

**AURORA TOWN PUBLIC LIBRARY**  
550 Main Street, East Aurora, New York 14052  
**Agenda of the Board**  
Regular Monthly Meeting  
November 18, 2025, 6:00 p.m.

1. Comments from the audience: Sharon Kelly
2. Minutes of the Meeting: October 28, 2025
3. Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports: October 2025
4. Director's Report: October 2025
5. Reports of Interest
  - a. The Friends of the Library funded a new Sit & Play Snake, Teardrop Bean Bag Chairs, Comfy Hex Lounge Seat, and a Comfy Soft Rocker for the Children's Area.
  - b. Throughout November, ATPL is participating in Legislator Lorigo's Neighbors Helping Neighbors donation drive. During this season of giving, her office is collecting laundry supplies, disinfectant wipes/spray, bathroom cleaner, dish soap, sponges/brushes, trash bags, rubber gloves, paper towels, toilet paper, tissues, washcloths, and towels. These donations will be distributed to local food pantries, including the Rural Outreach Center, FISH of East Aurora, Bread of Life Outreach Center, Springville Trading Post Community Care Center, and the West Seneca Community Food Pantry.
  - c. Other
6. Personnel
  - a. Payroll Report: Pay Period 20
  - b. The Board May Enter Executive Session
  - c. Other
7. Old Business
  - a. Board Meeting Dates & Times
  - b. Library Leaders – Alissa Steele
8. New Business
  - a. System Paid Budget Analysis (As of 9/30/2025)
  - b. Facility Use Policy – Review & Updates
  - c. Telecommuting Policy – Review & Updates
  - d. Maturing CDs

The next regularly scheduled meeting will be on December 16, 2025, at 6:00 p.m.

**AURORA TOWN PUBLIC LIBRARY**  
550 Main Street, East Aurora, New York 14052  
**Minutes of the Board**  
Regular Monthly Meeting  
October 28, 2025, 6:00 p.m.

Present: Martha Buyer, Kara Spencer-Ching, Sashi Racho, Adam Zaremski, Paula Ausberger (ATPL Director); Excused: Elaine Chow

President Adam Zaremski called the meeting to order at 6:00 p.m.

1. There were no comments from the audience.
2. A motion (MB, SR) to approve the minutes of the meetings on June 24, 2025 & September 23, 2025 was carried by a voice vote.
3. A motion (KSC, SR) to approve the Treasurer's Report: Monthly Financial Statements, Internal Auditor, & Contingency Fund Reports: September 2025 was carried by a voice vote.
4. A motion (MB, SR) to approve the Director's Report: September 2025 was carried by a voice vote.
5. Reports of Interest
  - a. Jim and Jan Siebold donated a weather-resistant replacement of ATPL's barn quilt, Reading All Around. The original barn quilt was painted by Jan. The new one was made by Visual Impact.
  - b. The Friends Pop-Up Sales made \$278.50 in June, \$148.00 in July, and \$325.50 in August, and \$158.00 in October. \$910.00 was raised in total, pre-tax.
  - c. Colorful pop-pom flowers made by children at Walk to Your Library were installed on the library's lawn for the Art Walk and the Roycroft Fall Festival.
  - d. The Friends of the Aurora Town Public Library are organizing a raffle for a chance to win a basket filled with local goodies. There will be baskets for children and adults. Tickets will be available for purchase from November 3 through December 11, one for \$1.00 or six for \$5.00. Winners will be selected randomly on Friday, December 12, at 10:00 a.m. This fundraiser is sponsored by and benefits the Friends of the Library.
  - e. New additions to ATPL's Library of Things collection include a portable karaoke machine, telescope, projector screen with stand, corn toss, Bluetooth speaker, and power bank. Several board and card games have been funded with a generous monetary gift from Ken Klocek. Patrons can now borrow Phase 10, Skip-Bo, Uno, Rummikub, Hitser, Exploding Kittens, Wingspan, Root, Herd Mentality, Herd Mentality Moosic & Moovies, Doomlings, Chameleon, Catan, and Cranium.
  - f. Erie County Executive Mark Polencarz just released the 2026 proposed county budget, which includes over \$36 million for the Buffalo & Erie County Public Library System and a 3% increase in revenue. Throughout the year and especially during budget season, letters to representatives help demonstrate the importance of libraries to our community.
  - g. Western New York Library Resources Council (WNYLRC) is organizing a meeting with State Senator Patrick Gallivan for Library Advocacy Day at the Lake Shore Public Library on December 2, 2025 at 11:00 a.m. Director Paula Ausberger plans to attend and board members are welcome.
  - h. The Department of Labor will hold a job fair at the ATPL in 2026; details will be forthcoming.

6. Personnel

- a. Payroll Report: Pay Period 18. No issues noted.
- b. A motion (MB, SR) to enter Executive Session was carried by a voice vote. The board entered Executive Session at 6:26 p.m. to discuss the circumstances related to a termination of employment. A motion (KSC, SR) to exit Executive Session carried by a voice vote and the board left Executive Session at 6:35 p.m.

7. Old Business

- a. Investment Policy: No Need to Review, Updated in June 2025.
- b. The fall ACT Meeting held on Saturday, October 18, 2025 at the Kenmore Branch Library included an interesting discussion of that library's mural, as well as a presentation by Interim Director Dorinda Darden, and a talk about the Grosvenor Room art and collections by Special Collections Manager Susan Buttaccio.
- c. A discussion of the Library Leaders program with Alissa Steele was tabled until the November meeting.

8. New Business

- a. A motion (MB, KSC) to accept proposed changes to the Petty Cash Policy was carried by a voice vote.
- b. The board discussed items that might be on an annual board calendar, including the director's performance review, board conflict of interest disclosures, library education requirements, and records of board service.
- c. After a discussion about when to schedule 2026 board meetings, Zaremski offered to circulate an email to the library director and board members to solicit input on what day and time works best for the group. The goal is to have a proposed 2026 meeting schedule by the December 2025 meeting.

The next regularly scheduled meeting will be on November 18, 2025, at 6:00 p.m.

A motion (MB, KSC) to adjourn the meeting at approximately 6:45 p.m. was carried by a voice vote.

Respectfully submitted,  
Kara Spencer-Ching  
Vice President

**AURORA TOWN PUBLIC LIBRARY  
LOCAL CHECKING ACCOUNT**

**Treasurer's Report**

**31-Oct-25**

|                               |                  |                          |
|-------------------------------|------------------|--------------------------|
| <b>Beginning Balance:</b>     | <b>1-Oct-25</b>  | <b>\$22,066.87</b>       |
| <b>Plus Receipts/Deposits</b> |                  | <b>Total: \$2,152.50</b> |
| <b>Less Checks/Debits</b>     |                  | <b>Total: \$1,312.21</b> |
| <b>Ending Balance:</b>        | <b>31-Oct-25</b> | <b>\$22,907.16</b>       |

**Transaction Details**

**Receipts:**

|                            |                                                                                   |                   |
|----------------------------|-----------------------------------------------------------------------------------|-------------------|
| Dr. Thomas Rosenthal       | (Author Merchandise Reimbursement - \$5.20; Donation - \$0.80)                    | \$6.00            |
| Donald and Sharon Aubrecht | (Unspecified Donation)                                                            | \$2,000.00        |
| Matthew and Julia Scherer  | (Friends of Library T-shirt & Book Sale - to be reimbursed from Contingency fund) | \$19.00           |
| Amber Partisano            | (Author Merchandise Reimbursement)                                                | \$2.50            |
| Rober Lowell Goller        | (Author Merchandise Reimbursement - \$39.73; Donation - \$0.27)                   | \$40.00           |
| Sudhir Suchak              | (Author Merchandise Reimbursement - \$6.40; Donation - \$3.60)                    | \$10.00           |
| Friends of ATPL            | (Reimbursement for ATPL Cooking Club: Charcuterie deposit)                        | \$75.00           |
|                            | <b>Total:</b>                                                                     | <b>\$2,152.50</b> |

**Disbursements:**

|                         |                                                        |                   |
|-------------------------|--------------------------------------------------------|-------------------|
| Manny's Ace Hardware    | (Restroom brush & caddy)                               | \$9.49            |
| Amazon Capital Services | (Library of Things items & mailbox numbers)            | \$982.81          |
| Robert Lowell Goller    | (Who Put the 'East' in East Aurora, 2 copies)          | \$30.00           |
| Brodart Co.             | (Book tape & corners, color-coding dots, horror stamp) | \$214.91          |
| A Board Above 716, LLC  | (ATPL Cooking Club: Charcuterie deposit)               | \$75.00           |
|                         | <b>Total:</b>                                          | <b>\$1,312.21</b> |

**Director's Discretionary Fund (Expended from Contingency)**

**Beginning Balance: \$168.60**

**Transaction Details:**

**Ending Balance: \$168.60**

**Internal Auditor's Report**

**Kara Spencer-Ching, Internal Auditor**

| Voucher# | Amount   | Approved   | Check # | Reason                                                              |
|----------|----------|------------|---------|---------------------------------------------------------------------|
| L150     | \$9.49   | 10/25/2025 | 1107    | Manny's Ace Hardware (Restroom brush & caddy)                       |
| L151     | \$982.81 | 10/25/2025 | 1108    | Amazon Capital Services (Library of Things items & mailbox numbers) |
| L152     | \$30.00  | 10/25/2025 | 1109    | Robert Lowell Goller (Who Put the 'East' in East Aurora, 2 copies)  |
| L153     | \$214.91 | 10/25/2025 | 1110    | Brodart Co. (Book tape & corners, color-                            |
| L154     | \$75.00  |            | 1111    | A Board Above 716, LLC ( ATPL Cooking Club: Charcuterie deposit)    |

**Contingency Fund**                      \$350.47                      **Counted 10/31/2025**

**Savings Account**

|                 |                  |                 |
|-----------------|------------------|-----------------|
| Balance Forward | <b>1-Oct-25</b>  | \$500.08        |
| Interest Earned |                  | \$0.01          |
| Balance         | <b>31-Oct-25</b> | <b>\$500.09</b> |

|                                |                                      |                             |
|--------------------------------|--------------------------------------|-----------------------------|
| <b>Certificate of Deposit</b>  | <b>12-Dec-24 12 Month Term 3.21%</b> | <b>Maturity 12-Dec-25</b>   |
| Beginning Balance: \$52,530.62 |                                      | Ending Balance: \$52,530.62 |
| <b>Certificate of Deposit</b>  | <b>6-Dec-24 12 Month Term 3.23%</b>  | <b>Maturity 6-Dec-25</b>    |
| Beginning Balance: \$20,000.00 |                                      | Ending Balance: \$20,000.00 |

# Contingency Fund October 2025

**BEGINNING BALANCE** **\$400.22**

Total Donations / Reimbursements **\$31.00**

Total Expenditures **\$80.75**

**ENDING BALANCE** **\$350.47**

## DONATIONS / REIMBURSEMENTS

| Item             | Purpose              | Amount         | Date  | Initials |
|------------------|----------------------|----------------|-------|----------|
| Counter Donation | Unspecified Donation | \$6.00         | 10/2  | WR       |
| Counter Donation | Snack Fund           | \$4.00         | 10/3  | WR       |
| Counter Donation | Unspecified Donation | \$1.00         | 10/10 | PMAA     |
| Counter Donation | Unspecified Donation | \$1.00         | 10/14 | WR       |
| Counter Donation | Unspecified Donation | \$1.00         | 10/21 | WR       |
| Counter Donation | Staff Snacks         | \$10.00        | 10/22 | WR       |
| Counter Donation | Unspecified Donation | \$5.00         | 10/27 | WR       |
| Counter Donation | Unspecified Donation | \$3.00         | 10/31 | WR       |
| <b>Total</b>     |                      | <b>\$31.00</b> |       |          |

## EXPENSES

| Item                                                          | Vendor                                | Amount         | Date  | Initials |
|---------------------------------------------------------------|---------------------------------------|----------------|-------|----------|
| Hand Sanitizer Gel Refill                                     | Tops                                  | \$5.99         | 10/1  | WR       |
| Reimbursement for Book Sale & T-Shirt check made out to ATPL  | Friends of Aurora Town Public Library | \$19.00        | 10/1  | WR       |
| Coffee & creamer for Library events                           | Tops                                  | \$24.18        | 10/8  | WR       |
| Toilet brush, file organizer, file folders reimbursement - AR | Office Max, Walmart                   | \$31.58        | 10/17 | WR       |
| <b>Total</b>                                                  |                                       | <b>\$80.75</b> |       |          |

## Alice Askew Snack Fund

| Item                      | Vendor | Amount        | Date | Initials |
|---------------------------|--------|---------------|------|----------|
|                           |        |               |      |          |
| <b>Total</b>              |        | <b>\$0.00</b> |      |          |
| <b>Snack Fund Balance</b> |        | <b>\$0.00</b> |      |          |

## AURORA TOWN PUBLIC LIBRARY

## COUNTY LEDGER

## COUNTY CHECKING ACCOUNT

31-Oct-25

|                        |           |        |            |
|------------------------|-----------|--------|------------|
| Beginning Balance:     | 1-Oct-25  |        | \$7,446.08 |
| Plus Receipts/Deposits |           | Total: | \$311.49   |
| Less Checks/Debits     |           | Total: | \$634.40   |
| Ending Balance:        | 31-Oct-25 |        | \$7,123.17 |

## Transaction Details

## Receipts:

|                 |            |        |          |
|-----------------|------------|--------|----------|
| Library Revenue | 10/15/2025 |        | \$133.70 |
| Library Revenue | 10/31/2025 |        | \$133.24 |
| Copier          | 10/31/2025 |        | \$44.55  |
|                 |            | Total: | \$311.49 |

## Disbursements:

|                          |                                          |        |          |
|--------------------------|------------------------------------------|--------|----------|
| Upholstery Unlimited LLC | (Cushion Upholstery - remaining balance) |        | \$634.40 |
|                          |                                          | Total: | \$634.40 |

## Internal Auditor's Report

| Voucher # | Amount   | Approved   | Check # |
|-----------|----------|------------|---------|
| C 248     | \$634.40 | 10/25/2025 | 6007    |

## Kara Spencer-Ching, Internal Auditor

Reason  
Upholstery Unlimited LLC (Cushion upholstery - remaining balance)

## CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: AURORA TOWN PUBLIC LIBRARY

MONTH: OCT

| 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                           |          |
| <b>Utility Charges:</b> |                             |                |                  |                           |                  |                                |                             |          |
| 515000                  | Water                       | 550            | (110)            | 442                       | (2)              | 440                            | 0                           |          |
| 515000                  | Sewer                       | 800            | 173              | 973                       | 0                | 973                            | 0                           |          |
| 515000                  | Telephone - Maintenance     | 500            | (350)            | 150                       | (0)              | 150                            | 0                           |          |
| 510200                  | Dues and Fees               | 20             | 0                | 20                        | 0                | 20                             | 0                           |          |
| 545000                  | Rental Charges              | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 506200                  | Repairs & Maintenance Chgs. | 2,800          | 701              | 3,501                     | 0                | 3,501                          | 0                           |          |
| 555050                  | Insurance Charges           | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 510000                  | Travel & Mileage Expenses   | 200            | (123)            | 77                        | 0                | 77                             | 0                           |          |
| 530000                  | Other Expenses & Charges    | 2,600          | (291)            | 2,309                     | (0)              | 2,309                          | 0                           |          |
| 530000                  | Contingency (Bullet Aid)    | 0              | 0                | 0                         | 0                | 0                              | 0                           |          |
| <b>TOTAL EXPENSES</b>   |                             | <b>7,470</b>   | <b>0</b>         | <b>7,473</b>              | <b>(3)</b>       | <b>7,470</b>                   | <b>0</b>                    |          |

| DIRECT LOCAL INCOME                   | Adopted Budget | Budget Revisions | Y-T-D Revenues | To Be Realized | Projected Revenues | Projected Variance | Comments                   |
|---------------------------------------|----------------|------------------|----------------|----------------|--------------------|--------------------|----------------------------|
| Fines, Lost Books, etc.               | 150            | 100              | 510            | (260)          | 612                | 362                |                            |
| Copy Machines                         | 500            | 0                | 595            | (95)           | 714                | 214                |                            |
| Print Cost Recovery                   | 1,700          | 0                | 2,291          | (591)          | 2,749              | 1,049              |                            |
| Other Income                          | 100            | (100)            | 0              | 0              |                    | 0                  | Recorded Under Fines       |
| State Funding                         | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| Municipal Support                     | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| Donations (priv. persons/foundations) | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| Fundraising (events/booksales)        | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| Interest Income                       | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| Misc Income                           | 0              | 0                | 40             | (40)           |                    | 0                  | Friends Reimbursement June |
| Use of Fund Balance                   | 0              | 0                | 0              | 0              |                    | 0                  |                            |
| <b>TOTAL DIRECT INCOME</b>            | <b>2,450</b>   | <b>0</b>         | <b>3,436</b>   | <b>(986)</b>   | <b>4,075</b>       | <b>1,625</b>       |                            |

Aurora Town Public Library  
550 Main Street, East Aurora, New York 14052  
Director's Report: October 2025

### Monthly Statistics

| Circulation | Total-Month | Average / Day | Average / Hour | YTD Total |
|-------------|-------------|---------------|----------------|-----------|
| 2025        | 14,445*     | 535           | 64.2           | 149,721** |
| 2024        | 14,548      | 538.8         | 63.8           | 146,173   |
| 2023        | 14,859      | 571.5         | 70.8           | 142,308   |

Note: Circulation for the contracting libraries was -2.6% this month from last year (EAU was -0.7%) and -4.0%, YTD (EAU was 2.4%). (Main St. Milling & Paving Project was a factor)\*Original checkouts at EAU are 7,524 for this month. \*\*Original checkouts YTD at EAU are 80,651.

| Library of Things (Including Chromebook Kit, Hotspots, CPR Kits, & Sports Equipment) | 2025 | 2024 |
|--------------------------------------------------------------------------------------|------|------|
| Monthly                                                                              | 57   | 47   |
| Year-to-date                                                                         | 516  | 388  |

| System e-Branch    | Month 2025 | Month 2024 | Change | YTD 2025 | YTD 2024 | Change |
|--------------------|------------|------------|--------|----------|----------|--------|
| Online Renewals    | 595        | 525        | 13.3%  | 5,390    | 5,840    | -7.7%  |
| Interlibrary Loans | 1,604      | 1,388      | 15.6%  | 14,636   | 14,300   | 2.3%   |
| eAudiobooks        | 73,675     | 70,759     | 4.1%   | 727,005  | 703,510  | 3.3%   |
| eVideos            | 1,899      | 1,222      | 55.4%  | 17,370   | 11,895   | 46.0%  |
| eBooks             | 82,674     | 85,297     | -3.1%  | 867,784  | 897,712  | -3.3%  |
| eMusic             | 390        | 239        | 63.2%  | 2,727    | 2,275    | 19.9%  |
| eMagazines         | 36,379     | 23,509     | 54.7%  | 313,164  | 235,835  | 32.8%  |

| Open for Operation | 2025   | 2024   | 2023   | 2022   |
|--------------------|--------|--------|--------|--------|
| Days / Hours       | 27/225 | 27/228 | 26/210 | 26/204 |

| Computer Use | 2025  | 2024  | % Change |
|--------------|-------|-------|----------|
| Monthly      | 364   | 351   | 3.7%     |
| Year-to-date | 3,765 | 3,766 | 0.0%     |

Note: Computer use for the contracting libraries was -1.5% this month and 0.4% YTD.

| Wi-Fi        | 2025   | 2024   | % Change |
|--------------|--------|--------|----------|
| Monthly      | 2,355  | 2,336  | 0.8%     |
| Year-to-date | 22,697 | 19,961 | 13.7%    |

Note: Wifi use for the contracting libraries was 8.7% this month and 12.3 % YTD.

| Patron Visits | 2025   | 2024   | % Change                                  |
|---------------|--------|--------|-------------------------------------------|
| Monthly       | 6,169  | 6,254  | -1.4% (Main St. Milling & Paving Project) |
| Year-to-date  | 59,810 | 59,679 | 0.2%                                      |

Note: Door counts for the contracting libraries were 1.9% this month and -0.7% YTD.

| New Library Card Memberships | Total-month | YTD |
|------------------------------|-------------|-----|
| Adults                       | 21          | 240 |
| Children                     | 8           | 112 |

| Programs Name / Number of Sessions / Sponsor | Age group | Attendance |
|----------------------------------------------|-----------|------------|
|----------------------------------------------|-----------|------------|

Aurora Town Public Library  
550 Main Street, East Aurora, New York 14052  
**Director's Report: October 2025**

|                                                                       |                |     |
|-----------------------------------------------------------------------|----------------|-----|
| Family Story Time (Monday) (Friends) (4)                              | 0-5 w/ Adult   | 89  |
| Family Story Time (Wednesday) (Friends) (5)                           | 0-5 w/ Adult   | 141 |
| Family Story Time (Friday) (Friends) (5)                              | 0-5 w/ Adult   | 143 |
| Preschool Story Time (Friends) (5)                                    | 3-5 w/ Adult   | 32  |
| Dr. Thomas Rosenthal, Local Author: Cyrenius Chapin                   | Adults, 19+    | 8   |
| Story & Snack at the EA Co-op Outreach                                | 3-8 yrs. old   | 4   |
| Air-Dry Clay (Friends)                                                | Teens          | 9   |
| Bring Your Own Book                                                   | Adults, 19+    | 1   |
| Library Leaders (Friends)                                             | Teens          | 5   |
| LEGO Club                                                             | 6-11 yrs. old  | 28  |
| Young Adult Book Club (Friends)                                       | Teens          | 4   |
| ATPL Cooking Club: Pumpkin Spice (Friends)                            | Teens & Adults | 21  |
| Meet Local Author: Mrs. Amber Partisano                               | 3-10 yrs. old  | 11  |
| Trick or Read StoryWalk (Friends) (263)                               | 2-11 yrs. old  | 263 |
| Book a Technology Trainer (TechKnow Lab)                              | Adults, 19+    | 1   |
| Pauline Chow, Local Author: Writing the Gothic Stories We Carry       | Teens & Adults | 3   |
| Workout Wednesdays: Balance and Mobility (Friends) (2)                | Adults, 50+    | 26  |
| Sudhir Suchak, Local Author: Last Boat to Freedom                     | Adults, 19+    | 6   |
| Studio Nights (Friends)                                               | Teens          | 6   |
| Robert Lowell Goller, Local Author: Who Put the 'East' in East Aurora | Teens & Adults | 46  |
| Holland Elementary Pre-K & Kindergarten Outreach                      | 3-5 yrs. old   | 43  |
| Easy Access Tech Help (4)                                             | Adults, 19+    | 4   |
| Tutor (20)                                                            | 6-11 yrs. old  | 20  |
| Tutor (5)                                                             | Teen           | 5   |
| Tutor (1)                                                             | Adult          | 1   |

| At a Glance:<br>Month of 2025 | Circulation (Original Checkout- Not<br>Including Auto-Renewals) | Patron Count | Computer Use | Wi-Fi |
|-------------------------------|-----------------------------------------------------------------|--------------|--------------|-------|
| January                       | 13,938 (7,650)                                                  | 5,014        | 383          | 1,852 |
| February                      | 13,262 (7,267)                                                  | 5,301        | 348          | 1,677 |
| March                         | 15,929 (8,812)                                                  | 6,190        | 334          | 2,193 |
| April                         | 14,307 (7,412)                                                  | 5,790        | 388          | 2,074 |
| May                           | 14,720 (7,842)                                                  | 5,844        | 379          | 2,500 |
| June                          | 14,636 (7,976)                                                  | 5,792        | 360          | 2,641 |
| July                          | 17,207 (9,623)                                                  | 7,593        | 442          | 2,713 |
| August                        | 16,137 (8,697)                                                  | 6,433        | 431          | 2,430 |
| September                     | 15,140 (7,787)                                                  | 5,684        | 336          | 2,262 |
| October                       | 14,445 (7,524)                                                  | 6,169        | 364          | 2,355 |
| 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);  
7 out of 37 in WI-FI (8 for month); 22 out of 37 in computer use (20 for month)

Aurora Town Public Library  
550 Main Street, East Aurora, New York 14052  
Director's Report: October 2025

## Cumulative Statistics

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

| Programs (Not Including Tutoring & Outreach) | Names, Age Group, Date & Time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January 2025                                 | <p>Find the Snowman Game- Children, Ages 2-12 - Thursday, January 2 - Friday, January 31 during all open hours.</p> <p>Aurora Book Club - Adults, 19+ - January 9 @ 6:30 p.m.</p> <p>Dreaming in Ink: Another Unique Anthology – Adults, 19+ - Saturday, January 18 @ 1:00 p.m.</p> <p>Hygge Night at the Library – Teens &amp; Adults, 12+ - Tuesday, January 14 @ 6:00 p.m.</p> <p>Family Story Time - Children, Birth-5 with a Caregiver - Choose one: Wednesdays @ 10:30 a.m., January 22-April 9; Thursdays @ 6:30 p.m., January 23-April 10; or Fridays @ 10:30 a.m., January 24-April 11</p> <p>Preschool Story Time- Children, 3 1/2-5 years - Thursdays @ 1:30 p.m., January 23-April 10</p> <p>Read To a Dog- Children, 6-11 years - Saturday, January 25 @ 11:00 a.m., 11:15 a.m., 11:30 a.m., or 11:45 a.m.</p> <p>Book a Technology Trainer, Presented by the TechKnowLab – Adults, 19+ - Monday, January 27 @ 10 a.m., 11 a.m., @ 12 p.m.</p> <p>Fitness Fridays: Chair Yoga – Adults, 50+ - Fridays, January 31 through February 21 @ 1:30 p.m.</p> <p>Brumsted (Holland) Elementary Literacy Night Outreach – All Ages - Thursday, January 23 @ 6:30 p.m.</p> |
| February 2025                                | <p>Family Story Time - Children, Birth-5 with a Caregiver - Choose one: Wednesdays @ 10:30 a.m., January 22-April 9; Thursdays @ 6:30 p.m., January 23-April 10; or Fridays @ 10:30 a.m., January 24-April 11</p> <p>Preschool Story Time- Children, 3 1/2-5 years - Thursdays @ 1:30 p.m., January 23-April 10</p> <p>Unwind &amp; Design To-Go Craft Kit: Book Page Heart Garlands - Adults, 17+ - Participants will be called to pick up their kits on Tuesday, February 4.</p> <p>LEGO Club - Children, Ages 6-11 – Saturdays: February 8, March 8, &amp; April 5 @ 11:00 a.m.</p> <p>Multimedia Painting – Teens, 12-18 – Saturday, February 15 @ 12:00 p.m.</p> <p>Snowlandia: Indoor Winter Carnival - Children, 3-11 - Tuesday, February 18 - Saturday, February 22 during all regular open hours.</p> <p>Duck Duck Goose Outreach – 0-5 w / Adults - Tuesday, February 11 @ 10:30 a.m.</p> <p>Snack &amp; Story: EA Co-Op Outreach - All Ages – Wednesday, February 1 @ 1:00 p.m.</p> <p>East Aurora Middle School Explorer's Club Class Visit – 6-11 w / Adults – Wednesday, February 26 @ 2:35 p.m.</p>                                                            |
| March 2025                                   | <p>Family Story Time - Children, Birth-5 with a Caregiver - Choose one: Wednesdays @ 10:30 a.m., January 22-April 9, or Fridays @ 10:30 a.m., January 24-April 11</p> <p>Preschool Story Time- Children, 3 1/2-5 years - Thursdays @ 1:30 p.m., January</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

Aurora Town Public Library  
550 Main Street, East Aurora, New York 14052  
**Director's Report: October 2025**

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|            | <p>23-April 10<br/>LEGO Club - Children, Ages 6-11 – Saturdays: February 8, March 8, &amp; April 5 @ 11:00 a.m.<br/>Aurora Book Club - Adults, 19+ - March 6 @ 6:30 p.m.<br/>Book a Technology Trainer - Adults, 19+ - March 10 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. –One-on-One Appointments are 45 minutes long<br/>Laura Fitzgerald: Influential Women of WNY - Adults, 19+ - Thursday, March 13 @ 1:00 p.m.<br/>Lucky Finds Teen Book Box - Teens, 12+ - Pick-up starts Friday, March 14.<br/>Fitness Fridays: Balance &amp; Mobility – Adults, 50+ - Fridays, March 14 through March 28 @ 1:30 p.m.<br/>A Day Off With Dog Man- Children, 6-11 - Friday, March 14 @ 3:00 PM<br/>Local Author, Christina Francine: The Woman in Green from Cromarty – Adults, 19+ - Saturday, March 22 @ 1:00 p.m.<br/>Gregory Kinal: Famous Women in U.S. History – Adults, 19+ Thursday, March 27 @ 6:30 p.m.</p>                                                                                                                                                                                                                                                      |
| April 2025 | <p>Family Story Time - Children, Birth-5 with a Caregiver - Choose one: Wednesdays @ 10:30 a.m., January 22-April 9, or Fridays @ 10:30 a.m., January 24-April 11<br/>Preschool Story Time- Children, 3 1/2-5 years - Thursdays @ 1:30 p.m., January 23-April 10<br/>LEGO Club - Children, Ages 6-11 – Saturdays: February 8, March 8, &amp; April 5 @ 11:00 a.m.<br/>Book a Technology Trainer - Adults, 19+ - Monday, April 7 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. – One-on-One Appointments are 45 minutes long<br/>Butter Lamb Workshop - Adults, 19+ - Monday, April 7 @ 6:30 p.m.<br/>Butter Lamb Workshop - Duo: 1 child (6+) and 1 adult caregiver- Tuesday, April 8 @ 6:30 p.m.<br/>Poetry Night - Teens, 12-18 - Tuesday, April 8 @ 5:00 p.m. – 7:30 p.m. (Stop in Any Time)<br/>Local Author, Grace Zacaroli: The Carpenter and The Apprentice – Adults, 19+ - Tuesday, April 15 @ 6:30 p.m.<br/>Baby Animal Meet &amp; Greet - All Ages - Thursday, April 17 @ 10:30 a.m. - 12:30 p.m. Must reserve 1/2 time slot.<br/>Spring Story Time &amp; Snacks Outreach at EA Co-Op – Children, Ages 5-8 w/ Caregiver - Wednesday, April 16 @ 10 a.m.</p> |
| May 2025   | <p>Screen-Free Saturday - All Ages - Saturday, May 3 @ 12:30 p.m. - 2:30 p.m.<br/>Build Your Own Library – Teens, 12+ - Thursday, May 1– 6:00 p.m. -7:30 p.m. – Canceled Due to Lack of Registrations<br/>Bring Your Own Book – Adults, 19+ - Tuesdays: May 6, June 10, July 8, &amp; August 5 @ 10:30-11:30 a.m.<br/>Aurora Book Club - Adults, 19+ - May 8 @ 6:30 p.m.<br/>The Great Summer Road Trip Game - Break Out Game – Tweens, 11-13 - Thursday, May 22 @ 6:00 -7:30 p.m.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| June 2025  | <p>Air Dry Clay Workshop – Teens, 12+ - Monday, June 2 &amp; Tuesday, June 3 @ 6:00</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|           | <p>– 7:30 p.m.<br/>Island of Despair Breakout Game – Teens, 14-17 – Thursday, June 5 @ 6:00 p.m.<br/>– 7:30 p.m.<br/>Breakout to Summer Breakout Game – Children, Ages 7-10 - Saturday, June 7 @ 1:00 p.m.-2:30 p.m.<br/>Pizza Del Aureo's Raise Some Dough for the Friends of the Aurora Town Public Library Fundraiser - Monday, June 9 @ 11:00 a.m. – 7:00 p.m.<br/>Book a Technology Trainer - Adults, 19+ - Monday, June 9 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. – One-on-One Appointments are 45 minutes long<br/>Bring Your Own Book – Adults, 19+ - Tuesdays: May 6, June 10, July 8, &amp; August 5 @ 10:30-11:30 a.m.<br/>Teen Volunteers Orientation - Teens, 12+ - Thursday, June 12 @ 6:00 p.m.<br/>Free Family Friendly Music Program Featuring Rebecca Ansel on Violin, Sponsored by the East Aurora Chamber Music Festival – All Ages – Thursday, June 12 @ 6:30 p.m.<br/>Freedom to Read Family Story Time (LEAP Student Project) - Children, 4-7 with a caregiver - Saturday, June 14 @ 11:00 a.m.<br/>Friends of the Library Pop-Up Sale – Saturday, June 28 @ 11:00 a.m. – 2:00 p.m.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| July 2025 | <p>Hand-Painted Barrels Fundraiser: A Collaboration of the Friends and the East Aurora Art Society – Monday, June 2 – Friday, August 1<br/>Read It &amp; Keep It Reading Incentive Program - Children, Birth-Teen - Register and get Reading Log: June 2 - July 7. Read and redeem: July 7 - August 11.<br/>My Person &amp; Me - Children, 6 months-3 years with a caregiver - Monday, July 7 @ 10:30 a.m.<br/>Curiosity Club - Children, 6-11 - Mondays: July 7, 14, 21, 28, August 4 @ 1:30 p.m.<br/>Toby's in Jail! - Children, Elementary Age - July—August – During regular library hours<br/>Fitness Fridays: Balance &amp; Mobility – Adults, 50+ - Fridays, July 11 through August 1 @ 1:30 p.m.<br/>Bring Your Own Book – Adults, 19+ - Tuesdays: May 6, June 10, July 8, &amp; August 5 @ 10:30-11:30 a.m.<br/>Art Explorations - Tweens, 11-13 – Tuesdays: July 8, 22, 29, &amp; August 5 @ 6:00 p.m.<br/>Photo Walk To-Go Kit – Children, 8-12 &amp; Teens 13-18 – Wednesday, July 9 – Pick up Kit @ Library<br/>Reinstein Woods: Nature's Recyclers - Children, 6-11 - Wednesday, July 9 @ 1:30 p.m.<br/>Outdoor Art - Children, 3-11 (under 6 with a helper) - Thursday, July 10 @ 10:30 a.m.<br/>Aurora Book Club - Adults, 19+ - Thursday, July 10 @ 6:30 p.m.<br/>LEGO Club - Children, Ages 6-11 – Saturdays: July 12 &amp; August 2 @ 11:00 a.m.<br/>Book a Technology Trainer - Adults, 19+ - Monday, July 14 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. – One-on-One Appointments are 45 minutes long<br/>Music &amp; Movement - Children, 18 months-5 years with a caregiver - Monday, July 14 @ 10:30 a.m.</p> |

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|                | <p>Renaissance Faire – All Ages – Tuesday, July 15 @ 1:00 p.m.-5:00 p.m.<br/> Judi Geer—Near V. Minnesota: Where the Freedom of the Press Really Started in the U.S. – Teens &amp; Adults, 12+ - Thursday, July 17 @ 2:00 p.m.<br/> Storybook Cook - Children, 6-11 - Saturday, July 19 @ 11:00 a.m.<br/> Happy Talk Song &amp; Sign - Children, 5-24 months with a caregiver - Monday, July 21 @ 10:30 a.m.<br/> Hawk Creek: "Talk on the Wild Side" - All Ages - July 23 @ 2:00 p.m.<br/> Reinstein Woods: Birding 101- Adults, 19+ - Thursday, July 24 @ 2:00 p.m.<br/> Black Light Art Party - Teens, 12+ - Thursday, July 24 @ 6:30 p.m.<br/> Read To a Dog - Children, 6-11 - Saturday, July 26 @ 11:00, 11:15, 11:30, or 11:45 a.m.<br/> Friends of the Library Pop-Up Sale – Saturday, July 26 @ 11:00 a.m. – 2:00 p.m.<br/> Ready for School - Children, 3.5-5 - Monday, July 28 @ 10:30 a.m.<br/> Art of Theatre - Children, 8-12 - Wednesday, July 30 @ 1:30 p.m.<br/> Black Light Art Party - Children, 3-11 (under 6 with a helper)- Thursday, July 31 @ 6:30 p.m.</p>                                                                                                                                                                                                                                                                                                                                                                                                                   |
| August 2025    | <p>Toby's in Jail! - Children, Elementary Age - July—August – During regular library hours<br/> Hand-Painted Barrels Fundraiser: A Collaboration of the Friends and the East Aurora Art Society – Monday, June 2 – Friday, August 1<br/> Read It &amp; Keep It Reading Incentive Program - Children, Birth-Teen - Register and get Reading Log: June 2 - July 7. Read and redeem: July 7 - August 11.<br/> Curiosity Club - Children, 6-11 - Mondays: July 7, 14, 21, 28, August 4 @ 1:30 p.m.<br/> Fitness Fridays: Balance &amp; Mobility – Adults, 50+ - Fridays, July 11 through August 1 @ 1:30 p.m.<br/> Book Box – Teens &amp; Tweens, 10-18 – Friday, August 1 – Pickup box @ Library<br/> LEGO Club - Children, Ages 6-11 – Saturdays: July 12 &amp; August 2 @ 11:00 a.m.<br/> My Person &amp; Me - Children, 6 months-3 years with a caregiver - Monday, August 4 @ 10:30 a.m.<br/> Art Explorations - Tweens, 11-13 – Tuesdays: July 8, 22, 29, &amp; August 5 @ 6:00 p.m.<br/> Zine Workshop – Teens &amp; Tweens, 10-18 - Wednesday, August 6 – 1:00 p.m. – 3:00 p.m.<br/> Bring Your Own Book – Adults, 19+ - Tuesdays: May 6, June 10, July 8, &amp; August 5 @ 10:30 a.m. – 11:30 a.m.<br/> Friends of the Library Pop-Up Sale – Saturday, August 24 @ 11:00 a.m. – 2:00 p.m.<br/> Bookish Bingo - Adults, 19+ - Start Reading Now &amp; Begin Redeeming Tuesday, September 2 through Thursday, November 13 – Winner Will Be Drawn at Random on Friday, November 14 @ 10:00 a.m.</p> |
| September 2025 | <p>Bookish Bingo – Adults, 19+ - Start Reading Now &amp; Begin Redeeming Tuesday, September 2 through Thursday, November 13 – Winner Will Be Drawn at Random on Friday, November 14 @ 10:00 a.m. FAQ Bookish Bingo<br/> Easy Access Tech Help - Adults, 18+ - Tuesday, September 1 through Friday, October 31 - Register to Be Contacted to Set Up an Appointment During Regular</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|              | <p>Library Hours</p> <p>NYS Office for People with Disabilities Walk-in Interviews - Adults, 18+ - Monday, September 8 @ 10:00 a.m. - 2:00 p.m.</p> <p>LEGO Club - Children, Ages 6-11 – Saturdays: September 13 &amp; October 11 @ 11:00 a.m.</p> <p>ATPL Cooking Club: Sourdough Basics – Teens &amp; Adults, 15+ - Tuesday, September 9 @ 6:00 p.m. – 7:30 p.m.</p> <p>AARP Foundation Tax-Aide Program Volunteer Search – Adults, 18+ - Monday, September 15, 2025 @ 1:00 p.m. – 3:00 p.m.</p> <p>Book a Technology Trainer - Adults, 19+ - Monday, September 15 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. – One-on-One Appointments are 45 minutes long</p> <p>Studio Nights – Teens, 12+ - Mondays: September 15 &amp; October 27 @ 6:00 p.m. – 7:30 p.m.</p> <p>Workout Wednesdays: BAM – Adults, 50+ - Wednesdays, September 3 through September 24 @ 1:00 p.m.</p> <p>Aurora Book Club - Adults, 19+ - Thursday, September 4 @ 6:30 p.m.</p> <p>Young Adult Book Club – Teens, 13-18 – Second Thursday of the Month, 9/11, 10/9, 11/13, 12/11- @ 6:00 p.m.-7:00 p.m.</p> <p>Teen Nite: Become a Leader – Teens, 13-18 - Tuesday, September 16 @ 6:00 p.m.-7:00 p.m.</p> <p>Reinstein Woods: Native Landscaping &amp; Invasive Species - Adults, 19+ - Thursday, September 18 @ 2:00 p.m.</p> <p>Family Story Time - Children, Birth-5 years with a Caregiver- Wednesdays @ 10:30 a.m., September 24 - December 3 OR Fridays @ 10:30 a.m., September 26 - December 5. --SORRY, Wednesday + Friday PROGRAMS FULL-</p> <p>Family Story Time- New Day Just Added - Children, Birth-5 years with a Caregiver- Mondays @ 10:30 a.m., September 29 - December 1.</p> <p>Preschool Story Time - Children, 3 1/2 - 5 years - Thursdays @ 1:30 p.m., September 25 - December 4.</p> <p>Library Gallery Tour – All Ages – Thursday, September 25 @ 6:30 p.m.</p> <p>Walk to Your Library Day - All Ages - Saturday, September 27 @ 11:00 a.m. - 2:00 p.m.</p> <p>Air-Dry Clay – Teens, 12+ - Mondays, September 29 &amp; October 6 @ 6:00 p.m. – 7:30 p.m.</p> |
| October 2025 | <p>Outreach: EA Co-Op Fall Snack &amp; Story Time – Saturday, October 4 @ 11:00 a.m. – Ages, 0-6 w/caregiver</p> <p>Read for Your Rights Interactive Display – Adults &amp; Children of All Ages – Monday, October 6 through Saturday, October 11 – During Regular Open Hours</p> <p>Bookish Bingo – Adults, 19+ - Start Reading Now &amp; Begin Redeeming Tuesday, September 2 through Thursday, November 13 – Winner Will Be Drawn at Random on Friday, November 14 @ 10:00 a.m.</p> <p>Family Story Time - Children, Birth-5 years - Mondays @10:30 a.m., September 29 -December 1; Wednesdays @ 10:30 a.m., September 24 - December 3; OR Fridays @ 10:30 a.m., September 26 - December 5.</p> <p>Preschool Story Time - Children, 3 1/2 - 5 years - Thursdays @ 1:30 p.m., September 25 - December 4.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

Aurora Town Public Library  
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|               | <p>Easy Access Tech Help – Adults, 18+ - Tuesday, September 1 through Friday, October 31 - Register to Be Contacted to Set Up an Appointment During Regular Library Hours</p> <p>Dr. Thomas Rosenthal, Local Author: Cyrenius Chapin: Buffalo's First Physician and War of 1812 Hero - Adults, 19+ - Thursday, October 2 @ 6:30 p.m.</p> <p>Story &amp; Snack at the EA Co-op, Children, 3 - 8 years - Saturday, October 4 @ 11:00 a.m.</p> <p>Friends of the Library Pop-Up Sale – Saturday, October 4 @ 11:00 a.m. – 2:00 p.m.</p> <p>Air-Dry Clay – Teens, 12+ - Mondays, September 29 &amp; October 6 @ 6:00 p.m. – 7:30 p.m.</p> <p>Bring Your Own Book – Adults, 19+ - Tuesdays: October 7, November 4, &amp; December 2 @ 10:30 a.m. – 11:30 a.m.</p> <p>Library Leaders - Teens, 13+ - Tuesday, October 7 @ 6:00 p.m. FAQ Library Leaders Program</p> <p>LEGO Club - Children, Ages 6-11 – Saturdays: September 8 &amp; October 11 @ 11:00 a.m.</p> <p>Young Adult Book Club – Teens, 13-18 – Second Thursday of the Month, 9/11, 10/9, 11/13, 12/11- @ 6:00 p.m.-7:00 p.m.</p> <p>ATPL Cooking Club: Pumpkin Spice – Teens &amp; Adults, 15+ - Tuesday, October 14 @ 6:00 p.m. – 7:30 p.m.</p> <p>Meet Local Author: Mrs. Amber Partisano - Children, Ages 3-10 years and their Caregivers- Saturday, October 18 @ 11:00 a.m.</p> <p>Trick or Read StoryWalk® - Children, 2-11 years - Monday, October 20 - Saturday, October 25 during all open hours.</p> <p>Book a Technology Trainer - Adults, 19+ - Monday, October 20 @ 10:00 a.m., 11:00 a.m., &amp; 12:00 p.m. – One-on-One Appointments are 45 minutes long</p> <p>Pauline Chow, Local Author: Writing the Gothic Stories We Carry – Teens &amp; Adults, 15+ - Tuesday, October 21 @ 6:30 p.m.</p> <p>Workout Wednesdays: BAM – Adults, 50+ - Wednesdays, October 22 through November 5 @ 1:00 p.m.</p> <p>Sudhir Suchak, Local Author: Last Boat to Freedom - Adults, 19+ - Saturday, October 25 @ 1:00 p.m.</p> <p>Studio Nights – Teens, 12+ - Mondays: September 15 &amp; October 27 @ 6:00 p.m. – 7:30 p.m.</p> <p>Robert Lowell Goller, Local Author: Who Put the 'East' in East Aurora – Teens &amp; Adults, 15+ - Thursday, October 23 @ 6:30 p.m.</p> |
| November 2025 | <p>Holiday Gift Basket Raffle – Monday, November 3 through Thursday, December 11 – Winners Will Be Drawn Randomly on Friday, December 10 at 10:00 a.m.</p> <p>Library Survey for Parents and Caregivers of Children, Ages Birth - Teen - Wednesday, September 24 - Wednesday, November 5, 2025. Take survey by clicking <a href="#">here</a>.</p> <p>Easy Access Tech Help – Adults, 18+ - During Regular Library Business Hours - Call the Library to Setup an Appointment with the Librarian</p> <p>Bookish Bingo – Adults, 19+ - Start Reading Now &amp; Begin Redeeming Tuesday, September 2 through Thursday, November 13 – Winner Will Be Drawn at</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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|               | <p>Random on Friday, November 14 @ 10:00 a.m.</p> <p>Workout Wednesdays: BAM – Adults, 50+ - Wednesdays, October 22 through November 5 @ 1:00 p.m.</p> <p>Family Story Time - Children, Birth-5 years with a Caregiver- Wednesdays @ 10:30 a.m., September 24 - December 3 OR Fridays @ 10:30 a.m., September 26 - December 5. -SORRY, Wednesday &amp; Friday</p> <p>Family Story Time- New Day Just Added - Children, Birth-5 years with a Caregiver- Mondays @ 10:30 a.m., September 29 - December 1.</p> <p>Preschool Story Time - Children, 3 1/2 - 5 years - Thursdays @ 1:30 p.m., September 25 - December 4.</p> <p>Bring Your Own Book – Adults, 19+ - Tuesdays: October 7, November 4, &amp; December 2 @ 10:30 a.m. – 11:30 a.m.</p> <p>Library Leaders: Program Design Night - Teens, 13+ - Monday, November 3 @ 6:00 p.m.</p> <p>ATPL Cooking Club: Sourdough Basics – Teens &amp; Adults, 15+ - Tuesday, November 4 @ 6:00 p.m. – 7:30 p.m.</p> <p>Aurora Book Club - Adults, 19+ - November 6 @ 6:30 p.m.</p> <p>LEGO Club - Children, Ages 6-11 – Saturday, November 8 @ 11:00 a.m.</p> <p>Studio Night – Teens, 12+ - Monday, November 10 @ 6:00 p.m. – 7:30 p.m.</p> <p>YA Book Club – Teens, 13-18 – Second Thursday of the Month, 9/11, 10/9, 11/13, 12/11- @ 6:00 p.m.-7:00 p.m.</p> <p>Books Gone Bad writing &amp; Art Contest for NANOWRIMO - Teens, 13+ - Saturday, November 15 @ 1:00 p.m.</p>                                                                             |
| December 2025 | <p>Holiday Gift Basket Raffle – Monday, November 3 through Thursday, December 11 – Winners Will Be Drawn Randomly on Friday, December 10 at 10:00 a.m.</p> <p>Easy Access Tech Help – Adults, 18+ - During Regular Library Business Hours - Call the Library to Setup an Appointment with the Librarian</p> <p>Family Story Time - Children, Birth-5 years with a Caregiver- Wednesdays @ 10:30 a.m., September 24 - December 3 OR Fridays @ 10:30 a.m., September 26 - December 5</p> <p>Family Story Time- Children, Birth-5 years with a Caregiver- Mondays @ 10:30 a.m., September 29 - December 1.</p> <p>Preschool Story Time - Children, 3 1/2 - 5 years - Thursdays @ 1:30 p.m., September 25 - December 4.</p> <p>Bring Your Own Book – Adults, 19+ - Tuesdays: October 7, November 4, &amp; December 2 @ 10:30 a.m. – 11:30 a.m.</p> <p>Library Leaders: Program Preparation Night - Teens, 13+ - Tuesday, December 2 @ 6:00 p.m.</p> <p>Warm &amp; Cozy Story Time - Children, Birth-5 years with a Caregiver- Thursday, December 4 @ 6:15 p.m.</p> <p>LEGO Club - Children, Ages 6-11 – Saturday, December 6 @ 11:00 a.m.</p> <p>Make &amp; Decorate a Graham Cracker House: Allergy-Friendly Night - Children, 3 years -Teen (Under 8 with a Helper) - Monday, December 8 @ 6:30 p.m. This date is reserved solely for participants who have allergy concerns.</p> <p>ATPL Cooking Club: Charcuterie Board – Teens &amp; Adults, 15+ - Tuesday, December 9 @ 6:00 p.m. – 7:30 p.m.</p> |

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YA Book Club – Teens, 13-18 – Second Thursday of the Month, 9/11, 10/9, 11/13, 12/11- @ 6:00 p.m.-7:00 p.m.  
Make & Decorate a Graham Cracker House - Children, All Ages (Under 8 with a Helper) - Saturday, December 13 @ 11:00 a.m. OR 1:00 p.m.  
Make & Decorate a Graham Cracker House: Teen Night - Teens, 12+ - Monday, December 15 @ 6:30 p.m.  
Box Buster Movie Night – Movie Lovers of All Ages – Pickup Begins Monday, December 1 – Must Register & Complete the Survey to Participate  
Noon Year's Eve- Children, 2-12- Wednesday, December 31 @ 11:00 a.m. - 12:30 p.m.

| Class Visits & Outreach | Class Visit (In-Library)                  | Other Outreach (Outside)                                                                                                                                                                                                                                                                                                                                                      | Monthly Total |
|-------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| January 2025            |                                           | <i>Other: Outreach letters sent to EA Preschool Center, EA UPK, EA Community Nursery, Baker Preschool, Duck Duck Goose, First Presbyterian Preschool, EA Montessori, Immaculate Conception School, Nativity, Waldorf, and Holland UPK, Holland Elementary, EA Middle School</i><br><i>Other: Brumsted Elementary Library Card Drive</i><br>Brumsted Elementary Literacy Night | 1             |
| February 2025           | East Aurora Middle School Explorer's Club | Duck Duck Goose<br>Snack & Story EA Co-Op                                                                                                                                                                                                                                                                                                                                     | 3             |
| March 2025              | East Aurora Preschool                     | Holland High School Health & Wellness Fair<br>Parkdale STEAM Night<br>Parkdale Elementary Second Grade                                                                                                                                                                                                                                                                        | 4             |
| April 2025              | East Aurora Preschool                     | EA Co-Op Spring Story Time & Snacks                                                                                                                                                                                                                                                                                                                                           | 2             |
| May 2025                | East Aurora Preschool                     |                                                                                                                                                                                                                                                                                                                                                                               | 1             |
| June 2025               |                                           |                                                                                                                                                                                                                                                                                                                                                                               |               |
| July 2025               |                                           |                                                                                                                                                                                                                                                                                                                                                                               |               |
| August 2025             |                                           | Smart Start                                                                                                                                                                                                                                                                                                                                                                   | 1             |
| September 2025          | Mandala School                            | Aurora Senior Center<br><i>Other: Brumsted Elementary Library Card Drive</i>                                                                                                                                                                                                                                                                                                  | 2             |
| October 2025            |                                           | EA Co-Op Fall Snack & Story Time                                                                                                                                                                                                                                                                                                                                              | 2             |

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|               |  |                                                   |  |
|---------------|--|---------------------------------------------------|--|
|               |  | Brumsted Elementary Pre-K & Kindergarten Outreach |  |
| November 2025 |  | East Aurora Middle School Holiday Market          |  |
| December 2025 |  |                                                   |  |
| Total         |  |                                                   |  |

| Meeting Room Use (Not Including Board & Library Meetings) | Organization                                                                                                                                                                                                                                          | Monthly Total |
|-----------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| January 2025                                              | East Aurora Lions Club (2); Patron Zoom Interview; Dreaming in Ink                                                                                                                                                                                    | 4             |
| February 2025                                             | Jennifer Higgins (4); Dreaming in Ink; Equitable Advisors; EA School District Educational Therapy (5); Ginny Gals                                                                                                                                     | 12            |
| March 2025                                                | EA Art Society; Jennifer Higgins (2); Summer Reading Librarian Meeting; Dreaming in Ink; Staff Appreciation; EA School District Educational Therapy (12); KND Wealth Consultants Medicare 101 Educational Workshop; Proctoring; Patron Google Meeting | 21            |
| April 2025                                                | Friends of the Library; Dreaming in Ink; Erie County Senior Services Focus Group; Giving Circle; EA School District Educational Therapy (7); Ginny Gals; Best Self Counseling; Patron Meeting (2)                                                     | 15            |
| May 2025                                                  | EA Art Society; Patron; Discard Sale                                                                                                                                                                                                                  | 3             |
| June 2025                                                 | Zach Almond (2); EA Upstanders (2); Dreaming in Ink; Patron (3); Friends of East Aurora Schools                                                                                                                                                       | 9             |
| July 2025                                                 | Holland Tuesday Painters (2); Brendan Chella; Dreaming in Ink; EA Upstanders; Patron (2); Proctoring; Iroquois Intermediate PTO                                                                                                                       | 9             |
| August 2025                                               | Paul Brinkworth (3); Ginny Gals; Dreaming in Ink; EA Upstanders; Proctoring ; Patron-Deb Wing; People Inc.; Patron                                                                                                                                    | 10            |
| September 2025                                            | EA Art Society; Dreaming in Ink; WNY Federation of Women's Clubs; NYS Office for People with Disabilities Open Interviews; Patron (3)                                                                                                                 | 7             |
| October 2025                                              | EA Art Society; Friends of the Library; Dreaming in Ink; Health & Social Security Committee; Rest & Roots; Erie County Legislator Lorigo Community Office Hours; Patron (3)                                                                           | 9             |
| November 2025                                             | EA Art Society; Holland Tuesday Painters; Dreaming in Ink; New York State Electric & Gas Corporation (NYSEG) Erie Wyoming Transmission Solution (EWTS) Project Open House                                                                             |               |
| December 2025                                             | Holland Tuesday Painters; Dreaming in Ink                                                                                                                                                                                                             |               |
| Total                                                     |                                                                                                                                                                                                                                                       |               |

| Exhibits     | Display Case             | Meeting Room Exhibit                 |
|--------------|--------------------------|--------------------------------------|
| January 2025 | American Foreign Service | East Aurora Lions Club Peace Posters |

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|                |                                            |                                            |
|----------------|--------------------------------------------|--------------------------------------------|
| February 2025  | Jeffery Miller's "Reflections"             | Jeffery Miller's "Reflections"             |
| March 2025     | EA Art Society                             | EA Art Society                             |
| April 2025     | EA Art Society                             | EA Art Society                             |
| May 2025       | EA Art Society                             | EA Art Society                             |
| June 2025      | Zach Almond                                | Zach Almond                                |
| July 2025      | Holland Tuesday Painters                   | Holland Tuesday Painters                   |
| August 2025    | Paul Brinkworth                            | Paul Brinkworth                            |
| September 2025 | EA Art Society                             | EA Art Society                             |
| October 2025   | EA Art Society                             | EA Art Society                             |
| November 2025  | EA Art Society<br>Holland Tuesday Painters | EA Art Society<br>Holland Tuesday Painters |
| December 2025  | Holland Tuesday Painters                   | Holland Tuesday Painters                   |

| Education, Tech Training, Mtgs | Public—Name of Class & Date           | Staff—Name of Class(es), Sponsor, Date(s), Employee(s)                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------|---------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January 2025                   | Book a Technology Trainer—<br>1/27/25 | Director's Meeting, B&ECPL - 1/8/25 - Paula Ausberger<br>Civility and Courtesy in the Workplace – Evicore EAP – 1/14/25 – Susan Maraszek<br>Anger Management – Evicore EAP – 1/21/25 – Susan Maraszek<br>Conflict Management – Evicore EAP – 1/31/25 – Susan Maraszek                                                                                                                              |
| February 2025                  |                                       | Mindfulness in the Workplace – Evicore EAP – 2/13/25 – Susan Maraszek<br>Brief But Descriptive Alt Text – Niche Academy – 2/19/2025 – Paula Ausberger<br>Brief But Descriptive Alt Text – Niche Academy – 2/19/2025 – Rachel Shanahan<br>Brief But Descriptive Alt Text – Niche Academy – 2/19/2025 – Rachel Nicolosi<br>Brief But Descriptive Alt Text – Niche Academy – 2/25/2025 – William Ruof |
| March 2025                     | Book a Technology Trainer—<br>3/10/25 | Summer Reading Librarian Meeting – 3/7/2025 – Paula Ausberger, Alison Lawrence, Rachel Nicolosi, Alissa Steele<br>Brainstorming Work Session, Tara Kaye, Staff Development Coordinator - 3/19/25 - Paula Ausberger<br>Director's Meeting, B&ECPL - 3/19/25 - Paula Ausberger (Recording)<br>ACT Workshop, B&ECPL – 3/22/25 – Paula Ausberger                                                       |
| April 2025                     | Book a Technology Trainer—            | Director's Meeting, B&ECPL - 4/9/25 -                                                                                                                                                                                                                                                                                                                                                              |

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|                |                                                                                                                                                |                                                                                                                                                                                                                                   |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | 4/7/25                                                                                                                                         | Paula Ausberger<br>Friends of the Library Meeting – 4/9/25 – Paula Ausberger<br>Midwest Tapes Training, B&ECPL – 4/15/25<br>Starting a Teen Advisory Group-Youth Services Group, B&ECPL-Alissa Steele- 4/26/25                    |
| May 2025       |                                                                                                                                                | Director's Meeting, B&ECPL - 5/19/25 - Paula Ausberger (Recording)<br>Gale 101 – Gale Books and Authors, BECPL – 5/29/25 – Alissa Steele                                                                                          |
| June 2025      | Book a Technology Trainer— 6/9/25                                                                                                              | Director's Meeting, B&ECPL - 6/11/25 - Paula Ausberger (Recording)                                                                                                                                                                |
| July 2025      | Book a Technology Trainer— 7/14/25                                                                                                             | Trick-or-Read Librarian Meeting – 7/18/2025 – Paula Ausberger, Alison Lawrence, Rachel Nicolosi, Alissa Steele                                                                                                                    |
| August 2025    |                                                                                                                                                |                                                                                                                                                                                                                                   |
| September 2025 | Book a Technology Trainer— 9/15/25<br>Easy Access Tech Help (In-House, One-on-One Appointments Available Throughout the Month with Librarian)  | Every Child Ready to Read – 9/30/2025 – Alison Lawrence<br>Youth Services Group: Preschool Programming Kit Committee Meeting – 9/24/2025 – Alison Lawrence<br>Youth Services Group: General Meeting – 9/17/2025 – Alison Lawrence |
| October 2025   | Book a Technology Trainer— 10/20/25<br>Easy Access Tech Help (In-House, One-on-One Appointments Available Throughout the Month with Librarian) | Director's Meeting, B&ECPL - 10/8/25 - Paula Ausberger (Zoom & Partial Recording)<br>Friends of the Library Meeting – 10/8/25 – Paula Ausberger                                                                                   |
| November 2025  | Easy Access Tech Help (In-House, One-on-One Appointments Available Throughout the Month with Librarian)                                        |                                                                                                                                                                                                                                   |
| December 2025  | Easy Access Tech Help (In-House, One-on-One Appointments Available Throughout the Month with Librarian)                                        |                                                                                                                                                                                                                                   |

| Displays      | Theme(s)                                                                                                                                                                                                                 |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January 2025  | January Comfortable & Relaxed (OR) January New Year New Me Resolutions; This January Solve a Mystery; Unshelved 2024 – Most Requested Titles; Children's Magazines; Cooking Up Some Fun; Patron Picks & Staff Selections |
| February 2025 | Lupus Foundation of America; Help Us Solve the Cruel Mystery; Celebrate Black                                                                                                                                            |

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|                |                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | History Month - Know More; Heart Health Awareness; Romance Novels; Love Stinks!; New Juvenile Black History Books; Children's Area – Black History Month; Black History Picture Books; Juvenile Black History Biographies; Juvenile Black History Folktales; Patron Picks & Staff Selections                                                                                                             |
| March 2025     | National Craft Month; Learn about Sleep Awareness; Women's History Month; <i>March</i> Into a New Adventure; Make your Own Luck!; Women's History in Children's area; Express YourShelf; Patron Picks & Staff Selections                                                                                                                                                                                 |
| April 2025     | Lost in Translation; Neurodiversity Awareness Month; Spring Gardening; National Humor Month; Start Your Spring Training (Fitness); Exploring the Spectrum: Autism Awareness – Children's Area; Poetry Month in j Non-Fiction area; Juvenile Spring Holiday Books; Patron Picks & Staff Selections                                                                                                        |
| May 2025       | Women's Health Awareness; Asian American & Pacific Islanders Heritage Month; Jewish American Heritage Month; Start Your Spring Training (Fitness); Mommy Dearest (Mother's Day); J Fiction - National Pet Month; J -Picture Books - Celebrating Asian-American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month!; Freedom to Read: Banned Books – Patron Display; Picks & Staff Selections |
| June 2025      | All Families Are Beautiful! – J Fiction Area; Have Some Pride; National Immigration Heritage Month; Alzheimer's & Brain Health Awareness Month; Patron Picks & Staff Selections                                                                                                                                                                                                                          |
| July 2025      | Disability Pride Month – J Fiction Area; Recipes to beat the summer heat; Celebrate our independence July 4 <sup>th</sup> ; Explore Outdoors; Summer Reset; Patron Picks & Staff Selections                                                                                                                                                                                                              |
| August 2025    | Back to School; Make your Own Movie Night; No holiday No Problem...Make Your Own!; We're Still in Reset Mode, Summer's Not Over Yet!; All About Artists – J Fiction Area; Express Your Shelf (2); Patron Picks & Staff Selections                                                                                                                                                                        |
| September 2025 | What Dan Read 1962 – 2025; Happy Hispanic Heritage Month; National Suicide Prevention Month; Escape into Fantasy – J Fiction Area; We Keep on Falling; Express Your Shelf (2); International Observe the Moon Day – J Nonfiction Area; Patron Picks & Staff Selections                                                                                                                                   |
| October 2025   | Hispanic and Latino Heritage Month – J Fiction and Nonfiction Area; October is Breast Cancer Awareness Month; (Halloween) Fact or Fiction; Make It a Spooky Movie Night this October; Halloween Picture books; Read If You Dare!; League of Women Voters; Patron Picks & Staff Selections                                                                                                                |
| November 2025  | Veterans Day; A Thanksgiving Celebration; Native American Heritage Month; Native American Heritage Month—J Fiction & Non-Fiction; Thanksgiving—J Fiction & Non-Fiction; Patron Picks & Staff Selections                                                                                                                                                                                                  |
| December 2025  | Patron Picks & Staff Selections                                                                                                                                                                                                                                                                                                                                                                          |

| Fundraisers                                | Money Raised             |
|--------------------------------------------|--------------------------|
| Annual Discard Sale                        | \$1,335.31 (After Taxes) |
| Raise Some Dough (Del Aureo's for Friends) | \$734.57                 |
| Hand-Painted Barrel Fundraiser (Friends)   | \$178.00                 |
| Renaissance Faire Earring Fundraiser       | \$202.00                 |
| Holiday Gift Basket Raffle (Friends)       |                          |

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|                              |  |
|------------------------------|--|
|                              |  |
|                              |  |
|                              |  |
| Total Other Fundraiser Money |  |

| Friends Ongoing Book Sale | Month    | YTD        |
|---------------------------|----------|------------|
| Dollar Amount (Pre-Tax)   | \$278.00 | \$3,170.00 |

| Friends Pop-Up Sales    | Month              | YTD      |
|-------------------------|--------------------|----------|
| Dollar Amount (Pre-Tax) | \$158.00 (October) | \$910.00 |

| Friends T-Shirt Sales   | Month    | YTD      |
|-------------------------|----------|----------|
| Dollar Amount (Pre-Tax) | \$200.00 | \$593.00 |

| Improvements / Repairs to the Library | Project                                                                                                                                                                                                                                                     | Funded / Work Done By           |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| January 2025                          |                                                                                                                                                                                                                                                             |                                 |
| February 2025                         | Hex Key Bar on Front Entrance Door<br>Fix Lock on Shed Door                                                                                                                                                                                                 | Town                            |
| March 2025                            | Hang Fournier Painting on Loan from Aurora Historical Society<br>Fix Public Toilet (2)<br>Expand Wonderbooks Collection<br>Created Biography Section                                                                                                        | Town<br><br>Friends<br>ATPL     |
| April 2025                            | Fix a Public Toilet Handle<br>Lubricate Emergency Exit Door and Clear Away Debris<br>American Flag Replacement<br>Kodak Slide N Scan, Clue: Sabotage on the High Seas, The Uzzle 3.0, Wavelength: The Party Game, and the Original Telestrations Board Game | Town<br><br><br>Alice Askew     |
| May 2025                              | New Batteries & Bulbs for Exit Lights<br>Installed Brackets to Store Ladder Outside on Fence<br>Rearranged Furniture & Displays<br>ScanSnap iX1600                                                                                                          | Town<br><br><br>ATPL<br>Friends |
| June 2025                             | Repaired Concrete Near Sidewalk<br>Installed Second Set of Brackets to Store Ladder Outside on Fence                                                                                                                                                        | Town                            |

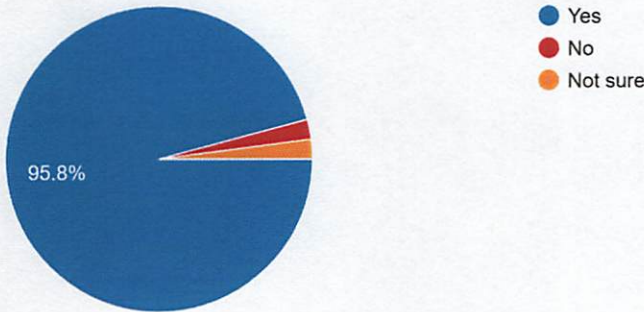
Aurora Town Public Library  
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|                |                                                                                                                                                                                                                                                                                                   |                 |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
|                | Repaired Fence<br>Unclogged Parking Lot Drain<br>Picked up Mulch from Murray Bros. Nurseries<br>Trimmed Bushes Near Phone Lines<br>Covered Rusted Electrical Box on Front Ramp<br>Fixed Front Outlet<br>Replaced Carpet Transition Strip<br>Laid new mulch<br>Headphones for Children's Computers | ATPL<br>Friends |
| July 2025      | Magnetic board with Magna Tiles for Children's Area<br>Repaired Front Steps<br>Repaired Back Ramp                                                                                                                                                                                                 | Friends<br>Town |
| August 2025    | New Volunteer/Friends Tags<br>New Paper Towel Dispenser<br>New Recycling Bin                                                                                                                                                                                                                      | ATPL<br>Town    |
| September 2025 | Trees behind library trimmed                                                                                                                                                                                                                                                                      | NYSEG           |
| October 2025   | New Bench Cushions                                                                                                                                                                                                                                                                                | ATPL            |
| November 2025  |                                                                                                                                                                                                                                                                                                   |                 |
| December 2025  |                                                                                                                                                                                                                                                                                                   |                 |

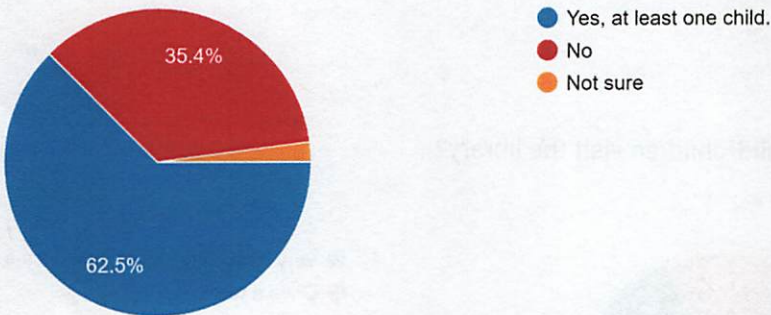
| Surveys                                                                                       | Results    | Respondents |
|-----------------------------------------------------------------------------------------------|------------|-------------|
| Library Survey for Adults, 50+ (February 24-April 4)                                          | See Survey | 104         |
| Library Survey for Parents & Caregivers of Children Ages Birth-Teen (September 24-November 5) | See Survey | 48          |

Aurora Town Public Library Survey for Parents & Caregivers of Children, Ages Birth—  
Teen, September 24 – November 5, 2025

1. Do you have a library card?  
48 responses



2. Do any of your children have a library card?  
48 responses



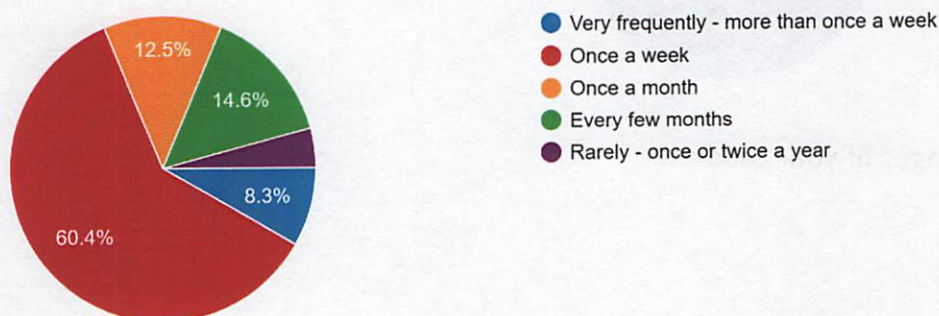
3. Please list the ages of your children:  
48 Responses

- 1
- 7
- 7, 18, 20, 28
- 10, 7, 5
- 8 and 5
- 9, 10
- 3, 6, 8
- 2, 6
- 11, 7
- 6
- 17 months
- 13, 9, 5, 1
- 7 and 5
- 2,4
- 1,3,3,3,4 (grandchildren)
- 3, 6
- 4
- 7, 3
- 3 and 1
- 13, 11, 8, 6
- 5, 3, 1

10 & 8  
 12, 14  
 4 and 2  
 8 and 6  
 Grandkids are 15, 5,4,2 years old  
 3, 1  
 9 and 6  
 5 and 1  
 7 and 4  
 13, 10, 6  
 6, 1  
 12 and 8  
 7, 11  
 10, 8 ,2  
 2  
 4, 2  
 8,10,11,13  
 1.5 and 4  
 10 28  
 11, 13  
 8 months, 4 years  
 9  
 11 and 16  
 7 and 9

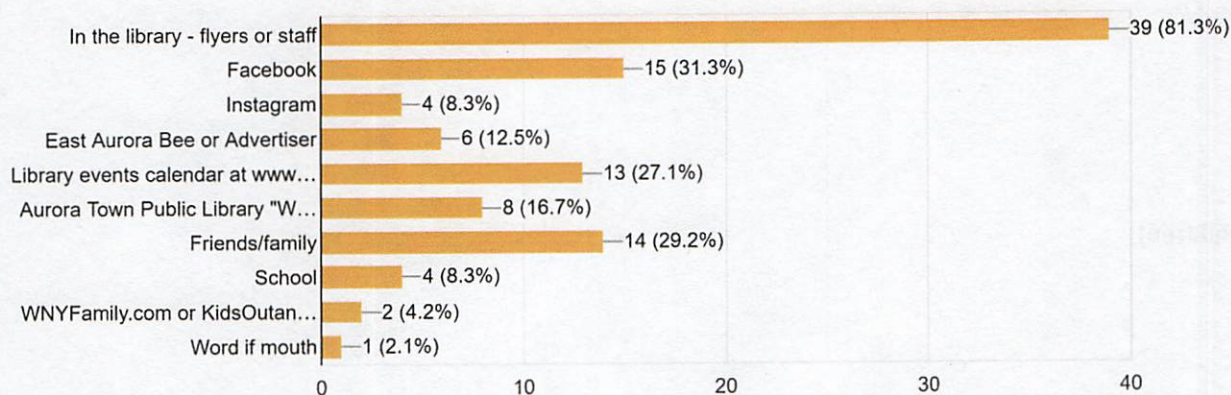
4. How often does/do your child/children visit the library?

48 responses



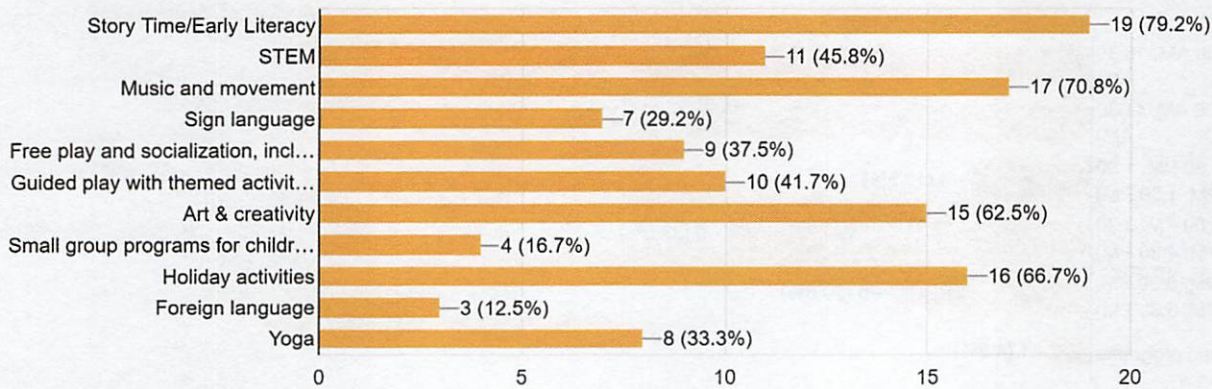
5. How do you learn about children's programs at the Aurora Town Public Library?

48 responses



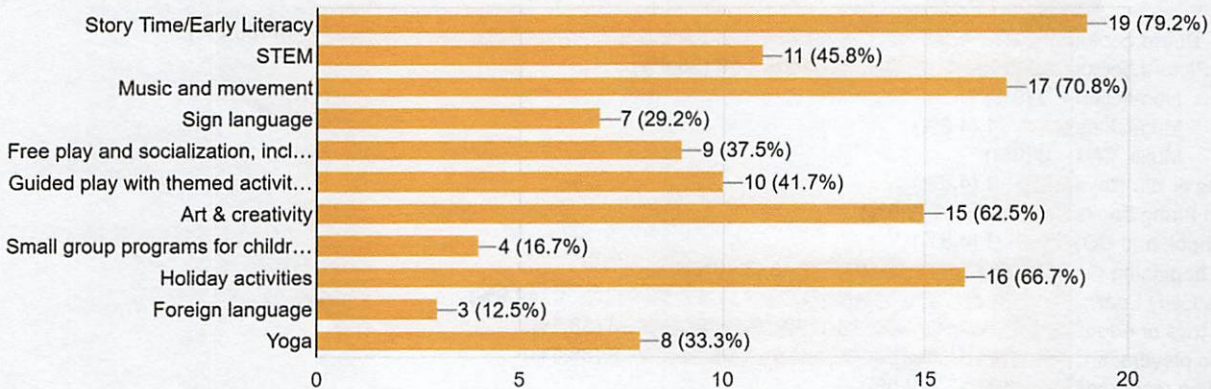
6. What type of programs are you and your child/children aged Birth - 3 years interested in participating in?

24 responses



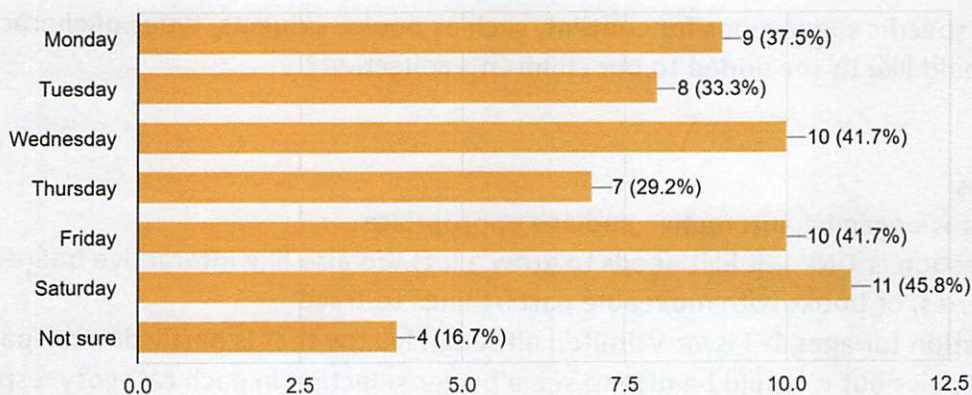
7. What type of programs are you and your child/children aged Birth - 3 years interested in participating in?

24 responses



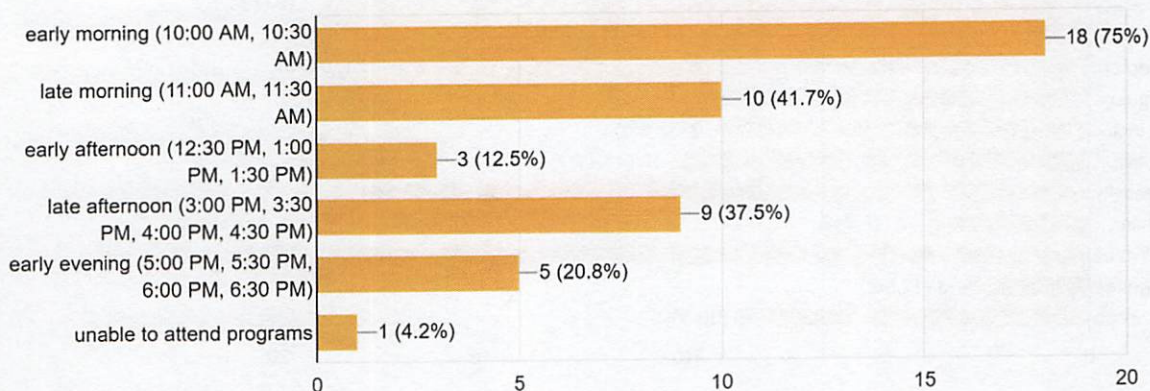
8. What days of the week best for your child/children aged Birth - 3 years to attend programs at the library?

24 responses



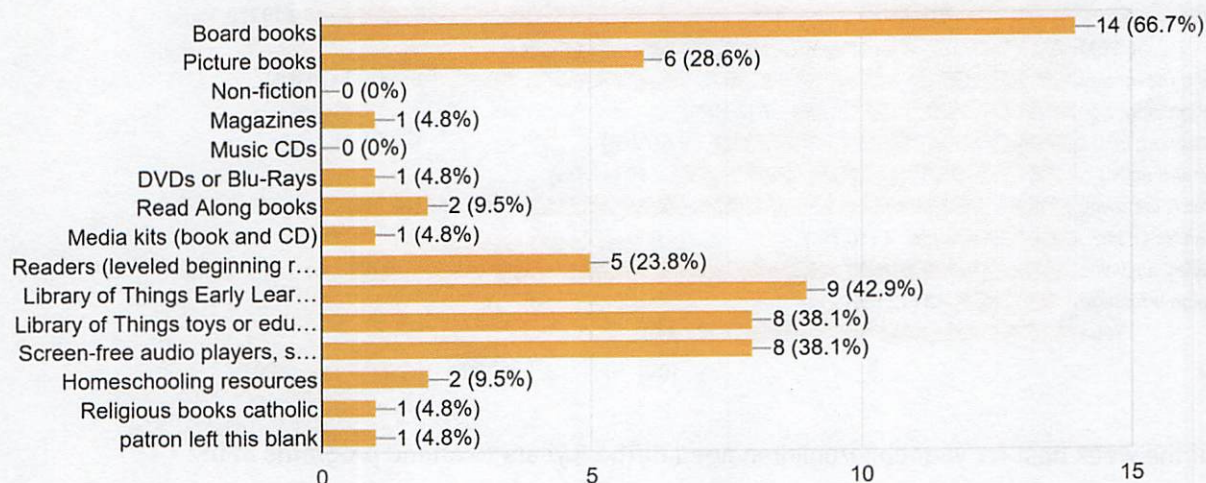
9. What time of day works best for your child/children aged Birth - 3 years to attend programs at the library?

24 responses



10. What kinds of materials would you like to see more of in the Aurora Town Public Library's collection of children aged Birth - 3 years?

21 responses



11. Do you have any specific suggestions for content, such as books, subjects, types of characters, or perspectives, you would like to see added to our children's collection?

9 Responses

More lgtbq selections

A children's area that is engaging, interactive and age appropriate

The board book collection is TINY....It just needs to grow a lot! We also like interactive board books, like the see touch feel series, or books with moveable parts/things to trace.

Children's book selection for ages 1-3 is very limited although I know that is partly due to space limitations. There is a variety of topics but it would be nice to see a bigger selection in each category, especially the more popular subjects toddlers are interested in. PLEASE include more Seek (or search) and find books as it increases observation skills, critical thinking, etc. I think we have only ever found one in your library collection. Lastly, a table with seasonal color sheets and crayons would be nice as it encourages socialization.

Classic literature, strong positive role models

Non fiction and fiction story books that are catholic for children

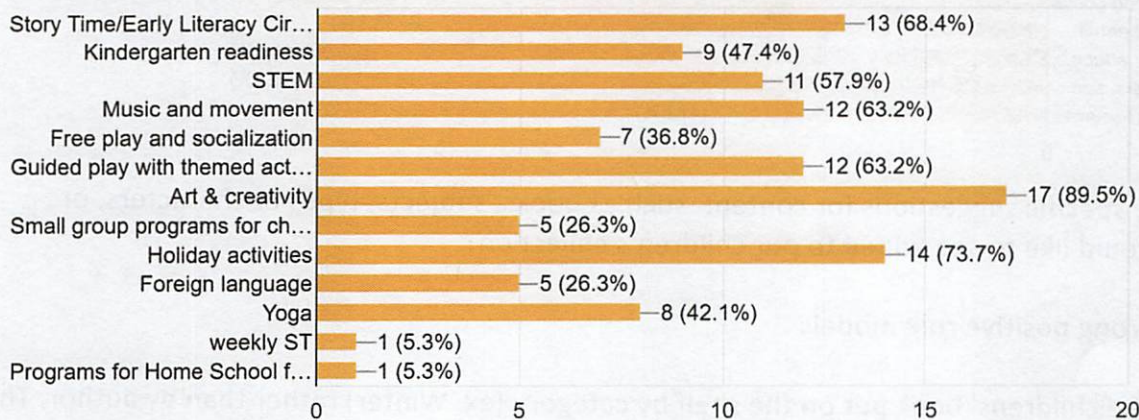
Disney princess

Christian world view, like Windmill Pete series

It would be great to have more/better books about how to brush your teeth well and using the toilet. We ordered some, but there weren't really that many.

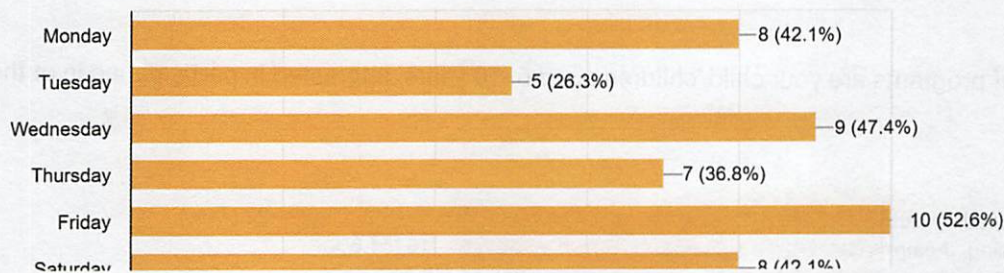
12. What types of programs are you and your child/children aged 3.5 - 5 years interested in participating in at the library?

19 responses



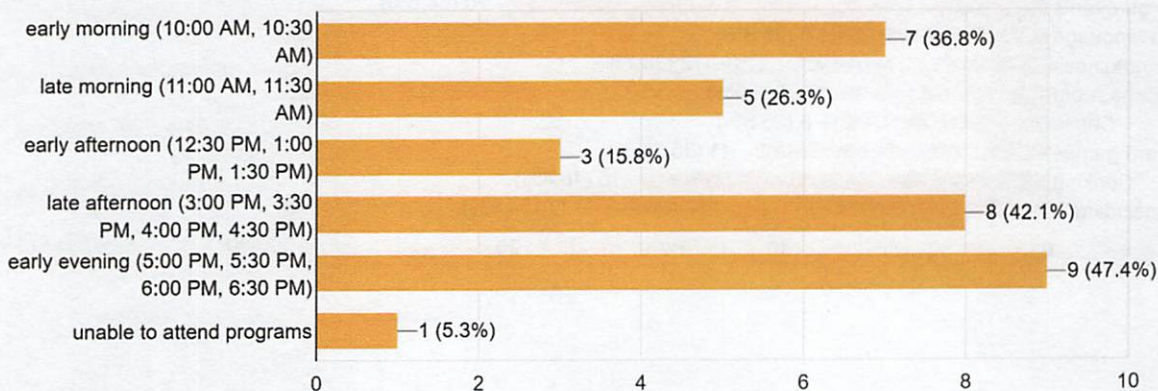
13. What days of the week work best for your child/children aged 3.5 - 5 years to attend programs at the library?

19 responses

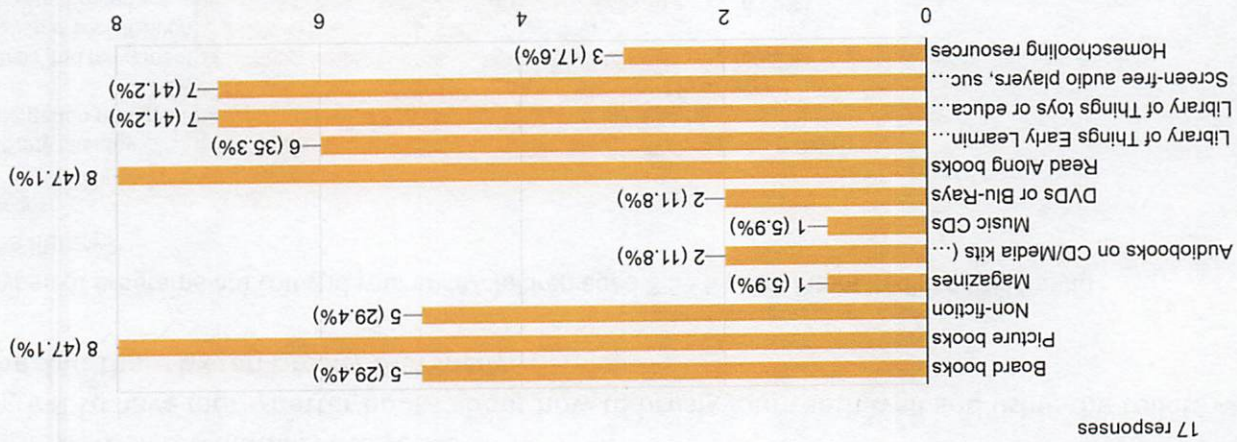


14. What time of day works best for your child/children aged 3.5 - 5 years to attend programs at the library?

19 responses



15. What kinds of materials would you like to see more of in the Aurora Town Public Library's collection for children aged 3.5 - 5 years?



16. Do you have any specific suggestions for content, such as books, subjects, types of characters, or perspectives, you would like to see added to our children's collection?

6 Responses

Classic literature, strong positive role models

Religious catholic

I would like to see the children's book put on the shelf by category (ex. Winter) rather than by author. This would mean less time searching and more time enjoying.

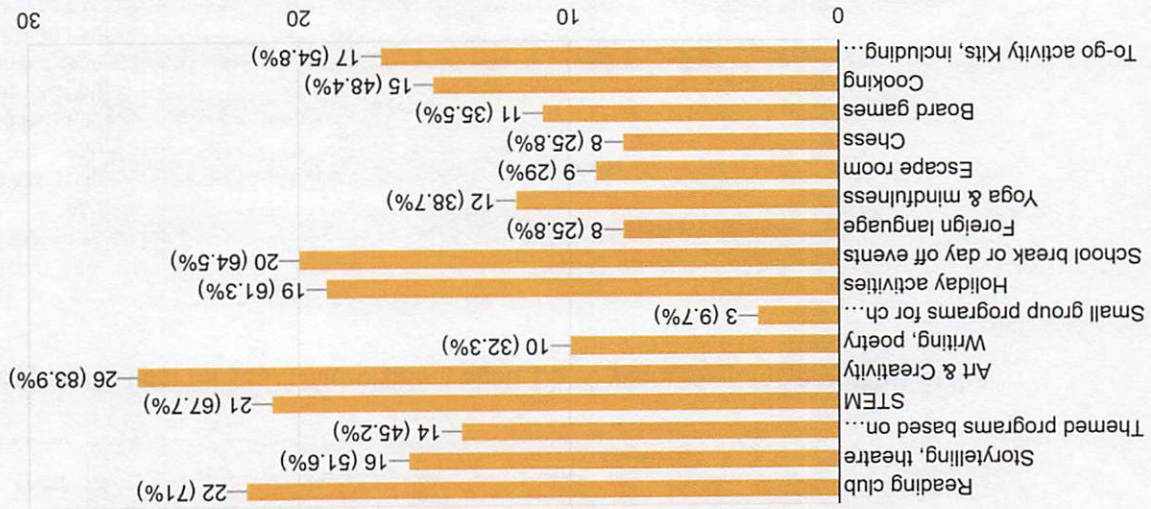
Disney princess

We have loved the reader books that our kiddo can listen to on his own to reduce screen time during dinner prep and early morning time

Dog Man

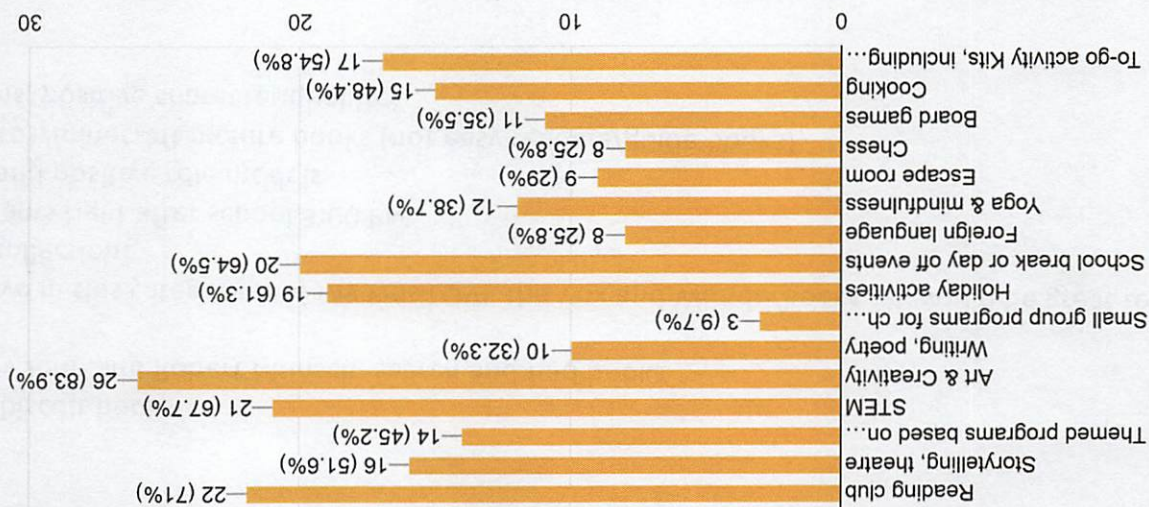
17. What types of programs are your child/children aged 6 -10 years interested in participating in at the library?

31 responses



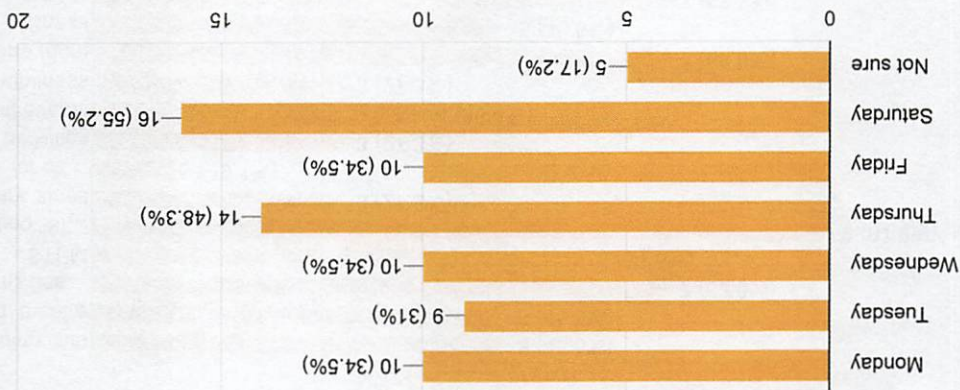
18. What types of programs are your child/children aged 6 - 10 years interested in participating in at the library?

31 responses



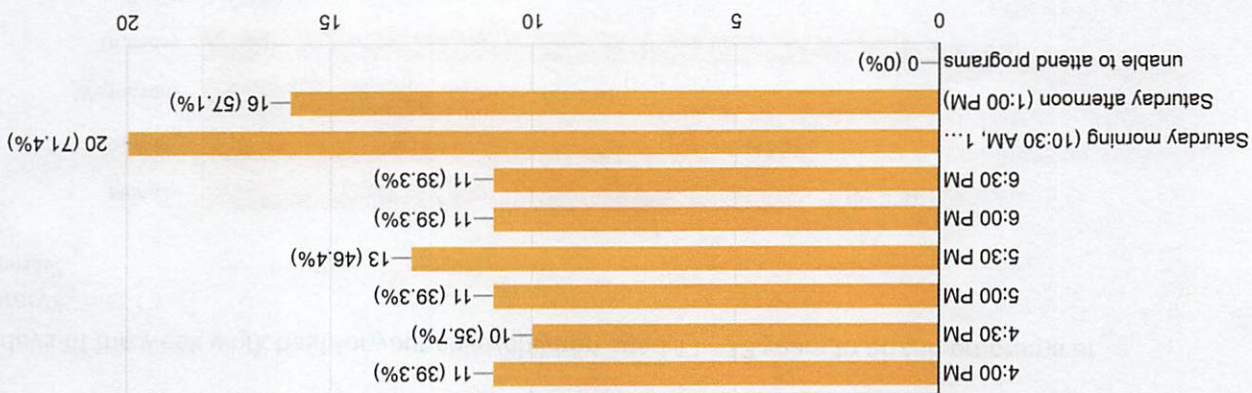
19. What days of the week work best for your child/children aged 6 - 10 years to attend programs at the library?

29 responses



20. What time of day works best for your child/children aged 6 - 10 years to attend programs at the library?

28 responses



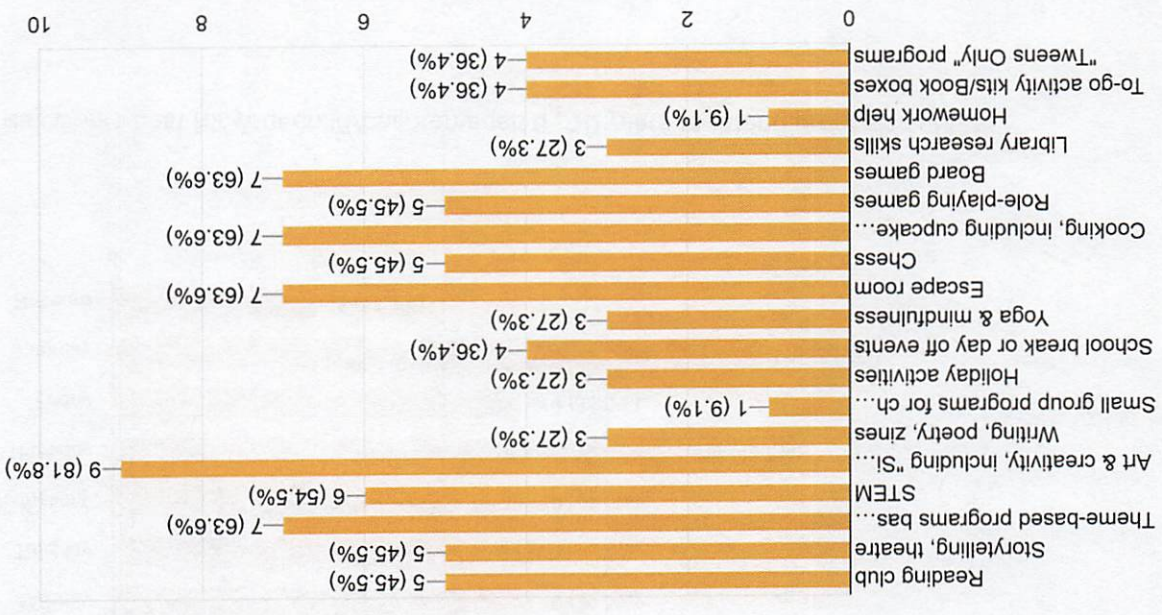
21. Do you have any specific suggestions for content, such as books, subjects, types of characters, or perspectives, you would like to see added to our children's collection?

11 responses

Veterinary books, biscuit books.  
 More books by Jory John and Robert Munsch, search and find books  
 The sky is red  
 I'm including my 5yo in this category too! My kids LOVE the Vox and Wonderbooks - it would be great to have more in the collection!  
 available for programs right after school 3:00 PM  
 Classic literature, and positive role models  
 Pokemon/mario bros/mincraft picture books (not easy readers/guide books)  
 Christian collections, positive character qualities  
 Vox books  
 Dog Man  
 I would love to see more early chapter books (larger print, shorter chapters)

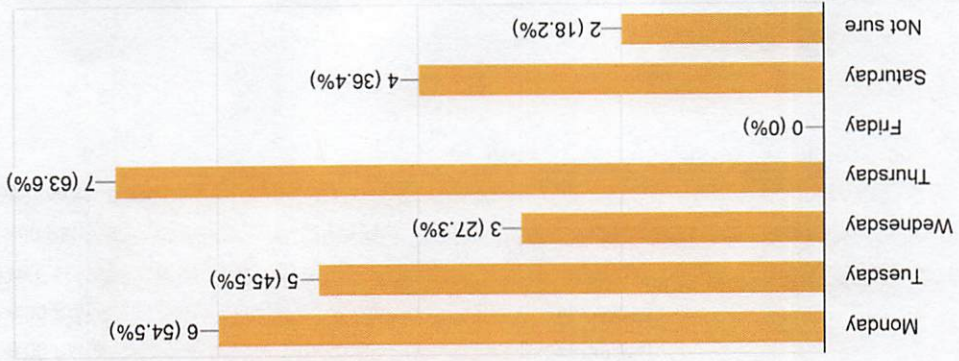
22. What types of programs would your child/children aged 11 - 13 years be interested in participating in at the library?

11 responses

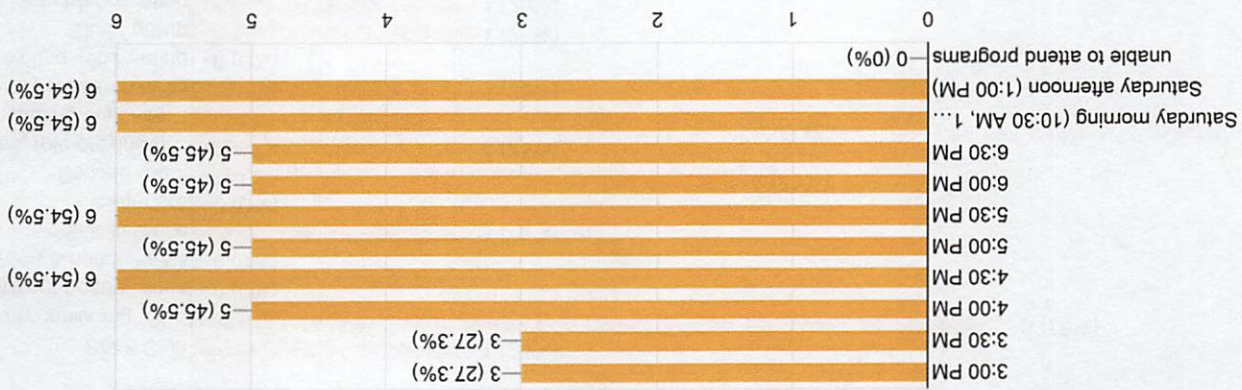


23. What days of the week work best for your child/children aged 11 - 13 years to attend programs at the library?

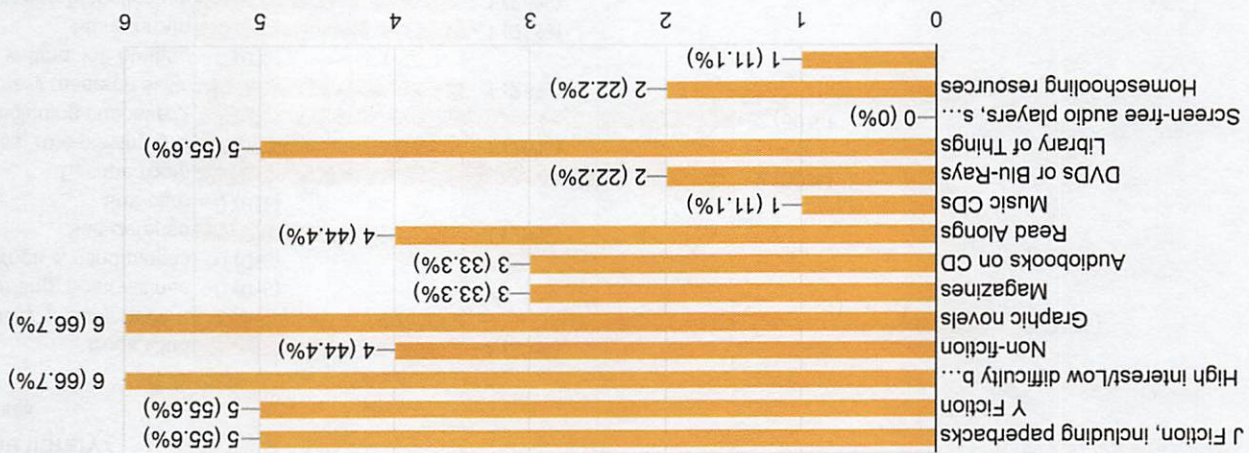
11 responses



24. What time of day work best for your child/children aged 11 - 13 years to attend programs at the library? 11 responses



25. What kinds of materials would you like to see more of in the Aurora Town Public Library's collection for children aged 11 - 13 years? 9 responses



26. Do you have any specific suggestions for content, such as books, subjects, types of characters, or perspectives, you would like to see added to our children's collection? 2 responses

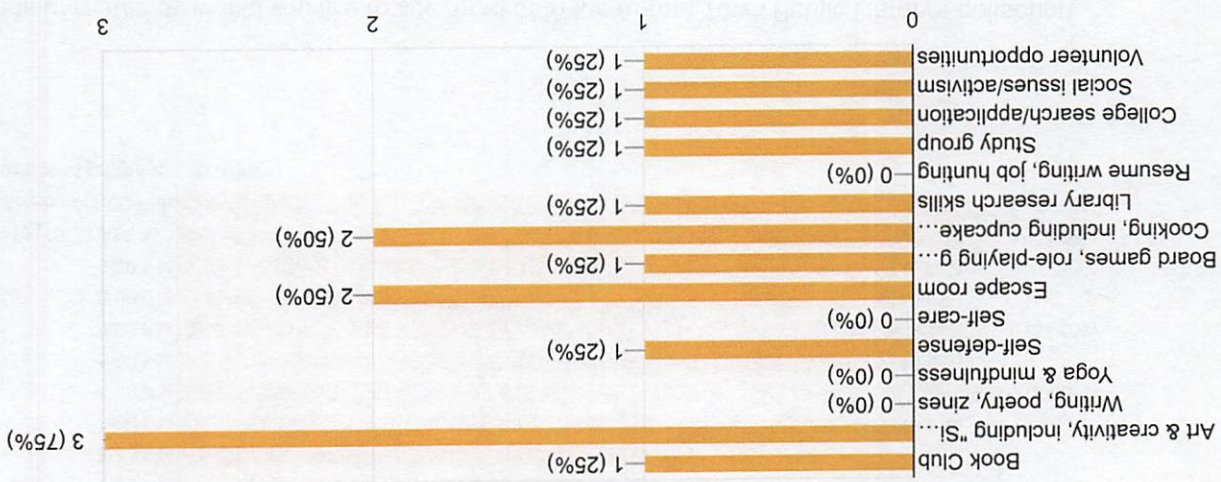
Classic literature, positive role models

Christian perspective

27. What types of programs would your child/children aged 14 - 17 years be interested in participating

in at the library?

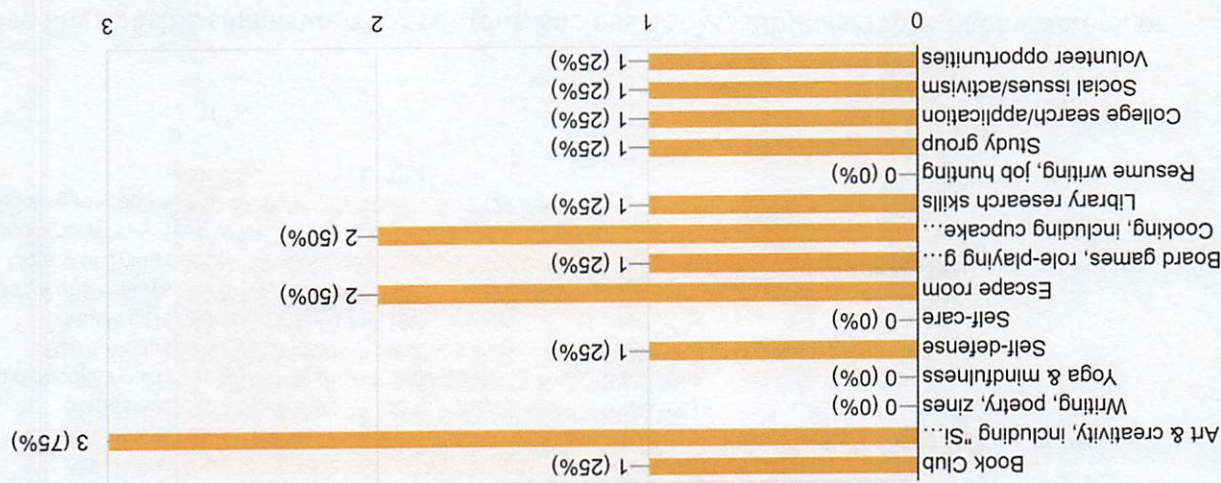
4 responses



28. What types of programs would your child/children aged 14 - 17 years be interested in participating

in at the library?

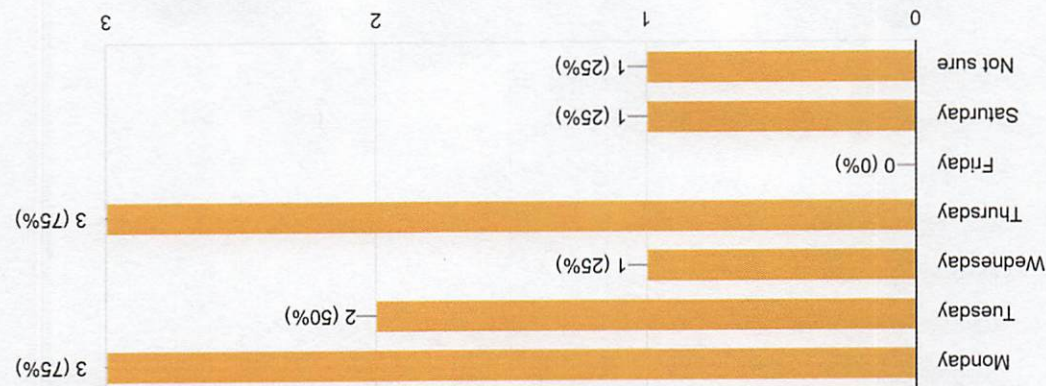
4 responses



29. What days of the week best for your child/children aged 14 - 17 years to attend programs at

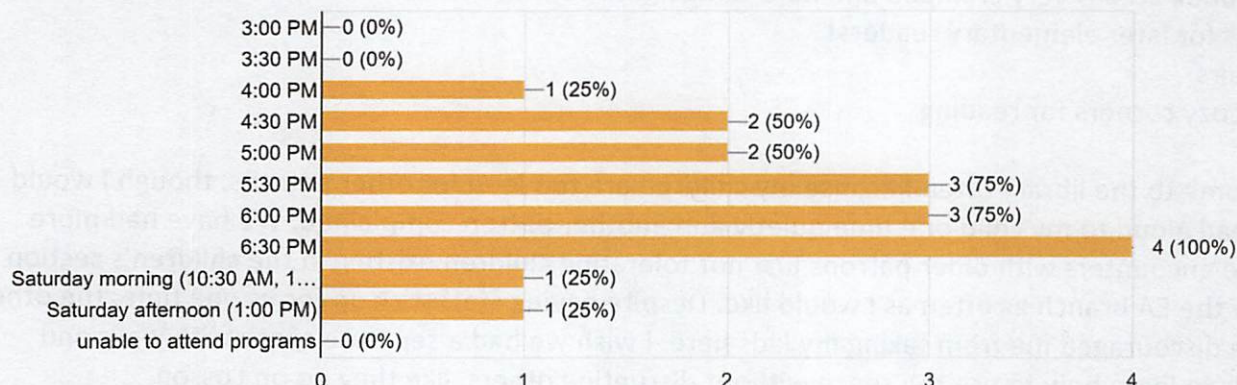
the library?

4 responses



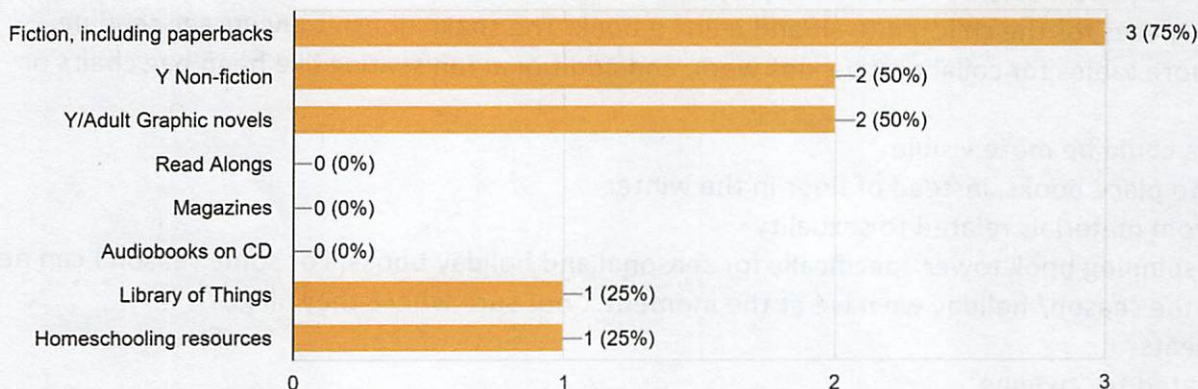
30. What time of day works best for your child/children aged 14 -17 years to attend programs at the library?

4 responses



31. What kinds of materials would you like to see more of in the Aurora Town Public Library's collection for children aged 14 - 17 years?

4 responses



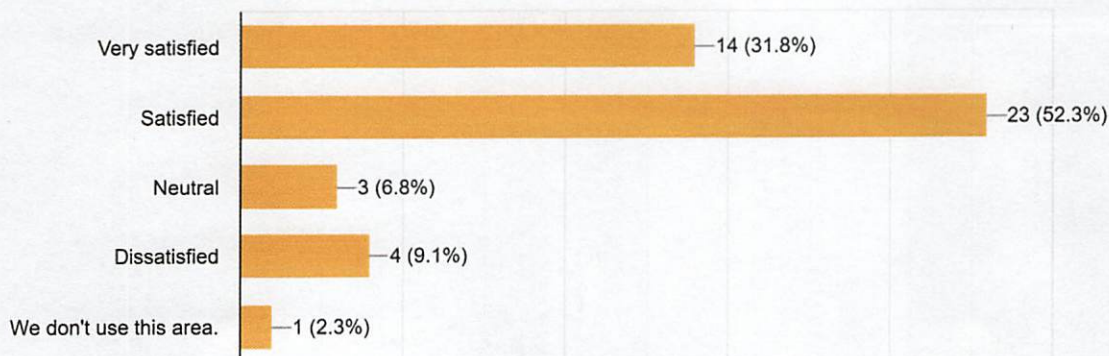
32. Do you have any specific suggestions for content, such as books, subjects, types of characters, or perspectives, you would like to see added to our Young Adult collection?

0 responses

No responses yet for this question.

33. How would you rate your overall satisfaction with the Children's Area of the library in terms of appearance, convenience, security, and ease of finding materials?

44 responses



34. What changes or improvements, if any, would you like to see in regards to the physical space of the Children's Area of the library?

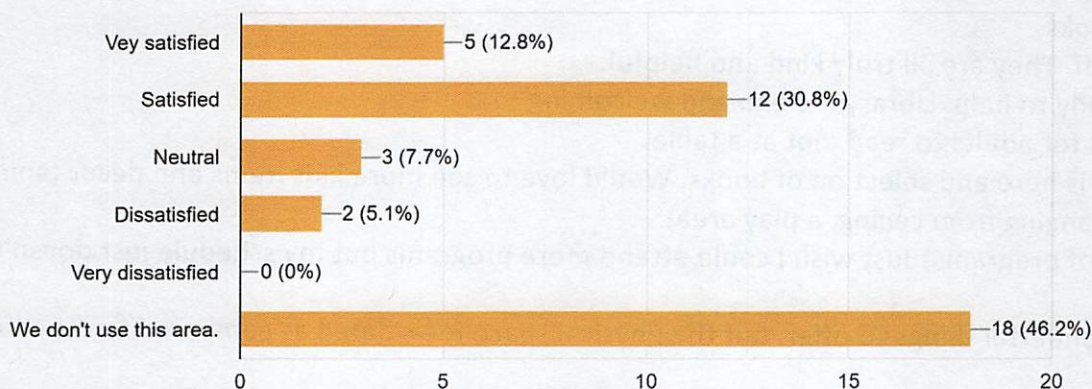
26 responses

The chapter book area is very cramped and hard to navigate with the study table in the center  
More options for later elementary readers!  
Bean bag chairs  
A few more cozy corners for reading

unsure  
We do not come to the library often because my children are too loud for other patrons, though I would disagree. I read aloud to my child one time quietly and another patron complained. We have had more than a couple encounters with older patrons just not tolerating children existing in the children's section so we don't use the EA branch as often as I would like. Despite having staff stick up for us one time, the other patrons have discouraged me from taking my kids here. I wish we had a separate space with walls and doors for kids to learn how to use the space without disrupting others, like they do on Losson.  
Interactive things to do, more accessible books by theme, character, puzzles, dramatic play, crafts  
A sensory play area (like Hamburg or Lancaster, possibly elma). Light table, busy board, toys to play with more tables to sit and read or [for] activities  
None - we love it  
More frequent rotation of toys  
More games or toys available by the circle to play with at the library.  
More reading spaces for the children to sit and enjoy a book. The snake doesn't encourage reading.  
Allow a few more tables for collaborative kids work, and additional fun seating like bean bag chairs or nuggets  
Magazine area could be more visible  
A small table to place books, instead of floor in the winter  
Keep it free from materials related to sexuality  
Would love a spinning book tower specifically for seasonal and holiday books. For some reason I can never find them for the season/ holiday we have at the moment... not sure where they all go?  
More comfy seats  
A space dedicated to "twens"  
It feels old, dingy, the appearance makes me worry about germs, it's not colorful or cute  
Add play area, more decor for kids. We visited Moultonborough Public library in July and it was decorated so beautifully and whimsically.  
More floor cushions etc for floor play/reading  
More comfortable seating  
More seating areas  
More "comfy spots" for reading

35. How would you rate your overall satisfaction with the Young Adult's Area of the library in terms of appearance, convenience, security, and ease of finding materials?

39 responses



36. What changes or improvements, if any, would you like to see in regards to the physical space of the **Young Adult's Area**?

9 responses

Very cluttered

Same as above

no feedback

Small area. Maybe something a little larger.

More comfy seats

Not engaging

None

More seating areas

Not sure if it's possible, but it would be great to open that space up so that it doesn't feel so closed in. It's tough for more than a couple of people to be in there at a time.

37. Let us know what you love or what you'd like to see improved about the library:

21 responses

The ability to request books between Erie county libraries and the convenience and location for holds pickup at the Aurora Library are incredible and greatly appreciated. The librarians are always so friendly and helpful. Thank you!!

We especially love all the crafts and activities you offer! Thank you!!

I wish our library had an extensive remodel! We are overdue! The community deserves to have a library that reflects our current day and age in structure not just programming and materials.

We'd love to see more weekend hours including Sunday! I work during the week and sometimes it's tough to get there before it closes on Saturday and then we have to wait another week to come. I can sometimes swing by quick on a weekday evening but I don't always bring my son then, and I'd like him to start getting to know the library.

More programming for the littles. No storytime from April to September is a huge chunk of time. Maybe shorter storytime seasons instead of two massive ones each year? (That way we don't have to wait another 4 months if we miss signups)

no additional feedback

The kids and I love the library! Thank you for the important work you do to create fun and educational programs, and an environment to foster lifelong learning!

I would love to have access to Kanopy

love story hour. could be extended with additional stories or activities

The kind and friendly librarians. We love and appreciate the staff at the East Aurora library.  
We love Alison (especially) and the rest of the staff! Everyone is so willing to help in any way!  
You guys are doing a great job!!

More religious books

Love, love the staff. They are all truly kind and helpful.

Staff is always ready to help. Library is clean and welcoming

More comfy seats for adults to read, not at a table

Love how clean it is here and selection of books. Would love to see more kids items and decor (animals, hot air balloons hanging from ceiling, a play area)

I love the variety of programs! Just wish I could attend more programs but my schedule just doesn't allow it right now

The library has wonderful things to offer, but the physical space feels dated as compared to other area libraries

We love the library! We work full time and would love to be able to participate in programming with our kids outside of normal business hours.

We have loved the changes over the past year- more themed book displays, activities, etc. You all do a wonderful job. Thank you!

## 2025 Aurora Payroll Report\_PP20



As of Pay Period      20

| FT PERSONNEL         |              |            |           |
|----------------------|--------------|------------|-----------|
| Title                | YTD Expensed | Budgeted   | Remaining |
| Library Director I   | 52,705.63    | 65,699.00  | 12,993.37 |
| Librarian I          | 45,000.66    | 56,695.00  | 11,694.34 |
| Senior Library Clerk | 33,085.85    | 44,397.00  | 11,311.15 |
| FT Totals            | 130,792.14   | 166,791.00 | 35,998.86 |

| PT PERSONNEL    |              |            |           |
|-----------------|--------------|------------|-----------|
| Title           | YTD Expensed | Budgeted   | Remaining |
| Caretaker PT    | 11,412.22    | 18,563.00  | 7,150.78  |
| Cleaner PT      | 11,831.23    | 12,341.00  | 509.77    |
| Clerk Typist PT | 26,584.76    | 37,066.00  | 10,481.24 |
| Librarian I PT  | 31,871.18    | 41,829.00  | 9,957.82  |
| Page PT         | 12,395.13    | 16,120.00  | 3,724.87  |
| Senior Page     | 42,074.99    | 54,912.00  | 12,837.01 |
| PT Totals       | 136,169.51   | 180,831.00 | 44,661.49 |

| TOTAL COMBINED       |              |            |            |
|----------------------|--------------|------------|------------|
|                      | YTD Expensed | Budgeted   | Remaining  |
| Caretaker PT         | 11,412.22    | 18,563.00  | 7,150.78   |
| Cleaner              | 11,831.23    | 12,341.00  | 509.77     |
| Clerk Typists        | 26,584.76    | 37,066.00  | 10,481.24  |
| Librarian I'S        | 76,871.84    | 98,524.00  | 21,652.16  |
| Library Director I   | 52,705.63    | 65,699.00  | 12,993.37  |
| Senior Library Clerk | 33,085.85    | 44,397.00  | 11,311.15  |
| Pages                | 12,395.13    | 16,120.00  | 3,724.87   |
| Senior Pages         | 42,074.99    | 54,912.00  | 12,837.01  |
| Contractual Reserve  |              | 10,574.00  | 10,574.00  |
| Savings Goal         |              | (5,730.00) | (5,730.00) |
| Combined Totals      | 266,961.65   | 352,466.00 | 85,504.35  |

|                               |               |
|-------------------------------|---------------|
| ANNUAL BUDGET                 | \$ 352,466.00 |
| PROJECTED ANNUAL BUDGET SPENT | \$ 351,303.42 |
| PROJECTED ENDING BALANCE      | \$ 1,162.58   |

Contract Library "System Paid" Budget Analysis

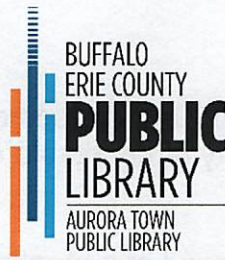
Aurora Town Public Library

As of 9/30/2025

|                                              | "System Paid" Budget* | Jan-April 2025    | May              | June             | July             | August           | September        | Actual 2025 YTD Expenses | 2025 Year End Projection | Year End Surplus/(Shortfall) |
|----------------------------------------------|-----------------------|-------------------|------------------|------------------|------------------|------------------|------------------|--------------------------|--------------------------|------------------------------|
| <b>Salaries &amp; Wages, Full Time</b>       |                       |                   |                  |                  |                  |                  |                  |                          |                          |                              |
| Salaries & Wages, Full Time                  | 166,791.00            | 55,529.39         | 14,264.64        | 13,787.41        | 15,508.51        | 14,144.46        | 14,817.95        | 128,052.36               | 172,132.91               | (5,341.91)                   |
| Other Payments                               |                       | 0.00              |                  |                  |                  |                  |                  | 0.00                     | 0.00                     | 0.00                         |
| Overtime                                     |                       | 0.00              |                  |                  |                  |                  |                  | 0.00                     | 0.00                     | 0.00                         |
| Contractual Reserves                         | 10,574.00             | 0.00              | 8.43             |                  |                  |                  |                  | 8.43                     | 8.43                     | 10,565.57                    |
| <b>Total Salaries &amp; Wages, Full Time</b> | <b>177,365.00</b>     | <b>55,529.39</b>  | <b>14,273.07</b> | <b>13,787.41</b> | <b>15,508.51</b> | <b>14,144.46</b> | <b>14,817.95</b> | <b>128,060.79</b>        | <b>172,141.34</b>        | <b>5,223.66</b>              |
| Wages, Regular Part-Time                     | 0.00                  | 0.00              |                  |                  |                  |                  |                  | 0.00                     | 0.00                     | 0.00                         |
| Wages, Part Time                             | 180,831.00            | 57,667.93         | 16,831.26        | 14,261.38        | 13,691.29        | 16,809.09        | 15,246.69        | 134,507.64               | 180,230.51               | 600.49                       |
| Savings Goal                                 | (5,730.00)            |                   |                  |                  |                  |                  |                  | 0.00                     | 0.00                     | (5,730.00)                   |
| Employer FICA Total                          | 26,592.00             | 8,551.31          | 2,342.86         | 2,109.59         | 2,194.87         | 2,349.26         | 2,262.68         | 19,810.57                | 26,581.75                | 10.25                        |
| Employee Health Insurance                    | 47,628.00             | 10,100.69         | 4,116.06         | 2,991.90         | 3,996.00         | 2,744.39         | 3,396.69         | 27,345.73                | 39,780.49                | 7,847.51                     |
| Dental Plan                                  | 1,809.00              | 275.78            | 67.40            | 68.22            | 68.73            | 70.13            | 66.51            | 616.77                   | 834.87                   | 974.13                       |
| Health Insurance Waiver                      |                       | 2,000.00          | 500.00           | 500.00           | 500.00           | 500.00           | 500.00           | 4,500.00                 | 6,000.00                 | (6,000.00)                   |
| NYS Retirement                               | 30,109.00             | 11,371.09         | 2,832.17         | 2,793.99         | 2,742.29         | 4,212.89         | 2,915.71         | 26,868.14                | 35,484.95                | (5,375.95)                   |
| Disability                                   | 0.00                  | 0.00              |                  |                  |                  |                  |                  | 0.00                     |                          | 0.00                         |
| Natural Gas (NFG)                            | 5,073.00              | 3,018.10          | 94.82            | 142.31           | (20.85)          | 29.11            | 48.72            | 3,312.21                 | 4,049.56                 | 1,023.44                     |
| Electricity                                  | 8,851.00              | 1,756.34          | 743.92           | 300.60           | 1,393.63         | 406.01           | 344.36           | 4,944.86                 | 6,582.81                 | 2,268.19                     |
| <b>Bottom Line Total</b>                     | <b>472,528.00</b>     | <b>150,270.63</b> | <b>41,801.56</b> | <b>36,955.40</b> | <b>40,074.47</b> | <b>41,265.34</b> | <b>39,599.31</b> | <b>349,966.71</b>        | <b>471,686.28</b>        | <b>841.72</b>                |

Notes:

System Paid Budget per Res. 2024-27



## **Community / Meeting Room Facility Use Policy**

*This policy ~~is for application~~ applies to the Aurora Town Public Library, a contracting member library of the Buffalo & Erie County Public Library.*

### **I. STATEMENT OF POLICY**

~~The Community / Meeting Room Use~~ Use of the facility spaces of the Aurora Town Public Library (ATPL) is intended for activities conducted or sponsored by the Aurora Town Public Library ATPL, its partners, community organizations, and businesses. ~~and secondarily, for organizations engaged in the educational, cultural, intellectual, or charitable activities of interest and / or benefit to the community.~~

### **II. USE OF COMMUNITY / MEETING ROOM FACILITY SPACES**

#### **A. Availability**

- ~~1. The Community / Meeting Room can only be reserved during regular open library hours. Programs should be planned so that the Community / Meeting Room is vacated 15 minutes prior to closing time.~~
- ~~2. Programs planned by the Aurora Town Public Library take precedence over meetings of outside groups;~~
1. Facility spaces include the ATPL's Community Room and other areas that may be available in the library.
2. Facility spaces can be reserved for use during regular library hours, beginning fifteen minutes after the building opens to the public. Meetings should end fifteen minutes before closing time.
3. Facility Spaces are available for use by non-profit organizations, groups, and for-profit businesses. Facility spaces are not intended for personal or private event use.
4. Reservations may be made up to a year in advance and may be limited in frequency to ensure fairness to the numerous community organizations and groups requesting space.
5. In fairness to the numerous groups in the community requesting use of the ATPL's facility spaces, reservations may be limited in frequency and are taken only two months in advance (60 calendar days prior to the proposed meeting date). Facility space is reserved on a first-come, first-served basis.

#### **B. Priority Of Use**

Library facility spaces are generally provided based on the following priority of use:

- ~~1. The Community / Meeting Room may be reserved by non-Profit as well as for-profit organizations;~~
1. For programs and activities conducted or sponsored by the ATPL;
2. For programs and activities conducted or sponsored by residence partners of the ATPL;

3. For non-profit organizations or for-profit businesses engaged in educational, cultural, intellectual, social, community or charitable activities of interest and/ or benefit to the community; and
4. For-profit businesses and groups in need of a meeting and/ or training space.
- ~~5. Community / Meeting Room use by the Aurora Town Public Library takes precedence over use by outside groups. The Aurora Town Public Library reserves the right to pre-empt the use of facility space for Aurora Town Public Library purposes upon 60-day notice to the organization requesting the Community / Meeting Room to use facility spaces. Any applicable deposit will be returned to the displaced organization;~~
- ~~6. In fairness to the numerous groups in the community requesting use of the Aurora Town Public Library ATPL's Community Room / Meeting Room facility spaces, reservations may be limited in frequency and are taken only two months in advance (60 calendar days prior to the proposed meeting date). The Community Room / Meeting Room Facility space is reserved on a first come, first served basis;~~

#### C. Requirements for Use of Library Facility Spaces

All organizations, groups, and businesses using the Library must:

1. Read and agree to adhere to the ATPL's *Rules of Conduct Policy* and this *Facility Use Policy*;
2. Complete and submit an *Application for Facility Use* with the Director or Librarian-in-Charge.
3. At least two weeks in advance, secure and provide proof of any performance, health or other required licenses or permits and, if required, proof of insurance in accordance with ATPL's insurance requirements;
4. Accept liability for personal injury, damage to library facilities, and/ or loss of library property arising from use of the facility space by the renting organizations, and hold harmless the ATPL for any and all liability which arises out of the use of the facility space (The B&ECPL assumes no responsibility whatsoever for personal injury to or loss of property by any member, affiliated person, guest, invitee, or licensee of the using organization or group, its members, affiliated persons, guests, invitees, or licensees);
5. Make all meetings, programs, etc., open to the public. No admission fee, required donation or goodwill offering shall be charged to people attending a meeting;
6. Refrain from cooking or serving food or beverages of any kind. No alcohol or games of chance are permitted. Burning or lighting of any materials is prohibited. Any deviation from this rule must be approved in advance by the ATPL Director. The decision to approve a requested variation is within the sole discretion of the ATPL Director.
7. Conduct meetings in such a way as not to disturb library operations. Adult supervision is required for any group of minors. The organization's contact person must be 18 years of age or over and be in attendance when the facility space is in use. That person shall be responsible for managing the orderly behavior of all attendees, be responsible for payment of bills, and for the protection of ATPL property in connection with the meeting;



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- ~~6. In fairness to the numerous groups in the community requesting use of the Aurora Town Public Library ATPL's Community Room / Meeting Room facility spaces, reservations may be limited in frequency and are taken only two months in advance (60-calendar days prior to the proposed meeting date). The Community Room / Meeting Room Facility space is reserved on a first come, first served basis;~~

#### C. Requirements for Use of Library Facility Spaces

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1. Read and agree to adhere to the ATPL's *Rules of Conduct Policy* and this *Facility Use Policy*;
2. Complete and submit an *Application for Facility Use* with the Director or Librarian-in-Charge.
3. At least two weeks in advance, secure and provide proof of any performance, health or other required licenses or permits and, if required, proof of insurance in accordance with ATPL's insurance requirements;
4. Accept liability for personal injury, damage to library facilities, and/ or loss of library property arising from use of the facility space by the renting organizations, and hold harmless the ATPL for any and all liability which arises out of the use of the facility space (The B&ECPL assumes no responsibility whatsoever for personal injury to or loss of property by any member, affiliated person, guest, invitee, or licensee of the using organization or group, its members, affiliated persons, guests, invitees, or licensees);
5. Make all meetings, programs, etc., open to the public. No admission fee, required donation or goodwill offering shall be charged to people attending a meeting;
6. Refrain from cooking or serving food or beverages of any kind. No alcohol or games of chance are permitted. Burning or lighting of any materials is prohibited. Any deviation from this rule must be approved in advance by the ATPL Director. The decision to approve a requested variation is within the sole discretion of the ATPL Director.
7. Conduct meetings in such a way as not to disturb library operations. Adult supervision is required for any group of minors. The organization's contact person must be 18 years of age or over and be in attendance when the facility space is in use. That person shall be responsible for managing the orderly behavior of all attendees, be responsible for payment of bills, and for the protection of ATPL property in connection with the meeting;

8. Notify the library's designated contact person in the event the meeting is canceled. Failure to notify the library promptly may result in the loss of facility use privileges;
9. Notify the library's designated contact person beforehand of any plans to record, broadcast, livestream or televise the meeting or any portion of the meeting, including on social media;
10. Adhere to the maximum occupancy of facility space and inform attendees of the location of emergency exits and emergency evacuation paths;
11. Refrain from transferring use of facility space to another organization or group;
12. Assume responsibility for participant accommodations (e.g. assistive listening devices, interpreters, etc.) and specific articles of compliance as required by the Americans with Disabilities Act. The ATPL does not discriminate on the basis of disability in any of its programs and services. The ATPL may be able to assist with some accommodations if requests are made at least seven (7) working days in advance of use;
13. The organization or group that makes the reservation is responsible for taking registration and creating promotional material for the meeting. The Library will post provided flyers, notices, posters, or other materials if they fall within the ATPL's *Distribution Policy*.
14. Assume responsibility for setup and cleanup for the meeting.
15. Not sell, solicit, or advertise products, services, or memberships may be advertised, solicited, or sold. However, at the discretion of the Library Director, the following may be allowed at library-sponsored programs:
  - a. Fundraising to the benefit of the Aurora Town Public Library and / or sponsored by the Friends of the Library, or other library-related groups.
  - b. The sale of books or other approved media items by authors or artists as part of a library program, provided 10% of the proceeds are agreed to be donated to the Aurora Town Public Library. The Library Director / Librarian-In-Charge and author / artist must fill out an Author Merchandise Reimbursement Form following the sale of items.

#### C. Community / Meeting Room Rules

- ~~1. All organizations and groups using the Community / Meeting Room must: read and agree to adhere to the Aurora Town Public Library's Rules of Conduct Policy;~~
- ~~2. Complete and submit an Application for Community / Meeting Room Use with the Library Director, or Librarian-In-Charge;~~
- ~~3. Reservations may only be requested by an adult, 18 years of age or older by completing a Community /Meeting Room Use application.~~
- ~~4. Meetings must be free and open to the public. No admission fee, required donation or goodwill offering shall be charged to people attending a meeting;~~
- ~~5. The organization or group that makes the reservation is responsible for creating promotional material as well as taking registration for the meeting. Reference the Aurora Town Public Library's *Distribution Policy*, and contact the Aurora Town Public Library with any inquiries at 716-652-4440 for further details. All material must be approved by the Director before the Aurora Town Public Library will post the information;~~

- ~~6. All setup and cleanup are the responsibility of the organization, or group that made the reservation. Aurora Town Public Library personnel are not in a position to assist with events;~~
- ~~7. No products, services, or memberships may be advertised, solicited, or sold. However, at the discretion of the Library Director, the following may be allowed at library-sponsored programs:~~
  - ~~a. Fund raising to the benefit of the Aurora Town Public Library and / or sponsored by the Friends of the Library, or other library-related groups.~~
  - ~~b. The sale of books or other approved media items by authors or artists as part of a library program, provided 10% of the proceeds are agreed to be donated to the Aurora Town Public Library. The Library Director / Librarian In Charge and author / artist must fill out an Author Merchandise Reimbursement Form following the sale of items.~~
- ~~8. Meetings must be conducted in such a way as to not disturb Aurora Town Public Library operations. The organization, group or person sponsoring the meeting is responsible for adhering to the Aurora Town Public Library Rules of Conduct and managing orderly behavior of all attendees. Responsible adult supervision is required for minors;~~
- ~~9. Secure any necessary performance licenses and indemnify the Aurora Town Public Library for any failure on the renting organization's part to do so;~~
- ~~10. Accept liability for personal injury, damage to library facilities, and / or loss of library property arising from use of the Community / Meeting Room by renting organization, and hold harmless the Aurora Town Public Library for any and all liability which arises out of the use of the Community / Meeting Room (The Aurora Town Public Library assumes no responsibility whatsoever for personal injury to or loss of property by any member, affiliated person, guest, invitee, or licensee of the using organization or group, its members, affiliated persons, guests, invitees, or licensees);~~
- ~~11. The Aurora Town Public Library does not discriminate on the basis of disability in any of its programs and services, and organizations using the library's Community / Meeting Room are required and assume all responsibility to provide reasonable accommodations for persons with disabilities (e.g. assistive listening devices, interpreters, etc., when and if possible) as mandated by the Americans with Disabilities Act. The Aurora Town Public Library may be able to assist with some accommodations if requests are made at least five working days in advance of the meeting.~~
- ~~12. Refreshments must be approved by the Library Director / Librarian In Charge. Refrain from cooking, burning, or lighting materials of any kind.~~
- ~~13. Alcohol, smoking, and games of chance are prohibited.~~

D. General Guidelines and ATPL-Aurora Town Public Library's Reservation Rights

- ~~1. Facility use by the ATPL takes precedence over use by outside groups. The ATPL reserves the right to preempt the use of the facility space for ATPL purposes upon 60 notice to the organization requesting that space.~~
- ~~2. ATPL Aurora Town Public Library personnel must have free access to facility spaces the Community /Meeting Room, at all times. The ATPL Aurora Town Public Library retains the right to monitor all meetings conducted on the premises to ensure compliance with its regulations. Meetings that are observed to be in violation of violate ATPL Aurora Town Public Library policies will be terminated immediately, and future use may be denied.;~~

3. The ATPL reserves the right to subdivide facility spaces for use by another organization, if necessary.
4. The ATPL ~~Aurora Town Public Library~~ reserves the right to close due to adverse weather conditions, emergencies ~~or emergencies and will attempt to notify the organization's contact person~~ or other unanticipated closures, such as repairs or construction. The ATPL will attempt to notify the organization's contact person.
5. The ATPL ~~Aurora Town Public Library~~ shall not assume responsibility for the security of items brought into meetings. The ATPL ~~Aurora Town Public Library~~ will not provide storage of materials or equipment for an organization or group.;
6. ATPL are not in a position to assist organizations with their event.
7. The ATPL ~~Aurora Town Public Library~~ will include all events in its online public Events Calendar ([www.BuffaloLib.org](http://www.BuffaloLib.org)). The ATPL ~~Aurora Town Public Library~~ will use the applicant's designated contact for all inquiries. Except as a designation of location, the name of the ATPL ~~Aurora Town Public Library~~ may not be used in any publicity relating to use of facility space ~~the Community / Meeting Room~~ unless preapproved by the Library Director.;
8. Permission to use facility space in ATPL ~~the Community / Meeting Room~~ does not constitute an endorsement by the ATPL ~~Aurora Town Public Library~~ of a program or point of view expressed.
9. Attendees must follow all health and safety protocols in place at the time of the event.
10. Room capacity is subject to change based on health and safety requirements.
11. The Aurora Town Public Library may charge fees at its discretion for costs incurred beyond normal operating costs.;

E. Political functions:

- a. The intent of the ATPL ~~Aurora Town Public Library~~ *Facility Use Policy* is to allow use of its facilities as a forum of public debate on public policy, while at the same time prohibiting use of its facilities for purely partisan political purposes.;
- b. The ATPL ~~Aurora Town Public Library~~ facility spaces are "limited public fora." The ATPL ~~Aurora Town Public Library~~ prohibits the use of its facility spaces for actions or events organized by a political campaign committee or other group that exists for the purpose of promoting, endorsing or opposing a candidate or a ballot or election issue;
- c. Use of an ATPL ~~Aurora Town Public Library~~ facility at which candidates will discuss current ballot or election issues are permitted provided they are: (1) hosted by a non-partisan, non-profit organization (e.g. League of Women Voters), which is approved as such by the Aurora Town Public Library and satisfies all requirements of the ATPL ~~Aurora Town Public~~

Library , and (2) all candidates for the same office (or, in the case of a referendum, representatives of opposing views) have been invited to participate;

- d. Meetings or events held by elected officials or candidates for elected positions during the 30 days prior to any general, primary or special election or any applicable referendum shall be presumed to be for purely partisan political purposes unless the applicant demonstrates otherwise.

### III. LIBRARY CONTACT INFORMATION

All groups seeking use of the Aurora Town Public Library facility space should use [see](#) the contact information below:

#### **Aurora Town Public Library**

550 Main Street

East Aurora, NY 14052

Phone: 716-652-4440

Email: [eau@buffalolib.org](mailto:eau@buffalolib.org)

All rooms at the ATPL are ADA compliant.

Adopted by the Aurora Town Public Library Board October 27, 2015 and Effective November 24, 2015. Amended April 21, 2020. Name of policy updated to 'Facility Use Policy' and Amended November 18, 2025.



## APPLICATION FOR FACILITY USE – COMMUNITY ROOM & TABLES

### Rooms/tabling available at the Aurora Town Public Library – Must be free & Open to the Public

- ☐ Community Room (May not exceed 50 person capacity)  
☐ Tabling in Main Library

Organization name: \_\_\_\_\_

Purpose of organization: \_\_\_\_\_

Organization is (select one): ☐ Non-Profit ☐ For-Profit ☐ Government Agency

Name & title of individual applicant: \_\_\_\_\_

Telephone number: ( ) \_\_\_\_\_ Email address: \_\_\_\_\_

Meeting name as it should appear on public calendar: \_\_\_\_\_

Date requested (day of week, month, date and year): \_\_\_\_\_

Recurring meeting? (select one): ☐ Yes or ☐ No Expected Number of Attendees: \_\_\_\_\_

Reservation start time: \_\_\_\_\_ Reservation end time: \_\_\_\_\_  
(The Time it will take your organization to setup/clean up before/after the event—no sooner than **15** minutes after the library opens and no later than **15** minutes before the library closes)

Meeting start time: \_\_\_\_\_ Meeting end time: \_\_\_\_\_

Describe meeting (attach additional sheet if necessary): \_\_\_\_\_

Is registration required? (select one): ☐ Yes or ☐ No If yes, how can people register? \_\_\_\_\_

### Library Equipment is limited. Please check the items needed:

- ☐ Laptop ☐ Podium ☐ Smart Board ☐ Web Camera  
☐ Tables - Number Needed: \_\_\_\_\_ ☐ Chairs - Number Needed: \_\_\_\_\_

Special Equipment (to be brought in by applicant): \_\_\_\_\_

☐ I agree that I have read the ATPL Rules of Conduct and *Facility Use Policy* and agree, on behalf of the applying organization, to be bound by the terms of use set forth therein, including acceptance of liability for personal injury, damage to Library facilities, and/ or loss of Library property arising from use of the facility space by the applicant. I understand I do not have approval for use of the facility space until I receive a copy of this contract signed by the Library Director or Librarian-In-Charge.

☐ I agree that my organization and all attendees will follow all security, health and safety policies required by the ATPL.

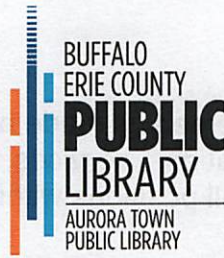
Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Name of Organization: \_\_\_\_\_

**Library Use Only** Application (circle one): Approved or Rejected.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

Return to: Aurora Town Public Library, 550 Main Street, East Aurora, NY 14052  
Email: [eau@buffalolib.org](mailto:eau@buffalolib.org) Questions: (716) 652-4440



## **~~Telecommuting Policy~~ TELECOMMUTING POLICY**

*This policy applies to the Aurora Town Public Library, a contracting member library of the Buffalo & Erie County Public Library.*

### **I. STATEMENT OF POLICY**

The Aurora Town Public Library (ATPL) considers telecommuting to be a viable, flexible work option when both the employee and the job are suited to such an arrangement. For the purposes of this policy, telecommuting is defined as a remote-access arrangement wherein employees will be compensated for work completed outside their regularly assigned work location for at least part of the workweek on a regular basis, or on a temporary basis as the result of extenuating circumstances.

The ~~Aurora Town Public Library~~ ATPL recognizes that not every job is suited for telecommuting; many jobs are not suitable because the ~~Aurora Town Public Library~~ ATPL is a public service organization, and providing service to patrons within the building is core to the Library's mission. Further, telecommuting is a privilege, which may be granted under appropriate circumstances to eligible employees, and is not a universal employee benefit. This privilege will be granted in a nondiscriminatory manner with consideration given to all the factors set forth within this Policy.

### **II. ELIGIBILITY**

- A. Only full-time and regular-part-time (RPT) employees, or part-time employees where practicable, who have been in their positions for at least 6 months may apply for participation in a telecommuting arrangement, unless otherwise negotiated as part of a collective bargaining agreement or benefit plan, or as the result of extenuating circumstances requiring a telecommuting arrangement.
- B. Employees must have and maintain a satisfactory performance record, including a demonstrated ability to work well with minimal supervision, a thorough knowledge of their job tasks and operations, a history of reliable and responsible accomplishment of work duties, and a record of effective communication with supervisors, coworkers, support staff, and patrons.
- C. Any record of disciplinary action for conduct within the last 2 years may be grounds for ineligibility.
- D. Telecommuting is not available for long-distance or out-of-state work. Employees are expected to abide by any residency requirements of their position, and be able to report to their regularly assigned work location as needed.

### III. GUIDELINES

- A. The approval of a telecommuting arrangement is made based on the ability of the ~~Aurora Town Public Library~~ ATPL to maintain full operations, services, and commitments. Telecommuting may not be appropriate for all job titles or for all positions within a job title.
- B. In all cases, telecommuting schedules are subject to the approval of the Director and Human Resources.
- C. Requests for a telecommuting arrangement as an accommodation must be made in accordance with the *B&ECPL Personnel Policy and Procedures Manual, Chapter VII, Section 3 Reasonable Accommodations*.
- D. Telecommuting employees must be accessible, within reason, via telephone and email during their agreed working hours.
- E. Employees must abide by all ~~Aurora Town Public Library~~ ATPL as well as B&ECPL Personnel Policies and Procedures while telecommuting, including but not limited to those contained in *Section V, Hours of Work and Break Periods* and *Section VII, Types of Leave*.
  - 1. Failure to abide by ~~Aurora Town Public Library~~ ATPL and B&ECPL policies will result in disciplinary action.
  - 2. Abuse of telecommuting arrangements may result in termination of the agreement.
- F. The employee is responsible for providing space, telephone, printing, networking and/or Internet capabilities and security at the telecommuting work location, and shall not be reimbursed by the Aurora Town Public Library or B&ECPL System for these or related expenses.
  - 1. Expenses incurred in the implementation and execution of remote work arrangements require the approval of the Director.
  - 2. Standard office supplies (such as paper and pens) will be provided by the County and should be obtained by the employee at their regularly assigned work location.
  - 3. Out-of-pocket expenses for supplies normally available at the regularly assigned work location will not be reimbursed.
- G. The Aurora Town Public Library is not required to provide equipment for the telecommuting work location. However, with proper approval, the employee may be provided with Library-owned equipment necessary to perform work assignments.
  - 1. Employees provided with equipment must use all security controls and safeguards at all times.
  - 2. Employees working at telecommuting work locations are expected to abide by the *B&ECPL Information Technology Security Policy Manual*, including but not limited to *Section 7, Virtual Private Network (VPN) Policy*, and the *B&ECPL Computers, Communications, and Related Technology Policy (Chapter X, Section 1)*.
  - 3. Employee access to the ~~Aurora Town Public Library~~ ATPL network shall be limited to equipment the Library owns to ensure network security.
    - a. When access to network is required to complete functions of the job, an ~~Aurora Town Public Library~~ ATPL-owned laptop will be provided.

- b. Employees who have telecommuting arrangements shall not allow anyone, except Aurora Town Public Library employees, to use or access equipment provided by the Library (including hardware, software, and storage devices) and services.
  - 4. All ~~Aurora Town Public Library~~ ATPL-provided equipment must be returned promptly upon termination of the telecommuting arrangement.
  - 5. Files and documents must be protected from unauthorized disclosure or damage and returned safely to the regularly assigned work location immediately upon request.
  - 6. ~~Aurora Town Public Library~~ ATPL information stored on an employee's personal computer is subject to public disclosure requirements.
- H. In agreeing to a remote work arrangement, the employee is confirming that their telecommuting work location is a safe and appropriate work space, which is free of safety and fire hazards.
- 1. Employees must not use their telecommuting work locations to receive work-related visitors or host work-related meetings or events, ~~with the exception of except~~ meetings or events conducted virtually.
  - 2. The ~~Aurora Town Public Library~~ ATPL will not be held responsible for any and all claims, excluding ~~worker's workers'~~ compensation claims, which result from working at the telecommuting work location.
    - a. In the event of a job-related incident, accident, or injury during working hours, the employee shall report the incident to their supervisor and Human Resources within 24 hours and follow established procedures to report and investigate workplace incidents, accidents, or injuries.
    - b. The employee must allow inspections of the employee's work area(s), home office, or other relevant location(s) to be conducted by the ~~Aurora Town Public Library~~ ATPL or its agent if a job-related incident, accident, or injury has occurred.
- I. Telecommuting arrangements shall not be used as a substitute for dependent child care, unless preauthorized by Human Resources due to extenuating circumstances. Employees who work remotely are expected to make dependent or child care arrangements during the period they will be working.
- J. Telecommuting is not intended to enable employees to conduct personal or non-~~Aurora Town Public Library~~ ATPL business while on ~~Aurora Town Public Library~~ ATPL time.
- K. An employee's participation in a telecommuting plan is entirely voluntary.
- L. Either the employee or their supervisor may terminate the telecommuting arrangement at any time.

#### IV. PROCEDURES

- A. If the employee and job are deemed suitable for a remote work arrangement, the employee and supervisor must complete a Telecommuting Agreement specifying the terms, conditions, and rationale for the remote work. The Agreement is subject to approval by the Director.

- B. The original agreement must be forwarded to Human Resources for approval. Once approved, the original agreement will be kept in the employee's personnel file. The employee and supervisor should maintain copies for their own records.
- C. The employee and supervisor must agree upon use of any ~~Aurora Town Public Library~~ ATPL-owned equipment to be used in the telecommuting arrangement.
- D. The Information Technology Department at the Central Library must be advised of the arrangements as they relate to use of ~~Aurora Town Public Library~~ ATPL or personal equipment.
- E. A Telecommuting Work Plan must be included as part of the Telecommuting Agreement. The Telecommuting Work Plan must include at a minimum the following:
  - 1. Specific description of the duties to be performed;
  - 2. Established workdays and work hours;
  - 3. Explanation as to how supervision will be provided; and
  - 4. Explanation as to how work products and outputs will be reviewed, monitored and measured.
- F. Human Resources must be notified in writing of any modification to or cancellation of any Telecommuting Agreement.

Adopted by the Aurora Town Public Library Board of Trustees on November 17, 2020. Amended November 18, 2025.