

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052

Agenda of the Board
Annual Meeting
April 27, 2026, 6:00 p.m.

1. Minutes of Annual Meeting April 22, 2025
2. Treasurer's Report, 2025 (See 2025 NYS Report & 2025 NYS Comptroller's Report)
 - a. Resolution to accept 2025 Treasurer's Report
3. Director's Report, 2025 (2025 NYS Report & 2025 Annual Report to the Community)
 - a. Resolution to accept the 2025 NYS Report
4. Election of Officers
5. Other business
 - a. Conflict of Interest Policy & Disclosure Statements
 - b. Other

AURORA TOWN PUBLIC LIBRARY
550 Main Street, East Aurora, New York 14052
Minutes for the April 22, 2025 Annual Meeting

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

President Spencer-Ching called the meeting to order at 6:00 p.m.

1. A motion (MB, EC) to approve the Minutes of Annual Meeting April 25, 2024, was carried by a voice vote.
2. Treasurer's Report, 2024 (See 2024 NYS Report & 2024 NYS Comptroller's Report)
 - a. A motion (AZ, MB) to approve the resolution accepting the 2024 Treasurer's Report was carried by a voice vote.
3. Director's Report, 2024 (2024 NYS Report & 2024 Annual Report to the Community)
 - a. A motion (SR, AZ) to approve the resolution to accept the 2024 NYS Report was carried by a voice vote.

4. Election of Officers

KSC nominated and MB seconded AZ as president.

AZ nominated and MB seconded KSC as vice president

KSC nominated and MB seconded SR as treasurer

MB nominated and AZ seconded EC as secretary

A motion (MB, EC) to approve the above nominations was carried by a voice vote.

5. Other business

a. Conflict of Interest Policy & Disclosure Statements for Trustees / Director

b. Other

A motion (MB, EC) to adjourn the annual meeting at 6:17 p.m. was carried by a voice vote.

Respectfully submitted,

Adam Zaremski

Aurora Town Public Library 2025

Annual Report For Public And Association Libraries

The State Library due date for the annual reports will be April 16, 2026.

Instructions

1. GENERAL LIBRARY INFORMATION

Library / Director Information

The report saves automatically after every new entry or change.

Multiple users can view and edit reports at the same time.

Report all information in Part 1 as of December 31, 2025, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1Library ID Number	800141870
1.2Library Name	AURORA TOWN PUBLIC LIBRARY
1.3Name Status (State use only)	no change from the prior year
1.4Structure Status (State use only)	no change
1.5Community	East Aurora
1.6Beginning Fiscal Reporting Year	01/01/2025
1.7Ending Fiscal Reporting Year	12/31/2025
1.8Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11Beginning Local Fiscal Year	01/01/2025
1.12Ending Local Fiscal Year	12/31/2025
1.13Address Status	no change from the prior year

Aurora Town Public Library 2025

1.14 Street Address	550 MAIN STREET
1.15 City	EAST AURORA
1.16 Zip Code	14052
1.17 Mailing Address	550 MAIN STREET
1.18 City	EAST AURORA
1.19 Zip Code	14052
1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	7166524440
1.21 E-Mail Address (enter M (Missing) if no E-Mail)	eau@buffalolib.org
1.22 Library Home Page URL (Enter M (Missing) if no home page URL)	https://www.buffalolib.org/locations-hours/aurora-town-public-library
1.23 Population Chartered to Serve (per 2020 Census)	13,943
1.24 Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.25 Indicate the area chartered to serve as stated in the library's charter (select one):	Town
1.26 During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N
1.27 Indicate the type of charter the library currently holds (select one):	Absolute
1.28 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter	06/27/1969
1.29 Date the library was last registered	06/09/1969
1.30 Federal Employer Identification Number	160866260
1.31 County	ERIE
1.32 School District	East Aurora Union Free District # 1
1.33 Town/City	Aurora
1.34 Library System	Buffalo & Erie County Public Library

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

1.35a President/CEO Name	N/A
1.35b President/CEO Phone Number	N/A
1.35c President/CEO Email	N/A

Aurora Town Public Library 2025

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For questions 1.36 through 1.42, report all information for the current library director/manager.

1.36 First Name of Library Director/Manager	Paula
1.37 Last Name of Library Director/Manager	Ausberger
1.38 NYS Public Librarian Certification Number	24842
1.39 What is the highest education level of the library manager/director?	Master's Degree
1.40 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Yes
1.41 Do all staff working in the budgeted Librarian (certified) positions reported in 6.6 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Yes
1.42 E-mail Address of the Director/Manager	ausbergerp@buffalolib.org
1.43 Does the library charge fees for library cards to people residing outside the system's service area?	N

Public Votes / Contracts

1.44 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2025? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.45.	N
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Please Note: last year's answers for repeating groups cannot be displayed.

1.44a Name of municipality or district holding the public vote	1.44b Indicate the type of municipality or district holding the public vote	1.44c Date the vote was held(mm/dd/2025)	1.44d Was the vote successful? Y/N	1.44e What type of public vote was it?	1.44f.i Most recent prior year approved appropriation from a public vote:	1.44f.ii Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	1.44f.iii Total proposed appropriation (manually sum of 6a and 6b):
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Aurora Town Public Library 2025

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This question should only be answered if "No" was answered in Q1.44 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.45 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2025) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.46.	N
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Please Note: last year's answers for repeating groups cannot be displayed.

1.45a Name of municipality or district holding the public vote	1.45b Indicate the type of municipality or district holding the public vote	1.45c Date the last successful vote was held (mm/dd/yyyy)	1.45d What type of public vote was it?	1.45e What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?
N/A				

Contractual Agreements

1.46 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for each contract. If no, go to question 1.47.	N
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Please Note: last year's answers for repeating groups cannot be displayed.

1.46a Name of contracting municipality or district	1.46b Is this a written contractual agreement?	1.46c Population of the geographic area served by	1.46d Dollar amount of contract	1.46e Enter the appropriate code for range

this contract	of services provided (select one):
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Unusual Circumstances

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

Physical Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please read general information instructions below before completing this section.

<https://ny.countingopinions.com/docs/ny/Instructions2025AnnualReportPublicAssociationLibraries.pdf>

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available online.

PRINT MATERIALS

Aurora Town Public Library 2025

Cataloged Books

2.1Adult Fiction Books	7,253
2.2Adult Non-fiction Books	5,604
2.3Total Adult Books (Total questions 2.1 & 2.2)	12,857
2.4Children's Fiction Books	7,053
2.5Children's Non-fiction Books	2,464
2.6Total Children's Books (Total questions 2.4 & 2.5)	9,517
2.7Total Cataloged Books (Total questions 2.3 & 2.6)	22,374

Other Print Materials

2.8Total Uncataloged Books	963
2.9Total Print Serials	949
2.10All Other Print Materials	0
2.11Total Other Print Materials (Total questions 2.8 through 2.10)	1,912
2.12Total Print Materials (Total questions 2.7 and 2.11)	24,286

ALL OTHER MATERIALS

2.13Audio - Physical Units	2,864
2.14Video - Physical Units	7,645
2.15Other Circulating Physical Items	261
2.16Total Other Physical Materials(Total questions 2.13 through 2.15)	10,770

Grand Total / Additions to Holdings

2.17GRAND TOTAL HOLDINGS (Total questions 2.12 and 2.16)	35,056
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.18Cataloged Books	2,501
2.19All Other Print Materials	1,049
2.20All Other Materials	735
2.21Total Additions (Total questions 2.18 through 2.20)	4,285

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2025 calendar year. Please [click here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

LIBRARY USE

3.1Library visits (total annual attendance)	69,562
3.1aRegarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	Annual Count
3.2Registered resident borrowers	11,050
3.3Registered non-resident borrowers	287

Aurora Town Public Library 2025

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

Please report information on WRITTEN POLICIES as of 12/31/25.

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

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

ACCESSIBILITY (Answer Y for Yes, N for No)

Please report information on ACCESSIBILITY as of 12/31/25.

3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? ¹	Y
3.12 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N
3.13 Does the library have large print books?	Y
3.14 Does the library have assistive technology for people who are visually impaired or blind?	Y

3.15 - If so, what do you have? If no, go to next question

screen reader, such as JAWS, Windoweyes or NVDA	Y
refreshable Braille commonly referred to as a refreshable Braille display	N
screen magnification software, such as Zoomtext	Y
electronic scanning and reading software, such as OpenBook	N
3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	N

Library Sponsored Programs

Aurora Town Public Library 2025

LIVE PROGRAM SESSIONS and ATTENDANCE

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants. Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

IMPORTANT: If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

NOTE: Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

3.17aNumber of Sessions Targeted at Children Ages 0-5	49
3.17bAttendance at Sessions Targeted at Children Ages 0-5	1,063
3.18aNumber of Sessions Targeted at Children Ages 6-11	24
3.18bAttendance at Sessions Targeted at Children Ages 6-11	970
3.19aNumber of Sessions Targeted at Young Adults Ages 12-18	26
3.19bAttendance at Sessions Targeted at Young Adults Ages 12-18	226
3.20aNumber of Sessions Targeted at Adults Age 19 or Older	44
3.20bAttendance at Sessions Targeted at Adults Age 19 or Older	577
3.21aNumber of General Interest Program Sessions	65
3.21bAttendance at General InterestProgram Sessions	2,507
3.22Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)	208
3.23Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)	5,343

Aurora Town Public Library 2025

Live Programs Categorized by Venue

3.24a Total Live Onsite Program Sessions ²	196
3.24b Total Live Onsite Program Attendance	4,564
3.25a Total Live Offsite Program Sessions ³	12
3.25b Total Live Offsite Program Attendance	779
3.26a Total Live Virtual Program Sessions ⁴	0
3.26b Total Live Virtual Program Attendance	0
3.27 Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)	208
3.28 Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)	5,343

Prerecorded and One-on-One Programs

3.29 Total Number of Prerecorded Program Presentations	0
3.30 Total Views of Prerecorded Program Presentations within 30 Days	0
3.31 One-on-One Program Sessions ⁵	1,608
3.32 Attendance at One-on-One Program Sessions ⁶	1,635

Teen-Led Promotions

3.33 Did your library offer teen-led activities during the 2025 calendar year?	Y
3.34a Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.34b Does your library use Facebook for promotion?	Yes
3.34c Does your library use Instagram for promotion?	Yes
3.34d Does your library use Twitter/X for promotion?	No
3.34e Does your library use TikTok for promotion?	No

Aurora Town Public Library 2025

SUMMER READING PROGRAM

Please report information on SUMMER READING PROGRAMS for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.35Did the library offer a summer reading program in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.36Library outlets offering the summer reading program	1
3.37Children registered for the library's summer reading program	752
3.38Young adults registered for the library's summer reading program	121
3.39Adults registered for the library's summer reading program	145
3.40Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)	1,018
3.41aChildren's program sessions - Summer 2025	23
3.41bChildren's program attendance - Summer 2025	1,417
3.42aYoung adult program sessions - Summer 2025	6
3.42bYoung adult program attendance - Summer 2025	92
3.43aAdult program sessions - Summer 2025	4
3.43bAdult program attendance - Summer 2025	21
3.44Total program sessions - Summer 2025 (total 3.41a + 3.42a + 3.43a)	33
3.45Total program attendance - Summer 2025 (total 3.41b + 3.42b + 3.43b)	1,530
3.46Did the library use the Summer Reading at New York Libraries name and/or logo?	N
3.47Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?	N

COLLABORATORS

3.48Public school district(s) and/or BOCES	1
3.49Non-public school(s)	0
3.50Childcare center(s)	0
3.51Summer camp(s)	0
3.52Municipality/Municipalities	0
3.53Literacy provider(s)	0
3.54Other (describe using the State note) '	2
3.55Total Collaborators (total 3.48 through 3.54)	3

Aurora Town Public Library 2025

Early Literacy

Please report information on EARLY LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.56 Did the library offer early literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
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EARLY LITERACY PROGRAMS

3.57a Focus on birth - school entry (kindergarten) sessions	49
3.57b Focus on birth - school entry (kindergarten) attendance	1,063
3.58a Focus on parents & caregivers sessions	0
3.58b Focus on parents & caregivers attendance	0
3.59a Combined audience sessions	38
3.59b Combined audience attendance	739
3.60 Total Sessions	87
3.61 Total Attendance	1,802

3.62 - Collaborators (check all that apply):

3.62a Childcare center(s)	Yes
3.62b Public School District(s) and/or BOCES	Yes
3.62c Non-Public School(s)	No
3.62d Health care providers/agencies	No
3.62e Other (describe using the State note) ^b	Yes

Adult Literacy

Please report information on ADULT LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

Aurora Town Public Library 2025

ADULT LITERACY

3.63 Did the library offer adult literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.64a Total group program sessions	0
3.64b Total group program attendance	0
3.65a Total one-on-one program sessions	1
3.65b Total one-on-one program attendance	1

3.66 - Collaborators (check all that apply)

3.66a. Literacy NY (Literacy Volunteers of America)	No
3.66b. Public School District(s) and/or BOCES	No
3.66c. Non-Public Schools	No
3.66d. Other (see instructions and describe using Note)	No

ESOL / Digital Literacy

Please report information on ESOL, for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67 Did the library offer English for Speakers of Other Languages (ESOL) programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	N
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DIGITAL LITERACY

Please report information on DIGITAL LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.75 Did the library offer digital literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	N
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4. LIBRARY TRANSACTIONS

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

Circulation / Reference Transactions

- The total annual circulation of all physical library materials of all types, including renewals.
- Count all physical materials in all formats that are charged out for use outside the library. Circulation of uncataloged books, and other non-book materials should be reported in the appropriate category - Adult or Children's Other Materials. Include non-traditional items that are charged out, such as cake pans, tools, Roku sticks, etc. under Circulation of Other Materials.
- Interlibrary loan transactions included are only items borrowed for users. Include items borrowed for users of the reporting library through interlibrary loan (materials received) and charged out for home use by the reporting library's patrons.
- Items loaned in bulk (bulk loans) by your library to schools or other institutions for circulation by the school or institution are counted as one circulation per item (the initial loan from your library to the school or institution).
- Do not include items checked out to another library. Items sent to another autonomous library as interlibrary loan are not counted as circulation by the reporting library.
- Items sent from one outlet of the reporting library to another, i.e., from main library to a branch, are not counted as circulation.
- Items packaged together as a unit which are generally checked out as a unit, should be counted once for each loan of the unit (e.g., two compact discs, two films, two videocassettes, a kit or a set of 25slides).

CATALOGED BOOK CIRCULATION

4.1Adult Fiction Books	34,271
4.2Adult Non-fiction Books	18,105
4.3Total Adult Books (Total questions 4.1 & 4.2)	52,376
4.4Children's Fiction Books	49,396
4.5Children's Non-fiction Books	9,897
4.6Total Children's Books (Total questions 4.4 & 4.5)	59,293
4.7Total Cataloged Book Circulation (Total question 4.3 & 4.6)	111,669

CIRCULATION OF OTHER MATERIALS

4.8aCirculation of Adult Other Materials - Non-Audio/Visual	8,591
4.8bCirculation of Adult Other Materials - Audio/Visual	3,668
4.9aCirculation of Children's Other Materials - Non-Audio/Visual	3,668
4.9bCirculation of Children's Other Materials - Audio/Visual	7,567
4.10Circulation of Other Physical Items (Total questions 4.8a, 4.9a) ⁹	12,259
4.11Physical Item Circulation (Total questions 4.7 & 4.8 b & 4.9b & 4.10)	135,163
4.12As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No
4.13Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur.	Yes

REFERENCE TRANSACTIONS

4.14Total Reference Transactions	7,102
4.14aRegarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	Annual Count
4.15Does the library offer virtual reference?	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16TOTAL MATERIALS RECEIVED ¹⁰	0
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17TOTAL MATERIALS PROVIDED ¹¹	0
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E-RATE

4.18Does the library file for E-ratebenefits? ¹²	Y
4.19Is the library part of a consortium for E-rate benefits?	N
4.20If yes, in which consortium are you participating?	N/A

5. ELECTRONIC USE

Electronic Holdings

For all questions: Answer Missing if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1Did the library provide access to e-books purchased solely by the library? ¹³	No
5.2Did the library provide access to e-books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.3Did the library provide access to e-books provided by the New York State Library at no or minimal cost to the library?	No

Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.4Did the library provide access to e-serials purchased solely by the library? ¹⁴	No
5.5Did the library provide access to e-serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.6Did the library provide access to e-serials provided by the New York State Library at no or minimal cost to the library?	No

Electronic Audio

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.7Did the library provide access to e-audio purchased solely by the library? ¹⁵	No
5.8Did the library provide access to e-audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.9Did the library provide access to e-audio provided by the New York State Library at no or minimal cost to the library?	No

Electronic Video

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10Did the library provide access to e-videos purchased solely by the library? ¹⁶	No
5.11Did the library provide access to e-videos purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? (Do not include New York State Library-provided content here; that should be entered in 5.12.)	No
5.12Did the library provide access to e-videos provided by the New York State Library at no or minimal cost to the library?	No

Research Databases

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13Did the library provide access to research databases purchased solely by the library? ¹⁷	No
5.14Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.15Did the library provide access to research databases provided by the New York State Library at no or minimal cost to the library (e.g., NOVELny)?	Yes

Online Learning

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16 Did the library provide access to online learning platforms purchased solely by the library?	No
5.17 Did the library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.18 Did the library provide access to online learning platforms provided by the New York State Library at no or minimal cost to the library?	No

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19 The total circulation of e-books during the reporting period ¹⁸	0
5.20 The total circulation of e-serials during the reporting period. ¹⁹	0
5.21 The total circulation of e-audio during the reporting period ²⁰	0
5.22 The total circulation of e-videos during the reporting period. ²¹	0

6. STAFF INFORMATION

All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

Aurora Town Public Library 2025

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35.00
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2Library Director (certified)	1.00
6.3Vacant Library Director (certified)	0.00
6.4Library Manager (not certified)	0.00
6.5Vacant Library Manager (not certified)	0.00
6.6Librarian	1.54
6.7Vacant Librarian	0.51
6.8Library Specialist/Paraprofessional	0.00
6.9Vacant Library Specialist/Paraprofessional	0.00
6.10Other Staff	5.20
6.11Vacant Other Staff	0.00
6.12TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	7.74
6.13VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.51

SALARY INFORMATION

6.14FTE - Library Director(certified)	1
6.15Salary - Library Director (certified)	\$70,381
6.16FTE - Library Manager (not certified)	0
6.17Salary - Library Manager (notcertified)	\$0
6.18FTE - Librarian	1
6.19Salary - Librarian	\$51,671

7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your

Aurora Town Public Library 2025

library meets as of December 31, 2025. Please [click here](#) to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. <https://nyslibrary.libguides.com/publiclibrarystandards>

7.1.Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law.	Y
7.2.Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.	Y
7.3.Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.	Y
7.4.Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.	Y
7.4.a.Does the Library have a Board-approved policy for the selection of library materials and reconsideration of such selection? ²²	Y
7.4.b.Does the Library have a Board-approved policy explaining the public usage of library space and meeting rooms?	Y
7.4.c.Does the Library have Board-approved Codes of conduct?	Y
7.4.d.Does the library have a policy protecting the confidentiality of library records? ²³	Y
7.4.e.Does the library have Board-approved personnel policies ensuring consistent staff management and fair employment practices? ²⁴	Y
7.4.f.Does the library have a disaster plan?	Y
7.4.g.Does the Library have Board-approved financial control policies that fulfill the legal and fiduciary responsibilities of the governing body and promote fiscal oversight, accountability, and sustainable management?	Y
7.5.Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.	Y
7.6.Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.	Y
7.7.Is open the minimum standard number of public service hours for population served. (see instructions)	Y

7.8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

7.8a.space	Y
7.8b.lighting	Y
7.8c.shelving	Y
7.8d.seating	Y
7.8e.power infrastructure	Y
7.8f.data infrastructure	Y
7.8g.public restroom	Y

-

7.9.Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y
---	---

7.10. Provides

7.10a.a circulation system that facilitates access to the local library collection and other library catalogs	Y
7.10b.equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y

Aurora Town Public Library 2025

7.11.Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y
7.12.Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y
7.13.Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y
7.14.Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [click here](#) to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

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

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

Aurora Town Public Library 2025

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6Minimum Weekly Total Hours - Main Library	50.00
8.7Minimum Weekly Total Hours - Branch Libraries	0.00
8.8Minimum Weekly Total Hours - Bookmobiles	0.00
8.9Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	50.00
8.10Annual Total Hours - Main Library	2,478.00
8.11Annual Total Hours - Branch Libraries	0.00
8.12Annual Total Hours - Bookmobiles	0.00
8.13Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,478.00

Aurora Town Public Library 2025

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [click here](#) to read general instructions before completing this section. Questions 1-14, 20-25, and 34-36 are pre-filled with prior year answers but not locked to allow updating.

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

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter New in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either Closed, will reopen or Closed permanently in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you will enter the data into the spreadsheet that Counting Opinions will provide. Complete this spreadsheet and email it to support@countingopinions.com and your data will be uploaded into LibPAS within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5-6, 11-14, and 20-23 should be locked.

Name

Location		1. Outlet Name	2. Outlet Name Status
Aurora Town Public Library		AURORA TOWN PUBLIC LIBRARY	no change from the prior year

Address

Location		3. Street Address	4. Outlet Street Address Status
Aurora Town Public Library		550 MAIN STREET	no change from the prior year

Aurora Town Public Library 2025

Address / Phone

Location		5. City	6. Zip Code	7. Phone (enter 10 digits only)
Aurora Town Public Library		EAST AURORA	14052	(716) 652-4440

Contact

Location		8. E-mail Address	9. Outlet URL
Aurora Town Public Library		eau@buffalolib.org	https://www.buffalolib.org/locations-hours/aurora-town-public-library

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Location		10. County	11. School District	12. Library System	13. Outlet Type Code (select one):
Aurora Town Public Library		ERIE	East Aurora Union Free District #1	Buffalo & Erie County Public Library	Central Library

Hours / Meetings

Location		14. Public Service Hours Per Year for This Outlet	15. Number of Weeks This Outlet is Open	16. Total number of meeting spaces available to the public	17. How many of the above meeting spaces are reservable?	18. Number of times members of the public reserved meeting spaces	19. Is the meeting space available for public use even when the outlet is closed?
Aurora Town Public Library		2,478	52	1	1	79	N

Aurora Town Public Library 2025

Building

Location		20. Enter the appropriate outlet code (select one):	21. Who owns this outlet building?	22. Who owns the land on which this outlet is built?	23. Indicate the year this outlet was initially constructed	24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more
Aurora Town Public Library		LRF	Town	Town	1964	2013

Space / Use

Location		25. Square footage of the outlet	26. Number of Internet Computers Used by General Public	27. Number of uses (sessions) of public Internet computers per year	27a Reporting Method for Number of Uses of Public Internet Computers Per Year
Aurora Town Public Library		7,495	14	4,280	Annual Count

Internet Connection

Location		28. Type of connection on the outlet's public Internet computers	29. Maximum download speed of connection on the outlet's public Internet computers	30. Maximum upload speed of connection on the outlet's public Internet computers
Aurora Town Public Library		²⁵ Other (specify using the State note)	11 Greater than or equal to 100 mbps and less than 1 gbps	11 Greater than or equal to 100 mbps and less than 1 gbps

Internet / WiFi

Location		31. Internet Provider	32. WiFi Access	33. Wireless Sessions	33a Reporting Method for Wireless Sessions
Aurora Town Public Library		Crown Castle Fiber	Password required	26,945	Annual Count

Aurora Town Public Library 2025

Accessibility / Makerspace

Location		34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	35. Is every public part of the outlet accessible to a person in a wheelchair?	36. Does your outlet have a Makerspace?
Aurora Town Public Library		Y	Y	N

ID

Questions 35-39 37-40 are locked fields for New York State Library use only.

Location		37. LIBID	38. FSCSID	39. Number of Bookmobiles in the Bookmobile Outlet Record	40. Outlet Structure Status
Aurora Town Public Library		0800141870	NY0013	0	no change

10. OFFICERS AND TRUSTEES

Guidance at the start of the section has been updated to clarify that entries should reflect Officers and Board Members as of February 1, 2026.

Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2025. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1 Total number of board meetings held during calendar year (January 1, 2025 to December 31, 2025) ²⁶	11
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Aurora Town Public Library 2025

NUMBER OF TRUSTEES AND TERMS

10.2 If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, select N/A.	5 - 7
10.3 If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, select N/A.	5
10.4 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, select N/A here.	N/A
10.5 What is the trustee term length, as stated in your library's charter documents (incorporation)? If a term length is not stated, please explain in a Note.	5 years
10.6 I attest that all trustees participated in trustee education in the last calendar year (2025). If entering No, provide explanation in a Note.	Y

BOARD MEMBER SELECTION

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

List Officers and Board Members as of February 1, 2026.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you must enter the data into the spreadsheet that Counting Opinions will send you. Please Note: It is customized and contains previously entered data in need of updating. Complete this spreadsheet and email it to support@countingopinions.com.

10 .7a Status	10 .7b First Name of Board Member	10. 7c Last Name of Board Member	10 .7d Mailing Address	10 .7e City	10. 7f Zip Code (5 digits only)	10 .7g E- mail address	10 .7h Office Held or Trustee	10. 7i Term Begins - Month	10. 7j Term Begins - Year (year)	10. 7k Term Expires	10. 7l Term Expires - Year (yyyy)	10.7m Is the trustee serving a full term? If No, add a Note. The	10 .7n The date the Oath of Office (10 .7o The date the Oath of Office was filed with town or	10.7p Is this a brand new trustee?
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										Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling	county clerk (mm/dd/yyyy)	
Filled	Martha	Buyer	110 Woodland Dr.	East Aurora	14052	martha@marthabuyer.com	Trustee	January 2024	December 2028	Yes	01/22/2020 4	01/22/2021 4
Filled	Adam	Zaremski	28 Woodside Ave.	East Aurora	14052	adam.zaremski@gmail.com	President	January 2022	December 2026	Yes	01/10/2020 2	01/10/2021 2
Filled	Kara	Spencer-	218	East	14052	karaspen	Vice	January 2026	December 2030	Yes	01/22/2020	01/22/2021

Aurora Town Public Library 2025

		Ching	Walnut St.	Aurora		cerching President @hotmail.com		r			6	6
Filled	Sashi	Racho	1029 Schopper Rd.	East Aurora	14052	sashirach Financial Officer o@gmail.com	January 2023	December 2027	Yes		01/23/2020	01/23/2021
Filled	Elaine	Chow	2000 Blakeley Rd.	East Aurora	14052	eyc.msg Secretary @gmail.com	January 2025	December 2029	Yes		01/24/2020	01/24/2021

11. OPERATING FUNDS RECEIPTS

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

LOCAL PUBLIC FUNDS

11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.	Y
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11.1.a Source of Funds	11.1.b Name of funding County, Municipality or School District	11.1.c Amount	11.1.d Subject to public vote held in reporting year or in a previous reporting year(s).	11.1.e Written Contractual Agreement
County	Erie	\$640,268	N	Y

Aurora Town Public Library 2025

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

11.2TOTAL LOCAL PUBLIC FUNDS	\$640,268
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SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3Local Library Services Aid (LLSA)	\$4,405
11.4Record all Central Library Services Aid monies received from system headquarters	\$0
11.5Additional State Aid received from the System	\$0
11.6Federal Aid received from the System	\$0
11.7Other Cash Grants	\$0
11.8TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$4,405

OTHER STATE AID

11.9State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
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FEDERAL AID FOR LIBRARY OPERATION

11.10LSTA	\$0
11.11Other Federal Aid	\$0
11.12TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0
11.13CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0

Aurora Town Public Library 2025

OTHER RECEIPTS

11.14 Gifts and Endowments ²⁷	\$20,226
11.15 Fund Raising	\$1,665
11.16 Income from Investments	\$0
11.17 Library Charges	\$3,803
11.18 Other	\$4,711
11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$30,405
11.20 TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$675,078
11.21 BUDGET LOANS	\$0

Transfers / Grand Total

TRANSFERS

11.22 From Capital Fund (Same as Question 14.8)	\$0
11.23 From Other Funds	\$0
11.24 TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0
11.25 BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$91,601
11.26 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$766,679

12. OPERATING FUND DISBURSEMENTS

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

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1 Certified Librarians	\$170,125
12.2 Other Staff	\$186,731
12.3 Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$356,856
12.4 Employee Benefits Expenditures	\$165,563
12.5 Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$522,419

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures	\$44,023
12.7 Electronic Materials Expenditures	\$23,446
12.8 Other Materials Expenditures	\$22,028
12.9 Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$89,497

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds (71PF)	\$0
12.11 From Other Funds (71OF)	\$0
12.12 Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$0

OPERATION AND MAINTENANCE OF BUILDINGS

Aurora Town Public Library 2025

Repairs to Building & Building Equipment

12.13From Local Public Funds (72PF)	\$0
12.14From Other Funds (72OF)	\$74
12.15Total Repairs (Add Questions 12.13 and 12.14)	\$74
12.16Other Disbursements for Operation & Maintenance of Buildings	\$16,331
12.17Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$16,405

MISCELLANEOUS EXPENSES

12.18Office and Library Supplies	\$11,027
12.19Telecommunications	\$1,971
12.21Professional & Consultant Fees	\$180
12.22Equipment	\$1,357
12.23Other Miscellaneous	\$16,264
12.24Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)	\$30,799

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

Aurora Town Public Library 2025

Capital Purposes Loans (Principal and Interest)

12.26From Local Public Funds (73PF)	\$0
12.27From Other Funds (73OF)	\$0
12.28Total (Add Questions 12.26 and 12.27) Other Loans	\$0
12.29Budget Loans (Principal and Interest)	\$0
12.30Short-Term Loans	\$0
12.31Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$0
12.32TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$659,120

Transfers to Capital Fund

12.33From Local Public Funds (76PF)	\$0
12.34From Other Funds (76OF)	\$0
12.35Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36Transfer to Other Funds	\$190
12.37TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$190
12.38TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$659,310
12.39BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2025	\$107,369
12.40GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$766,679

ASSURANCE

12.41The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the Annual Report was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). ²⁸	4/27/2026
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Aurora Town Public Library 2025

FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy)	N/A
12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	N/A
12.44 Indicate type of audit (select one):	N/A

CAPITAL FUND

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

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. ROUND TO THE NEAREST DOLLAR. Please [click here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

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

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction	\$0
13.5 Other State Aid	\$0
13.6 Total State Aid (Add Questions 13.4 and 13.5)	\$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 TOTAL FEDERAL AID	
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INTERFUND REVENUE

13.8 Transfer from Operating Fund (Same as Question 12.35)	\$0
13.9 TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0
13.10 NON-REVENUE RECEIPTS	\$0
13.11 TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0
13.12 BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0
13.13 TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0

14. CAPITAL FUND DISBURSEMENTS

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

PROJECT EXPENDITURES

14.1 Construction	\$0
14.2 Incidental Construction	\$0

Aurora Town Public Library 2025

Other Disbursements

14.3Purchase of Buildings	\$0
14.4Interest	\$0
14.5Collection Expenditures	\$0
14.6Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9NON-PROJECT EXPENDITURES	\$0
14.10TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2025	\$0
14.12TOTAL CASH DISBURSEMENTS AND BALANCE	\$0

Aurora Town Public Library 2025

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

16.1Total ALA-MLS	2.67
16.2Total Librarians	2.67
16.3All Other Paid Staff	4.55
16.4Total Paid Employees	7.22
16.5State Government Revenue	\$4,405
16.6Federal Government Revenue	\$0
16.7Other Operating Revenue	\$30,405
16.8Total Operating Revenue	\$675,078
16.9Other Operating Expenditures	\$47,204
16.10Total Operating Expenditures	\$659,120
16.11Total Capital Expenditures	\$0
16.12Print Materials	24,286
16.12aTotal Physical Items in Collection	32,192
16.13Circulation of Children's Physical Material	70,528
16.14Total Registered Borrowers	11,337
16.15Other Capital Revenue and Receipts	0
16.16Number of Internet Computers Used by General Public	14
16.17Total Uses (sessions) of Public Internet Computers Per Year	4,280
16.18Wireless Sessions	26,945
16.19Total Capital Revenue	\$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1LIB ID	800141870
17.2Interlibrary Relationship Code	Member of a Federation or Cooperative
17.3Legal Basis Code	Municipal Government (city, town or village)
17.4Administrative Structure Code	Administrative Entity with a Single Direct Service Outlet
17.5FSCS Public Library Definition	Yes
17.6Geographic Code	Minor Civil Division [MCD] (e.g., town, township), entirety
17.7FSCS ID	NY0013
17.8SED CODE	
17.9INSTITUTION ID	
User defined ID. used to link two or more AEs together.	-3
Old FSCSKEY	-3

SUGGESTED IMPROVEMENTS

Library Name:	AURORA TOWN PUBLIC LIBRARY
Library System:	Buffalo & Erie County Public Library
Name of Person Completing Form:	Paula Ausberger
Phone Number:	(716) 652-4440
I am satisfied that this resource (LibPAS) is meeting library needs:	Strongly Agree
Applying this resource (LibPAS) will help improve library services to the public:	Yes
Please share with us your suggestions for improving the Annual Report. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!	No additional comments.

¹, 3.11 Library by Mail offered at the System level(0-2026-04-06)

- ², 3.17b More programs were held for Children, Ages 0-5, resulting in higher attendance.(0-2026-04-14)
- ³, 3.24a This is the number of live onsite program sessions we had in 2025, which happens to be the same as 2024.(0-2026-03-31)
- ⁴, 3.25a We held two more outreach visits in 2025 than in 2024.(0-2026-03-31)
- ⁵, 3.26a We did not hold any virtual program sessions in 2025.(0-2026-03-31)
- ⁶, 3.31 One-on-one programs include the Book a Technology Trainer and Book a Librarian programs as well as tutoring. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.(0-2026-03-31)
- ⁷, 3.32 One-on-one programs include the Book a Technology Trainer and Book a Librarian programs as well as tutoring. On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.(0-2026-03-31)
- ⁸, 3.54 Reinstein Woods Nature Preserve and Hawk Creek Wildlife Center(0-2026-04-06)
- ⁹, 3.62e. Aurora Historical Society(0-2026-04-06)
- ¹⁰, 4.10 This year's calculation does not include other materials - audio/visual.(0-2026-04-06)
- ¹¹, 4.16 Reported at system level.(0-2026-04-06)
- ¹², 4.17 Reported at system level.(0-2026-04-06)
- ¹³, 4.18 Included as a component unit of B&ECPL.(0-2026-03-31)
- ¹⁴, 5.1 Answered Yes at System Level.(0-2026-03-31)
- ¹⁵, 5.4 Answered Yes at System Level.(0-2026-03-31)
- ¹⁶, 5.7 Answered Yes at System Level.(0-2026-03-31)
- ¹⁷, 5.10 Answered Yes at System Level.(0-2026-03-31)
- ¹⁸, 5.13 Answered Yes at System Level.(0-2026-03-31)

Aurora Town Public Library 2025

¹⁹, 5.19 Reported at system level.(0-2026-03-31)

²⁰, 5.20 Reported at system level.(0-2026-03-31)

²¹, 5.21 Reported at system level.(0-2026-03-31)

²², 5.22 Reported at system level.(0-2026-03-31)

²³, 7.4.a. This is a system-wide policy.(0-2026-03-31)

²⁴, 7.4.d. This is a system-wide policy.(0-2026-03-31)

²⁵, 7.4.e. These are system-wide policies.(0-2026-03-31)

²⁶, 30. Library System provides Crown Castle Fiber(0-2026-03-31)

²⁷, 10.1 10 regular meetings and 1 annual board meeting(0-2026-03-31)

²⁸, 11.14 More donation money received in 2026 than 2025, including a \$4,000.00 donation and two \$2,000 donations by patrons.(0-2026-04-06)

²⁹, 12.41 The 2026 State Report will be approved at the Annual Meeting of the Board on Tuesday, April 27 at 6:00 p.m.(0-2026-03-31)

Donors & Supporters

The Friends, who fund programs, books, furnishings, and more throughout the year.

Our volunteers, who are always there to lend a hand.

The many whose time, donations, and memorial gifts make the Library a wonderful place in our community!

Alice Askew
Don & Sharon Aubrecht
Aurora Town Historian
Aurora Women's Club
East Aurora Cooperative Market
East Aurora Art Society
East Aurora Lions Club
East Aurora Music Festival
Ken Klocek
Matthew & Jillian Bossemeyer
Paula's Donuts
Phil Kadet
Pizza Del Aureo's
Roycroft Campus Antiques
Town of Aurora & Highway Dept
Karen Wielinski

Volunteers

45 volunteers worked 646.75 hours



Fundraising

Library Discard Sale
\$1,335.31

Friends Ongoing Book Sale (Pre-Tax)
\$3,895.00

Friends Pop-Up Sale (Pre-Tax)
\$910.00

Friends Raise Some Dough, Sponsored by
Pizza Del Aureo's
\$734.57

Renaissance Faire Earrings by Ann Norlund
\$202.00

Friends Painted Barrels w/ EA Art Society
\$178.00

Friends T-Shirt Sale (Pre-Tax)
\$1,058.00

Friends Ornaments / Magnets
\$20.00

East Aurora Middle School Holiday Market
Earrings by Ann Norlund
\$91.00

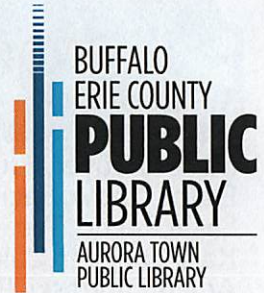
Friends Holiday Gift Basket Raffle
\$978



Aurora Town Public Library 2025

550 Main Street
East Aurora, NY 14052

Mon, Tues, & Thurs
10:00 a.m.—8:00 p.m.
Wed
10:00 a.m.—6:00 p.m.
Fri
10:00 a.m.—5:00 p.m.
Sat
10:00 a.m.—3:00 p.m.



Connect with Us



@auroratownpubliclibrary



www.facebook.com/auroratownpubliclibrary



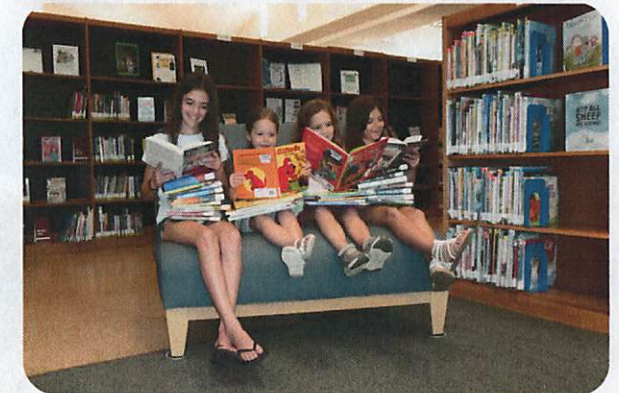
www.buffalolib.org/locations-hours/aurora-town-public-library



eau@buffalolib.org



(716) 652-4440



Profoundly **PUBLIC.**

Who We Are

Martha Buyer, Trustee
Elaine Chow, Secretary
Sashi Racho, Treasurer
Kara Spencer-Ching, Vice President
Adam Zaremski, President

Paula M.A. Ausberger, Director
& Library Team of 18

What We Do

Our mission is to serve our community with the best library resources available to enrich, enlighten, and entertain.



Where We Stand

Out of all 37 B&ECPL locations, ATPL Ranks...

- 11 in circulation
- 12 in patron visits
- 8 in Wi-Fi use
- 22 in computer use



Statistics

177,440 items were checked out –Up 1.8% from 2024

4,285 holdings were added to our collection for a total of 35,056 items in our collection

11,050 out of 13,902 residents (population estimate from Census.gov) are registered as library card holders with ATPL as their home location

287 additional registrants are from outside of the area

69,562 patrons visited

4,564 attended 196 programs

1,635 attended 1,608 one-on-one sessions (Sometimes more than one person attends)

110 Meetings were held

26,945 Wi-Fi logins—Up 11.8% from 2024

4,280 computer sessions

7,102 reference questions answered



For a comprehensive review of the Library's efforts, scan this QR code or visit <https://www.buffalolib.org/aurora-town-public-library-board-info>

Improvements

- Sit & Play Snake, Teardrop Bean Bags, Comfy Hex Lounge Seat, Comfy Soft Rocker, Magnetic board with Magna-Tiles, and Headphones for Children's Area Funded by the Friends
- Bob Books--a series of phonics-based books designed to teach early reading skills Funded by the Friends
- Yoto Mini Kits Funded by Ken Klocek
- ScanSnap iX1600 Scanner Funded by the Friends
- Panasonic Lumix ZS99 Camera Funded by Ken Klocek
- The Library of Things Collection was augmented with a Kodak Slide N Scan, Clue: Sabotage on the High Seas, The Uzzle 3.0, Wavelength: The Party Game, and the Original Telestrations Board Game Funded by Alice Askew & Travel Power Bank with USB-C Block, Bluetooth Speaker, Portable Karaoke, Telescope, Projector Screen, and Board/Card Games Funded by Ken Klocek
- Canopy Tent Funded by Ken Klocek
- Created Biography section with feedback from the Adults, 50+ Survey
- Added more AAPI titles after diversity audit of juvenile collections
- Expanded Wonderbook Collection Funded by the Friends
- Bench cushion refresh in the fireplace area Funded by Erie County



RESOLUTION adopted by the Board of Trustees of the Aurora Town Public Library at a regular (or special) meeting of said Board of Trustees held at Aurora Town Public Library on the 27 day of April 2026 at 7 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Aurora Town Public Library, held at the Library on the 27 day of April 2026, a resolution was adopted of which the following is a true copy:

RESOLVED, that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and be it further

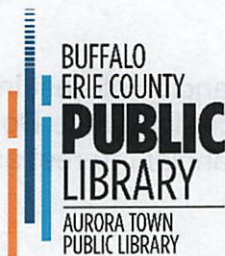
RESOLVED, that the Library attests that the financial information provided to the Buffalo & Erie County Public Library and New York State as part of any and all reporting is true and complete, and be it further

RESOLVED, that the "Annual Report" was reviewed and accepted by the Board of Trustees.

Clerk _____

Ayes _____

Noes _____



Conflict of Interest Policy

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

ARTICLE I: Purpose

The purpose of this Conflict of Interest Policy is to protect the Aurora Town Public Library when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer, trustee, or Key Person of the Aurora Town Public Library. It provides guidelines for handling perceived, potential or actual Conflicts of Interest and addresses procedures and disclosures of Related Party Transactions. This policy is intended to supplement but not replace any applicable state and federal laws governing Conflict of Interest applicable to nonprofit and charitable organizations.

ARTICLE II: Definitions

2.1. Interested Person. An Interested Person is any trustee, officer, employee or member of a committee with powers delegated by the Board of Trustees, who (1) has a direct or indirect Financial Interest, as defined below, and/or (2) is a Related Party, as defined below.

2.2. Disinterested Trustee. A Disinterested Trustee is any trustee who is not an Interested Person.

2.3. Relative. A Relative of an individual means ~~his or her~~ their spouse or domestic partner as defined in Section 2994-a of the Public Health Law, ancestors, brothers and sisters (whether whole or half-blood), children (whether natural or adopted), grandchildren, great-grandchildren, and spouses or domestic partners of brothers, sisters, children, grandchildren and great-grandchildren.

2.4. Financial Interest. A person has a Financial Interest if the person has, directly or indirectly, through business, investment, or a Relative:

(A) An ownership or investment interest of any entity with which the Aurora Town Public Library has a transaction or arrangement;

(B) A compensation arrangement with the Aurora Town Public Library or with any entity or individual with which the Aurora Town Public Library has a transaction or arrangement, except for compensation payable to a Trustee of the Aurora Town Public Library for service on the Board that is to be made available or provided to all Trustees of the Aurora Town Public Library on the same or substantially similar terms; or

(C) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Aurora Town Public Library is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

2.5 Substantial Financial Interest. A Financial Interest in a Related Party Transaction is a "Substantial Financial Interest" if, in the discretion of the Board after giving due consideration to the material facts and circumstances of the Financial Interest as presented, the Board determines that such Financial Interest is substantial.

2.6 Related Party. A Related Party includes:

(A) any trustee, officer, or Key Person of the Aurora Town Public Library or any Affiliate of the Aurora Town Public Library or any other person who exercises the powers of trustees, officers or Key Persons over the affairs of the Aurora Town Public Library or any Affiliate of the Aurora Town Public Library;

(B) any Relative of an individual described in clause (A) of this section; or

(C) any entity in which any individual described in clauses (A) and (B) of this section has a thirty-five (35) percent or greater ownership or beneficial interest or, in the case of a partnership or professional corporation, a direct or indirect ownership interest in excess of five (5) percent.

2.7 Key Person. A Key Person means any person, other than a director or officer, whether or not an employee of the ~~Buffalo & Erie County Public Library~~ ATPL who:

(A) has responsibilities, or exercises powers or influence over the ~~Buffalo & Erie County Public Library~~ ATPL as a whole similar to the responsibilities, powers, or influence of directors and officers;

(B) manages the ~~Buffalo & Erie County Public Library~~ ATPL, or a segment of the Library that represents a substantial portion of its activities, assets, income or expenses; or

(C) alone or with others controls or determines a substantial portion of the Aurora Town Public Library's capital expenditures or operating budget.

2.8 Affiliate of the Aurora Town Public Library. An Affiliate of the Aurora Town Public Library means any entity controlled by or in control of the Aurora Town Public Library.

2.9 Related Party Transaction. A Related Party Transaction means any transaction, agreement or any other arrangement in which a Related Party has a Financial Interest and in which the Aurora Town Public Library or any Affiliate of Aurora Town Public Library is a participant, except that a transaction shall not be a Related Party Transaction if:

(A) the transaction or the Related Party's Financial Interest in the transaction is de minimis; or

(B) the transaction would not customarily be reviewed by the board or boards of similar organizations in the ordinary course of business and is available to others on the same or similar terms; or

(C) the transaction constitutes a benefit provided to a Related Party solely as a member of a class of beneficiaries that the Aurora Town Public Library intends to benefit as part of

the accomplishment of its mission, which benefit is available to all similarly situated members of the same class on the same terms.

2.10 Conflict of Interest. A Conflict of Interest exists if an outside interest or activity influences or appears to influence the ability of an individual to exercise objectivity or impair the individual's ability to perform his or her responsibility in the best interests of the Aurora Town Public Library.

ARTICLE III: Disclosure

3.1. Initial Disclosure. Prior to the initial election of any trustee, officer or member of a committee with powers delegated by the Board or hiring of any Key Person, the prospective trustee, officer, committee member or Key Person shall complete, sign, and submit to the Chair of the Governance Committee a written Disclosure Statement, attached as Appendix A, identifying, to the best of his or her knowledge, the following information:

(A) any entity of which such prospective trustee, officer, committee member, or Key Person is an officer, trustee, member, owner (either as a sole proprietor or a partner), or employee and with which the Aurora Town Public Library has a relationship; and

(B) any transaction in which the Aurora Town Public Library is a participant and in which the prospective trustee, officer, committee member, or Key Person might have a Financial Interest that may give rise to a Conflict of Interest or Related Party Transaction.

3.2. Annual Disclosure. Each trustee officer, member of a committee with powers delegated by the Board of Trustees, and Key Person shall annually submit to the Chair of the Governance Committee the written Disclosure Statement, attached as Appendix A, in which such person:

(A) Identifies, to the best of ~~his or her~~ their knowledge, the information specified in Paragraphs (A) and (B) of Section 3.1 of this Article;

(B) Affirms that ~~he or she~~ their has received a copy of the Conflict of Interest policy, read and understands the policy, agrees to comply with the policy, and understands the Aurora Town Public Library is a 501(c) (3) charitable organization and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax- exempt purposes.

3.3. Continuing Duty to Disclose. In connection with any actual or possible Conflict of Interest or Related Party Transaction which may arise in the ordinary course of the year and within Board or committee meetings, an Interested Person must disclose the existence of the Financial Interest and be given the opportunity to disclose all material facts to the Board of Trustees or the Governance Committee. Such disclosure may be made in a written statement or orally at a meeting of the Board, provided that such oral disclosure must be documented in the minutes of the meeting at which such disclosure is made and given to the Governance Committee for review in accordance with Article IV, Section 4.2.

ARTICLE IV: General Procedures

4.1. General Prohibitions.

(A) An Interested Person is precluded from being present at or participating in any Board or committee deliberation or vote related to the transaction or arrangement giving rise to a Conflict of Interest or Related Party Transaction. Notwithstanding the foregoing, the Board of Trustees or the Governance Committee, may request that an Interested Person present information

to the Board or Governance Committee prior to the commencement of deliberations or voting relating thereto.

(B) An Interested Person shall not directly or indirectly attempt to influence improperly the deliberation or voting on the transaction or arrangement giving rise to the conflict.

4.2. Determining Whether a Conflict of Interest or Related Party Transaction Exists.

(A) After the Interested Person's disclosure of the existence of and all material facts relating to ~~his or her~~ their Financial Interest as required under Article III, and after any discussion among the remaining members of the Board of Trustees or the Governance Committee and the Interested Person regarding the facts and circumstances of the Financial Interest, the Governance Committee shall discuss and make a recommendation to the Board as to each of the determinations required by Paragraphs (C) and (D) of this Section 4.2. Alternatively, if the existence of the Financial Interest initially arises at a meeting of the Board of Trustees, then the Board of Trustees can directly make the determinations required without seeking recommendations from the Governance Committee, provided the Interested Person leaves the meeting while the remaining members of the Board of Trustees discusses the information disclosed.

(B) Upon due discussion and consideration of the Governance Committee recommendations, the Board shall make each of the determinations required by Paragraphs (C) and (D) of this Section 4.2.

(C) Upon discussion, the remaining Board members shall decide and document in the meeting minutes if the transaction or arrangement constitutes a Related Party Transaction as defined in Article II, Section 2.9. If so, then the Board of Trustees must also determine and document in the meeting minutes whether the Related Party has a Substantial Financial Interest, as defined in Article II, Section 2.5, in the proposed Related Party Transaction. Regardless of whether or not the Financial Interest is a Substantial Financial Interest, a Related Party Transaction is subject to the procedures set forth in Article V.

(D) If the transaction or arrangement does not constitute a Related Party Transaction as defined in Article II, Section 2.9, then the remaining Board members in their discretion shall decide if a Conflict of Interest, as defined in Article II, Section 2.10, exists nonetheless, after giving due consideration to the material facts and circumstances presented. If the Board determines that the transaction or arrangement involves a Conflict of Interest, then such transaction or arrangement is subject to the procedures set forth in Article V.

ARTICLE V: Procedures for Addressing Conflicts of Interest & Related Party Transactions

5.1 Consideration of Alternatives.

(A) If the transaction or arrangement is a Related Party Transaction in which the Related Party has a Substantial Financial Interest, then consideration of alternatives in accordance with this section is mandatory. For Conflicts of Interest, consideration of alternatives is within the discretion of the Board of Trustees. After disclosure and discussions with the Interested Person, the Board of Trustees may appoint a Disinterested Trustee or committee of Disinterested Trustees to investigate alternatives to the proposed transaction or arrangement. Alternatives must be presented to the Board of Trustees and must be documented in the minutes of the meeting at which the determination is made.

(B) If alternatives are investigated and presented to the Board, then after exercising due diligence and giving due consideration for any such alternative transactions presented, the Board of Trustees shall determine whether the Aurora Town Public Library can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a Conflict of Interest or Related Party Transaction.

5.2 Board Decision.

(A) If alternatives are considered, whether mandatory or discretionary, and if the Board of Trustees determines that a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a Conflict of Interest or Related Party Transaction, the Board of Trustees shall determine by a majority vote of the Board whether the transaction or arrangement is in the Aurora Town Public Library's best interest, for the Aurora Town Public Library's own benefit, and whether it is fair and reasonable.

(B) In conformity with the above determination, in accordance with the Aurora Town Public Library's bylaws, the Board of Trustees shall make its decision as to whether to enter into the transaction or arrangement.

(C) If the transaction or arrangement involves a Related Party Transaction in which the Related Party has a Substantial Financial Interest, then a majority of the Board members present at the meeting is required to approve such transaction.

5.3 Documentation Required. In connection with all actual or possible Conflicts of Interest and Related Party Transactions, the Board of Trustees shall document in the minutes of the meeting at which such determinations are made the following:

(A) The names of the persons who disclosed or otherwise were found to have a Financial Interest in connection with an actual or possible Conflict of Interest or Related Party Transaction, the nature of the Financial Interest, any action taken to determine whether a Conflict of Interest or Related Party Transaction was present, and the Board's decision as to whether a Conflict of Interest, Related Party Transaction or Substantial Financial Interest in a Related Party Transaction in fact existed.

(B) The names of the persons who were present for discussions and votes relating to the transaction or arrangement.

(C) The content of the discussions at the meeting regarding the proposed transaction or arrangement, including the alternatives to the proposed transaction or arrangement considered, if any.

(D) The determination as to whether the transaction or arrangement is fair, reasonable and in the Aurora Town Public Library's best interest.

(E) The determination as to whether to enter into the transaction or arrangement which gives rise to the Conflict of Interest or Related Party Transaction. If the Board of Trustees approves a Related Party Transaction in which the Related Party has a Substantial Financial Interest, then the minutes must also include the basis for such approval.

(F) A record of any votes taken in connection with the proceedings.

ARTICLE VI: Oversight & Reviews

6.1 Oversight Responsibility. The designated Governance Committee of the Board, as defined in the Aurora Town Public Library's bylaws, shall oversee the adoption of, implementation of, and compliance with this Conflict of Interest policy in accordance with the procedures contained herein and within the process and authority granted under the Bylaws.

6.2 Violation of the Conflict of Interest Policy.

(A) If the Governance Committee has reasonable cause to believe a trustee, officer or Key Person has failed to disclose an actual or possible Conflict of Interest or Related Party Transaction, it shall inform such person of the basis for such belief and afford such person an opportunity to explain the alleged failure to disclose.

(B) If, after hearing the response of the trustee, officer or Key Person and after making further investigation as warranted by the circumstances, the Governance Committee determines that the trustee, officer or Key Person has failed to disclose an actual or possible Conflict of Interest or Related Party Transaction, it shall recommend to the Board appropriate disciplinary and corrective action, up to and including dismissal or termination, and referral to the New York State Board of Regents for possible removal of a trustee, pursuant to New York State Education Law Section 226.

6.3 Periodic Reviews. To ensure the Aurora Town Public Library operates in a manner consistent with its charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, the Board shall conduct periodic reviews. The periodic reviews shall, at a minimum, include the following subjects:

(A) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's length bargaining.

(B) Whether partnerships, joint ventures, and arrangements with management organizations conform to the Aurora Town Public Library's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in impermissible or excessive benefit.

6.4 Use of Outside Experts. When conducting the periodic reviews as provided for in Article VI, Section 6.3, the Aurora Town Public Library may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of Trustees of its responsibility for ensuring periodic reviews are conducted.

Adopted by the Aurora Town Public Library Board of Trustees on June 24, 2014; effective July 1, 2014.

Amended May 24, 2016; Effective July 1, 2016. Amended April 21, 2020.

Amended April 27, 2021.

Amended April 27, 2026.

Appendix A

DISCLOSURE STATEMENT OF THE AURORA TOWN PUBLIC LIBRARY

The undersigned, being a trustee, officer, Key Person of the Aurora Town Public Library, hereby acknowledges and confirms the following:

- (1) I have received, read and understand the Aurora Town Public Library's Conflict of Interest Policy in effect as of the date written below, and I agree to comply with the Conflict of Interest Policy.
- (2) I understand that the Aurora Town Public Library is a 501(c)(3) charitable organization and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.
- (3) **Personal Interests & Relationships.** I am an officer, director, trustee, member, owner (either as a sole proprietor or a partner), or an employee of the following entities with which the Aurora Town Public Library has a relationship: *[If none, please write "None." If such interests exist, please specify the capacity in which you hold such an interest (for example, employee, director, or owner). If an owner, please specify your percentage ownership].*

- (4) **Interests & Relationships of Relatives.** A Relative (spouse or domestic partner, ancestors, brothers and sisters (whether whole or half blood), children (whether natural or adopted), grandchildren; great-grandchildren, and spouses or domestic partners of brothers, sisters, children, grandchildren and great-grandchildren) of mine is an officer, director, trustee, member, owner (either as a sole proprietor or a partner), or an employee of the following entities with which the Aurora Town Public Library has a relationship: *[If none, please write "None." If such interests exist, please specify the Relative (for example, sibling or spouse) and the Relative's position (for example, employee, director, or owner). If an owner, please specify the percentage ownership].*

- (5) **Transactions.** The Aurora Town Public Library is a participant in the following transactions in which I or my Relative may have a Financial Interest that may give rise to a Conflict of Interest or Related Party Transaction, as defined in the Conflict of Interest Policy. *[If none, please write "None." If such transactions(s) exists, please specify the transaction and the potential financial interest involved and whether you or a Relative has such an interest for any such transaction(s). Please specify the Relative and their position, if applicable.]*

I certify that the above statements are true and correct to the best of my knowledge.

Name: _____ Position: _____

Signature _____ Date: _____