

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Agenda of the Board
Regular Monthly Meeting
May 28, 2024, 1:00 p.m.

1. Comments from the audience:
2. Minutes of the Meetings: April 23, 2024
3. Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports: April 2024
4. Director's Report April 2024
5. Reports of Interest
 - a. 18 new Things are now available for checkout: portable projector, PutterBall Golf Game set, fort building kit, Yardzee, trampoline paddle game, PicassoTiles building set, PicassoTiles car track with LED light up cars, stargazing kit, Project Squirrel kit, compact desktop shredder, portable scanner, CD player, external CD / DVD drive, Blu-ray / DVD player, electric air pump with digital pressure gauge, Apples to Apples Jumbo Party Box, and the game, Anomia. These additions are made possible with funding from former Senator, Dale Volker and donations from Alice Askew and an anonymous patron.
 - b. An anonymous patron has generously sponsored a gift basket for a summer family picnic to support the Library. Tickets go on sale starting June 3 until June 29. One for \$1.00 or six for \$5.00. The winner will be drawn at random on Monday, July 1 at 10:00 a.m.
 - c. Legislator Lindsay Lorigo visited ATPL on April 26 to deliver a proclamation to recognize ATPL during "Love Your Library Month".
 - d. The juvenile paperback section has been refreshed and shelved, dynamically, in clear bins. Picture Books now have Bedtime, Concepts, and Vehicles genres.
 - e. Roycroft Campus Antiques has generously donated their time for an antiques appraisal fundraiser to benefit the Friends. The community is invited to donate to the Friends of the Library to receive a ticket for a professional appraisal for one or two easily carried heirlooms. Tickets may be purchased beginning Monday, June 3. The cost is \$20.00 per item to be appraised. The appraisal event will take place at the library on September 14, 2024.
 - f. The Highway will be redoing the Library's parking lot in mid-September.
 - g. Other
6. Personnel
 - a. Payroll Report: Not Available
 - b. Board May Enter Executive Session
 - c. Other
7. Old Business
 - a. ACT Meeting at Grand Island: May 11, at 8:30 a.m.
 - b. Performance Evaluation of Director
 - c. Other
8. New Business
 - a. Book Sale Policy
 - b. Rules of Conduct
 - c. 2024 Assessment Notification
 - d. Local Account
 - e. Summer Programs
 - f. Other

The next regularly scheduled meeting will take place on June 25, 2024 at 1:00 p.m.

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
April 23, 2024 Minutes

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 1:02 p.m.

1. There were no comments from the audience.
 2. A motion (EC, SR) to approve the Minutes of the March 26, 2024 meeting was carried by a voice vote.
 3. A motion (AZ, MB) to approve the Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports for March 2024 was carried by a voice vote.
- During discussion, Klocek talked about using additional funds from the Volker account to purchase items for Library of Things. She said that account is nearly empty following ongoing efforts to use it up and purchase items for the popular collection.

In another matter, Racho asked the board to consider looking at the local Checking Account in the Treasurer's Report and set a limit for how much stays in there. The excess could be used to purchase needed items for the library. Spencer-Ching agreed, saying she liked the idea of saving a certain amount and then figuring out how to spend over that total.

Buyer asked if the board would consider placing some of that money in a short term Certificate of Deposit (CD) to earn interest. Racho said it was an option and she would contact the M&T to check on rates.

Some thoughts were to set the local Checking Account at a \$30,000 limit and money above that would be discretionary spending for the ATPL director. Spencer-Ching noted the account could keep more money than that if ATPL begins to plan for a capital project, but none are in the works at this time. She said the board will continue to discuss this at future meetings.

4. A motion (MB, EC) to approve the Director's Report for March 2024 was carried by a voice vote.
- Klocek talked about recent events for ATPL. She said the solar eclipse at Knox Farm State Park on April 8 was busy, and the library building was busy most of that morning with patrons. She said staff were able to go outside and view the eclipse when it occurred.
- Klocek said there were not any visitors for a recent job seeker program. This was the first one attempted by an in-house librarian and will try other such programs in the future.
- She has also received positive comments about programs for teenagers at the library and those will continue.

5. Reports of Interest

- a. ATPL is celebrating "Love Your Library Month" with a free raffle for patrons. People who visit ATPL throughout the month of April and check out five or more materials will receive a ticket for a chance to win a B&ECPL tote bag full of books and other fun items for the whole family. All ages are welcome to participate. The winner will be announced on Wednesday, May 1, 2024.

- b. The community was invited to buy votes to judge and earn a chance to win their favorite work of art in the Painted Wooden Mushroom Fundraiser, a collaboration of the East Aurora Art Society and the Friends of the Library. This raised \$223. Twelve participants in the raffle got to take home one of these amazing creations adorned by local artists.

c. Other

Erie County Legislator Lindsay Lorigo is coming to ATPL on Friday, April 26 for Love Your Library month.

6. Personnel

- a. The Payroll Report was not available for this meeting.
- b. There was no reason for the board to enter into an executive session
- c. Other

7. Old Business

- a. There is still no news on the Girl Scout Gold Award Project to install a pollinator garden outside the library.
- b. Other

8. New Business

a. Performance Evaluation of Director

Spencer-Ching talked about a possible process and asked who would want to be involved. Right now the plan is to have Spencer-Ching and Chow involved in the actual evaluation process, with additional input provided by the board. The plan is to review the evaluation form at the May meeting

b. Roof Inspection

Klocek provided a report to the board about the condition of the ATPL roof. She sent the report to the Aurora Town Highway Department for review. She said there is nothing to do at this time. Parts of the roof are under warranty. The town would cover any repair costs. Klocek will send the Report to the Town board liaisons after the meeting.

c. ACT Meeting at Grand Island: May 4, at 8:30 a.m.

Buyer said this meeting would include approval of bylaws, election of officers and discussion on New York State's Open Meeting Law.

d. Other

The next regularly scheduled meeting will take place on May 28, 2024 at 1 p.m.

A motion to adjourn the meeting (MB, EC) at 1:58 p.m. was carried by a voice vote.

Respectfully,
Adam Zaremski
Secretary

AURORA TOWN PUBLIC LIBRARY

Treasurer's Report

30-Apr-24

LOCAL CHECKING ACCOUNT

Beginning Balance:	1-Apr-24		\$32,990.35
Plus Receipts/Deposits		Total:	\$700.00
Less Checks/Debits		Total:	\$1,967.92
Ending Balance:	30-Apr-24		\$31,722.43

Transaction Details

Receipts:

Alice Askew Donation		\$200.00
Aurora Women's Club Donation		\$500.00
	Total:	\$700.00

Disbursements:

DEMCO, Inc (Bookplates; Dots)		145.87
DEMCO, Inc (Bookplates; Tape; Dots)		\$97.98
Amazon (Library of Things-Sponsored by Volker as Noted Below, as well as stargazing kit, Project Squirrel kit, and totes)		\$1,724.07
	Total:	\$1,967.92

Volker Funds

Balance Forward:	1-Apr-24	\$1,128.76
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Receipts:	None	\$0.00
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Disbursements:	Amazon (portable projector, PutterBall Golf Game set, fort building kit, Yardzee, trampoline paddle game, PicassoTiles building set, PicassoTiles car track with LED light up cars, stargazing kit, desktop shredder compact desktop shredder, portable scanner, electric air pump with digital, pressure gauge, and totes)	\$1,108.29
		\$20.47

Balance:	30-Apr-02
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Internal Auditor's Report

Elaine Chow, Internal Auditor

Voucher#	Amount	Approved	Check #	Reason
L111	\$145.87	4/23/2024		1068 DEMCO, Inc (Bookplates; Tape; Dots)
L112	\$97.98	*		1069 DEMCO, Inc (Bookplates; Dots)
L113	\$1,724.07	*		1070 Amazon Capital Services (Library of Things)

Friends Ongoing Book Sale APR \$400.00 YTD \$1263.00

Friends Pop-Up Sale YTD - NA

Contingency Funds Counted 4/15/2024 \$205.21

Savings Account

Balance Forward	1-Apr-24	\$614.38
Interest Earned		\$0.01
Balance	30-Apr-24	\$614.39

Certificate of Deposit	12-Dec-23	12 month term .02%
Beginning Balance: \$50,000		Ending Balance: \$50,000

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: AURORA TOWN PUBLIC LIBRARY

MONTH: APR

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	0	100	450	550	0	
515000	Sewer	800	(40)	760	0	760	0	
515000	Telephone - Maintenance	500	0	0	500	500	0	
510200	Dues and Fees	20	0	20	0	20	0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	2,550	40	442	2,148	2,590	0	
555050	Insurance Charges	0	0	0	0	0	0	
510000	Travel & Mileage Expenses	200	0	62	138	200	0	
530000	Other Expenses & Charges	600	0	527	73	600	0	
530000	Contingency (Bullet Aid)	0	0	0	0	0	0	
	TOTAL EXPENSES	5,220	0	1,911	3,309	5,220	0	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	100	0	183	(83)	549	449	
Copy Machines	400	0	189	211	567	167	
Print Cost Recovery	1,500	0	680	820	2,040	540	
Other Income	100	0	0	100	0	(100)	
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	2,100	0	1,052	1,048	3,156	1,056	

AURORA TOWN PUBLIC LIBRARY

COUNTY LEDGER

COUNTY CHECKING ACCOUNT

30-Apr-24

Beginning Balance:	1-Apr-24		\$9,576.22
Plus Receipts/Deposits		Total:	\$215.25
Less Checks/Debits		Total:	\$311.00
Ending Balance:	30-Apr-24		\$9,480.47

Transaction Details

Receipts:

Library Revenue		\$83.25
Library Revenue		\$80.70
Copier		\$51.30
	Total:	\$215.25

Disbursements:

Clark Air Systems (Filters)		\$311.00
	Total:	\$311.00

Internal Auditor's Report

Elaine Chow, Internal Auditor

Voucher#	Amount	Approved	Check #	Reason
C177	\$311.00	4/23/2024	5935	Clark Air Systems (Filters)

Contingency Fund Report 2024

DATE	AMOUNT	BUYER	PURPOSE	BILLS	COIN	TOTAL	INITIALS
1/16/24	\$195.19		Counted	\$187.00	\$8.19	\$195.19	PK/KB
1/30/24	(\$20.91)	KB	AA Batteries Lib of Things	\$167.00	\$7.28	\$174.28	PK/KB
Unknown	\$12.97		Donations				
2/15/24			Counted	\$177.00	\$10.25	\$187.25	PK/KB
3/7/24	(\$5.61)	KB	Mail books to Aurora Free			\$181.64	PK/KB
3/8/24	\$10.00		Donation			\$191.64	
3/8/24			Counted	\$190.00	\$11.60	\$201.60	SR/KB
3/11/24	(\$10.00)		Deposit Donation to Local	\$180.00	\$11.60	\$191.60	PK/KB
3/12/24	\$9.96		Donations				
3/13/24			Counted	\$180.00	\$11.60	\$191.60	PK/KB
3/13/24	\$1.00		Donation	\$181.00	\$11.60	\$192.60	PK/KB
4/1/24	(\$5.00)	KB	Seed \$ Mother's Day Raffle	\$176.00	\$11.60	\$187.60	KB
4/3/24	\$1.00		Donation	\$175.00	\$13.60	\$188.60	KB
4/10/24	\$5.00	KB	Donation	\$180.00	\$13.60	\$193.60	KB
4/10/24	\$6.00	KB	Donation	\$186.00	\$13.60	\$199.60	KB
4/15/24	\$5.60	KB	Reimbursement for book mailing	\$189.00	\$16.21	\$205.21	KB
4/15/24			Counted	\$189.00	\$16.21	\$205.21	PK/KB
4/15/24	(\$111.17)	KB	Office Depot				
4/26/24	(\$33.96)	DD	Valu Home Store				
5/3/24	\$5.00	KB	Returning Seed \$				
5/15/24			Counted	\$58.00	\$7.07	\$65.07	PK/KB
	\$65.07						

Alice Askew Staff Snack Fund Report 2024

DATE	AMOUNT	BUYER	PURPOSE	BILLS	COIN	TOTAL	INITIALS
12/27/2023	\$250.00		Counted	\$250.00		\$250.00	PK/KB
1/16/2024			Counted	\$250.00		\$250.00	PK/KB
2/15/2024			Counted	\$250.00		\$250.00	PK/KB
3/13/24			Counted	\$250.00		\$250.00	PK/KB
3/23/2024	(\$84.20)	DD	Staff Snacks	\$165.00	\$0.80	\$165.80	KB
4/15/2024			Counted	\$165.00	\$0.80	\$165.80	PK/KB
5/15/2024			Counted	\$165.00	\$0.80	\$165.80	PK/KB
	\$165.80						

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Monthly Statistics

Circulation	Total-Month	Average / Day	Average / Hour	YTD Total
2024	15,343	590.1	70	59,391**
2023	12,902	537.6	67.9	54,370
2022	11,004	440.16	55.86	31,972

Note: Circulation for the contracting libraries was 5.0% this month from last year (EAU was 18.9%) and 9.2% over YTD (EAU was 6.2%). *Original checkouts at EAU are 8,414 for this month. **Original checkouts YTD at EAU are at 31,914.

Library of Things (Including Chromebook Kit, Hotspots & Wilson Sports Equipment)		2024
Monthly		26
Year-to-date		125

System e-Branch	Month 2024	Month 2023	Change	YTD 2024	YTD 2023	Change
Online Renewals	586	670	-12.5%	2,502	2,652	-5.7%
Interlibrary Loans	1,558	1,247	24.9%	5,951	5,135	15.9%
eAudiobooks	70,444	57,039	23.5%	278,223	223,203	24.7%
eVideos	1,198	690	73.6%	4,225	2,705	56.2%
eBooks	89,370	92,137	8.8%	368,880	338,324	9.0%
eMusic	239	203	17.7%	949	871	9.0%
eMagazines	21,070	7,291	189%	107,853	28,322	280.8%

Open for Operation	2024	2023	2022	2021
Days / Hours	26/220	24/190	25/197	21/160

Days Closed: None

Computer Use	2024	2023	% Change
Monthly	371	363	2.2%
Year-to-date	1,512	1,511	0.1%

Note: Computer use for the contracting libraries was 12.3% this month and 8.2% YTD.

Wi-Fi	2024	2023	% Change
Monthly	1,932	1,618	19.4%
Year-to-date	7,432	6,196	19.9%

Note: Wifi use for the contracting libraries was 31.7% this month and 27.8% YTD.

Patron Visits	2024	2023	% Change
Monthly	6,265	4,806	30.4%
Year-to-date	23,806	19,603	21.4%

Note: Door counts for the contracting libraries were 22.2% this month and 20.4% YTD.

New Library Card Memberships	Total-month	YTD
Adults	31	109
Children	11	36

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Programs Name / Number of Sessions / Sponsor	Age group	Attendance
Town Historian EA Throwback Trivia Library Edition (Friends)	Adult	9
Unwind & Design Card to Go Kits (Friends) (30)	Adult	30
EA Eclipse at Knox (Outreach)	All Ages	183
Job Seekers 101	Adults	0
Cupcake Challenge (Friends)	All Ages	18
Baby Animal Meet & Greet	All Ages	110
Pizza & Poetry Night (Friends)	Teens	9
Lego Club	6-11 yrs. old	16
Family Story Time (Wednesday) (3)	All Ages	50
Family Story Time (Thursday) (3)	All Ages	22
Family Story Time (Friday) (3)	All Ages	52
Preschool Story Time (3)	0-5 yrs. old	38
Fitness Fridays: BAM (Friends) (2)	Adult	15
Book-A-Tech Trainer (3) (TechKnowLab)	Adult	3
Introduction to Karate (Ralph C. Wilson, JR)	6-11 yrs. old	9
NASA: Our Sun & the Eclipse	Children & Adults, 8+	47
Poem in Your Pocket Day (105)	All Ages	105
Tutors (22)	6-11	22
Tutors (20)	Teens	20

At a Glance: Month of 2024	Circulation (Original Checkout-Not Including Auto-Renewals)	Patron Count	Computer Use	Wi-Fi
January	14,515 (7,862)	5,090	413	1,696
February	14,352 (7,927)	5,962	398	1,786
March	15,181 (7,711)	6,489	375	2,018
April	15,343 (8,414)	6,265	371	1,932
May				
June				
July				
August				
September				
October				
November				
December				
Total				

Out of all B&ECPL locations, ATPL ranks YTD

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

8 out of 37 in WI-FI (9 for month); 21 out of 37 in computer use (21 for month)

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Cumulative Statistics

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

Programs (Not Including Tutoring & Outreach)	Names, Age Group, Date & Time
January 2024	<p>Find the Snowman Game - Children - Monday, January 1 - Wednesday, January 31, during all open hours.</p> <p>Aurora Book Club - Adults, 19+ - January 4 @ 6:30 p.m.</p> <p>Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, January 12 through February 16 @ 1:30 p.m.</p> <p>Unwind & Design To-Go Kit: Playing Card Heart Wreath- Adults, 19+ - Wednesday, January 17, 2024. Participants will be called to pick-up their take-home kit the day of the program.</p> <p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m.</p> <p>Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m.</p> <p>Can You Escape? Library Game Night – Teens, 12-18 – Thursday, January 18 @ 6:00 p.m. - TO BE RESCHEDULED DUE TO WEATHER</p> <p>Book Buddies - Children, Grades 5-7 – Tuesday, January 23 @ 3:15 p.m.</p>
February 2024	<p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m.</p> <p>Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m.</p> <p>LEGO Club - Children, Ages 6-11 - First Saturday of the Month February 3, March 2, & April 6 @ 11:00 a.m.</p> <p>Fitness Fridays: Chair Yoga – Seniors, 55+ - Fridays, January 12 through February 16 @ 1:30 p.m.</p> <p>New Sky Coaching: BAM - Heart Health Seminar - Seniors, 55+ - Tuesday, February 6 @ 11:00 a.m.</p> <p>Creating with Canva - Teens & Adults - Monday, February 12 @ 3:00 p.m. – 5:00 p.m.</p> <p>Book Bites Take-Home Box – Grades 5-8 – Pickup Beginning on Friday, February 16, 2024</p> <p>Can You Escape? Library Game Challenge – Teens, 12-18 – Saturday, February 17 @ 1:00 p.m.</p> <p>Pajama Games- Children, Ages 6-11, Tuesday, February 20 @ 6:30 p.m.</p> <p>Dance Party- Children, Ages 6-11, Wednesday, February 21 @ 11:00 a.m.</p> <p>Cupcake Challenge- Children, Ages 8-12, Friday, February 23 @ 1:00 p.m.</p> <p>Paint & Sip Night – Teens, 12-18 – Thursday, February 22 @ 6:00</p>

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052

Director's Report: April 2024

	<p>p.m. Book Buddies - Children, Grades 5-7 – Tuesday, February 27 @ 3:15 p.m. Emergency Response & CPR Introduction - Teens & Adults - Thursday, February 29 @ 6:15 p.m.</p>
March 2024	<p>Family Story Time - Children, Ages Birth-5 with a Caregiver - Week of January 22 through Week of April 22 - Wednesdays @ 10:30 a.m., Fridays @ 10:30 a.m., OR Thursdays @ 6:30 p.m. Preschool Story Time - Children, Ages 3 1/2 - 5, Thursdays, January 25 - April 25 @ 1:15 p.m. LEGO Club - Children, Ages 6-11 - First Saturday of the Month February 3, March 2, & April 6 @ 11:00 a.m. Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, March 1, 8, 15, 22, April 12 & 19 @ 1:30 p.m. Job Seeking 101 – Adults, 19+ - Tuesday, March 5 @ 6:00 p.m. Aurora Book Club - Adults, 19+ - March 7 @ 6:30 p.m. Mindfulness for Teens - Teens, 12-18 - Tuesday, March 12 & 19 @ 4:00 p.m. Canva One-on-One Sessions- Adults, 19+ - March 8 @ 10:00 a.m., 11:00 a.m., 1:00 p.m., 2:00 p.m., 3:00 p.m., & 4:00 p.m. –One-on-One Appointments are 45 minutes long Book a Technology Trainer - Adults, 19+ - March 11 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Beaded Bracelet Craft – Teens, 12-18 – Thursday, March 14 @ 6:00 p.m.-7:00 p.m. Buffalo Science Museum: Solar Eclipse – Families, All Ages – Monday, March 18 @ 6:30 p.m. Butter Lambs – Families with children 6 and up, groups of 3 maximum – Monday, March 25 @ 6:30 p.m. Butter Lambs – Adults, 19+, groups of 2 maximum – Monday, March 26 @ 6:30 p.m. Take a (Spring) Break Teen Book Bag – Teens, 12-18 – Pickup Beginning on Thursday, March 28, 2024</p>
April 2024	<p>Love Your Library Month FREE Raffle - Adults and Children of All Ages - Monday, April 1 through Tuesday, April 30 during regular library hours - Winner will be selected at 10:00 a.m. on Wednesday, May 1, 2024 Cupcake Challenge: Family Edition - Children, Ages 4+ with an Adult - Monday, April 1 @ 6:15 p.m. Baby Animal Meet & Greet - All Ages- Tuesday, April 2 @ 1:00 p.m. - 2:30 p.m. Introduction to Karate - Children, Ages 6-11- Wednesday, April 3 @ 11:00 a.m. LEGO Club - Children, Ages 6-11 - First Saturday of the Month</p>

Director's Report: April 2024

	<p>February 3, March 2, & April 6 @ 11:00 a.m. Job Seeking 101 – Adults, 19+ - Tuesday, April 2 @ 6:00 p.m. Our Sun and the Eclipse – Children & Adults, 8+ - Wednesday, April 3 @ 3:00 p.m. Pizza & Poetry Night - Teens, 12-18 – April 4 @ 6:00 p.m. – 7:30 p.m. Fitness Fridays: BAM—Balance & Mobility – Seniors, 55+ - Fridays, March 1, 8, 15, 22, April 12 & 19 @ 1:30 p.m. Book a Technology Trainer - Adults, 19+ - April 15 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Unwind & Design To-Go Kit: Floral Greeting Card - Adults, 19+ - April 17. Participants will be called on the date of the program to pick up their kits. Robert Lowell Goller, Town & Village Historian: East Aurora Throwback Trivia—Library Edition – Children and Adults 12+ - Thursday, April 18 @ 6:30 p.m. Poem In Your Pocket Day - All Ages - Saturday, April 27, 10:00 a.m. until 3:00 p.m.</p>
May 2024	<p>Aurora Book Club - Adults, 19+ - Thursday, May 2 @ 6:30 p.m. Annual Discard Sale - All Ages - Friday, May 3 through Friday, May 24 @ 4:00 p.m. Screen-Free Saturday - All Ages - Saturday, May 4 @ 12:30 p.m. - 2:30 p.m. Book Bites Take-Home Box – Grades 5-8 – Pickup Beginning on Friday, May 9, 2024 Poetry Café – Adults, 19+ - Tuesday, May 14 @ 6:30 p.m.</p>
June 2024	<p>Summer Registration Celebration - All Ages - Saturday, June 1, All Day - Magic Show @ 11:00 a.m., Secrets of Magic Workshop @ 12:00 noon. Family Picnic Basket Raffle - All Ages – Monday, June 3 through Saturday, Jun 29 – Winner Drawn on Monday, July 1 @ 10 a.m. Getting the Most out of Ancestry Library Edition- Adults, 19+ - Thursday, June 6 @ 11:00 a.m. Fitness Fridays: BAM - Seniors, 55+ - Fridays, June 7 through June 28 @ 1:30 p.m. Crazy Art Party – Teens – Saturday, June 8 @ Noon – 2:00 p.m. Book a Technology Trainer - Adults, 19+ - June 10 @ 10:00 a.m., 11:00 a.m., & 12:00 p.m. –One-on-One Appointments are 45 minutes long Book Buddies - Children, Grades 5-7 – Tuesday, June 11 @ 3:30 p.m. Roycroft Chamber Music Festival Concert - All Ages – Thursday, June 13 @ 6:30 p.m. Dr. John A. Sterba: Emergency Preparedness – Adults, 19+ – Tuesday, June 18 @ 6:00 p.m. Manga Movie Matinee - Teens –Saturday, June 22 @ Noon-2:00</p>

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

p.m.
Vidler's 5 & 10: Behind the Red-and-White Striped Awnings –
Adults, 19+ – Thursday, June 27 @ 6:30 p.m.

July 2024
August 2024
September 2024
October 2024
November 2024
December 2024

Outreach	Class Visit (In-Library)	Other Outreach (Outside)	Monthly Total
January 2024		Outreach letters sent 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	
February 2024			
March 2024	First Presbyterian Church Preschool Class Visit	Parkdale Elementary Literacy Night It Takes A Community Drug & Alcohol Prevention Coalition Health & Wellness Fair East Aurora Preschool Class Visit East Aurora Preschool Class Visit	5
April 2024		Eclipse at Knox Farm Park	1
May 2024			
June 2024			
July 2024			
August 2024			
September 2024			
October 2024			
November 2024			
December 2024			
Total			

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Meeting Room Use	Organization	Monthly Total
January 2024	Lions Club (2); Patron (6); Girl Scout Silver Award; Liberty Post Early Intervention; Board	11
February 2024	East Aurora Portrait Group (2); Patron (2); Paragon Investigation Interviews (2); Board	7
March 2024	ATPL Librarian Summer Reading; Board	2
April 2024	EA Art Society; Realism Drawing (3); Giving Circle; Friends; Girl Scout Silver Award Theater Skills Workshop (3); Board; Discard Sale Setup	11
May 2024	Discard Sale; EA Art Society; Realism Drawing (4); Dreaming in Ink Writers Group; Board	
June 2024	Realism Drawing; Dreaming in Ink Writers Group; Steve Talton; Board	
July 2024	Giving Circle; Dreaming in Ink Writers Group	
August 2024	Dreaming in Ink Writers Group	
September 2024	Roycroft Campus Antiques & Friends of the Library Antique Appraisal Fundraiser; Dreaming in Ink Writers Group; Board	
October 2024	EA Art Society; Realism Drawing (3); Giving Circle; Board	
November 2024	Realism Drawing (5); EA Art Society; Dreaming in Ink Writers Group; Board	
December 2024	Local Artist, Amy Harts (2); Dreaming in Ink Writers Group; Board	
Total		

Exhibits	Display Case	Meeting Room Exhibit
January 2024	Warm Up at the Library (Librarian Made Display)	Lions Club Poster Contest
February 2024	East Aurora Portrait Group	East Aurora Portrait Group
March 2024	Rob Goller, Town Historian: 60 th Anniversary of Current Library Building Opening to the Public	
April 2024	East Aurora Art Society	East Aurora Art Society
May 2024	East Aurora Art Society	East Aurora Art Society
June 2024	Holland Tuesday Painters	Holland Tuesday Painters
July 2024	Girl Scouts of WNY Brownie Summit Award with Seed Bombs	Paul Brinkworth
August 2024		Paul Brinkworth
September 2024	Holland Tuesday Painters League of Women Voters Display in Main Library	Holland Tuesday Painters
October 2024	East Aurora Art Society League of Women Voters Display in Main Library	East Aurora Art Society
November 2024	East Aurora Art Society	East Aurora Art Society

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052

Director's Report: April 2024

	League of Women Voters Display in Main Library	
December 2024	Amy Harts	Amy Harts

Education, Tech Training, Mtgs	Public—Name of Class & Date	Staff—Name of Class(es), Sponsor, Date (s), Employee(s)
January 2024		Supervisor Snyder – 1/9/24-Paula Klocek; Director's Meeting – 1/10/24-Paula Klocek; Town Board Meeting 1/22/24-Paula Klocek; Patron De-escalation, 1/26/24-Bethany Whitehead, Library 2.0 Fundraiser Photo at Pizza Del Aureo's- 1/31/24-Paula Klocek
February 2024	Creating with Canva, February 12 @ 3:00 p.m. – 5:00 p.m. – TechknowLab	Excel / G-Sheets: Simple Formulas, 2/6/2024, Rachael Vella-Garrido, Tech-Talk Creating with Canva, 2/12/24 - Kathy Brogan, Kathy Castle, and Marjorie Coyle, TechknowLab Director's Meeting, B&ECPL, 2/14/24—Paula Klocek
March 2024	Canva One-on-One Sessions- Adults, 19+ - March 8 @ 10:00 a.m., 11:00 a.m., 1:00 p.m., 2:00 p.m., 3:00 p.m., & 4:00 p.m. – One-on-One Appointments are 45 minutes long Book a Technology Trainer, March 11 @ 10 a.m., 11 a.m., & 12 p.m. –TechknowLab	Summer Reading Meeting for Librarians, ATPL, 3/8/24 ACT Workshop, B&ECPL, 3/9/24 (All Trustees and Paula Klocek) Director's Meeting, B&ECPL, 3/13/24—Paula Klocek (Recording); KANTOLA Training, B&ECPL, 3/27/2024—Marjorie Coyle
April 2024	Book a Technology Trainer, April 15 @ 10 a.m., 11 a.m., & 12 p.m. –TechknowLab	KANTOLA Training, B&ECPL, 4/ 1/2024—4/30/24, All Staff; Friends Meeting, 4/17/24-Paula Klocek
May 2024		
June 2024		
July 2024		
August 2024		
September 2024		
October 2024		
November 2024		
December 2024		

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Book Displays	Theme(s)
January 2024	Read Away Those Winter Blues; Try to Solve a Mystery; New Year New Me vs Comfortable & Relaxed; NEW Year, NEW Books; We've Got the Winter Blues; Warm Up at the Library; Patron Picks & Staff Selections
February 2024	Love to Read About Love? Check Out These Books; Sweet Reads; Celebrating Black History (3); Heart Health Awareness; These Romance Novels are Sweet as Candy; I Love Reading; Express Your Shelf (kid patron led display); Patron Picks & Staff Selections
March 2024	Express Your Shelf (kid patron led display); May the Books of the Irish Be With You; Happy International Pi Day; Hello Spring Gardening; Women's History Month; Well Behaved Women Seldom Make History, Are You Feeling Lucky? Try Your Luck with a New Book; Find Your Treasure in a Book; Emily Dickinson and Taylor Swift are 6 th Cousins (Ancestry Heritage Quest Online Databases / Grosvenor Room); Patron Picks & Staff Selections
April 2024	Express Your Shelf (kid patron led display); Laugh It Up With a Funny Book; Laugh It Up With a Funny Book; April is Poetry Month; Happy Earth Day April 22...What Can You Do?; It Was a Dark and Stormy Night; April Showers; Emily Dickinson and Taylor Swift are 6 th Cousins (Ancestry Heritage Quest Online Databases / Grosvenor Room); Patron Picks & Staff Selections
May 2024	Winning One-Liners: Read the opening lines and see which new story catches your interest; It Really Happened: Fiction Based on Real Life; We MUSTACHE if you've read any great books lately?; Celebrate Asian American & Pacific Islander Month, A Movie for Every Mom; Mental Health Awareness; Patron Picks & Staff Selections
June 2024	Patron Picks & Staff Selections
July 2024	Patron Picks & Staff Selections
August 2024	Patron Picks & Staff Selections
September 2024	Patron Picks & Staff Selections
October 2024	Patron Picks & Staff Selections
November 2024	Patron Picks & Staff Selections
December 2024	Patron Picks & Staff Selections

Friends Ongoing Book Sale	Month	YTD
Dollar Amount (Pre-Tax)	\$400.00	\$1,263.00

Other Fundraisers	Money Raised
Painted Wooden Mushroom Fundraiser (EA Art Society for Friends)	\$223.00
Raising Some Dough (Del Aureo's for Friends)	\$736.91
Mother's Day Raffle (Gail R. for Library)	\$65.00
Family Picnic Basket Raffle (Donated by Anonymous)	
Antique Appraisal (Roycroft Campus	

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Antiques for Friends)	
Total Other Fundraiser Money	

Improvements / Repairs to the Library	Project	Funded / Work Done By
January 2024	Shelving for Shed	Funded by Friends, Work to Be Done by Highway Dept
February 2024	Mobile Shelving for Ongoing Discard Sale	Funded by Friends
March 2024	Moved Discards to Storage Shed Roof Inspection	Town Tremco
April 2024	Transporting Tables from 1 st Presbyterian Church to Library and Bringing Books in from Shed for Discard Sale	Town
May 2024	Transporting Tables back to 1 st Presbyterian Church	Town
June 2024		
July 2024		
August 2024		
September 2024		
October 2024		
November 2024		
December 2024		

Aurora Town Public Library
550 Main Street, East Aurora, New York 14052
Director's Report: April 2024

Surveys	Questions	Results
Teen Feedback (June- August)	<ol style="list-style-type: none">1. Have you participated in programs at the library before?2. Which topics do you find most appealing for library programs? (Choose all that apply.)3. Would you be interested in volunteer opportunities at the library, such as assisting with setup, activities, and cleanup for younger children's programs?4. What is your favorite FICTION genre to read?5. What kinds of Teen/Young Adult NON-FICTION materials would you like to see added to this collection?6. Would you be interested in seeing more books with audio integration as part of the Teen & Young Adult collection? These books allow you to listen to audio narration as you read.7. Would you be interested in joining a Teen Advisory Group for the Aurora Town Public Library?8. If we form a Teen Advisory Group, it would include meeting in person at the library to offer suggestions and join discussions about programs, events, and reading materials specifically for our teen patrons. Would you want to meet: once a month, every other month, or quarterly?9. Are there any thoughts you want to share with us about library programs and books for Teens & Young Adults at the Aurora Town Public Library?	

Performance Evaluation Form - Expanded Version

Name:	Title:	ID No.:
Library/Department:	Time in Present Pos.:	Length of Service:
Evaluation Period:	Evaluator:	

Part A: Employee to Complete and Return to the Evaluator by:

A1. Score yourself using the 1-5 Performance Rating Scale. (See also: *Description of Performance Factors*)

<u>Performance Factor</u>	<u>Score</u>	<u>Comments</u>
1. Quality of work		
2. Productivity		
3. Knowledge of the job		
4. Adaptability		
5. Dependability		
6. Initiative & resourcefulness		
7. Judgment & policy compliance		
8. Interpersonal relations & customer service		
9. Attendance		
10. Safety and security		
Supervisory Employees	11. Leadership ability	
	12. Staff appraisal & development	
	13. Planning & organization	
	14. Communication skills	

A2. List the 3-5 objectives you set out to achieve in your position during the time period covered in this evaluation. Score your performance in reaching these objectives using the 1-5 Performance Rating Scale.

<u>Objective</u>	<u>Score</u>	<u>Comments</u>

A3. Set at least three goals/objectives that you would like to focus on during the next evaluation period.

Part B: Evaluator to Complete Prior to the Evaluation Meeting

B1. Score the employee using the 1-5 Performance Rating Scale. (See: *Description of Performance Factors*)

<u>Performance Factor</u>		<u>Score</u>	<u>Comments</u>
1. Quality of work			
2. Productivity			
3. Knowledge of the job			
4. Adaptability			
5. Dependability			
6. Initiative & resourcefulness			
7. Judgment & policy compliance			
8. Interpersonal relations & customer service			
9. Attendance			
10. Safety and security			
Supervisory Employees	11. Leadership ability		
	12. Staff appraisal & development		
	13. Planning & organization		
	14. Communication skills		

**Review A1 and note points of significance and areas for discussion in Evaluation Meeting.*

B2. List the 3-5 main performance objectives for the employee during the time period covered in this evaluation (carried over from Supervisory Checklist or previous evaluation). Score their performance in reaching these objectives using the 1-5 Performance Rating Scale.

<u>Objective</u>	<u>Score</u>	<u>Comments</u>

Review A2 and note points of significance and areas for discussion in Evaluation Meeting.

B3. List at least 3 goals/ objectives you would like to set for the employee for the next evaluation period.

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**Review A3 and note points of significance and areas for discussion in Evaluation Meeting.*

Part C: To Be Completed by Evaluator during the Evaluation Meeting

C1. Review, compare, and discuss entries A1 and B1. When scores differ, briefly discuss rationale. Clarify performance expectations, if necessary. Summarize discussion.

C2. Review, compare, and discuss entries A2 and B2. When scores differ, briefly discuss rationale. Clarify performance expectations, if necessary. Summarize discussion.

C3. Review, compare, and discuss entries A3 and B3. Set at least 3 clear goals/objectives for employee during next evaluation period. Discuss expectations and standards for completion.

C4. Discussion Points	
a. Discuss and agree upon (as far as possible) the skills, capabilities and experience required for competence in current role and recommend tools to help employee reach or exceed expectations in current position.	
b. Discuss employee's career direction and wishes, and agree upon (as far as possible) specific objectives that will enable the employee to advance, or achieve readiness for other positions, and/or to achieve the desired personal growth or experience.	

Part D: To Be Completed at Conclusion of Evaluation Meeting

<u>Overall Score</u>	<u>Final Comments</u>

Employee Signature:	Date:
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Evaluator Signature:	Date:
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Distribution of Copies: <input type="checkbox"/> Personnel File (original) <input type="checkbox"/> Employee <input type="checkbox"/> Evaluator <input type="checkbox"/> Other_____
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Rules of Conduct

This policy is for application to those libraries within the City of Buffalo (Central Library, including the Washington Street Ramp and Ellicott Street walkways) and Buffalo Branch Libraries.

The Buffalo & Erie County Public Library (the "B&ECPL") serves as a public center for information, education-, and entertainment. Under applicable provisions of the New York State Education Law, including Article 5, Section 262 of such law, the Board of Trustees of the B&ECPL has adopted these Rules of Conduct to ensure a safe and welcoming environment for all library patrons.

Library patrons are expected to:

1. Respect other patrons and library staff.
2. Respect library property and property of others.
3. Obey the law and all library policies.
4. Comply with all lawful directives and requests from library staff.

Failure to comply with these Rules of Conduct or any other established library policy, rule or regulation, or violations of local, state or federal law, may result in immediate suspension of library privileges, including removal from library property, and/or, where necessary, civil liability and/or criminal prosecution. Persons who enter or refuse to leave library property after being removed may be charged with trespassing.

The following are examples of prohibited conduct at all Buffalo libraries:

1. Engaging in disorderly conduct, fighting, challenging another person to fight or provoking others to violence;
2. Deliberately disturbing or annoying other patrons, staff or volunteers, including by engaging in noisy or boisterous activities, playing any audio device without earbuds;
3. Interfering with staff or volunteers in the performance of their duties or interfering with another patron's use of library materials or facilities;
4. Carrying weapons of any kind;
5. Vaping, smoking or otherwise using tobacco or marijuana products inside of the library, on the Central Library Access Ramp or within 100 feet of any entrances, exits or outdoor areas of the Central Library or its branches (in accordance with New York State Public Health Law Section 1399-O).
6. Possessing, distributing or consuming alcohol or illegal drugs or being under the influence of alcohol or illegal drugs;
7. Engaging in sexual conduct, lewd behavior (e.g., exposure or inappropriate touching) or sexual harassment of another patron, staff member or volunteer;

8. Harassment or discrimination in violation of the B&ECPL Equal Employment Opportunity and Anti-Harassment Policy;
9. Making unreasonable use of the restrooms, including bathing;
10. Sleeping or lying down in the library;
11. Impairing the ability of patrons or staff to enter or exit the library; and
12. Skateboarding, rollerblading, roller-skating, bike riding, sitting on outer walls, or other potentially dangerous or destructive activities.

Adopted May 16, 2002 (Supersedes Rules of Conduct dated May 15, 1997 and Policy Governing Unattended Children dated April 21, 1988).

Amended February 20, 2003.

Amended September 28, 2006.

Amended June 14, 2012.

Amended May 21, 2015.

Amended October 20, 2016.

Amended December 21, 2017.

Amended October 18, 2018.

Amended May 16, 2019.

Reviewed by Policy Committee June 29, 2020 – no changes.

Reviewed by Policy Committee November 18, 2021 – no changes.

Amended April 21, 2022.

Amended September 15, 2022 (Incorporates superseded Central Library Access Ramp Rules dated November 18, 2021).

Amended April 18, 2024 per Res. 2024-8.



Rules of Conduct

The Buffalo & Erie County Public Library (B&ECPL) serves as a center for information, education, and entertainment. ~~Under Article 5, Section 262 of New York State Education Law, the Board of Trustees of the Aurora Town Public Library has adopted the following rules to ensure an atmosphere conducive to appropriate use of the services and facilities of the Aurora Town Public Library. Library users are required to comply with these Rules and Regulations.~~ Under applicable provisions of the New York State Education Law, including Article 5, Section 262 of such law, the Aurora Town Public Library Board of Trustees has adopted these Rules of Conduct to ensure a safe and welcoming environment for all library patrons.

Library patrons are expected to:

1. Respect other patrons and library staff.
2. Respect library property and property of others.
3. Obey the law and all library policies.
4. Comply with all lawful directives and requests from library staff.

Failure to comply with these Rules of Conduct or any other established library policy, rule or regulation, or violations of local, state or federal law, may result in immediate suspension of library privileges, including removal from library property, and/or, where necessary, civil liability and/or criminal prosecution. Persons who enter or refuse to leave library property after being removed may be charged with trespassing.

The following ~~conduct is prohibited~~ are examples of prohibited conduct at the Aurora Town Public Library:

1. Engaging in disorderly conduct, fighting or challenging ~~another person~~ to fight, or ~~using offensive words likely to provoke violence or using language that offends others~~ or provoking others to violence;
2. ~~Deliberately Disturbing or annoying~~ other patrons, staff or volunteers including ~~but not limited to disruptive behavior such as any loud, unreasonable and/or bothersome noises created by persons or devices; interfering with staff or volunteers in the performance of their duties and persistent, unwelcome attention; obscene or threatening gestures such as staring at another person; or following another person on or around the premises~~ by engaging in noisy or boisterous activities, playing any audio device without earbuds;
3. Interfering with staff or volunteers in the performance of their duties or interfering with another patron's use of library materials or facilities;
4. Carrying weapons of any kind;
5. Vaping, smoking or otherwise using tobacco or marijuana products inside of the library, on or within 100 feet of any entrances, exits or outdoor areas of the Aurora Town Public Library in accordance with New York State Public Health Law Section 1399-O).
6. Possessing, distributing or consuming alcohol or illegal drugs or being under the influence of alcohol or ~~illegal~~ drugs;
7. Engaging in sexual conduct and/or lewd behavior (e.g., exposure, offensive or inappropriate touching), or sexual harassment of ~~other another~~ patron, staff ~~member~~ or volunteers);

8. Harassment or discrimination in violation of the B&ECPL Equal Employment Opportunity and Anti-Harassment Policy;
9. Making unreasonable use of the restrooms including bathing;
10. ~~Damaging, destroying, or stealing any Library property or the property of another patron, staff or volunteer;~~ Sleeping or lying down in the library;
11. ~~Distributing or posting materials/literature that have not been approved by the Library;~~ Impairing the ability of patrons or staff to enter or exit the library; and
12. Skateboarding, rollerblading, roller-skating, bike riding, sitting on outer walls, or other potentially dangerous or destructive activities
13. ~~Bringing animals or pets into the library except those required to assist persons with disabilities or those involved in library programs;~~
14. ~~Selling and/or soliciting; petitioning;~~
15. ~~Vaping, smoking cigarettes, cigars, pipes, smokeless electronic cigarettes or using tobacco products inside of the Library, on the Library steps as well as ramps, or within one hundred (100) feet of any entrances, exits or outdoor areas of the Library (in accordance with New York State Public Health Law Section 1399-O).~~
16. ~~Eating or drinking in designated restricted areas;~~
17. ~~Photography or recording on Library premises without permission from the Library Director's Office; and,~~
18. ~~Absence of clothing and / or shoes.~~

~~No children under six years of age may be left unattended in any library at any time. Library staff will not be responsible for children who have been left without adult supervision. Adult patrons who are not engaged in library activities that require materials from the children's area shall be asked to relocate to other areas of the library. The staff reserves the right to seek the intervention of appropriate law enforcement or social services agencies, as required by individual circumstances.~~

~~People who violate these rules will be advised of their infraction(s). Failure to comply with the these Rules of Conduct or any other Library's established library policies-policy, rules and or regulations, or violations of local, state or federal law, may result in immediate suspension of library privileges and, where necessary, civil liability and/or criminal prosecution. Persons who enter or refuse to leave library property after being removed may be charged with trespassing.~~

Adopted by the Aurora Town Public Library Board on September 11, 2012. Amended by the Aurora Town Public Library Board Nov. 24, 2015. Amended January 23, 2018 and confirmed February 27, 2018. Amended March 14, 2019 and confirmed on March 26, 2019. Amended February 22, 2022.

AURORA TOWN PUBLIC LIBRARY**Book Sale Policy~~ies and Procedures~~**

The Board of Trustees ~~of the Aurora Town Public Library~~ has established the following ~~procedures for the conduct of policy for holding~~ Library Book Sales:

1. Date, ~~time~~, and ~~site location~~ of sale shall be agreed upon by the Director and any other group (i.e. Friends) that may be involved.
2. Necessary permits for facilities used for a book sale will be obtained.
3. Announcements and advertising will be placed in the local media: the *East Aurora Advertiser* and the *East Aurora Bee*, ~~the *Pennysaver*, local cable stations, etc.~~ **as well as posted online to the Library's website, calendar of events, and social media.**
4. Dates and sites for collection of donations must be agreed upon in consultation with the Library Director.
5. Donated materials may be appraised to establish if they are of exceptional value.
6. At the end of the sale, any remaining books will be donated to other non-profit organizations ~~that hold book sales~~, or will be ~~recycled otherwise disposed of~~. Only books that may have exceptional value may be held over for a future sale.
7. **Once proceeds have been counted for the duration of the book sale, a ST-131 Seller's Report of Sales Tax Form should be completed and submitted to the State for reporting year.**

Adopted by the Aurora Town Public Library Board June 2002; Revised January 2010; Revised June 2011. **Amended May 28, 2024.**

County of Erie
Village of East Aurora

NOTICE OF CHANGE CHANGE OF ASSESSMENT NOTICE

Please call 716-652-0011 for an appointment

PARCEL INFORMATION

142401 164.20-7-30
550 Main St
611 - Library
Front Feet-186.90 Depth-263.50

2024 ASSESSMENT NOTIFICATION

OWNER INFORMATION

Aurora Town Public Library
550 Main St
East Aurora, NY 14052-1705

You are hereby notified in accordance with the requirements of Section 510 of the Real Property Tax Law of your tentative assessment. New York State law requires all properties in each municipality to be assessed at market value or at a uniform level of assessment each year.

Year	Assessed Value
2023	\$281,900
2024	\$287,300
Net Change	+\$5,400

A change in your property's assessment does not necessarily indicate that your taxes will change. Your tax liability will be affected by several factors, including: changes to school/county/municipal budgets, changes to assessments of other properties, changes to exemptions applicable to your property, and apportionment of school and/or county taxes among multiple municipal segments.

You should examine the tentative assessment roll regardless of this notice or have discussions with representatives of the assessor's office. If you disagree with your property's assessment, in order to protect your right to assessment review, you must file a formal written complaint on the officially prescribed form (RP-524), available from your assessor or online at www.tax.ny.gov, with your Board of Assessment Review (BAR) on or before **Grievance Day: May 28, 2024.**


A publication entitled "Contesting Your Assessment in New York State" is available at the assessor's office and online: www.tax.ny.gov.

Please note that your assessor and the BAR can only review your **assessed value**; they do not set and cannot adjust your taxes. If you feel that your assessment is fair but your taxes are too high, your comments should be addressed to the appropriate taxing jurisdiction.

The Tentative Roll is available for public inspection at the Town Hall at 575 Oakwood Ave. Monday-Friday from 8:30AM-4:30PM., Saturday, May 11th from 9:00AM-1:00PM and Wednesday, May 15th from 6PM-8PM. The Assessment Roll is also available online www.townofaurora.com. Grievance hours at Town Hall on May 28th are between 4:00-8:00PM by appointment. No electronic grievances will be accepted.

Stephen R. Pigeon
Assessor

July 2024 Summer Programs @ ATPL

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Registration is Required Call 652-4440 or stop by the Library to sign up on <u>June 1!</u>				4 CLOSED HOLIDAY	5	6
	 LIBRARY Buffalo & Erie County Public Library 550 Main Street East Aurora, NY 14052			11 Aurora Book Club @ 6:30 p.m. (Adults) My Person & Me @ 10:30 a.m. (Birth-4) Crafternoons @ 1:00 p.m.	12 Fitness Fridays @ 1:30 p.m. (Seniors, 55+)	13 LEGO Club @ 11:00 a.m. (Ages, 6-11)
7	8 Adventure Academy @ 2:00p.m. (Ages, 6-11) Library of Things Open House @ 3:30- 7:30 pm.	9 Adult Fans of LEGO (Adults) @ 6:30 p.m.	10 Choose Your Adventure @ 11:00 a.m. (Ages, 6-11) Mobile Planetarium @ 1:30 p.m. & 2:30 p.m. (Ages, 6-11)			
14	15 Book a Tech Trainer @ 10 a.m., 11 a.m. & Noon (Adults, 19+) Adventure Academy @ 2:00p.m.	16 Renaissance Faire @ TBD (All Ages)	17 Choose Your Adventure @ 11:00 a.m. (Ages, 6-11)	18 Crafternoons @ 1:00 p.m. (Various) Honeybees @ 6:30 p.m. (Adults & 8+)	19 Fitness Fridays @ 1:30 p.m. (Seniors, 55+)	20
21	22 Adventure Academy @ 2:00p.m. (Ages, 6-11)	23 Penn-Dixie @ 1:30 p.m. (Ages, 5-8) & 2:30 p.m. (Ages, 7- 12) Room Theatre Co Teen Improv @ 6:30 p.m. (Teens, 12-18)	24 Choose Your Adventure @ 11:00 a.m. (Ages, 6-11)	25 Crafternoons @ 1:00 p.m. (Various)	26 Fitness Fridays @ 1:30 p.m. (Seniors, 55+)	27 Summer Adventure Teen Book Bag (Teens, 12-18) *Survey Due*
28	29 Adventure Academy @ 2:00p.m. (Ages, 6-11)	30 In Jest @ 6:30 p.m. (All Ages)	31 Choose Your Adventure @ 11:00 a.m. (Ages, 6-11)			

Ongoing Fun

Read It & Keep It - Children of All Ages - *Pick Up Reading Log Starting June 1. Entries Accepted July 8 through August 10.*

August 2024 Summer Programs @ ATPL

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	31	1 Crafternoons @ 1:00 p.m. (Various) My Person & Me @ 10:30 a.m. (Birth-4) Teen Book Bag (Teens, 12-18) Pickup @ Library	2 Fitness Fridays @ 1:30 p.m. (Seniors, 55+)	3 LEGO Club @ 11:00 a.m.
4	5 Adventure Academy @ 2:00p.m. (Ages, 6-11)	6 Staycation: Teen Spa Night @ 2:00p.m. (Teens, 12-18)	7 Choose Your Adventure @ 11:00 a.m. (Ages, 6-11) Sumisu Dojo Teen Self Defence @ 2:00 p.m. (Teens, 12-18)	8 Crafternoons @ 1:00 p.m. (Various)	9	10 Read It & Keep It *Entries Due*
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Registration is Required.
Call 652-4440 or stop by the Library to sign up
on **June 1**.



Aurora Town Public Library
550 Main Street
East Aurora, NY 14052