

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Agenda of the Board
Regular Monthly Meeting
January 23, 2024, 1:00 p.m.

1. Comments from the audience:
2. Minutes of the Meetings: December 19, 2023
3. Treasurer's Report: Monthly Financial Statements & Internal Auditor Report: December 2023
4. Director's Report: December 2023
5. Reports of Interest
 - a. At the start of the New Year, the library sent outreach letters to EA Preschool Center, EA Community Nursery, Baker Preschool, Duck Duck Goose, First Presbyterian Preschool, EA Montessori, Immaculate Conception School, Nativity, Waldorf, and Holland UPK.
 - b. The East Aurora Art Society has generously sponsored the purchase of wooden mushrooms for a fundraiser in collaboration with the Friends of the Aurora Town Public Library. Each one will be painted and embellished by a different local artist. From February 23 through March 22, the community is invited to buy votes to judge and earn a chance to win their favorite mushrooms. One vote is \$1.00 or 6 votes are \$5.00. Winners will be drawn at random on March 22 at noon. Votes will be tallied to determine which plant pot placed 1st, 2nd, and 3rd.
 - c. Other
6. Personnel
 - a. Payroll Report: Pay Period 24
 - b. Board May Enter Executive Session
 - c. Other
7. Old Business
 - a. Library Storage
 - b. Girl Scout Gold Award Project
 - c. Other
8. New Business
 - a. Staff Appreciation Day: March 1, 2024
 - b. Review Schedule for Board Adopted Policies
 - c. Special Hours 2024: 10/31 & 12/31, 10 a.m. – 5:00 p.m. & 12/24: Close
 - d. Library Advocacy Day: February 7, 2024
 - e. Other

The next regularly scheduled meeting will take place on February 27, 2024 @ 1:00 p.m.

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes for the December 19, 2023 Meeting

Present: Martha Buyer, Kara Spencer-Ching, Elaine Chow, Sashi Racho, Adam Zaremski, and Aurora Town Public Library Director, Paula M. A. Klocek.

President Kara Spencer-Ching called the meeting to order at 1 p.m.

1. There were no comments from the audience.
2. A motion was made (MB, EC) to approve the Minutes of the Meetings: October 24, 2023 and it was carried by a voice vote.
3. A motion was made (AZ, MB) to approve the Treasurer's Report: Monthly Financial Statements & Internal Auditor Report for October & November 2023 and it was carried by a voice vote.
During discussion, Klocek said that money has been used to purchase more items for the Library of Things and she had plans to obtain more items for the Library of Things, including Early Learning Kits and an external DVD player. She also noted behind the scenes work to support the Friends of the Aurora Library in publicizing and helping to organize the group's events.
4. A motion was made (EC, SR) to approve the Director's Report for October & November 2023 and carried by a voice vote.
During discussion, Klocek said that October was the second best month of 2023 as far as patron count.
5. Reports of Interest
 - a. Ready to Write, ABC, 123 Early Learning Kits and snowshoes are available for checkout.
 - b. The Friends of the ATPL are raffling off baskets for children and adults filled with local goodies. Tickets will be available for purchase on Nov. 17 through Dec. 21, one for \$1.00 or six for \$5. Winners will be selected at random on Friday, Dec. 22 at 10 a.m.
 - c. On Halloween, the Library gave away light up trick-or-treat buckets filled with books to the first two children who checked out five books. Buckets were donated by Patrick and Peg O'Brien. Books were sponsored by the Friends. All children who checked out five books were welcome to come to the front desk to choose one to keep.
 - d. Give the gift of reading while supporting ATPL by shopping at the Friends Ongoing Book Sale. Hardcover cost \$2 each. Paperbacks, and Movies are \$1 apiece. Puzzles priced as marked.
 - e. An Emergency Response & CPR Introduction (non-certification class) is planned for February 2024.
 - f. A Creating with Canva class has been coordinated for February 2024.
 - g. The Director and Town Historian are planning an exhibit and historical trivia event to commemorate the current ATPL building's 60th anniversary in 2024. She said the display would be in March and the program in April 2024.
 - h. Other

Racho asked how social media accounts are doing and Klocek said that Instagram was growing and is

active alongside Facebook. She said they market the accounts through brochures given to people who get a new library card as well as on the library hours of operation available to patrons.

6. Personnel

a. Payroll Report: Pay Period 20 & 22

Klocek noted that they have been spending additional money to have the part-time caretaker assist in other tasks and that was why there was a deficit in the specific budget line, but the library's overall spending would be under budget this year.

b. The board made a motion (MB, AZ) to enter Executive Session to discuss the employment history of a particular person at 1:22 p.m.

A motion was made (MB, AZ) to exit the executive session at 1:26 p.m.

c. Other

Spencer-Ching noted the board's appreciation for Klocek and Klocek's dedication to the library and said she would let Central know the board was happy with her work.

7. Old Business

a. A motion was made (MB, AZ) to approve the ATPL Long-Range Plan and it was carried by a voice vote.

b. Library storage

Klocek said shelving will be going in at the newly installed library shed and costs would be covered by the town, as informed by Town of Aurora Supervisor-Elect Charles "Chuck" Snyder. She said it might be a few months, but it will happen. The shed will soon be usable for staff and Friends of Library members for storage.

c. Library Trustee Education

Klocek said all ATPL trustees have turned in their 2-hour education forms. It is a yearly requirement for trustees.

Buyer said the next ACT meeting is March 9 and one is in May, date TBD, and it will be at Grand Island.

Buyer also said she will be taking on another term as library trustee for ATPL. Each term is 5-years. The Aurora Town Board will approve her tenure at a future meeting.

d. No further discussion on the Patron Suspension, Reinstatement and Appeal Process & Patron Reinstatement Request. Waiting on information from ACT.

e. Expand Tuesday Open Hours to 10:00 a.m. – 8:00 p.m. Beginning January 2, 2024

A motion was made (SR, EC) to expand Tuesday hours from 10 a.m. to 6 p.m. so the library would now be open 10 a.m. to 8 p.m. and it was carried by a voice vote. Spencer-Ching said she was always in favor of expanded hours as long as the library has the capacity to make it happen.

f. A motion was made (EC, AZ) to schedule the library board's meeting dates for 2024 and it was carried by a voice vote. Chow noted she will not be there for the January meeting due to a work conflict and Racho said she would not be there in February for a similar reason.

g. Other

Racho noted that the Certificate of Deposit was formerly purchased, as approved by the ATPL at a prior meeting, for 3.95 percent over 12 months.

Klocek noted that work by Racho also helped ATPL get its bank statements online to more easily meet

deadlines for completing reports.

8. New Business

a. System Paid Budget Analysis (As of 9/30/2023)

b. Teen & Young Adult Programming Survey Results

Klocek said that from November to early December ATPL had surveys in the teen area of the library asking what teenagers might like to see at the library. This survey was facilitated by part-time librarian, Melissa Flynn. Future surveys will be held online to garner additional input.

c. A motion was made (AZ, SR) to approve the Resolution for Contract Library Boards of Trustees Personnel Policies and Procedures and it was carried by a voice vote.

d. Girl Scout Gold Award Project

Klocek asked if the board wanted to move forward with a Girl Scout award project to construct a pollinator garden outside the library. The Town of Aurora would also need to give approval as the Town owns the land. The ATPL board said it wanted further information about its future maintenance, but was supportive of the project. The ATPL board asked Klocek to contact the Girls Scout to further explain the project and how it would be maintained.

e. Other

The next regularly scheduled meeting will take place on January 23, 2024

A motion was made (EC, SR) to adjourn the meeting at 2:03 p.m.

Respectfully submitted,

Adam Zaremski

Secretary

**AURORA TOWN PUBLIC LIBRARY
LOCAL CHECKING ACCOUNT**

Treasurer's Report

31-Dec-23

Beginning Balance:	1-Dec-23		\$30,228.96
Plus Receipts/Deposits		Total:	\$533.00
Less Checks/Debits		Total:	\$0.00
Ending Balance:	31-Dec-23		\$30,761.96

Transaction Details

Receipts:

Sigrid Weinschreider Donation		\$25.00
Aurora Womens Club Donation		\$500.00
Author Merch Reimbursement		\$8.00
	Total:	\$533.00

DISBURSEMENTS:

None	Total:	\$0.00
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Volker Funds

Balance Forward	1-Dec-23	\$1,128.76
Receipts:	None	\$0.00
Disbursements:	None	\$0.00
Balance	31-Dec-23	\$1,128.76

Internal Auditor's Report Elaine Chow

Voucher#	Amount	Approved	Check #	Reason
None				
Friends Ongoing Book Sale DEC	\$344.00			YTD \$3598.75
Friends Pop-Up Sale SEPT	\$133.75			YTD \$771.55
Contingency Funds		Counted 12/20/2023		\$82.53

Savings Account

Balance Forward	1-Dec-23	\$50,613.95
		-\$50,000.00
Interest Earned		\$0.39
Balance	31-Dec-23	\$614.34

Certificate of Deposit	Dec 12 23	12 month term .02%	\$50,000.00
\$50,000.00			\$50,000.00

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: AURORA TOWN PUBLIC LIBRARY

MONTH: DEC

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Projected Utilization at 12/31	Projected Variance at 12/31	Comments
500000	Salaries - Full-time	0	0	0	0		0	
502000	Fringe Benefits	0	0	0	0		0	
Utility Charges:								
515000	Water	550	120	682	(12)	682	(12)	
515000	Sewer	1,000	(250)	750	0	750	0	
515000	Telephone - Maintenance	500	(140)	360	0	360	0	
510200	Dues and Fees	20	0	20	0	20	0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	2,150	170	2,347	(27)	2,347	(27)	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	200	3	169	34	169	34	Uncashed Check
530000	Other Expenses & Charges	600	106	711	(5)	711	(5)	Uncashed Check
530000	Contingency (Bullet Aid)	0	0	0	0	0	0	
TOTAL EXPENSES		5,020	9	5,039	(10)	5,039	(10)	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	50	100	426	(276)	426	276	
Copy Machines	500	0	371	129	371	(129)	
Print Cost Recovery	1,700	0	1,713	(13)	1,713	13	
Other Income	100	(100)	0	0	0	0	Recorded Under Fines
State Funding	0	0	0	0	0	0	
Municipal Support	0	0	0	0	0	0	
Donations (priv. persons/foundations)	0	0	0	0	0	0	
Fundraising (events/booksales)	0	0	0	0	0	0	
Interest Income	0	0	0	0	0	0	
Misc Income	0	0	0	0	0	0	
Use of Fund Balance	0	0	0	0	0	0	
TOTAL DIRECT INCOME	2,350	0	2,510	(160)	2,510	160	

AURORA TOWN PUBLIC LIBRARY

COUNTY LEDGER

COUNTY CHECKING ACCOUNT

31-Dec-23

Beginning Balance:	1-Dec-23		\$8,742.74
Plus Receipts/Deposits		Total:	\$208.00
Less Checks/Debits		Total:	\$501.20
Ending Balance:	31-Dec-23		\$8,449.54

Transaction Details

Receipts:

Fines		\$74.76
Fines		\$84.19
Copier		\$49.05
	Total:	\$208.00

Disbursements:

ATPL (Pay back contingency for stamps)		\$105.60
Alison Lawrence (Program Reimbursements)		\$255.87
Kathleen Brogan (Travel)		\$9.04
Village of East Aurora (Water Bill)		\$103.71
Manny's Ace Hardware (LED Bulbs)		\$26.98
	Total:	\$501.20

Internal Auditor's Report

Elaine Chow, Internal Auditor

Voucher#	Amount	Approved	Check #	Reason
C160	\$105.60	1/2/2024	5918	ATPL (Reimburse Contingency for Stamps)
C161	\$255.87	1/2/2024	5919	Alison Lawrence (Program Reimbursement)
C162	\$9.04	1/2/2024	5920	Kathleen Brogan (Travel)
C163	\$103.71	1/2/2024	5921	Village of East Aurora (Water Bill)
C164	\$26.98	1/2/2024	5922	Manny's Ace Hardware (LED Bulbs)

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: December 2023

Monthly Statistics

Circulation	Total-Month	Average / Day	Average / Hour	YTD Total
2023	13,144*	525.76	67.8	168,894**
2022	12,255	510.63	65.9	140,261
2021	6,461	269.21	31.8	83,949

Note: Circulation for the contracting libraries was 16.6% this month from last year (EAU was 7.3%) and 18.3% over YTD (EAU was 20.4%). *Original checkouts at EAU are 6,727 for this month. **Original checkouts at EAU are at 88,898.

Library of Things (Including Chromebook Kit & Hotspots)	2023
Monthly	33
Year-to-date	261

System e-Branch	Month 2023	Month 2022	Change	YTD 2023	YTD 2022	Change
Online Renewals	677	487	39.0%	8,092	252,688	-96.8%
Interlibrary Loans	1,163	856	35.9%	15,726	12,664	24.2%
eAudiobooks	62,063	49,200	26.1%	711,129	558,182	27.4%
eVideos	761	613	24.1%	8,928	5,582	59.9%
eBooks	86,814	78,610	10.4%	1,019,409	918,475	11.0%
eMusic	232	182	27.5%	2,687	1,867	43.9%
eMagazines	29,401	5,512	433.4%	157,885	44,599	254.0%

Open for Operation	2023	2022	2021	2020
Days / Hours	25/194	24/186	24/203	21/156

Days Closed: December 25 for Christmas Day

Computer Use	2023	2022	% Change
Monthly	413	278	48.6%
Year-to-date	4,541	3,954	14.8%

Note: Computer use for the contracting libraries was 32.6% this month and 6.5% YTD.

Wi-Fi	2023	2022	% Change
Monthly	1,881	1,521	23.7%
Year-to-date	21,497	24,334	-11.7%

Note: Wifi use for the contracting libraries was 44.6% this month and 13.6% YTD.

Patron Visits	2023	2022	% Change
Monthly	5,338	3,914	36.4%
Year-to-date	64,417	55,668	15.7%

Note: Door counts for the contracting libraries were 29.1% this month and 12.2% YTD.

Aurora Town Public Library
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Director's Report: December 2023

New Library Card Memberships	Total-month	YTD
Adults	12	256
Children	108	281

Programs Name / Number of Sessions / Sponsor	Age group	Attendance
LEGO Club	6-11	12
Local Author, Janice Lane	19+	30
Wrap It Up @ the Library	19+	2
Hawk Creek: Talk on the Wild Side (Friends)	ALL	47
Unwind & Design: Paper Bag Snowflake (3) Friends	19+	30
Family Story Time Wednesday	0-5 w/ caregiver	20
Citizen Preparedness	ALL	52
Preschool Story Time	3 ½ - 5 years	12
Family Story Time Thursday	0-5 w/ caregiver	5
Family Story Time Friday (2)	0-5 w/ caregiver	32
Graham Cracker Houses (2)	6-11	48
Allergy Friendly Graham Cracker Houses	ALL	25
Fitness Fridays (3) (Friends)	55+	39
Graham Cracker Houses	Teen	16
Cozy Cocoa Box –To Go (15) (Friends)	Teen	15
Book a Tech Trainer (7)	19+	8
Noon Year's Eve (Friends)	ALL	76
Tutors (19)	6-11	19
Tutors (16)	Teen	16

At a Glance: Month of 2023	Circulation (Original Checkout-Not Including Auto-Renewals)	Patron Count	Computer Use	Wi-Fi
January	13,670 (7,340)	4,534	371	1,509
February	12,943 (7,042)	4,689	377	1,415
March	14,855 (8,160)	5,574	400	1,654
April	12,902 (6,622)	4,806	363	1,618
May	13,425 (7,033)	5,332	347	2,105
June	13,471 (7,808)	5,604	368	2,237
July	15,661 (8,183)	5,829	383	1,929
August	16,617 (6,148)	6,182	452	1,847
September	13,905 (6,885)	5,472	362	1,846
October	14,859 (7,381)	6,047	379	1,790
November	13,442 (6,757)	5,010	326	1,666
December	13,144 (6,727)	5,338	413	1,881
Total	168,894	64,417	4,541	21,497

Out of all B&ECPL locations, ATPL ranks YTD

12 out of 37 in circulation of materials (12th for month); 12 out of 37 in patron visits (11th for month)

8 out of 37 in WI-FI (7th for month); 18 out of 37 in computer use (15th for month)

Cumulative Statistics

Programs, Outreach, Meeting Rm Use, Training, Book Displays, Exhibits, Fundraisers & Improvements

Programs (Not Including Tutoring & Outreach)	Names, Age Group, Date & Time
January 2023	<p>Aurora Book Club - Adults, 19+ - January 5 @ 6:30 p.m.</p> <p>Oasis Senior Advisors – Seniors & Their Families / Caregivers – January 18 @ 11:00 a.m.</p> <p>Unwind & Design: Mindful Doodling Take-Home Kit - Adults, 19+ - January 5 – Participants will be called to pick-up their take-home kit the week of the program.</p> <p>Afterschool Reading Club - Children, 6-11 - 1/18, 2/15, 3/15, 4/19, 5/17 @ 4:00 p.m.</p> <p>Preschool Story Time Children, 3 ½ - 5 - Thursdays, January 26 through April 28 @ 1:00 p.m.</p> <p>Family Story Time – Children, Ages Birth to 5 years of Age with Their Caregiver – Thursdays @ 6:30 p.m. or Fridays @ 10:30 a.m. – January 26 / 27 through April 27 / 28</p>
February 2023	<p>Unwind & Design: Birch Trees Take-Home Kit - Adults, 19+ - February 2 – Participants will be called to pick-up their take-home kit the week of the program.</p> <p>Read to a Dog - Children and their Families, All Ages – February 4 @ 11:00 a.m., 11:20 a.m., 11:40 a.m.</p> <p>K-3 Story Time: Best Friends - Grades K-3 – February 8 @ 4:00 p.m.</p> <p>Buffalo Bisons Baseball: Past, Present, & Future with Mike Buczkowski, President of Rich Baseball Operations - Adults – February 9 @ 6:30 p.m.</p> <p>LEGO Club – Children, 6-11 –2/11, 3/11, & 4/15 @ 11:00 a.m.</p> <p>Book a Technology Trainer - Adults, 19+ - February 13 @ 10:00 a.m., 11:00 a.m., & 1:00 p.m. –One-on-One Appointments are 45 minutes long</p> <p>Afterschool Reading Club - Children, 6-11 – 1/18, 2/15, 3/15, 4/19, 5/17</p> <p>Preschool Story Time Children - 3 ½ - 5 - Thursdays, January 26 through April 28 @ 1:00 p.m.</p> <p>Family Story Time – Children, Ages Birth to 5 years of Age with Their Caregiver – Thursdays @ 6:30 p.m. or Fridays @ 10:30 a.m. – January 26 / 27 through April 27 / 28</p> <p>Help Solve a Cold Case @ the Library – Grades K-4 – February 21-25 During Regular Library Hours</p> <p>Do I Need a Camera if I Have a Cell Phone - Teens & Adults - February 25 @ 11:00 a.m.</p>
March 2023	<p>Unwind & Design: Daisy Chain Beaded Bracelet - Adults, 19+ March 2 – Participants will be called to pick-up their take-home kit the week of the program.</p> <p>Read to a Dog - Children and their Families, All Ages – March 4 @</p>

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Director's Report: December 2023

	<p>11:00 a.m., 11:20 a.m., 11:40 a.m Aurora Book Club - Adults, 19+ - March 9 @ 6:30 p.m. Book a Technology Trainer - Adults, 19+ - March 14 @ 10:00 a.m., 11:00 a.m., & 1:00 p.m. –One-on-One Appointments are 45 minutes long Alzheimer's Association of WNY: Understanding Alzheimer's and Dementia – Adults– March 22 @ 11:00 a.m.</p>
<p>April 2023</p>	<p>Read to a Dog - Children and their Families, All Ages - April 1 @ 11:00 a.m., 11:20 a.m., 11:40 a.m Make & Take: Sculpted Butter Lambs- All Ages (Under 10 with a helper) April 3 @ 5:30 OR 6:30. Unwind & Design: Poem In a Jar Take-Home Kit - Adults, 19+ - April 6 – Participants will be called to pick-up their take-home kit the week of the program. Grace Meibohm, Owner of Meibohm Fine Arts-- Postcards: A Pictorial History of East Aurora and More - Adults, 19+, April 10 @ 6:30 p.m. Buffalo Audubon Society: Build Your Own Birdhouse - Adults, 19+, Groups of 2-3 - Monday, April 17 @ 11:00 a.m. Buffalo Audubon Society: Backyard Birding Hike - Adults, 19+ - Monday, April 24 @ 6:00 p.m. Poem in Your Pocket Day- All Ages- April 29, 10:00 a.m. – 3:00 p.m. Celebrate Screen-Free Week with Extreme BINGO- ages 6-11- April 29 @ 11:00 a.m.</p>
<p>May 2023</p>	<p>Aurora Book Club - Adults, 19+ - May 4 @ 6:30 p.m. Read to a Dog - Children and their Families, All Ages – May 6 @ 11:00 a.m., 11:20 a.m., 11:40 a.m. Unwind & Design: Floral Greeting Card - Adults, 19+ - Wednesday, May 10 – Participants will be called to pick-up their take-home kit on the date of the program.</p>
<p>June 2023</p>	<p>Book a Technology Trainer - Adults, 19+ - June 5 @ 10:00 a.m., 11:00 a.m., & 1:00 p.m. –One-on-One Appointments are 45 minutes long Unwind & Design To-Go Kit: Patriotic Wreath - Adults 19+ - Wednesday, June 7 - Participants will be called to pick-up their take-home kit on the date of the program. Roycroft Chamber Music Festival Concert - All Ages - June 12 @ 6:30 p.m. Andrea Peach: Backyard Chickens in the Village: Commonly Asked Questions -Adults, 19+ - June 8 @ 6:30 p.m. Andrea Peach: Raising and Protecting your Chickens - Adults, 19+ - June 15 @ 6:30 p.m.</p>
<p>July 2023</p>	<p>Rock Out with the Library: Teen Summer Book Bag - Teens, 12-18 - Reading Questionnaire Must Be Completed by July 1 - Pickup Bags July 10 During Regular Library Hours (QR Code to Survey Provided</p>

Director's Report: December 2023

After Registration)
All Together Now Collaborative Artwork and Raffle - Children, All Ages - July 5- August 9 during open hours.
Read It & Keep It: Summer Reading Incentive Program - Children of all ages- Read and redeem your completed Log- July 5 - August 12
Anything Can Happen Day - Children, 6-11 - Wednesdays, 7/5, 7/12, 7/19, 7/26, 8/2 @ 11:00 a.m.
Aurora Book Club - Adults, 19+ - July 6 @ 6:30 p.m.
Crafternoons - Children, various ages - Thursdays, 7/6, 7/13, 7/20, 7/27, 8/3 @ 2:30 p.m. July 13 additional session @ 1:30 p.m.
Feelings Rock - Children, Birth - 5 years with Caregivers- July 8 or August 1 @ 11:00 a.m.
Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, July 7 through August 11 @ 2:00 p.m.
Read to a Dog - Children and their Families, All Ages – July 8 @ 11:00 a.m., 11:20 a.m., 11:40 a.m.
Book a Technology Trainer - Adults, 19+ - July 10 @ 10:00 a.m., 11:00 a.m., & 1:00 p.m. –One-on-One Appointments are 45 minutes long
"All Together Now" Library Garden Sculpture - All Ages (under 12 w/ guardian) - July 10 @ 6:30 p.m. and July 15 @ 10:30 a.m.
Mike Randall & Friends - All Ages- July 13 @ 6:30 p.m.
Maker Mondays: "Monster Mayhem" - Children, 6 -11- July 17 or July 24 @ 3:30 p.m.
Stitch Buffalo Workshop - Children, 6-11- July 25 @ 2:00 p.m.
Cook Up a Story! - Children, 6-11- July 27 @ 1:00 p.m.
Maker Mondays: "Magic Rainbow" - Children, 6-11- July 31 or August 7 @ 3:30 p.m.

August 2023

Feelings Rock - Children, Birth - 5 years with Caregivers- July 8 or August 1 @ 11:00 a.m.
Four Shillings Short: "Around the World in 30 Instruments" - All Ages - August 3 @ 6:30 p.m.
Read to a Dog - Children and their Families, All Ages – August 5 @ 11:00 a.m., 11:20 a.m., 11:40 a.m.
Maker Mondays: "Magic Rainbow" - Children, 6-11- July 31 or August 7 @ 3:30 p.m.
Happy Talk Song & Sign - Children, Birth-24 months with Caregivers- August 8 @ 10:30 a.m.
Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, July 7 through August 11 @ 2:00 p.m.
Local Author, MaryJean Zajac: Reason to Run – Adults – August 24 @ 6:30 p.m.
All Together Now Collaborative Artwork and Raffle - Children, All Ages - July 5- August 9 during open hours.
Read It & Keep It: Summer Reading Incentive Program - Children of all ages- Read and redeem your completed Log- July 5 - August 12

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Director's Report: December 2023

	<p>Anything Can Happen Day - Children, 6-11 - Wednesdays, 7/5, 7/12, 7/19, 7/26, 8/2 @ 11:00 a.m. Crafternoons - Children, various ages - Thursdays, 7/6, 7/13, 7/20, 7/27, 8/3 @ 2:30 p.m. July Additional session @ 1:30 p.m. – Extra Crafternoon Sessions added: 7/13, 8/3</p>
September 2023	<p>Library Card Sign Up Month Raffle for Children - Children, Ages Birth-12 - September 1 through September 29, During Regular Library Hours - Two winners will be randomly selected at 10:00 a.m. on September 30 @ 10:00 a.m.; Library Card Sign Up Month Raffle for Teens & Adults - Teens & Adults - September 1 through September 29, During Regular Library Hours - One winner will be randomly selected at 10:00 a.m. on September 30; Unwind & Design To-Go Craft Kit: Autumn Tulle Wreath - Adults, 19+ - September 6; Aurora Book Club - Adults, 19+ - September 7 @ 6:30 p.m.; Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, September 15 through September 29 @ 2:00 p.m.; Book a Technology Trainer - Adults, 19+ - September 18 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long; Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of September 17 through Week of December 3 - Choose Wednesdays @ 10:30 a.m., Thursdays @ 6:30 p.m. OR Fridays @ 10:30 a.m.; Mason Winfield: Paranormal Mysteries of the Town of Aurora - Adults, 19+ - September 21 @ 2:00 p.m.; Adventure Academy - Children, 6-11 - Mondays, September 25 through November 13 @ 4:00 p.m.; Preschool Story Time - Children, Ages 3 1/2 - 5 years (Independent)- Thursdays, September 28 - December 7 @ 1:00 p.m.; Vision Development of WNY: "I Hate Reading" - Adults, 19+ - September 28 @ 6:30 p.m.; DS Education Services: College Application Process - Teens & Adults - Monday, September 25 or October 9 @ 6:00 p.m. *To Register Contact betsyroger@dseducationservices.com or (716) 480-7628*</p>
October 2023	<p>Banned Book Week Raffle - Adults, 19+ - October 1st through 7th - During Regular Library Hours - Winner will be selected by random drawing on Monday, October 9 @ 10:00 a.m. Adventure Academy - Children, 6-11 - Mondays, September 25 through November 13 @ 4:00 p.m. Unwind & Design To-Go Craft Kit: Halloween Ghost- Adults, 19+ - September 6 – Participants will be called to pick-up their take-home kit the date of the program. Buffalo Audubon Society: Native Plants - Adults, 19+ - October 6 @ 11:00 a.m. Lego Club - Children, 6-11 - Saturday, October 7, November 4, December 2 @ 11:00 a.m. Book a Technology Trainer - Adults, 19+ - October 9 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45</p>

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minutes long
Alan Nowicki: Lost Treasures of the Roycroft - Adults, 19+ - October 12 @ 6:30 p.m.
Buffalo Audubon Society: Composting 101 - Adults, 19+ - October 13 @ 11:00 a.m.
College Essay Workshop - Teens & Adults - Tuesday, October 17 @ 3:30 p.m.
Mary Durlak: The Vanishing Ditch—The Story of the Original Canal – Adults, 19+ - October 19, 2023 @ 6:30 p.m.
Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, October 20 through November 3 @ 1:30 p.m.
Trick or Read Story Walk® - All Ages, Monday, October 23 through Saturday, October 28 during Regular Open Hours
Tiny Turtle Terrariums – Teens, 12-18 - Thursday, October 26 @ 6:15 p.m.
(Not So) Spooky Halloween Story Time - Children, 6-11 - Saturday, October 28 @ 1:00 pm
Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of September 17 through Week of December 3 - Choose Wednesdays @ 10:30 a.m., Thursdays @ 6:30 p.m. OR Fridays @ 10:30 a.m.
Preschool Story Time - Children, Ages 3 1/2 - 5 years (Independent)- Thursdays, September 28 - December 7 @ 1:00 p.m.

November 2023

"L" Is for Literacy To-Go Bag - Adults, 19+ - Wednesday, November 1. Participants will be called to pick up to-go bags on the date of the program.
Unwind & Design To-Go Craft Kit: Book-Themed Chocolate Favor - Adults, 19+ - November 1 – Participants will be called to pick-up their take-home kit the date of the program.
Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, October 20 through November 3 @ 1:30 p.m.
Book a Technology Trainer - Adults, 19+ - November 6 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long
Fall Mindfulness for Teens - Teens, 12-18 - Tuesday, November 7 & 14 @ 4:00 p.m.
Local Author, Richard Robison, Jr: The Boy from Nowhere - Adults - November 9 @ 6:30 p.m.
Adventure Academy - Children, 6-11 - Mondays, September 25 through November 13 @ 4:00 p.m. *REGISTRATION IS FULL*
Aurora Book Club - Adults, 19+ - November 2 @ 6:30 p.m.
What a CAT-astrophe - Children, 6-11 - Thursday, November 9 @ 4:00 p.m.
Local Author, Karen Wielinski: Pieces of My Puzzle – Adults – November 16 @ 6:30 p.m.
Family Story Time - Children, Ages Birth-5 with a Caregiver - Week

Director's Report: December 2023

of September 17 through Week of December 3 - Choose Wednesdays @ 10:30 a.m., Thursdays @ 6:30 p.m. OR Fridays @ 10:30 a.m.; Preschool Story Time - Children, Ages 3 1/2 - 5 years (Independent)- Thursdays, September 28 - December 7 @ 1:00 p.m.;

"Wrap It Up" @ the Library - Adults, 19+ - Monday, November 27 @ 4:30 p.m. - 7:30 p.m. by appointment. **-CANCELLED DUE TO WEATHER**

December 2023

Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of September 17 through Week of December 3 - Wednesdays & Fridays @ 10:30 a.m.;

Local Author Talk, Janis Lane: Writing as a Second Career, New Career or Side Job - Adults, 19+ - December 2 @ 11:00 a.m.;

"Wrap It Up" @ the Library - Adults, 19+ - Saturday, December 2 @ 12:30 p.m. - 2:30 p.m. by appointment.;

Hawk Creek Presents "Talk On the Wild Side" - All Ages, Monday, December 4 @ 6:30 p.m.;

Unwind & Design: Paper Bag Snowflakes - Adults, 19+ - Wednesday, December 6 - Participants will be called to pick-up their take-home kit the date of the program.;

Citizen Preparedness Corps - Families - December 7 @ 6:30 p.m. - All Participants Must Register in Advance @ www.prepare.ny.gov;

Make a Graham Cracker House - Children, 3-11 - Saturday, December 9 @ 11:00 a.m. OR 1:00 p.m.;

Make a Graham Cracker House: Allergy Friendly - Children, 3-Teen - Monday, December 11 @ 6:30 p.m.;

Make a Graham Cracker House: Teen - Children, 12+ - Saturday, December 16 @ 1:00 p.m.;

Book a Technology Trainer - Adults, 19+ - December 18 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. -One-on-One Appointments are 45 minutes long Book a Technology Trainer - Adults, 19+ - December 18 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. -One-on-One Appointments are 45 minutes long **Extra Sessions Added 2:00 p.m., 3:00 p.m., 4:00 p.m., & 5:00 p.m.;**

Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, December 1 through December 15 @ 1:30 p.m.;

Cozy Cocoa Winter Book Box - Teens - Saturday, December 16 - Participants will be called to pick-up their take-home kit the week of the program.

Noon Year's Eve – Families with children ages 2-12 – December 30 @ 11:00 a.m.

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Outreach	Class Visit (In-Library)	Other Outreach (Outside)	Monthly Total
January 2023			
February 2023			
March 2023	EA Preschool Center		1
April 2023	EA Preschool Center		1
May 2023			
June 2023	Parkdale Elementary (Made Fillable Form for Booking Class Visits)	(Made Fillable Form for Booking Outreach)	1
July 2023		Little League SMART Program	1
August 2023			
September 2023	Mandala School	Nativity Preschool	2
October 2023	Homeschool	Baker Preschool	2
November 2023			
December 2023			
Total			8

Meeting Room Use	Organization	Monthly Total
January 2023	Literacy Buffalo Niagara Volunteers (2); Aspire (2); EA Polo Grounds; Training & Employment Funds; Tutor (2), Patron (2); Board	11
February 2023	Aspire (4); Literacy Buffalo Niagara Volunteers; Early Intervention PT; Erie County Environmental Management – Erie County Healthy Lawn Campaign Tabletop Display Setup; Board	8
March 2023	Aspire (4); Early Intervention PT (2); Literacy Buffalo Niagara Volunteers (3); Interviews (3); Summer Reading Meeting; Patron; Board	15
April 2023	Absolut Care Job Fair; Aspire (2); Friends; Literacy Buffalo Niagara Volunteers (2); EA Art Society Setup; Discard Sale Setup; EA Preschool Outreach Visit; Board	10
May 2023	Buffalo Chess; Discard Sale; EA Art Society Spring Show; EA Preschool Outreach Visit; Early Intervention PT (3); Board	8
June 2023	Early Intervention PT (4); People Centered Services; Patron Barb (2); Proctoring (2); Resource Health Advisers; EA High School Art Exhibit take down; ATPL Board Meeting; 1199 SEIU Training	13
July 2023	Early Intervention; JJam Sessions (4); QualitystarsNY; 1199SEIU Training; Proctor Exam	8
August 2023	Intro to Realistic Drawing (6); Giving Circle	7
September 2023	Holland Tuesday Painters (4), EA Garden Society; Resource Health Advisers; Board; QualityStarsNY; Early Intervention (3); Friends	12

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October 2023	EA Art Society Exhibit; Medtronic Diabetes; Friends; Board; Giving Circle; Hearing & Speech of WNY Early Intervention (2); Exchange Club, Aspire; Absolut Care Job Fair; Patron (2)	12
November 2023	EA Art Society Exhibit & Take Down (2); Holland Tuesday Painters; Resource Health Advisors; Exchange Club; Girl Scouts; Liberty Post Early Intervention; Patron, Board	8
December 2023	Exchange Club; WNY Leadership Initiative Quality Stars; Holland Tuesday Painters; Patron; Liberty Post Early Intervention; Board	6
Total		118

Exhibits	Display Case	Meeting Room Exhibit
January 2023		
February 2023	Freedom Wall (Staff)	Erie County Environmental Management – Erie County Healthy Lawn Campaign Tabletop Display
March 2023	East Aurora Girls Scouts	
April 2023	EA Art Society Spring Show	EA Art Society Spring Show
May 2023	EA Art Society Spring Show	EA Art Society Spring Show
June 2023	Aurora Waldorf School (Made Fillable Form for Exhibits & Display Application)	(Made Fillable Form for Exhibits & Display Application)
July 2023		JJamSessions
August 2023		
September 2023	Holland Tuesday Painters	Holland Tuesday Painters EA Garden Club Table Top Display
October 2023	EA Art Society Fall Show	EA Art Society Fall Show
November 2023	EA Art Society Fall Show Holland Tuesday Painters	EA Art Society Fall Show League of Women Voters (In Main Library) AFS Intercultural Programs Exchange Student / Host Family (In Children's Area)
December 2023	EA Art Society Fall Show Holland Tuesday Painters	EA Art Society Fall Show Holland Tuesday Painters League of Women Voters (In Main Library)

Education, Tech Training, Mtgs	Public—Name of Class & Date	Staff—Name of Class(es), Sponsor, Date (s), Employee(s)
January 2023		Director Meeting—B&ECPL, 2/8/23 Getting Started with Libby—Overdrive, 1/19/2023, Anna Rose Advanced Excel—Tech-Talk, 1/25/202, Kathy Brogan
February 2023	Book a Technology Trainer— Techknowlab, 2/13/2023	B&ECPL Digital Collections—B&ECPL, 2/8/2023, Claudia Newton

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		Book a Technology Trainer: Hoopla— Techknowlab, 2/13/2023, Jennifer Lewis-Drew
March 2023	Book a Technology Trainer— Techknowlab, 3/13/2023	
April 2023		Director Meeting—B&ECPL, 4/12/2023, Paula Getting Started with Libby—Overdrive, 4/18/2023, Melissa Flynn Friends of Library—Friends, 4/19/2023, Paula
May 2023		ACT Workshop—B&ECPL, 5/20/23, Paula Sustainable Library Certification Program Information—NYLA, 5/23/2023, Paula Canva: Docs & Presentations, Tech-Talk, 5/10/2023, Paula Klocek Create & Edit PDFs w/ New Tools and Techniques, Tech-Talk, 5/9/2023, Rachel Shanahan
June 2023	Book a Technology Trainer— Techknowlab, 6/5/2023	CML Directors—Virtual, 6/5/2023, Paula Kantola Training All Complete by 6/15/2023 Technology Training All Complete by 6/21/2023 Create & Edit PDFs w/ New Tools and Techniques—Tech-Talk, 6/5/2023, Kathy Castle Book a Tech Trainer: Excel Basics—Techknowlab, 6/5/2023, Dennis Desmond Windows 11-What's New—Tech-Talk, 6/6/2023, Marj Coyle Hoopla Intro Training—B&ECPL, 6/6/2023, Melissa Flynn Are You Using the Full Power of Gmail—Tech-Talk, 6/8/2023, Karen Ercolano Internet Search Techniques—Tech-Talk, 6/8/3034, Sue Maraszek Create & Edit PDFs w/ New Tools and Techniques—Tech-Talk, 6/20/2023, Jennifer Lewis-Drew Increasing Safe Spaces for the LGBTQ Community—Long Island Library Resources Council, 6/23/2023, Paula Klocek & Melissa Flynn

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		Getting Started with Libby, 6/27/2023, Mary Hayes Dealing with Conflict—Tech-Talk 6/29/2023 Sue Maraszek; ZOOM Meeting: Tips to Participate—TechKnow Lab 6/30-Jennifer Lewis-Drew
July 2023	Book a Technology Trainer—Techknowlab, 7/10/2023	Dealing with Difficult People—TechTalk 7/5/2023-Susan Maraszek, Supervisor Bach @Southside Commerce Center (Storage)7/6/2023-Paula Klocek Supervisor Bach & Councilman Snyder (Building Shed)-7/7/2023-Paula Klocek 7/10/2023-Town Board Meeting-7/10/2023, Paula Klocek Trick-or-Read—7/14/2023, Librarians
August 2023		Director Meeting—B&ECPL, 8/9/2023, Paula (Recording)
September 2023	Book a Technology Trainer—Techknowlab, 9/18/2023	
October 2023	Book a Technology Trainer—Techknowlab, 10/9/2023	Director Meeting—B&ECPL, 10/11/2023, Paula Klocek Friends of Library—Friends, 10/18/2023, Paula 10/20/2023 Phishing G-5 Kathy Brogan, Marj Coyle, Karen Ercolano, Jennifer Lewis-Drew, Alison Lawrence, Janice Siebold
November 2023	Book a Technology Trainer—Techknowlab, 11/6 (Postponed)	Sport Lending Program Meeting w/ Joy Testa Cinquno—11/15/2023, Paula Klocek
December 2023	Book a Technology Trainer—Techknowlab, 12/18 (Extra session added to make up for November)	Patron De-Escalation Techniques: Using the Science of Human Communications to Get Better Results---Library 2.0, 12/7, 12/8, 12/18, 12/19, 12/20, 12/21—Paula Klocek, Katy Brogan, Rachael Vella-Garrido, Claudia Newton, Sue Maraszek, Jennifer Lewis-Drew, Melissa Flynn, Alison Lawrence, Rachel Shanahan, Marj Coyle, Karen Ercolano Director Meeting Recording—B&ECPL, 12/14/2023, Paula

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Book Displays	Theme(s)
January 2023	Snow is Falling, Books Are Calling; Patron Picks & Staff Selections
February 2023	Black History Month; Patron Picks & Staff Selections
March 2023	Women's History Month; Patron Picks & Staff Selections
April 2023	Poetry Month; Spring into a Good Book; Graphic Novels; Patron Picks & Staff Selections
May 2023	Mental Health Month; Patron Picks & Staff Selections; Do You Love Dogs? Check Out These Puppy <i>Tails!</i> Spotlight Fiction; Wanted: Adventurous Readers (Low Circ Books); Once Upon a Crime (Murder, magic, mysteries, and mayhem... Take your chances with one of these Young Adult reads!
June 2023	LGBTQ Pride Month; Immigrant Heritage Month; Alzheimer's & Brain Awareness Month; Books Show Us Every Color of the Rainbow; Read with Pride; Spotlight j Non-Fiction; Patron Picks & Staff Selections
July 2023	Dive Into a Good Book; This July...Get Outdoors Grill, Hike, Camp, Garden, Picnic; This July...Learn about the American Revolution and our Independence; This Summer, Travel the World with a Book; Spotlight j Non-fiction; Patron Picks & Staff Selections
August 2023	This August travel the world either in person or at home; This August did someone say daytrip?; Check out S'MORE great summer reads; Have you READ a good MOVIE lately?; Spotlight j Non-fiction; Patron Picks & Staff Selections
September 2023	Emergency Preparedness; Back to School; Celebrate Hispanic Heritage Month; It's September—Are You Ready for Some Football?; Read a LATTE books/Cozy coffee shop vibes; Having Fun Isn't Hard When You Have Library Card; Take a 'shelfie' with your new library card!; Spotlight j Non-fiction; Patron Picks & Staff Selections
October 2023	Leaf Through a Good Book; Banned Book Week; Get Caught Reading a Banned Book; Breast Cancer Awareness Month; Make It a Spooky Halloween; Bee a Voter; Our Flag Means READ; Time to LEAF Through a Good Book!; The Eras Tour: Library Edition; Rainy Day Fun; Patron Picks & Staff Selections
November 2023	Thankful for Books on Crisp Autumn Days; Veterans Day: Honoring All Who Served; Celebrate Thanksgiving Day, Native American Heritage Month: Honoring Indigenous Identity and Culture; "Ready For a New Adventure?" Promotional display of Science Kits (Birdwatching, Biodiversity, Hiking, Pollinators) Supplemental nature-related library books & DVDs; Gobble Up a Feast of Good Books; Just One Word: Simple Title, Awesome Story; Cook Up Something Delicious; Native American Heritage Month; Patron Picks & Staff Selections
December 2023	Tis the Season to Be Reading; Fiction Holiday; The Holiday Season Non-Fiction; Relax with Holiday Fiction Books & Movies; Reading is SNOW much fun!; Cozy Fantasy (Adventures, friendships, magic, and maybe dragons!); AFS USA International Exchange Student Program; Patron Picks & Staff Selections

Friends Pop-Up Sales	Month	YTD
Dollar Amount (Pre-Tax)		\$654.55

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Friends Ongoing Book Sale	Month	YTD
Dollar Amount (Pre-Tax)	\$344.00	\$3,598.75

Other Fundraisers	Money Raised
Painted Spring Plant Pots (Friends)	\$1,226.00
National Humor Month Raffle	\$262.00
Discard Sale	\$1,812.22
Hockey Stick Raffle (Friends)	\$134.00
Holiday Gift Basket Raffle (Friends)	\$1,783.00
Total Other Fundraiser Money	\$5,217.22

Improvements / Repairs to the Library	Project	Funded	Work Done By
January 2023			
February 2023			
March 2023			
April 2023	Requested and received a new American flag Wonderbook Collection In Memory of Alvin Fontanese Expanded Vox Books Subject Matter Dividers for j Non-Fiction to assist children and families locate materials	Town Friends	Various Memorial Donors
May 2023	Augmented j-Graphic Novels Requested repair of the automatic door button, mulch be spread in front gardens, and the concrete on accessible ramp be repaired	Material Town	Budget
June 2023	Repaired automatic door button, mulch was spread, concrete on accessible ramp paired, overgrown shrubs removed, rhododendrons were planted	Town	
July 2023	Cold patched parking lot; replaced rug edging in children's area	Town	
August 2023	Repaired of the gutter at the corner of the back entrance, New shed project out to bid	Town	
September 2023	Amazon truck hit and damaged corner gutter that was not repaired yet. Amazon Insurance to pay Town to repair	Amazon	Insurance and Town

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October 2023	Demolition of old shed and building of new one Subject Matter Dividers for j Non-Fiction section and A-Z Dividers for Adult Fiction Book Cases for Year Round Discard Sale Purchased	Town & Inglefinger Friends
November 2023	Shed Construction	Town & Inglefinger
December 2023	Shed Construction	Town & Inglefinger



Photo by Marty Wangelin

Take a Load Off

Saturday afternoon finds Sierra and Derek Evjen reading while sitting on the comfy snake at the Aurora Town Public Library on Main Street.



Submitted Image

For the Birds

Members of the Buffalo Audubon Society visited the Aurora Town Public Library recently to help patrons build a birdhouse.



Submitted Image

Every Bit Helps

Ron LaBrake, treasurer of the East Aurora Lions Club, donates \$250 to Paula Klocek, director of the Aurora Town Public Library, to help expand the large print section of the library.



Photo by Marty Wangelin

JJAM Student Work

Colin Fee shows off his art at the Town of Aurora Library last month, on view as part of JJAM Sessions Joyful Artmaking member's show.

Friends of The Library Book Sale

The Friends of the Aurora Town Public Library's book sale will take place on Aug. 26 from 11 a.m. until 2 p.m. under a tent at the library, located at 550 Main Street, East Aurora.

Hardcovers are \$2 each. Paperbacks are \$1. CDs and movies are priced as marked. Anyone who buys five books gets one book for free.

All proceeds raised benefit the Aurora Town Public Library. Call 716-652-4440 for more information.



Photo by Marty Wangelin

Helping Hands Make Happy Work

Amanda Marlinski and Joan Barten, JJAM volunteers, celebrate their students' work at the Aurora Town Public Library last week. JJAM Sessions offers art instruction

by artists with backgrounds in art therapy for all abilities on the third floor of the First Presbyterian Church of East Aurora.

Library Receives Additional Vox Books

The Friends of the Aurora Town Public Library have donated 35 new Vox Book titles for children to the Aurora Town Public Library in East Aurora. The Vox Book format consists of a picture book that has printed text and an integrated audio player, allowing children to listen to a story while following along with the written words.

The new Vox Books will provide a resource for young readers by promoting literacy skills and by making reading an enjoyable and immersive experience. Encompassing a range of themes and interests, the expanded selection of Vox Books will appeal to children 3 years old to 10 years old with diverse titles that include storybooks, non-

fiction and tales in Spanish and Chinese.

Members of the community are invited to the Aurora Town Public Library, located at 550 Main Street, to explore the expanded collection of Vox Books which are currently on display in the children's area and available to borrow with a library card.



Submitted Image

Not Your Average Reader

Deputy Moore with horse Clyde and Deputy Howard with horse Big Ben visit the library and nearly 50 spectators on Wednesday, July 12 during "Anything Can Happen Day," a program that runs on Wednesdays through the rest of the month. The deputies and horses are from the Erie County Sheriff's Office Mounted Reserve Division.



Submitted Image

Little Sluggers Story Time

Smart Start East Aurora Baseball and Softball players and their families enjoy diamond-side story time with Librarian Alison Lawrence from the Aurora Town Public Library. The budding athletes listened to "Slugger" by Susan Pearson, a tale of a slug with a dream of playing baseball.



Photo by Marty Wangelin

Library Hosts Windmill Acres

Lugene Bradley of Windmill Acres Farm in Wales entertains visitors and answers questions about her animals at the Aurora Town Public Library recently.

Library Launches Book Collection In Memory of Late Trustee

In tribute to late library Trustee Alvin Fontanese, the Aurora Town Public Library unveiled a collection of Wonder Books for young readers last month. The funding for these books was donated by community members in his memory.

Wonder Books are innovative chapter books featuring built-in audio players designed to boost literacy skills and support children with visual

challenges.

By honoring Fontanese's dedication to the library with this collection, the library continues its mission to provide accessible and enriching resources to children. Current Board President Kara Spencer-Ching remembers Fontanese as someone who was "very kind, welcoming, and open to new ideas," making the acquisition of technology-enhanced books designed

to inspire young readers a fitting tribute to his legacy.

The library invites members of the community to explore the collection and to enjoy the multi-sensory experience of these exciting new books. On display in the children's area, the book collection encompasses a variety of fiction genres, interests and reading levels for children 8-years old to 14-years old, with several titles available in large print.

Growing "Library of Things" Collection

Borrowing from the Aurora Town Public Library's "Library of Things," a collection of shareable non-traditional resources, is an affordable and sustainable way for the community to access their recreation, education and technology needs. The library can provide free STEM toys, a Chromebook kit, hot spots, CPR learning kits and other items, to save money and space.

Beginning in August, the library has expanded offerings to include laser tag, pickleball, a metal detector, cornhole, bocce ball, Kan Jam To Go, spikeball, Jumbo Pong and Maga-Tiles - with a storage bin - that turns into a play mat.

Funds to purchase items have come from Bullet Aid from Senator Patrick Gallivan and former New

York State Senator Dale Volker.

The library is open to suggestions if the community would like to see more items added to the list.

Organizations and patrons are also welcome to donate items, subject to the library's gift and donor

policy. Recently, Buffalo Chess, Inc. contributed two regulation-size, travel-friendly chess sets.

These items do not cost anything to loan with an adult library card. Visit the library, located at 550 Main Street, or call 716-652-4440 for more information.

Thank You Sponsors



AURORA STARFISH FUND
— UKRAINE —

Platinum Sponsors (\$10,000+)

Towne Automotive Group
Moog, Inc.

Silver Sponsors (\$2,500-4,999)

Anonymous

Aurora Town Library Raffle Celebrates Banned Books

The Aurora Town Public Library is celebrating the First Amendment and free speech.

Adult readers who check out a banned or "challenged" book from the banned book display anytime between Oct. 1 and Oct. 7 will earn a chance to win a prize.

People are welcome to enter one time each day of the challenge.

A winner will be randomly selected on Oct. 9 at 10 a.m. by library staff. The winner

will receive a library tote bag with copies of "The Bluest Eye" by Toni Morrison and "All Boys Aren't Blue" by George M. Johnson.

"The Bluest Eye" is on the banned and challenged list. According to the American Library Association, it is considered one of the most challenged books in history because it contains references to sexual abuse and incest. It was written in 1970 and was Morrison's first novel.

"All Boys Aren't Blue" was published by Johnson in 2020 and it is the second most banned book in the country. It is a young adult nonfiction book that consists of a series of essays following Johnson's journey growing up as a queer Black man in New Jersey and Virginia. Johnson is also a journalist.

The library is located at 550 Main Street, East Aurora. For more information, call 716-652-4440.

Fighting the ban: Libraries resist book-banning trend

September 28, 2023

by ERIC KEPPELER and JUSTIN SULLIVAN

West Seneca Editor and East Aurora Editor



There has always been a movement afoot to keep books that are viewed as improper out of the hands of the public.

The problem is, who gets to decide what's improper?

Its subjective nature lies at the heart of this debate, which has seen both sides of the book-banning argument pick up steam in recent years.

The list of banned books is controversial, viewed by some as a means of regulating inappropriate content and by others as an affront to First Amendment rights.

In response to this attempt at censorship, the American Library Association (ALA) has dubbed Oct. 1 through 7 this year as Banned Books Week, in which libraries, schools, bookstores, museums and other locales around the world celebrate readers' right to choose.

"Public libraries continue to be a place for everyone, providing free and equal access to all and promoting literacy and lifelong learning," Rob Alessi, West Seneca Public Library director, said. "Throughout our lives as we continue to read and learn, develop our own thoughts, form personal opinions and draw our own conclusions, it is important to continue to practice empathy and to educate ourselves about the world around us."

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Launched in 1982, Banned Books Week is a celebration of the freedom to access ideas, a fundamental right that belongs to everyone and over which no one person or small group of people should hold sway, according to its website.

Banned Books Week is marked worldwide, although there's more risk in some countries where censorship is much greater than in the United States. It is observed in many ways, including displays, readings, interviews with authors whose work has been banned, film festivals, workshops, debates, book swaps, panel discussions or banned book clubs. For the past 40 years, Banned Books Week has drawn attention to the harms of censorship while celebrating the freedom to read and express ideas, even those which may not be popular or may differ from our own views and experiences.

The ALA's Office for Intellectual Freedom (OIF) has released preliminary data documenting a continued uptick in attempts to censor books, materials, and services across public, school, and academic libraries in the United States during the first eight months of 2023, and they're often targeted at specific groups of people. Between Jan. 1 and Aug. 31, 2023, the OIF reported 695 attempts to censor library materials and services and documented challenges to 1,915 unique titles. The number of unique titles challenged has increased by 20% from the same reporting period in 2022. Most of the challenges were to books written by or about a person of color or a member of the LGBTQIA+ community.

"These attacks on our freedom to read should trouble every person who values liberty and our constitutional rights," Deborah Caldwell Stone, director of ALA's Office for Intellectual Freedom, said in a release. "To allow a group of people or any individual, no matter how powerful or loud, to become the decision maker about what books we can read or whether libraries exist, is to place all of our rights and liberties in jeopardy."

Book bans generally start with a challenge – a verbal or formal written attempt to restrict access to materials or to remove them entirely. A ban happens when those materials are actually removed from shelves, classrooms or performance spaces. Challenges are often motivated by a desire to protect younger readers from content that is viewed as inappropriate. Books are challenged over sexual content, profanity, age appropriateness, violence, religious viewpoint, LGBTQIA+ content, political bias, drug and alcohol use, suicide and much more.

Most challenges come from library patrons and parents who raise concerns over content they find objectionable. Politicians, political organizations and religious groups have also targeted books, comics, plays and other mediums.

Alessi said that materials for the West Seneca library are generally selected by a regional committee through the central library. The Aurora Town Public Library has a kiosk of books that have been banned or challenged elsewhere. During banned books week, the library will encourage residents to check out banned or challenged pieces of literature by holding a raffle where each banned or challenged item checked out earns the reader a chance of winning a banned book swag bag featuring "The Bluest Eye" by Toni Morrison and "All Boys Aren't Blue" by George M. Johnson, a Black, queer activist.

"Banned Books Week should be a celebration of everyone's freedom to read," Director of the Aurora Town Public Library Paula Klocek said. "Libraries are for everyone." The ultimate decision on whether or not a challenge is upheld and a book is banned lies with the institution where a book is challenged. Many schools and libraries have a challenge policy that starts with a written complaint, which results in a review committee being convened to read and consider the material being challenged. Institutions without a thoughtful reconsideration protocol are far more likely to ban materials, the ALA website said.

School districts often find themselves on the front line of the banned book battle, and an increasing number of school board candidates have supported book bans as part of their platform. The ALA, which celebrated its 75th anniversary in 2020, stands ready to assist library workers and library advocates in responding to and supporting others facing those challenges; librarians should report challenges to the OIF and reach out to the ALA if assistance is needed.



Photo by Marty Wangelin

New Storage at the Library

Workers construct a new storage shed at the Aurora Town Public Library. The new building will hold books to be sold by the Friends of the Library.

TOWN OF AURORA ERIE COUNTY, NEW YORK

NOTICE TO BIDDERS

Sealed bids for the construction of a storage shed will be received by the Town of Aurora at the Town Clerk's office at the Aurora Municipal Center, 575 Oakwood Avenue, East Aurora, New York 14052, until 10:00 a.m., local time, on Tuesday, August 8, 2023 at which time they will be publicly opened and read aloud. This project consists of, but is not limited to, the furnishing of all labor, tools, equipment and specified materials for the construction of a storage shed at the Aurora Town Public Library, 550 Main Street, East Aurora, New York 14052, in accordance with the specifications and all associated work. Project specs may be obtained from the Town of Aurora Town Clerk's Office, 575 Oakwood Avenue, East Aurora, New York 14052 or by emailing townclerk@townofaurora.com. Project specs may also be downloaded from the Town of Aurora website www.townofaurora.com. The Town of Aurora is exempt from the payment of sales and compensating use taxes of the State of New York and of cities and counties on all materials, equipment, and supplies sold to the Town pursuant to this Contract. Also exempt from such taxes are purchases by the Contractor and his Subcontractors of materials, equipment, and supplies to be sold to the Town pursuant to this Contract, including tangible personal property to be incorporated in any structure, building or other real property forming part of the Project. These taxes are not to be included in the Bid. Prevailing wage rules are applicable to this project.

The Town has the right to waive any informalities in the bid and to reject any or all bids.

By Order of the Aurora
 Town Board
 July 10, 2023
 Martha L. Librock, Town
 Clerk
 50-1

Holland Tuesday Painters Artwork at Aurora Library



Local artist Linda Hall has a painting on display at the Aurora Town Public Library of an antique cash register. Hall's work is part of the Holland Tuesday Painter's Art Show.

The Holland Tuesday Painters have an art exhibit at the Aurora Town Public Library, located at 550 Main Street in East Aurora, from Nov. 13 through Dec. 29. The show includes studio and plein-air work in a variety of media including acrylic, colored pencil, digital photography and oil. Framed pieces will be displayed in the library's community room and small framed works are in the showcase in the foyer.

As much as this group loves to paint together outdoors, they have returned to their indoor "studio" for weekly painting sessions, at Holland Methodist Church, during the winter months. Each artist works from their own reference materials, such as personal photographs and sketchbooks, to create new pieces or finish incomplete works. Members are a mix of a few novices to seasoned artists. Years of maintaining a weekly group-painting time including informal critiques and travel anecdotes, have created a nurturing environment for them to refine their art skills.



Linda Ludwig's "Gone With The Wind, Keuka Lake" in oil is currently on display at the Aurora Town Public Library, located at 550 Main Street in East Aurora, along with other work by the Holland Tuesday Painters.

News Briefs

October 05, 2023



The Aurora Town Public Library has added Citizen Science kits to their "Library of Things" for budding scientists to borrow. Citizen Science encourages all ages to advance research on topics that matter to them personally, their community, and wider world.

Currently, the library has two kits with plans to add more in the near future. Take a walk with our "Exploring Biodiversity" kit to investigate the variety of living creatures that make up our local ecosystems and learn about the vital importance of the bees and butterflies in your own backyard with the "Observing Pollinators" kit.



Submitted Image

Lucky Winner

Remy inspects the haunted house filled with candy that he won from the AuroraTown Public Library. The haunted house, painted by local artist Joseph Orlovski, was part of the annual

Trick or Read at the library. This year's event featured the book "Hardly Haunted" by Jessie Sima, with crafts, activities and a free book.

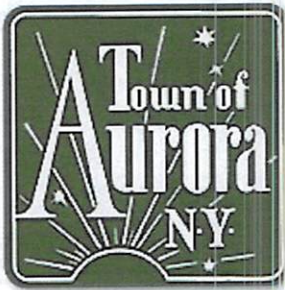


Submitted Image

Educational Fun for All

Mira and Eliana Christensen (l to r) trying out the Aurora Town Public Library's new "Ready To Write" Early Learning Kit, funded by Alice Askew. The library has created three early learning kits designed to develop literacy, numeracy and fine motor skills in children aged two to four years. The kits include educational toys, ideas for hands-on activities and information about developmental milestones. The kits are recommended for parents, homeschool families and preschool educators and they are currently available to borrow.

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: December 2023



After it was revealed that the company awarded the contract to construct a new storage shed for the Aurora Town Public Library had not included a wood fence extension, which was part of the original bid package, the Aurora Town Board rescinded the original award. The contract was awarded to the second lowest bidder, Ingelfinger Custom Contracting.

During the town's Aug. 28 meeting, councilman Chuck Snyder announced to the board that Varecka Builders of West Falls, by not including the wood fence construction in their \$25,006 bid, disqualified their bid. The contract was then awarded to the second lowest bidder, East Aurora-based Ingelfinger Custom Contracting, who bid \$26,875. The required fence work, is an extension of the existing wood fence that borders the Main Street library. "The fence was in the original specifications," Snyder said during the meeting.

Prior to the bid opening, not all the bidders received the information about adding a window to the shed, requiring all the original companies to factor that into their respective bids. The board clarified during their most recent meeting that the information about the shed window is separate from the required fence work.

Ingelfinger Custom Contracting's bid for a 10 ft by 24 ft storage shed, included a 24"x32" window, with additional electrical work which will require the company to install an electrical conduit to the shed and install three lights with one switch on the shed's wall.

Both Ingelfinger and Varecka Builders' bids were nearly half of the price of the third received bid from DMR Contracting, who bid \$52,020.

The library's new storage shed, which will replace their existing shed, comes after the library's influx of donations combined with a limited-size storage shed required them to house their donations elsewhere. The town hopes to begin construction on Sept. 1 and has a target completion date of Nov. 1.

Holiday Gift Basket Raffle Held at Aurora Town Library

Gift baskets for children and adults have been created to raffle off to support the Friends of the Aurora Town Public Library.

Tickets will be available for purchase from Nov. 17 through Dec. 21. Each ticket is \$1 or purchase six tickets for \$5. Gift basket winners will be selected at random on Friday, Dec. 22 at 10 a.m. All proceeds will benefit the Friends of the Library.

Donations for this gift

basket were made by Aurora Ice Association, Aurora Players, Aurora Theatre, Bar-Bill Tavern, The Book Worm & BW Gifts LLC, Buffalo Bandits, Buffalo Bills, Bulldogs Feed Company, Cielo Salon, Fisher-Price, Friends of the Library, 42 North Brewing Company, Hotel West Falls & Dog Bar, Inc., The Iron Kettle Landmark Restaurant, Kornerstone Café & Juice Bar, Leo's Pizzeria,

Mighty Taco, Mr. Pot Pie McDuffies Bakery, 189 Burger, Pizza Del Aureo's, The Roycroft Inn, The Toy Loft, Vidler's 5 & 10, Inc. and local artists Amy Harts, Joseph Orłowski and Donna Reilly.

To buy tickets, visit the Aurora Town Public Library at 550 Main Street, East Aurora. For more information, call 716-652-4440.



Photo by Mary Wangelin

Library Director Paula Klocek and Friends of the Aurora Public Library Carol and Joe Orłowski and Amy Harts hold a few gift baskets that are being offered at the Aurora Town Public Library.

Holiday Gift Basket Raffle Offers Local Treasures and Supports Friends of the Library

by Rick Ohler
Columnist

They aren't the most flamboyant organization in town; much of their good work is behind the scenes and unheralded. You won't even find them online. But the all-volunteer, non-profit Friends of the Aurora Town Public Library does more to keep the town's library one of the best in the Buffalo and Erie County system than most of us realize. Last year, the Friends of the Library raised almost \$11,000 on programs and purchases for the branch, according to Friends vice-president Amy Harts.

Consider these children's programs: K-3 Story Time; a Visit with Goats; Teen Bookbags; Extreme Bingo, Lucky Charms, Cold Case; Bing, Fire-

more—all funded by the Friends of the Library. Free, Friends-sponsored adult programs last year included monthly speakers on topics as varied as yoga, fitness, native plants, composting, historical postcards, crafts, the supernatural, The Roycroft and more. Several authors came in to share their work. The cost of those young people and adult programs, \$3,873, came directly from the Friends.

Many of the Friends' expenditures bring much-needed materials to the library, like the very popular Vox Books that allow youngsters to listen to a book or read along. While they are popular, they're also expensive; the total for Vox books was over \$1,700 and it was all cov-

also provided Scholastic books, special shelving, a book cart, and subscriptions to various publications, such as the *New York-Pennsylvania Collector* for a total of \$6,522. Then there's landscaping for the front of the building. Over the years the Friends have provided big-ticket items, furniture, electronics, technology for virtual programs—you name it. All of this generosity takes some of the budgetary burden off head librarian Paula Klocek.

The continuation of support for everything the Friends do depends on a few fundraisers. Unfortunately, they've had to suspend the big used book sale they used to hold on Roycroft Weekend for lack of storage space. They hope to restart

So, beyond some pop-up book sales and membership dues, hopes are high for the Holiday Gift Basket Raffle, running now through Dec. 21 in the multi-purpose room at the library, 550 Main Street. Organizer Harts, along with Friends president Carol Orłowski, treasurer and long-term member Rhoda Zucker, as well as a host of volunteers, have assembled a tempting array of gift baskets that represents the generosity of many local merchants, restaurants, artists and craftspeople—27 in all. Tickets are one for a dollar or six for \$5. Enter as often as you like. Winners will be chosen at random on Friday, Dec. 22, at 10 a.m.

To learn more about the Friends of the Aurora Town Public Library in-

Book Sale At The Aurora Library

This holiday season, give the gift of reading while supporting the Aurora Town Public Library by shopping at the Friends Ongoing Book Sale.

Hardcover books are priced at \$2 each. Paperbacks and movies are \$1 each. Puzzles are priced individually.

The library is located at 550 Main Street in East Aurora. For more information, call the library at 716-652-4440.

Art Society Work on Display AT AURORA LIBRARY

The East Aurora Art Society invites the public to view the diverse artwork of 28 society members on display at the Aurora Town Public Library, 550 Main St., East Aurora through Nov. 10. Attendees are invited to vote for their favorite piece of artwork.



PHOTOS BY JUSTIN SULLIVAN PAGE DESIGN BY DENISE LITTLE

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: December 2023

East Aurora Art Society's Art Show Winners

The public voted for their favorite pieces of artwork in a show for the East Aurora Art Society that was held at the Aurora Town Public Library this fall.

Deborah Radford's watercolor titled "Buffalo Harbor and Light" received the first-place award. Diane Meyer's oil painting titled "Spring at Knox Farm" won second place and Suzanne Borowicz's mixed media titled "Autumn Sun" received third place recognition.

"Congratulations to these artists who will receive blue, red, and yellow ribbons respectively, for their beautiful work," Library Show Chairperson Sue Larkin said. "Thanks to all of the 28 artists who participated in this exhibit. Thanks to the Aurora Library for their support as we bring our art to the community."

The next exhibit at the library by the East Aurora Art Society is scheduled for April and May 2024.

The East Aurora Art Society meets at the Aurora Senior Center, located on King Street in East Aurora. Meetings are on the second Thursday of the month at 6:30 p.m. from September through June. Parking and admission are free. Visitors are welcome.

For more information, visit eaartsociety.weebly.com or email eastauroraart@gmail.com.



Submitted Image

The mixed media painting created by East Aurora Art Society member Suzanne Borowicz received third place recognition during an art show this fall that was held at the Aurora Town Public Library. It is titled "Autumn Sun."



Submitted Image

Deb Radford's watercolor titled "Buffalo Harbor and Light" won first place at the East Aurora Art Society show that was recently held at the Aurora Town Public Library.



Submitted Image

The oil painting titled "Spring at Knox Farm" by Diane Meyer receives a second place award during a recent art show at the Aurora Town Public Library.

Aurora Town Public Library Expands Hours in 2024

Starting Jan. 2, 2024, the Aurora Town Public Library on Main Street in East Aurora will expand hours of operation for the public to 50 hours a week.

"The decision to increase the library's hours of operation was made to benefit our community," Library Director Paula Klocek said. "Extended hours will allow more access to programs and resources. In 2023, our team of librarians have

ramped up our programming for all ages. More time open means that the library can further bolster our offerings of educational, recreational, and social events for the public."

The library will be open from 10 a.m. to 8 p.m. on Mondays, Tuesdays and Thursdays. On Wednesdays, it will be open from 10 a.m. to 6 p.m. On Fridays, the library will be open from 10 a.m. to 5 p.m.,

and on Saturdays, it will be open from 10 a.m. to 3 p.m.

The library will be closed on Sundays.

"There has been a growing number of organizations and groups looking to book our community room for a public meeting place," Klocek said. "Expanded hours on Tuesdays will allow the library to meet the needs of our community."

Aurora Town Public Library expanding hours in 2024

by JUSTIN SULLIVAN
Editor

Beginning on Jan. 1, the Aurora Town Public Library will expand hours of operation from 48 to 50 hours per week.

The library's updated hours will be: 10 a.m. to 8 p.m. on Mondays, Tuesdays and Thursdays; 10 a.m. to 6 p.m. on Wednesdays; 10 a.m. to 5 p.m. on Fridays and 10 a.m. to 3 p.m. on Saturdays. The library will remain closed on Sundays.

Library director Paula Klocek said adding two more hours on Tuesdays will allow guests more access to programs, resources and resources.

"Our team of librarians have ramped up our programming for all ages," Klocek said. "More time open means that the library can further bolster our offerings of educational, recreational and social events for the public."

Klocek added that the extended hours will allow the library to accommodate the growing number of groups and organizations that use the library as a meeting space.

The Aurora Town Public Library is located at 550 Main St., East Aurora. For more information on the library visit www.buffalolib.org/aurora-town-public-library or call 716-652-4440.

2023 Aurora Payroll Report_PP24



As of Pay Period 24

FT PERSONNEL			
Title	YTD Expensed	Budgeted	Remaining
Library Director I	58,764.28	63,852.00	5,087.72
Librarian I	46,722.81	64,946.00	18,223.19
Senior Library Clerk	43,062.86	39,965.00	(3,097.86)
FT Totals	89,785.67	104,911.00	15,125.33

PT PERSONNEL			
Title	YTD Expensed	Budgeted	Remaining
Caretaker PT	16,518.66	14,345.00	(2,173.66)
Cleaner PT	10,795.33	9,599.00	(1,196.33)
Clerk Typist PT	28,823.57	28,656.00	(167.57)
Librarian I PT	25,690.44	29,655.00	3,964.56
Page PT	12,725.82	20,676.00	7,950.18
Senior Page	42,080.84	59,281.00	17,200.16
PT Totals	136,634.66	162,212.00	25,577.34

TOTAL COMBINED			
	YTD Expensed	Budgeted	Remaining
Caretaker PT	16,518.66	14,345.00	(2,173.66)
Cleaner	10,795.33	9,599.00	(1,196.33)
Clerk Typists	28,823.57	28,656.00	(167.57)
Librarian I'S	72,413.25	94,601.00	22,187.75
Library Director I	58,764.28	63,852.00	5,087.72
Senior Library Clerk	43,062.86	39,965.00	(3,097.86)
Pages	12,725.82	20,676.00	7,950.18
Senior Pages	42,080.84	59,281.00	17,200.16
Contractual Reserve		19,098.00	19,098.00
Combined Totals	285,184.61	350,073.00	64,888.39

ANNUAL BUDGET	\$ 350,073.00
PROJECTED ANNUAL BUDGET SPENT	\$ 296,732.02
PROJECTED ENDING BALANCE	\$ 53,340.98

Aurora Town Public Library

Review Schedule for Board Adopted Policies 2024

POLICY	LAST REVIEWED	TARGET REVIEW DATE
Long Range Plan of Service	November-23	Update by or before Dec-28
Agreement for Loan & External Exhibit of Rare & Unique Collections with Application	March-19	March-24
Conflict of Interest & Disclosure Statement	April-23	April-24
Book Sale Policy	May-19	May-24
Whistleblower Policy	March-19	Nov-24
Bulletin Board Policy	April-20	April-25
Investment Policy	April-20	June-25
Petty Cash Policy	October-20	October-25
Telecommuting Policy	November-20	November-25
Open Meeting Policy	Dec-20	Dec-25
Distribution Policy	May-21	May-26
Bylaws	June-21	June-26
Freedom of Information Law (FOIL) Policy & Forms	September-21	September-26
Gift and Donor Recognition Policy	October-21	October-26
Rules of Conduct	February-22	February-27
Filming & Photography Guidelines & Approval Form	March-22	February-27
Disaster Plan	March-22	March-27
Bulletin Board Policy	May-22	May-27
Procurement Policy	May-22	May-27
Ethics Policy	September-22	September-27
Exhibit and Displays Policy & Application	November-22	November-27
Lost & Found Policy	November-22	November-27
Claims Audit Policy	May-23	May-28

* The Conflict of Interest, Ethics and Whistleblower Policy are the responsibility of the Governance Committee.

*** Circulation, EEO/Anti-Harassment, Internet Safety & Volunteer Policies are exhibits in CML contracts - Notify Secretary in CFO Office who does CML Contracts when amended.

**** Conflict of Interest, EEO/Anti-Harassment, Ethics, & Whistleblower Policies are referenced in the B&ECPL Personnel Policies & Procedures Manual - Notify Human Resources Dept. when amended.