06

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
April	\$*47.51	\$88.30	\$78.10	\$6.00
Year to Date Total	\$155.37	\$272.87	\$221.40	\$12.00

*Spent \$29.99 for resupply of candy bars

Miscellaneous

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING June 6th, 2023

PRESENT Jack Kuebler, Jenn Page, Sally Needham, Barb Schmitt, Diane Volker, Mari Grennell, Tress Crehan and Patty Friend.
Excused: Val Stonitsch.

Jack Kuebler (President) opened the meeting at 6:00PM. Mari moved to accept the **AGENDA**, seconded by Sally. All in Favor.
Motion carried.

MINUTES of Previous "SPECIAL MEETING" Meeting OF 4/27/23 as well as Minutes of the 5/2/2023 Meeting were available. Jack asked for motion to accept the Minutes of both meetings Barb moved to accept both Minutes, seconded by Sally. All in Favor.
Motion carried.

TREASURER'S Report /Village Account Report - Diane motioned to accept the Treasurer's report seconded by Barb. All in Favor.
Motion carried.

CORRESPONDENCE: Thank you note received via mail from Tressa Crehan for flowers received to help her recuperate from surgery. Email from State Library Board was received by Jack for voting for Library officers on line. He will forward the email to the rest of the board members.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS. Jennifer mentioned that Flyers will be prepared and sent to the Lake Shore School to be included in the end of the year packets that the students receive.

- A. PROGRAMS:** as presented on Director's Report. Take & Makes – 59 distributed during May. Other programs included Book Club, Tutors/Therapy, Collaborative Community Mission Program.
- B. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Botanical Gardens Terrarium Program, Hawk Creek Program, Cookbook Club and Solar Eclipse Programs.
- C. CENTRAL NEWS** as presented on Director's Report. New Banned Books library card design coming out in the fall. There is a public vote for the design. Purpose is to make everyone aware of books that some people would like to ban. Angola received a new supply of COVID tests for the public.
- D. STAFF REPORT** as presented on Director's Report. None
- E. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 12,632, Circulation (First Circ*) at 7,826. *First Circ only counts the first time an item is checked out.
- F. PURCHASES AND NEEDS** * as presented on Director's Report. No purchase requests noted on report during May.
- G. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- H. FUNDRAISING** as presented on Director's Report: 2023 YTD \$822.80 includes Candy Bars, Book and Library Bags Sale, as well as funds from the Donation Jar.
- I. MISCELLANEOUS** as presented on Director's Report: Nothing for May.

Motion to accept FULL DIRECTOR'S REPORT was made by Diane and seconded by Barb. All in Favor. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building. At an earlier 2023 meeting, Jennifer had given us copies of ideas that the Lancaster Library had done for their Centennial Celebration.

- Status of Banking Changes – The CD Funds were moved from the Credit Union to Evans Bank.
- Status of Hot Dog Fundraiser - July 1, 2023. Posted on-line in many places. Trustees are asked to post the flyers in as many stores etc. as possible. Jennifer will submit information to festivalfest@wgrz.com. We should arrive to help about 10:30am. Mari will loan tent again this year. **Cooks:** Village officials will be the cooks this year. **Cookies:** Diane had a list prepared for us and others to sign up. **Book Sale:** This will be a bag book sale. \$2.00/bag, bring your own bag or buy one of the library bags. **Donations:** Wegmans has given us another \$75 in gift cards. **Water:** in the past Legislator Mills had donated, but more recently the library has been purchasing. Also, we can all donate and bring water for the sale if we wish to. **Entertainment:** Patty asked Linda Giancarlo if she would like to be MC and entertain via text msg. She responded that this year she is unable to because of prior commitments, however keep her in mind for next year. **Pricing for 2023:** Hot dog and Bottle of Water will cost \$2.00. If need be, charge cards are accepted, but will be need to be processed at the front desk of the library.
- Reminder that the Harvest Dinner scheduled for October 21, 2023.

NEW BUSINESS

- A. Ken Stone of the Central Library will be retiring in September this year. No specific date announced at this time.
- B. Jennifer to call Jack Krajacic about the lights blinking when the air conditioner kicks on. Barb noticed this at our meeting (nobody else did! 😊) and then we all noticed after she mentioned it.
- C. Thank you to Jack and Tressa for treating us all to homemade goodies at the meeting!

TRUSTEE TRAINING

- A. Jennifer has a list prepared of all the training so far. Diane has completed her training requirements! (Nice job Diane!) The remaining trustees have about 15 minutes more training time left in order to meet the criteria for this year. We will probably finish our training in the fall.

Upcoming local events: **Flag Day on June 14th!** Please fly a US Flag. First Congregational Church Strawberry Social 6/15 + 6/16. Brant Summer Festival 6/16 + 6/17. Historical Society Re-enactment at Forest Ave Cemetery on 7/23.

NEXT MEEETING will be August 8th, 2023

ADJOURNMENT Mari motioned that we adjourn the meeting at 6:50PM

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Banks
County Checking
June 2023 Treasurers Report**

Starting Balance \$2,240.20

Payments

4/12/2023	Shelby Harris	1806	Program Supplies (Dollar Tree)	-\$7.50
4/12/2023	Jennifer Page	1807	Program Supplies (Dollar Genera	-\$9.62
5/12/2023	Village of Angola Water Dept.	1808	Water Bill	-\$50.79
5/12/2023	B&ECPL	1809	Trustee Workshop	-\$15.00
5/12/2023	Village of Angola	1810	Ad for Anniversary Booklet	-\$100.00
6/6/2023	*Shelby Harris	1811	Program Supplies (Tops/Walmart	-\$21.61

Deposits

4/13/2023	March Fees/Printing		\$405.75
5/6/2023	Transfer from Dedicated Funds	Rebalance of Gallivan grant funds	\$2,872.58
5/8/2023	April Fees/Printing		\$275.50

Ending Balance \$5,589.51

*check not yet cleared bank

**Angola Public Library
Lake Shore CU/Evans Bank
June 2023 Treasurers Report
Dedicated/Donated Checking**

			Starting Balance	\$283.98
<hr/> Payments <hr/>				
4/4/2023	The Flower Derby	236		-\$62.00
5/4/2023	Withdrawal		Closed LSFCU Account	-\$221.98
6/6/2023	Friends of the Village	237	Flowers	-\$100.00
6/6/2023	Jennifer Page	238	Sam's Club (Checks) &	-\$82.26
<hr/> Deposits <hr/>				
5/5/2023	Opening Deposit		Open Evans Bank Acct.	\$6,006.89
			Ending Balance	\$5,824.63

Dedicated/Donated Savings

			Starting Balance	\$15,555.02
<hr/> Payments <hr/>				
5/4/2023	Withdrawal		Closed LSFCU Account	-\$15,605.02
5/6/2023	Transfer to County Acct		Rebalance of Gallivan Grant Funds	-\$2,872.58
<hr/> Deposits <hr/>				
4/4/2023	Donation		Fitzgerald	\$50.00
5/5/2023	Opening Deposit		Open Evans Bank Account (Includes CDs)	\$26,000.00
5/8/2023	Donations and Book Sale		Quinn Donation (\$100) Donation Jar (\$200) Book Sale (\$200)	\$500.00
5/31/2023	Interest		May Interest	\$49.08
*check not yet cleared bank			Ending Balance	\$23,676.50

Angola Public Library Director's Report

June 6, 2023

Programs – May

- Take & Makes – 59
- Tutors/Therapy – 4 Children & 51 Teens
- GED Classes - 8 classes, 12 total attendees
- Book Club – 9
- Book a Technology Trainer – 3
- Collaborative Community Mission Program – 2 programs, 14 attendees

Upcoming Programs

- Lego Drop-in Week – June 5th-9th.
- Sensory Playtime – Thursdays & Fridays.
- Botanical Gardens Terrarium Program – Saturday, July 15th at 1:00pm
- Hawk Creek Program – August 12th at 1:00pm
- Cookbook Club – Coming this fall
- Solar Eclipse Programs – April 2024

Central News

- New Banned Books library card design coming out in the fall. There is a public vote for the design.
- Angola has received a new supply of COVID tests for the public.

Staff Report: None

Statistics

	May			Year to Date		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	1,492	1,248	19.6%	7,826	6,868	13.9%
Library Visits	3,175	2,638	20.4%	12,632	16,711	-24.4%
Computer Use	159	124	-7.6%	493	867	-12.2%
Wi-Fi	119	239	-42.8%	441	988	-41.1%

First Circ only counts the first time an item is checked out.

Purchases and Needs:

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid	\$2,000.00	\$0.00	\$1,903.94	\$96.06

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
May	\$61.50	\$65.45	\$34.21	\$0.00
Year to Date Total	\$216.87	\$338.32	\$255.61	\$12.00

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING August 1st, 2023

PRESENT Jack Kuebler, Jenn Page, Barb Schmitt, Diane Volker, Mari Grennell, Val Stonitsch, and Patty Friend. Excused: Tressa Crehan, Sally Needham.

Jack Kuebler (President) opened the meeting at 6:00PM. Mari moved to accept the **AGENDA**, seconded by Diane. All in Favor. Motion carried.

MINUTES Minutes of the 06/06/2023 Meeting were available. (No meeting was held in July.) Jack asked for motion to accept the Minutes. Diane moved to accept Minutes, seconded by Barb. All in Favor. Motion carried.

TREASURER'S Report /Village Account Report - Barb motioned to accept the Treasurer's report seconded by Diane. All in Favor. Motion carried. Mari noted that she will be contacting Central to ensure that we are handing the treasurer's report as required (in reference to the Banking switch and Credit Card Transactions, etc.).

CORRESPONDENCE: Jennifer reported no new correspondence. Jack advised of an email he received from the State Library Board about an upcoming conference. Jack will forward the email to the rest of the board members.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS.

PROGRAMS: as presented on Director's Report. Take & Makes – 75 distributed during June/ 140 during July. Adult 95 for June and July. Other programs included GED Clases (16 classes/ 40 total attendees), Book Club, Tutors/Therapy, Collaborative Community Mission Program, JT Waught Class Visit (15 attendees), Kids Yoga, Movie Night, Book a Trainer and Botanical Gardens Terrarium Program (25 children/15 adults).

- A. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Hawk Creek Program, Cookbook Club and Solar Eclipse Programs. Beginning in October a new Girl Scout Troup (Kindergarten level) will be meeting Monday evenings.
- B. CENTRAL NEWS** as presented on Director's Report. Ken Stone is officially retired. Emily Patronik will be taking over the bulk of the financial duties. Andrew Wiede has been taking on the facilities and grants.
- C. STAFF REPORT** as presented on Director's Report. None
- D. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 20,518, Circulation (First Circ*) at 9,876. *First Circ only counts the first time an item is checked out.
- E. PURCHASES AND NEEDS *** as presented on Director's Report. No purchase requests noted on report during July.
- F. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- G. FUNDRAISING** as presented on Director's Report: 2023 YTD \$1,440.04 includes Candy Bars, Book and Library Bags Sale and Easter Cactus (special sale), as well as funds from the Donation Jar.
- H. MISCELLANEOUS** as presented on Director's Report:
 - Request for change of Hours to begin after Labor Day, based on the actual evening traffic and average number of people attending. ** MOTION WAS MADE by Mari and Seconded by Diane that we change the hours for Monday and Thursday from 12pm to 8pm to hours of 11am – 7pm as suggested by Director Jennifer Page. All in Favor – Motion carried. **
 - Easter Cactus. New fundraiser for Library. Bella Terra Greenhouse donated remainder of the Cactus they had available as their business closed the end of July 2023. The plants were generated (about a year ago) from cuttings of the cactus we have in the library. 35 plants were donated to the Library and we are suggesting a \$5 donation for each.
 - We are dropping our Subscription to the Buffalo News at the end of 2023. The prices have increased greatly and will increase to \$1,100.00 for 2024. In 2024, we will be starting a subscription to the Dunkirk Observer for \$269.00/Year.

Motion to accept FULL DIRECTOR'S REPORT was made by Diane and seconded by Barb. All in Favor. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building. At an earlier 2023 meeting, Jennifer had given us copies of ideas that the Lancaster Library had done for their Centennial Celebration.
- Status of Hot Dog Fundraiser - July 1, 2023. Total funds generated \$ 828.96. [Hot dogs \$326.00 + Bake Sale \$134.25 + Donation Jar \$210.71 + Book Sale \$158.00] Thank you to our Village Officials for doing the cooking (Tom Whelan, John Dybowski, John Wilson and Val Stonitsch). **Pricing for 2023:** Hot dog and Bottle of Water for \$2.00. Possibly rethink the pricing structure for 2024 as people were requesting 2 hot dogs if they didn't take the water. Maybe have \$2/hot dog and water is "free" ***with purchase of a hot dog.***

NEW BUSINESS

- A. County Contract Approval – Resolution adopted by Board of Trustees of Angola Public Library "to furnish free library privileges to the people of Erie County, by this Library for the year 2023." President Jack Kuebler is authorized and directed to execute the same on behalf of the Angola Library Board. Resolution was adopted by Angola Board of Trustees Aye 5 / Nay 0. Original Report submitted to Jennifer Page for filing.
- B. Credit Card Request Resolution - Resolution to obtain a Credit Card for Library use for Director of Angola Public Library. \$2,500.00 Limit. Credit card use policy provided by President Jack Kuebler. Mari Motioned to adopt policy as presented, Barb seconded. Resolution was adopted by Angola Board of Trustees Aye 5 / Nay 0.
- C. Credit Card Policy as adopted by Angola Board of Trustees to be typed by the Secretary and submitted to Director of Angola Public Library for filing. *Policy/Resolution follows as last page of the August Minutes.
- D. Annual Harvest Dinner scheduled for October 21, 2023. Jack provided all with a schedule of activities and a list of assignments. Dinner will be at Evans Center Fire Hall 4-9PM. Dinner by Cala's Catering, Basket Auction/ Afghan Raffle and 50/50. See additional list for assignments. Sale price for dinner tickets will remain at \$30.00 each even though our cost for the dinner increased to \$25.00 each. Discussion regarding presale and if we would allow credit cards to be used for payments. In the past we accepted only cash or check. We will possibly add a processing fee if accepting charge card payments. Jennifer to use her own discretion regarding the processing fee and or use of charge cards for the dinner tickets.
- E. Afghan Raffle Report – Sold \$14.00 worth of tickets so far. Will continue to sell up to and at the Harvest Dinner.
- F. Roof – Jack called contractor because we have a leak. The contractor will be here in a few weeks.

TRUSTEE TRAINING

- A. Jennifer has a list prepared of all the training so far. Diane has completed her training requirements! (Nice job Diane!) The remaining trustees have about 15 minutes more training time left in order to meet the criteria for this year. We will probably finish our training in the fall.

NEXT MEEETING will be September 5th, 2023

ADJOURNMENT Mari motioned that we adjourn the meeting at 6:55PM

Respectfully Submitted,
Patty Friend

RESOLUTION TO APPROVE THE USE OF CREDIT CARDS

WHEREAS, it is advisable to obtain credit card privileges for purposes of charging certain approved and necessary expenses relative to the affairs fo the Angola Public Library, be it:

RESOLVED, that the Angola Public Library Board of Trustees apply for and obtain a Corporate Credit Card for the following authorized employees/board members of the Angola Public Library; Director - Jennifer Page, with such credit limit of \$2,500.00 as set forth in the Credit Card Policy, and that the following persons be authorized to charge on that account expenses that have been authorized by the governing board of the Angola Public Library, and that the Treasurer of the Angola Public Library is directed to monitor said account and pay such proper charges as they fall due.

Name: Jennifer Page

Title: Director

**Angola Public Library
Evans Bank
County Checking
August 2023 Treasurers Report**

Starting Balance \$2,628.83

Payments

5/12/2023	Village of Angola Water Dept.	1808	Water Bill	-\$50.79
5/12/2023	B&ECPL	1809	Trustee Workshop	-\$15.00
5/12/2023	Village of Angola	1810	Ad for Anniversary Booklet	-\$100.00
6/6/2023	*Shelby Harris	1811	Program Supplies (Tops/Walmart	-\$21.61
6/9/2023	Amazon.com	Debit	Labels, Handles, bumper pads	-\$27.14
6/9/2023	Amazon.com	Debit	Labels	-\$12.28
7/22/2023	Village of Angola Water Dept.	1812	Water Bill	-\$50.79

Deposits

5/6/2023	Transfer from Dedicated Funds	Rebalance of Gallivan grant funds	\$2,872.58
5/8/2023	April Fees/Printing		\$275.50
6/8/2023	May Fees/Printing		\$314.24
6/26/2023	Mill's Bullet Aid Grant		\$2,000.00
7/3/2023	Transfer from Dedicated Funds	For Credit Card (Fax)	\$14.51
7/14/2023	June Fees/Printing		\$217.45

Ending Balance \$8,045.50

*check not yet cleared bank

Angola Public Library

Lake Shore CU/Evans Bank

August 2023 Treasurers Report

Dedicated/Donated Checking

			Starting Balance	\$221.98
Payments				
5/4/2023	Withdrawal		Closed LSFCU Account	-\$227.92
6/6/2023	*Friends of the Village	237	Flowers	-\$100.00
6/6/2023	Jennifer Page	238	Sam's Club (Checks) &	-\$82.26
7/3/2023	Transfer to County Ck		For 6/7 Fax	-\$14.51
7/14/2023	*B&E County Botanical Gardens	239	7/15 Program	-\$362.00
Deposits				
5/3/2023	Amazon Smile			\$5.94
5/5/2023	Opening Deposit		Open Evans Bank Acct.	\$6,006.89
6/5/2023	Square Credit Card		Book Sale	\$9.64
6/7/2023	Square Credit Card		Fax	\$14.51
7/6/2023	Square Credit Card		Copy & Fundraiser	\$9.50
7/14/2023	Square Credit Card		Print	\$23.01
7/24/2023	Square Credit Card		Donation (plants)	\$14.51
			Ending Balance	\$5,519.29

Dedicated/Donated Savings

			Starting Balance	\$15,605.02
Payments				
5/4/2023	Withdrawal		Closed LSFCU Account	-\$15,605.02
5/6/2023	Transfer to County Acct		Rebalance of Gallivan Grant Funds	-\$2,872.58
5/8/2023	Petty Cash		Cabinet for Little Free Pantry	-\$50.00
Deposits				
5/5/2023	Opening Deposit		Open Evans Bank Account (Includes CDs)	\$26,000.00
5/8/2023	Donations and Book Sale		Quinn Donation (\$100) Donation Jar (\$200) Book Sale (\$250)	\$550.00
5/31/2023	Interest		May Interest	\$49.08
6/30/2023	Interest		June Interest	\$63.25
7/6/2023	Hot Dog Fundraiser		Lubkowski (\$100) Friend (\$150) Allen Electric (\$100) Donation Jar (\$1)	\$761.00
7/14/2023	Donations		Lion's Club (\$200) Donation Jar (\$350) Fundraiser (\$61.75) Book Sale (\$300)	\$911.75
*check not yet cleared bank			Ending Balance	\$25,412.50

Angola Public Library

August 2023 CDs

	CD #1	Starting Balance	\$1,122.12
5/1/2022	Mature Cert		\$0.12
6/30/2022	Dividend		\$0.05
12/31/2022	Dividend		\$0.17
5/4/2023	Dividend		\$0.11
5/4/2023	Closed Account		
		End Balance	\$1,122.57

	CD #2	Starting Balance	\$5,015.99
5/1/2022	Mature Cert		\$0.53
6/30/2022	Dividend		\$0.22
12/31/2022	Dividend		\$0.76
5/4/2023	Early Withdrawal Fee		-\$0.37
5/4/2023	Closed Account		
		End Balance	\$5,017.13

	CD #3	Starting Balance	\$10,031.97
5/1/2022	Mature Cert		\$1.06
6/30/2022	Dividend		\$0.44
12/31/2022	Dividend		\$1.52
5/4/2023	Early Withdrawal Fee		-\$0.74
5/4/2023	Closed Account		
		End Balance	\$10,034.25

Angola Public Library Director's Report

August 1, 2023

Programs – June/July

- Take & Makes – June-75/July-140 Adult – 95 for June & July
- Tutors/Therapy – 17 Children & 19 Teens
- GED Classes - 16 classes, 40 total attendees
- Book Club – 10
- Collaborative Community Mission Program – 2 programs, 19 attendees
- Collaborative Community Mission Summer Book Club – 4 programs, 51 attendees
- J.T. Waugh Class Visit - 15
- Kid Yoga – 2 programs, 5 children, 3 adults
- Movie Night – 3
- Book a Trainer - 3
- Botanical Gardens Terrarium Program – 25 Children/15 Adults

Upcoming Programs

- Lego Drop-in Week – August 7th-12th
- Hawk Creek Program – August 12th at 1:00pm
- Cookbook Club – September 18th at 5:30pm
- Solar Eclipse Programs – April 2024

Starting in October a new Girl Scout Troup (Kindergarten level) will be meeting Monday nights

Central News

- Ken Stone retirement is now official. Emily Patronik will be taking over the bulk of the financial duties. Andrew Wiede has been taking on the facilities and grants.

Staff Report: None

Statistics

as of 7/29/2023

	June			July		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	2,050	1,710	19.9%	2,050	1,944	5.5%
Library Visits	4,026	2,905	38.6%	3,708	2,530	46.6%
Computer Use	177	138	28.3%	177	172	2.9%
Wi-Fi	127	243	-47.7%	127	221	-42.5%

	Year to Date		
	2023	2022	Change
Circulation (First Circ)	9,876	8,578	15.1%
Library Visits	20,366	22,146	-8.0%
Computer Use	999	1,006	-0.7%
Wi-Fi	701	1,231	-43.1%

First Circ only counts the first time an item is checked out.

Purchases and Needs:

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid 2022	\$2,000.00	\$0.00	\$1,903.94	\$96.06
Mills Legislative Aid 2023	\$2,000.00	\$0.00	\$0.00	\$2,000.00

Fundraising as of 7/29

	Candy Bars	Book Sale	Donation Jar	Book Bags
June	\$-177.00	\$92.74	\$63.80	\$3.00
July	\$42.00	\$190.15	\$359.05	\$21.00
Year to Date Total	\$81.87	\$621.21	\$669.46	\$36.00

Afghan Raffle – July \$14

Miscellaneous

- I am requesting a slight change in hours starting after Labor Day. The current hours on Mondays and Thursdays are 12pm – 8pm and we would like to change both days to 11am-7pm. We tried this arrangement starting in January due to a number of patron's survey responses in 2022. Over the past 7 months the evening traffic has not increased. The average number of people between 7-8pm is .7 per hour.
- A about a year ago Jackie at Bella Terra Greenhouse asked to take some cuttings of our Easter Cactus. The plant was donated to our library about 50 years ago and Jackie was having a hard time finding that variety. As Bella Terra was getting ready to close Jackie asked if they could donate the remainder of the starts that had not been sold as a fundraiser for the library. Around 35 were donated and were are giving them away for a \$5 donation.
- We will be dropping our subscription of the Buffalo News at the end of 2023. The price has increased from \$288 per year in 2019 to \$639 in 2023. There will be a \$5 per month increase starting in August. We were just informed that the 2024 price will be over \$1,100 per year. In its stead we will be starting a subscription to the Dunkirk Observer for \$269 per year.

ANGOLA PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING August 28TH, 2023 *FOR SEPTEMBER MEETING*

PRESENT Jack Kuebler, Jenn Page, Barb Schmitt, Diane Volker, Tressa Crehan, Sally Needham, and Patty Friend. Excused: Val Stonitsch, and Mari Grennell.

Jack Kuebler (President) opened the meeting at 5:55PM.

All in attendance today WATCHED WEBINAR; "DEFENDING THE FREEDOM TO READ; POLICIES, PROCEDURES AND CIVIC ENGAGEMENT". The webinar ended at 7:05PM. Comments discussed within the webinar "There is more than one perspective on any topic" and "Ban Banning". There is an Intellectual Freedom Manual available for libraries. Following the webinar Jack requested that the Director send a note to County for acknowledgement of our attendance at the webinar and also inquire if there are any policies applicable for us to review, or are they working on them? Also, the Freedom of Information Laws (FOIL) apply to us therefore need to have a form available for this. We all enjoyed watching this webinar. As a note: we don't have to allow "privilege of the floor" but we can request written questions be submitted for review.

Tressa moved to accept the **AGENDA**, seconded by Sally. All in Favor. Motion carried.

MINUTES Minutes of the 08/01/2023 Meeting were available. Jack asked for motion to accept the Minutes. Diane moved to accept Minutes, seconded by Barb. All in Favor. Motion carried.

TREASURER'S Report /Village Account Report - Patty motioned to accept the Treasurer's report seconded by Tressa. All in Favor. Motion carried.

CORRESPONDENCE: Jennifer reported no new correspondence. Jack received emails he received from the State Library Board. Jack continues to forward the emails to the rest of the board members.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS.

PROGRAMS: as presented on Director's Report. Take & Makes – 95 distributed as of August 26th. Other programs included GED Clases (7 classes/ 19 total attendees), Book Club, Tutors/Therapy, Collaborative Community Mission Program, Sensory Bins, Hawk Creek Program (31 Children/23 Adults).

- A. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Cookbook Club, Halloween Fun Night, Graham Cracker House Building and Solar Eclipse Programs. Girl Scout Troup (Kindergarten level) will be meeting Monday evenings beginning October.
- B. CENTRAL NEWS** as presented on Director's Report. None
- C. STAFF REPORT** as presented on Director's Report. None
- D. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 20,518, Circulation (First Circ*) at 12,118[^]. *First Circ only counts the first time an item is checked out. (^revised)
- E. PURCHASES AND NEEDS *** as presented on Director's Report. Bookends for the shelves. Expected cost would be about \$150 for 104 bookends.
- F. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- G. FUNDRAISING** as presented on Director's Report: 2023 YTD \$1,705.89 includes Candy Bars, Book and Library Bags Sale and Easter Cactus (special sale), as well as funds from the Donation Jar. Afghan Raffles sales \$36.00.

Motion to accept FULL DIRECTOR'S REPORT was made by Barb and seconded by Diane. All in Favor. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building. At an earlier 2023 meeting, Jennifer had given us copies of ideas that the Lancaster Library had done for their Centennial Celebration.
- Afghan raffles report \$36.00 worth of tickets sold at of 08/28/2023.
- Annual Harvest Dinner scheduled for October 21, 2023. At the previous meeting, Jack provided all with a schedule of activities and a list of assignments. Dinner will be at Evans Center Fire Hall 4-9PM. Dinner by Cala's Catering, Basket Auction/ Afghan Raffle and 50/50. Sale price for dinner tickets will remain at \$30.00 each even though our cost for the dinner increased to \$25.00 each. Jack to ask Vinnie Cala if we can have the option of a lettuce salad as suggested by Tressa. At the October 3rd meeting for Book Club, we will ask the members can make desserts as they have in the past.

NEW BUSINESS

- A.** Purchases and Needs: Bookends – these are needed because of the new shelving. We need about 40 so far, but may need about 170 after all the new shelves are set up. Lightweight ones are about \$25.00 for 24Pk. Heavy ones (Tall) are about \$7.39ea. Jack said he would entertain a motion to purchase out of private funds 16 Tall ones and 6 Pkgs of 24. Tressa made the motion and Barb seconded to purchase the bookends as "entertained" by Jack Keubler. All in favor. Approved.

As a side note: Central has been sending display holders and associated items to help display our books better (omitting ordinary bookends, which is another reason we need more bookends!)

TRUSTEE TRAINING

- A.** Jennifer has a list prepared of all the training so far for the Trustees. We believe the webinar today has fulfilled our required training for 2023.

NEXT MEEETING will be October 3rd, 2023

ADJOURNMENT Sally motioned that we adjourn the meeting at 7:55pm.

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Bank
County Checking
September 2023 Treasurers Report**

Starting Balance \$7,864.33

Payments

7/22/2023	Village of Angola Water Dept.	1812	Water Bill	-\$50.79
7/24/2023	Amazon.com	Debit	Vac Bags, Cleaning Pads, Tape	-\$44.80
8/1/2023	Jennifer Page	1814	Lowes (plug covers), DG (program)	-\$13.77
8/1/2023	Shelby Harris	1815	Tops (program supplies)	-\$22.76

Deposits

7/3/2023	Transfer from Dedicated Funds	For Credit Card (Fax)	\$14.51
7/14/2023	June Fees/Printing		\$217.45
8/22/2023	July Fees/Printing		\$190.00
8/22/2023	Transfer from Dedicated Funds	For Credit Card (Copies)	\$29.28

Ending Balance \$8,183.45

*check not yet cleared bank

Angola Public Library

Lake Shore Evans Bank

September 2023 Treasurers Report

Dedicated/Donated Checking

			Starting Balance	\$5,848.78
<hr/> Payments				
7/3/2023	Transfer to County Ck		For 6/7 Fax	-\$14.51
7/14/2023	B&E County Botanical Gardens	239	7/15 Program	-\$362.00
8/1/2023	Mari Grennell	240	Fundraiser Reimbursement	-\$3.99
8/1/2023	Mari Grennell	241	Fundraiser Reimbursement	-\$7.16
8/22/2023	Transfer to County Ck		For 7/6 Copies	-\$29.28
<hr/> Deposits				
7/6/2023	Square Credit Card		Copy & Fundraiser	\$9.50
7/14/2023	Square Credit Card		Print	\$23.01
7/24/2023	Square Credit Card		Donation (plants)	\$14.51
7/31/2023	Square Credit Card		Book Sale	\$9.50
			Ending Balance	\$5,488.36

Dedicated/Donated Savings

			Starting Balance	\$23,739.75
<hr/> Payments				
8/24/2023	Transfer to Checking			-\$1,000.00
<hr/> Deposits				
7/6/2023	Hot Dog Fundraiser		Lubkowski (\$100) Friend (\$150) Allen Electric (\$100) Donation Jar (\$1)	\$761.00
7/14/2023	Donations		Lion's Club (\$200) Donation Jar (\$350) Fundraiser (\$61.75) Book Sale (\$300)	\$911.75
7/31/2023	Donation		Fitzgerald	\$50.00
7/31/2023	Interest			\$68.76
8/22/2023	Donations		Donation Jar (\$100) Chips (\$11) Plants (\$30)	\$171.00
*check not yet cleared bank			Ending Balance	\$24,702.26

Angola Public Library Director's Report

August 28, 2023

Programs – August (as of 8/26)

- Take & Makes – 95
- Tutors/Therapy – 6 Children
- Sensory Bins - 9
- GED Classes - 7 classes, 19 total attendees
- Collaborative Community Mission Summer Book Club – 1 program, 11 attendees
- Hawk Creek – 31 Children/23 Adults

Upcoming Programs

- Lego Drop-in Week – September 5th-9th
- Erie County Free Emergency Homecare Kit Pick-up – Monday, September 18th from 4-6pm
- Cookbook Club – October 23th at 5:30pm
- Halloween Fun Night – Wednesday, October 25th from 5-8pm
- Graham Cracker House Building – Thursday, December 14th
- Solar Eclipse Programs – April 2024

Girl Scout Troup – October 2nd, 16th & 30th

Central News

Staff Report: None

Statistics

	July			Year to Date		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	2,242	1,944	15.3%	2,242	1,944	15.3%
Library Visits	3,860	3,520	9.7%	20,518	23,136	-11.3%
Computer Use	155	172	-9.9%	1,154	1,177	-2.0%
Wi-Fi	122	221	-44.8%	823	1,452	-43.3%

First Circ only counts the first time an item is checked out.

Purchases and Needs: Bookends – As we change out the old shelving with built in bookends we are running short on bookends. We have the opportunity to put through a group order with Central to save on shipping. The cost will be around \$150 for 104 bookends.

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid 2022	\$2,000.00	\$0.00	\$1,903.94	\$96.06
Mills Legislative Aid 2023	\$2,000.00	\$0.00	\$0.00	\$2,000.00

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
August (as of 8/26)	\$43.50	\$75.10	\$109.45	\$12.00
Year to Date Total	\$126.87	\$686.31	\$779.71	\$48.00

Afghan Raffle - \$36

Christmas Cactus fundraiser - \$65

ANGOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING October 3rd, 2023

PRESENT Jack Kuebler, Jenn Page, Barb Schmitt, Diane Volker, Tressa Crehan, Mari Grennell, and Patty Friend. Excused: Val Stonitsch, and Sally Needham.

Jack Kuebler (President) opened the meeting at 6:00PM.

Tressa moved to accept the **AGENDA**, seconded by Diane. All in Favor. Motion carried.

MINUTES Minutes of the 08/28/2023 (for September) Meeting were available. Jack asked for motion to accept the Minutes. Diane moved to accept Minutes, seconded by Barb. All in Favor. Motion carried.

TREASURER'S Report /Village Account Report - Patty motioned to accept the Treasurer's report with correction to donations listed. Need to Add \$30 donation from Josh Widmer for totals to balance to deposit value. Seconded by Tressa. All in Favor of accepting report with correction as noted. Motion carried.

CORRESPONDENCE: Jennifer reported no new correspondence. Jennifer has notice that we have received Grant, but no official paperwork yet. Also notice from Polancarz for the emergency homecare Kits. We receive 40 kits. Our distribution list was full in one week. Distributed.

DIRECTOR'S REPORT - includes LIBRARY STATUS REPORTS.

PROGRAMS: as presented on Director's Report. Take & Makes – 65 distributed. Other programs included GED Classes (8 classes/ 17 total attendees), Book Club, Tutors/Therapy and Erie County Free Emergency Homecare Kit Pickups – qty 40. Meeting room use Village Meeting and Flying Eagles Travel Club.

- A. PROGRAMS UPCOMING:** as presented on Director's Report. Many listed including Cookbook Club, Book a Trainer, Halloween Fun Night, CCM: Central Auditory Processing Group, CCM: Social Skills Group, Graham Cracker House Building and Solar Eclipse Programs. Girl Scout Troup (Kindergarten level) meet on 10/5 and 10/19 evenings at 6PM.
- B. CENTRAL NEWS** as presented on Director's Report. None
- C. STAFF REPORT** as presented on Director's Report. Our Cleaner Brandon McCaulley resigned as of September 8th. We will post it eventually – it is 2 Hours/ Week. Our Caretaker will fill in the 2 HRS as needed in the meantime.
- D. CIRCULATION REPORT** as presented on Director's Report: 2023 YTD: Library Visits 25,203, Circulation (First Circ*) at 16,012. *First Circ only counts the first time an item is checked out.
- E. PURCHASES AND NEEDS** * as presented on Director's Report. Rug Cleaning Machine. Approximately \$400.00 for Bissell. We also need our vaccum repaired.
- F. GRANTS** as presented on Director's Report: Expenditures and remaining balances noted on the report.
- G. FUNDRAISING** as presented on Director's Report: 2023 YTD \$1,953.35 includes Candy Bars, Book and Library Bags Sale and Easter Cactus (special sale), as well as funds from the Donation Jar. Afghan Raffles sales \$73.00.
- H. Miscellaneous** as presented on Director's Report: Our Free Little Pantry is ready to be supplied. Accepting travel size personal hygiene items and cleaning items at this time.

Motion to accept FULL DIRECTOR'S REPORT was made by Mari and seconded by Diane. All in Favor. Approved.

OLD BUSINESS

- CENTENNIAL ANNIVERSARY – (Carried over from April 2022 Meeting.) The Angola Public Library will be 100 years old in 2024. (11/24/1924 – 11/24/2024). Looking for ideas on how to celebrate. We can celebrate at our Harvest Dinner too! History Note: Library was established in 1880, but didn't become a Public Library until 1924. In 1924 it was located in the back of the old Angola Bank Building. In 1971 we moved to our current building. At an earlier 2023 meeting, Jennifer had given us copies of ideas that the Lancaster Library had done for their Centennial Celebration.

- Afghan raffles report \$73.00 worth of tickets sold at of 10/03/2023.
- Annual Harvest Dinner scheduled for October 21, 2023. At the previous meeting, Jack provided all with a schedule of activities and a list of assignments and will distribute again via email. Dinner will be at Evans Center Fire Hall 6-9PM. Dinner by Cala's Catering, Basket Auction/ Afghan Raffle and 50/50. Sale price for dinner tickets will remain at \$30.00 each, even though our cost for the dinner increased to \$25.00 each. Jack asked Vinnie Cala and yes, we will have option of a lettuce salad as suggested by Tressa. Diane has asked Book Club members can make desserts – she has a list started and sent it around our meeting table. Barb to ask Garden Club for desserts as well. Mari to get the snacks for tables. John Grennell will do the 50/50. The violinist will be there. Jack has sent out 160 letters of invitation. The entire Angola Village Board will be in attendance. Dinner has been advertised in the Angola Pennysaver and will be in the MPB Bulletin. It was mentioned by Jack that next year is our 100 year anniversary – discussion about celebrating it at our 2024 Harvest Dinner.

NEW BUSINESS

- A. Purchases and Needs: **Rug/ Floor Cleaner** - Diane made a motion/ Barb seconded that we purchase Bissell Carpet Cleaner not to exceed \$400.00 (5 Yr warranty). All in favor. Approved. **Vaccum cleaner** - Tressa motioned to allow purchase of vaccum cleaner not to exceed \$500.00 if the old one cannot be repaired or it costs too much to fix it. Barb seconded. All in favor. Approved. **Walmart Order \$122.98** - Patty Motioned and Mary seconded that this be taken out of program funds. All in favor. Approved.
- B. Policy updates will be done at the December Meeting.

TRUSTEE TRAINING

- A. Jennifer has a list prepared of all the training. All Trustees have fulfilled the required training for 2023. Mari finished her training on Treasurer's postion.

NEXT MEEETING will be December 5th, 2023 (No meeting in November because it would fall on Election Day.)

ADJOURNMENT Mari motioned that we adjourn the meeting at 7:55pm.

Respectfully Submitted,
Patty Friend

**Angola Public Library
Evans Bank
County Checking
October 2023 Treasurers Report**

Starting Balance \$8,000.70

Payments

8/1/2023	Jennifer Page	1814	Lowes (plug covers), DG (program)	-\$13.77
8/1/2023	Shelby Harris	1815	Tops (program supplies)	-\$22.76
9/8/2023	Village of Angola Water Dept.	1816	Water Bill	-\$50.79
9/8/2023	Amazon.com	Debit	Summer Reading Prizes	-\$40.00
9/29/2023	Jennifer Page	1817	Prizes & Rug Cleaner +	-\$101.40

Deposits

8/22/2023	July Fees/Printing		\$190.00
8/22/2023	Transfer from Dedicated Funds	For Credit Card (Copies)	\$29.28
9/11/2023	August Fees/Printing		\$240.10

Ending Balance \$8,231.36

*check not yet cleared bank

Angola Public Library
Lake Shore Evans Bank
October 2023 Treasurers Report
Dedicated/Donated Checking

			Starting Balance	\$5,528.79
Payments				
8/1/2023	Mari Grennell	240	Fundraiser Reimbursement	-\$3.99
8/1/2023	Mari Grennell	241	Fundraiser Reimbursement	-\$7.16
8/22/2023	Transfer to County Ck		For 7/6 Copies	-\$29.28
Deposits				
8/24/2023	Transfer from Savings			\$1,000.00
			Ending Balance	\$6,488.36

Dedicated/Donated Savings

			Starting Balance	\$25,531.26
Payments				
8/24/2023	Transfer to Checking			-\$1,000.00
Deposits				
8/22/2023	Donations		Donation Jar (\$100) Chips (\$11) Plants (\$30)	\$171.00
8/31/2023	Interest			\$69.91
9/12/2023	Donations		Grandview Bay (\$50) Plant (\$5)	\$55.00
*check not yet cleared bank			Ending Balance	\$24,827.17

Angola Public Library Director's Report

October 3, 2023

Programs – September

- Take & Makes – 65
- Tutors/Therapy – 1 Child & 7 Teen
- GED Classes - 8 classes, 17 total attendees
- Erie County Free Emergency Homecare Kit Pick-up – 40
- Book Club – 10
- Meeting Rooms Use – Village Meeting & Flying Eagles Travel Club

Upcoming Programs

- Lego Drop-in Week – October 2nd-7th
- Cookbook Club – October 23th at 5:30pm
- Book a Trainer – Thursday October 12th @ 4pm, 5pm & 6pm
- Halloween Fun Night – Wednesday, October 25th from 5-8pm
- Graham Cracker House Building – Thursday, December 14th
- Solar Eclipse Programs – April 2024

Girl Scout Troup – October 5th & 19th

Central News

Staff Report: Our Cleaner Brandon McCaulley resigned as of September 8th.

Statistics

	August			September		
	2023	2022	Change	2023	2022	Change
Circulation (First Circ)	2,096	2,251	-6.9%	1,675	1,675	0.0%
Library Visits	2,617	2,997	-12.7%	2,068	2,456	-15.8%
Computer Use	172	210	-18.1%	182	182	0.0%
Wi-Fi	163	205	-20.5%	205	205	0.0%

	Year to Date		
	2023	2022	Change
Circulation (First Circ)	15,214	14,448	5.3%
Library Visits	25,203	28,589	-11.8%
Computer Use	1,326	1,570	-15.5%
Wi-Fi	986	1,862	-47.0%

First Circ only counts the first time an item is checked out.

Purchases and Needs: Rug cleaning machine. We rent a cleaner at least once a year (more depending on number of roof leaks) for approximately \$40 per day. The carpet could use cleaned more often in problem areas. The cost of purchasing a Bissell Professional carpet cleaner is around \$400 (\$388 on sale). The good household cleaners will cost between \$200-\$300 but I am unsure of their durability.

Grants

	Grant Total	Total Expenditures	YTD Expenditures	Remainder
Gallivan Technology only	\$15,000.00	\$10,489.64	\$419.99	\$4,510.36
Mills Legislative Aid 2022	\$2,000.00	\$0.00	\$1,903.94	\$96.06
Mills Legislative Aid 2023	\$2,000.00	\$0.00	\$0.00	\$2,000.00

Fundraising

	Candy Bars	Book Sale	Donation Jar	Book Bags
September	\$22.50	\$69.80	\$85.60	\$0.00
Year to Date Total	\$161.37	\$783.26	\$885.72	\$48.00

Afghan Raffle - \$73

Christmas Cactus fundraiser - \$75

Miscellaneous

Our Free Little Pantry is ready to be supplied. We are looking for donations of personal hygiene items and cleaning items. We may consider canned goods and pet food at some point in the future.