



DRAFT

YOUNGSTOWN FREE LIBRARY BOARD OF TRUSTEES MINUTES

REGULAR BOARD MEETING

DATE: NOVEMBER 27, 2023

TIME: 7:00 p.m.

Present: Karran Swayze, Mary Clinch, David Brooks, Dave Smith, Director Sonora Miller

Absent: Shawn D’Luhy (excused), Barb Costello

Call to Order: 7:02 pm

Comments from the Public: Nancy Askins attended as a guest

Minutes of the October 2023 Board Meeting

- A motion was made by Bill Siddall and seconded by Dave Smith to accept the October meeting minutes as presented. Motion passed.
 - The designation on the minutes will be updated from ‘Draft’ to ‘Accepted’, and an updated copy posted to Dropbox.

President’s Remarks – Karran Swayze:

- Karran expressed thanks to Sonora and the Library staff for their teamwork while supporting multiple initiatives (including preparing the basket raffle and also preparing for inventory) and scheduling challenges during the prior month.

Treasurer’s Report – Dave Smith:

- A motion was made by Dave Smith and seconded by Bill Siddall to hold the Friends donation until January 2024 when it will be used (\$5,500 to cover any shortfalls in the 2024 budget, and \$10,000 to be moved to the Morgan Stanley account). Motion passed.
- The proposed 2024 budget has also been shared with the Board.

Correspondence Report – Barb Costello:

- No report this month.

Director’s Report – Sonora Miller:

- Sonora shared details of the preparation work that has been done for the upcoming inventory initiative.
- Last month, the Board approved additional spending for Hoopla; audiobook titles have been selected (a combination of 'flex perpetual' and 'flex metered' licensing; many are from the NY Times Bestseller list). Sonora expects the selections to be available around December 1, and will plan to advertise these once we are able to confirm all is working.
- Sonora has resumed biweekly story times at the Children's House in Youngstown.
- The basket raffle has started; Sonora will create a social media post shortly that Board members can help share.
- Sonora shared book club selections for the coming month; future months will include some of the new Hoopla purchases.
- Take-and-Make craft kits will be prepared for Christmas in the Village on December 9.
- The Winter Reading Program will begin on December 18.

Friends of the Library Report – Bill Siddall:

- Events that the Friends will be supporting in the coming months include Christmas in the Village, the upcoming Friends holiday dinner, and the chili cookoff at Bandana's in February.
- The Friends are looking for individuals to serve as officers for 2024.
- The Fall Book Sale raised around \$5,000.

Old Business

- Nothing additional to report.

New Business

- All committees need to have reports compiled for the January 24 Board meeting. Karran will confirm which committees are required to review policy statements and will inform the Board.
 - Two members of the Board need to complete the required training hours for 2023; Mary will share links to available courses and the attestation form with those individuals.
- A motion was made by Mary to adjourn the meeting, seconded by David Brooks. Motion passed. The meeting was adjourned at 7:42 p.m.

The next Board meeting will take place on January 29, 2024.

Respectfully submitted,

Mary Clinch, Recording Secretary

Youngstown Free Library Board of Trustees

Youngstown Free Library

December Treasurer's Report

December 26, 2023

1. Revenues

- Total revenue in November-\$16,795.18. This includes Annual Drive donations (\$15,760), gifts (\$674.08), Morgan Stanley interest (\$110.83), and fines/copier/fax (\$228.05).

2. Expenditures

- Expenses for November total \$11,011.56, including payroll (\$7,185.47), materials and digital services (\$2,800.63), and operating and miscellaneous (\$1,025.46).

3. Investments

- As of 12/26/2023, the YFL Morgan Stanley account balance is \$186,968.10. A CD for \$60,000.00 matured on 12/1/2023 and should be rolled over into another CD at a higher yielding CD.
- The YFL CFGB balance is \$98,944.01, which is somewhat disappointing but should rebound in 2024.
- The YFL Key Bank balance is \$22,224.67. There have been additional annual fund drive donations made in December which should provide sufficient funding to pay expenses for the remainder of December and January 2024, or at least until YFL receives the Town of Porter Check (\$70,000) towards the end of January.

4. Miscellaneous

- The YFL has now received money from the Friends (\$15, 500) in two separate checks and it does not appear the money will be necessary for covering 2023 and January 2024 expenses, I would like the Board to consider depositing both checks in the YFL Morgan Stanley account to earn interest on the money until it will be needed. I will

ask Karran to place this request on January's Board meeting agenda along with the request to roll the \$60,000 into a higher yielding CD.

- **Summary**
 - The Youngstown Free Library should be able to fulfill its financial obligations for 2023 and is starting 2024 on a positive, strong financial footing.

Respectfully submitted,
David Smith, Treasurer

10:37 AM
12/12/23
Accrual Basis

Youngstown Free Library
Profit & Loss
November 2023

	<u>Nov 23</u>
Ordinary Income/Expense	
Income	
Annual Drive	15,760.00
Fines /Copier /Fax	228.05
Gifts	674.08
Interest - Morgan Stanley	
Morgan Stanley Interest	110.83
Total Interest - Morgan Stanley	110.83
Miscellaneous	22.22
Total Income	16,795.18
Expense	
5000 · Personnel	
5100 · Salaries (Gross)	6,260.25
5400 · Ancillary Benefit	346.16
5500 · Social Security & Medicare	478.91
5600 · SUTA/FUTA	100.15
Total 5000 · Personnel	7,185.47
Materials & Services	
Digital Materials	1,572.41
Audio Visual Materials	440.05
Books	143.45
Subscriptions & Library Mbr Shp	480.00
Book Processing & Supplies	21.42
Copier Leasing & Usage	65.76
Internet/Telephone	77.54
Total Materials & Services	2,800.63
Operating Expenditures	
ALMS Fee	618.25
Housekeeping	13.92
Copier Lease & Usage	65.76
Internet/Phone	77.53
Total Operating Expenditures	775.46
Miscellaneous Expenditures	
Accounting	250.00
Total Miscellaneous Expenditures	250.00
Total Expense	11,011.56
Net Ordinary Income	5,783.62
Other Income/Expense	
Other Income	
Change in Fair Market Value	690.67
Total Other Income	690.67
Net Other Income	690.67
Net Income	<u>6,474.29</u>

10:38 AM
 12/12/23
 Accrual Basis

Youngstown Free Library Profit & Loss YTD Comparison November 2023

	Nov 23	Jan - Nov 23
Ordinary Income/Expense		
Income		
Friends of the Library	0.00	494.58
Annual Drive	15,760.00	26,827.40
Fines /Copier /Fax	228.05	1,627.93
Gifts	674.08	10,462.58
Grant Funds	0.00	8,020.00
Interest - Morgan Stanley		
Morgan Stanley Interest	110.83	2,094.35
Total Interest - Morgan Stanley	110.83	2,094.35
Local Library Service Aid		
Miscellaneous	0.00	1,436.70
Niagara County	22.22	296.94
Town of Porter	0.00	6,394.00
	0.00	70,000.00
Total Income	16,795.18	127,654.48
Expense		
5000 · Personnel		
5100 · Salaries (Gross)	6,260.25	76,203.68
5400 · Ancillary Benefit	346.16	3,980.84
5500 · Social Security & Medicare	478.91	5,829.59
Continuing Ed & Networking	0.00	199.96
NY State Disability	0.00	33.12
Worker's Compensation	0.00	75.00
5600 · SUTA/FUTA	100.15	1,978.84
Total 5000 · Personnel	7,185.47	88,301.03
Materials & Services		
Digital Materials	1,572.41	5,888.45
Audio Visual Materials	440.05	2,032.27
Books	143.45	3,925.67
Computer Software	0.00	255.36
Subscriptions & Library Mbr Shp	480.00	4,878.80
Book Processing & Supplies	21.42	458.55
Programming	0.00	2,725.05
Publicity & Promotion	0.00	6.42
Copier Leasing & Usage	65.76	864.06
Postage	0.00	18.00
Internet/Telephone	77.54	842.97
Total Materials & Services	2,800.63	21,895.60
Operating Expenditures		
ALMS Fee	618.25	6,800.75
Office Supplies	0.00	1,694.42
Housekeeping	13.92	84.36
Insurance	0.00	4,023.59
Rent	0.00	1.00
Maintenance - Repairs	0.00	937.58
Copier Lease & Usage	65.76	864.08
Postage	0.00	18.00
Internet/Phone	77.53	302.90
Total Operating Expenditures	775.46	14,726.68
Capital Expenditures		
Technology	0.00	271.36
Other	0.00	536.74
Total Capital Expenditures	0.00	808.10
Miscellaneous Expenditures		
Accounting	250.00	3,150.00
Investment & Advisory Fees	0.00	30.00

Youngstown Free Library
Profit & Loss YTD Comparison
 November 2023

	<u>Nov 23</u>	<u>Jan - Nov 23</u>
Bank Fees and Charges	0.00	53.98
Miscellaneous - Other	0.00	67,000.00
Total Miscellaneous Expenditures	<u>250.00</u>	<u>70,233.98</u>
Total Expense	<u>11,011.56</u>	<u>195,965.39</u>
Net Ordinary Income	5,783.62	-68,310.91
Other Income/Expense		
Other Income		
Ruby Carey Interest	0.00	0.00
Change in Fair Market Value	690.67	7,635.97
Vendor Collection Credit	0.00	1.36
Total Other Income	<u>690.67</u>	<u>7,637.33</u>
Other Expense		
Scholarship Funds	0.00	750.00
Total Other Expense	<u>0.00</u>	<u>750.00</u>
Net Other Income	<u>690.67</u>	<u>6,887.33</u>
Net Income	<u><u>6,474.29</u></u>	<u><u>-61,423.58</u></u>

Youngstown Free Library
 Reconciliation of Balance Sheet to Profit Loss
 November 2023

Total Income	\$ 16,795.18
Total Expenses	<u>\$ (11,011.56)</u>
Net Income (Loss)	<u><u>\$ 5,783.62</u></u>

ASSET Summary

Total Assets as of	11/30/2023	\$ 243,656.99
Total Assets as of	10/31/2023	<u>\$ 236,169.37</u>
Change in Value of Assets from Last Period		\$ 7,487.62

Non-Cash Items

Change in Payroll Liabilities	\$ (38.87)
Change in Accounts Payable Liabilities	\$ (972.68)
Change in Sales Tax Payable	\$ (1.78)
Change in KeyBank Credit Card	\$ -
Period Change in FMV	<u>\$ (690.67)</u>
Total Change in Non-Cash Items	\$ (1,704.00)

Change in Assets +/- Change in Non-Cash Items	<u><u>\$ 5,783.62</u></u>
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Youngstown Free Library
Balance Sheet
 As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Key Bank (First Niagara)	25,911.99
Petty Cash	100.00
Total Checking/Savings	26,011.99
Other Current Assets	
FICA Receivable	178.74
Morgan Stanley	
Morgan Stanley	186,348.63
Total Morgan Stanley	186,348.63
Total Other Current Assets	186,527.37
Total Current Assets	212,539.36
Fixed Assets	
Equipment	20,837.19
Leasehold Improvements	74,378.44
Total Fixed Assets	95,215.63
Other Assets	
Accum. Depr. - Equipment	-19,448.00
Accum. Depr. - Leasehold Improv	-44,650.00
Total Other Assets	-64,098.00
TOTAL ASSETS	243,656.99
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	3,211.92
Total Accounts Payable	3,211.92
Other Current Liabilities	
24000 · Payroll Liabilities	
24600 · Disability	76.99
Total 24000 · Payroll Liabilities	76.99
Sales Tax Payable	15.18
Total Other Current Liabilities	92.17
Total Current Liabilities	3,304.09
Total Liabilities	3,304.09
Equity	
Restricted Funds for Children's	1,905.00
3900 · Retained Earnings	299,871.48
Net Income	-61,423.58
Total Equity	240,352.90
TOTAL LIABILITIES & EQUITY	243,656.99

Youngstown Free Library

January Treasurer's Report

January 22, 2024

1. Revenues

- Total revenue in December-\$5,578.43. This includes Annual Drive donations (\$4,50), gifts (\$1,150.62), Morgan Stanley interest (\$266.83), and fines/copier/fax (\$83.20).

2. Expenditures

- Expenses for December total \$18,843.18, including payroll (\$12,002), materials and digital services (\$5,555.72), and operating and miscellaneous (\$1,285.75). This is substantially higher than usual due to a large (and long overdue) book purchase and three payroll periods in December rather than the customary two periods.

3. Investments

- Our Morgan Stanley account stands at \$187,159 as of 12/31/2023. After allowing for the transfer of \$67,000 to the CFGB, this results in an increase of \$30,391 since 12/31/2022 (\$223,768.31 at that time).
- Our CFGB account balance is \$104,618.76 as of 1/18/2024 (based on deposits of \$101,000). So far the ROI seems somewhat disappointing to me (especially now that interest rates are around 5%), but hopefully will improve in the coming year.

4. Miscellaneous

- Due to the unforeseen (by me) expense of three payroll periods in December, and the large but VERY necessary book purchase by Sonora, I am recommending the two checks from the Friends be deposited and kept in our Key Bank account until we receive the check from the Town of Porter. At that time, we can then deposit \$10,000 in our Morgan Stanley account until needed.

- **Summary**
 - The Youngstown Free Library should be able to fulfill its financial obligations for 2024 and will be starting 2024 with a surplus of \$10,000 from 2023 and is on a strong financial footing.

Respectfully submitted,
David Smith, Treasurer

Youngstown Free Library
Profit & Loss
 December 2023

	Dec 23
Ordinary Income/Expense	
Income	
Annual Drive	4,050.00
Fines /Copier /Fax	83.20
Gifts	1,150.62
Interest - Morgan Stanley	
Morgan Stanley Interest	266.83
Total Interest - Morgan Stanley	266.83
Miscellaneous	27.78
Total Income	5,578.43
Expense	
5000 · Personnel	
5100 · Salaries (Gross)	9,425.26
5400 · Ancillary Benefit	519.24
5500 · Social Security & Medicare	748.64
NY State Disability	13.41
Worker's Compensation	767.00
5300 · Salaries (Bonus)	361.04
5600 · SUTA/FUTA	167.12
Total 5000 · Personnel	12,001.71
Materials & Services	
Digital Materials	744.16
Audio Visual Materials	394.67
Books	3,997.80
Book Processing & Supplies	117.25
Programming	116.24
Copier Leasing & Usage	107.95
Internet/Telephone	77.65
Total Materials & Services	5,555.72
Operating Expenditures	
ALMS Fee	618.25
Office Supplies	296.95
Housekeeping	6.96
Insurance	8.00
Copier Lease & Usage	107.95
Internet/Phone	77.64
Total Operating Expenditures	1,115.75
Miscellaneous Expenditures	
Accounting	250.00
Investment & Advisory Fees	-80.00
Total Miscellaneous Expenditures	170.00
Total Expense	18,843.18
Net Ordinary Income	-13,264.75
Other Income/Expense	
Other Income	
Change in Fair Market Value	464.09
Total Other Income	464.09
Net Other Income	464.09
Net Income	-12,800.66

Youngstown Free Library Profit & Loss YTD Comparison December 2023

	Dec 23	Jan - Dec 23
Ordinary Income/Expense		
Income		
Friends of the Library	0.00	494.58
Annual Drive	4,050.00	30,877.40
Fines /Copier /Fax	83.20	1,711.13
Gifts	1,150.62	11,613.20
Grant Funds	0.00	8,020.00
Interest - Morgan Stanley		
Morgan Stanley Interest	266.83	2,361.18
Total Interest - Morgan Stanley	266.83	2,361.18
Local Library Service Aid		
Miscellaneous	0.00	1,436.70
Niagara County	27.78	324.72
Town of Porter	0.00	6,394.00
	0.00	70,000.00
Total Income	5,578.43	133,232.91
Expense		
5000 · Personnel		
5100 · Salaries (Gross)	9,425.26	85,628.94
5400 · Ancillary Benefit	519.24	4,500.08
5500 · Social Security & Medicare	748.64	6,578.23
Continuing Ed & Networking	0.00	199.96
NY State Disability	13.41	46.53
Worker's Compensation	767.00	842.00
5300 · Salaries (Bonus)	361.04	361.04
5600 · SUTA/FUTA	167.12	2,145.96
Total 5000 · Personnel	12,001.71	100,302.74
Materials & Services		
Digital Materials	744.16	6,632.61
Audio Visual Materials	394.67	2,485.42
Books	3,997.80	7,923.47
Computer Software	0.00	255.36
Subscriptions & Library Mbr Shp	0.00	4,878.80
Book Processing & Supplies	117.25	575.80
Programming	116.24	2,841.29
Publicity & Promotion	0.00	6.42
Copier Leasing & Usage	107.95	972.01
Postage	0.00	18.00
Internet/Telephone	77.65	920.62
Total Materials & Services	5,555.72	27,509.80
Operating Expenditures		
ALMS Fee	618.25	7,419.00
Office Supplies	296.95	1,991.37
Housekeeping	6.96	91.32
Insurance	8.00	4,031.59
Rent	0.00	1.00
Maintenance - Repairs	0.00	937.58
Copier Lease & Usage	107.95	972.03
Postage	0.00	18.00
Internet/Phone	77.64	380.54
Total Operating Expenditures	1,115.75	15,842.43
Capital Expenditures		
Technology	0.00	271.36
Other	0.00	536.74
Total Capital Expenditures	0.00	808.10
Miscellaneous Expenditures		
Accounting	250.00	3,400.00

Youngstown Free Library
Profit & Loss YTD Comparison
 December 2023

	Dec 23	Jan - Dec 23
Investment & Advisory Fees	-80.00	-50.00
Bank Fees and Charges	0.00	53.98
Miscellaneous - Other	0.00	67,000.00
Total Miscellaneous Expenditures	170.00	70,403.98
Total Expense	18,843.18	214,867.05
Net Ordinary Income	-13,264.75	-81,634.14
Other Income/Expense		
Other Income		
Ruby Carey Interest	0.00	0.00
Change in Fair Market Value	464.09	8,100.06
Vendor Collection Credit	0.00	1.36
Total Other Income	464.09	8,101.42
Other Expense		
Scholarship Funds	0.00	750.00
Total Other Expense	0.00	750.00
Net Other Income	464.09	7,351.42
Net Income	-12,800.66	-74,282.72

7:37 AM

01/18/24

Accrual Basis

Youngstown Free Library
Balance Sheet
As of December 31, 2023

	Dec 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Key Bank (First Niagara)	11,166.65
Petty Cash	100.00
Total Checking/Savings	11,266.65
Other Current Assets	
FICA Receivable	178.74
Morgan Stanley	
Morgan Stanley	187,159.55
Total Morgan Stanley	187,159.55
Total Other Current Assets	187,338.29
Total Current Assets	198,604.94
Fixed Assets	
Equipment	20,837.19
Leasehold Improvements	74,378.44
Total Fixed Assets	95,215.63
Other Assets	
Accum. Depr. - Equipment	-19,448.00
Accum. Depr. - Leasehold Improv	-44,650.00
Total Other Assets	-64,098.00
TOTAL ASSETS	229,722.57
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,211.41
Total Accounts Payable	2,211.41
Other Current Liabilities	
24000 · Payroll Liabilities	0.00
Sales Tax Payable	17.40
Total Other Current Liabilities	17.40
Total Current Liabilities	2,228.81
Total Liabilities	2,228.81
Equity	
Restricted Funds for Children's	1,905.00
3900 · Retained Earnings	299,871.48
Net Income	-74,282.72
Total Equity	227,493.76
TOTAL LIABILITIES & EQUITY	229,722.57

Youngstown Free Library
Reconciliation of Balance Sheet to Profit Loss
December 2023

Total Income	\$ 5,578.43
Total Expenses	\$ (18,843.18)
Net Income (Loss)	<u>\$ (13,264.75)</u>

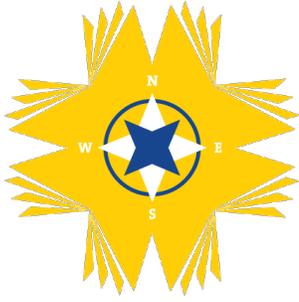
ASSET Summary

Total Assets as of	12/31/2023	\$ 229,722.57
Total Assets as of	11/30/2023	\$ 243,656.99
Change in Value of Assets from Last Period		<u>\$ (13,934.42)</u>

Non-Cash Items

Change in Payroll Liabilities	\$ 76.99
Change in Accounts Payable Liabilities	\$ 1,058.99
Change in Sales Tax Payable	\$ (2.22)
Change in KeyBank Credit Card	\$ -
Period Change in FMV	\$ (464.09)
Total Change in Non-Cash Items	<u>\$ 669.67</u>

Change in Assets +/- Change in Non-Cash Items	<u><u>\$ (13,264.75)</u></u>
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Youngstown Free Library

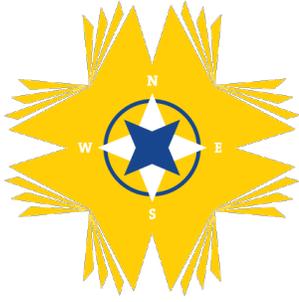
240 Lockport St. Youngstown, NY 14174
(716) 745-3555
www.youngstownfreelibrary.org

Director's Report

January 2024

FAST FACTS ABOUT THE LIBRARY

- **2024 in-person and phone hours**
 - Mondays: 2:00 – 8:30 PM
 - Tuesdays: 9:30 – 8:30 PM
 - Wednesdays: 2:00 – 8:30 PM
 - Thursdays: 2:00 – 6:00 PM
 - Fridays: 10:00 – 2:00 PM
 - Saturdays: 10:00 – 2:00 PM
- **Library checkouts**
 - 22,076 physical books, magazines, and movies available for checkout
 - 10,000+ digital books, audiobook, magazines, movies, tv shows, and music available for digital checkout
 - Wireless hotspots and SAD sunlamps available for checkout
 - Community museum passes available for checkout
 - Home delivery available for those isolating or homebound
 - Inter-library deliveries from 21 Nioga libraries arrive three times a week
- **Free Internet access**
 - Wi-Fi extender strengthens signal through the building's walls to reach the entire parking lot 24/7; no password required
- **Current Library programs**
 - Afternoon Book Club
 - Evening Book Club
 - Non-Fiction Book Club
 - Town of Porter Story Hour
 - Take & Make Craft Kits for children and teens
- **Current Library outreach**
 - The Children's House (Montessori preschool in Youngstown)
 - "One District, One Book" partners with Lew-Port schools
- **Library services**
 - 3 public computers with Office, Internet, and printing available for patron use
 - Printing, copying, scanning, and faxing services
 - Battery recycling available
 - Jigsaw puzzles available
 - Period products available free of charge in the public bathroom
 - Narcan available free of charge in the public bathroom
 - COVID tests available free of charge when we can get them from Niagara County
 - Programming room available for community groups to use
 - Tax forms and instructions provided Feb. 1 – April 15
 - Art gallery showcasing local artists
 - Nearly New Book Sale for the public year-round



Youngstown Free Library

240 Lockport St. Youngstown, NY 14174
(716) 745-3555
www.youngstownfreelibrary.org

FUNDRAISING AND GRANTS

The Youngstown Free Library Basket Raffle raised \$1,045 in fundraising income for the Library. Seventeen baskets were raffled off on December 9 at the end of the Christmas in the Village event. Many thanks to the businesses who donated items or gift certificates to the baskets: Hardened Art Tattoo Studio, Bandana's, Ray's Tavern, Hill of Beans, Youngstown Village Diner, Niagara Outfitters, Sister and Brother, Lions Club, Rite-Aid, Everything Youngstown, Stevenson's Hardware, and Beegotten Farm.

Youngstown Free Library BASKET RAFFLE

\$5 for 10 tickets
\$10 for 25 tickets

**Winners will be drawn
on Saturday, Dec. 9**

Seventeen baskets packed with gift certificates, toys, goodies, and more are on display at the Library from now through Christmas in the Village.

Thank you to the local businesses who donated items

Hardened Art Tattoo Studio * Bandana's * Ray's Tavern * Hill of Beans
Youngstown Village Diner * Niagara Outfitters * Sister & Brother * Lions Club
Stevenson's Hardware * Rite-Aid * Everything Youngstown * Beegotten Farm

Two grant program results are newly installed in the Library's bathroom! Thanks to a grant from Nioga, the Library received a period products dispenser from Aunt Flow. Last year at this time, I had researched the cost and grants available to receive one of these dispensers, and I had several conversations with employees of Aunt Flow. Once it was rumored that Nioga had applied for this grant, I held off on purchasing the dispenser, and I'm so glad!

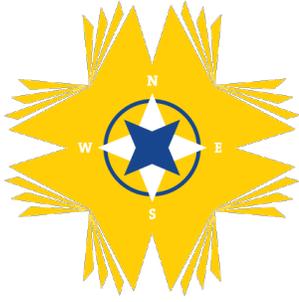
The second dispenser newly mounted in the bathroom holds Narcan units. This wall unit was received as a grant from the Erie County Opiate Epidemic Task Force when I attended Narcan training. "Similar to an AED, Narcan can be a lifesaving tool," states the Task Force website. Narcan has no effect when it's administered to someone not suffering an overdose, so it poses no medical risk to offer these to the community.

LIBRARY ADVOCACY



Library Board members Karran Swayze and Shawn D'Luhy represented the Youngstown Free Library in a meeting with Angelo Morinello and Robert Ortt at the Lockport High School in December 2023.

Thank you both for showing up to advocate for continued library funding at the state level!



Youngstown Free Library

240 Lockport St. Youngstown, NY 14174
(716) 745-3555
www.youngstownfreelibrary.org

PROGRAMS

- **Afternoon Book Club**
 - December group discussed *Harry's Trees* by Jon Cohen
 - January group discussed *The Mystery of Mrs. Christie* by Marie Benedict
 - February book will be *Hang the Moon* by Jeannette Walls
- **Evening Book Club**
 - December group discussed *David Copperfield* by Charles Dickens
 - January group discussed *Horse* by Geraldine Brooks
 - February book will be *The Wife Between Us* by Greer Hendricks and Sarah Pekkanen
- **Non-Fiction Book Club**
 - December group discussed *All the Beauty in the World: the Metropolitan Museum of Art and Me* by Patrick Bringley
 - February book will be *The Fatal Shore* by Robert Hughes
- **Town of Porter Story Hour**
 - 2 morning storytimes for ages 2-5 every week when school is in session
- **Take & Make Craft Kits**
 - 4 craft kits made for ages 5-10 during Christmas break
- **One District, One Book voting**
 - Held at the Library January 5 - January 12
 - Brought 85 elementary and middle school voters to the Library

PUBLICITY UPDATES

We maintain an active presence in the community with the following social media:

Facebook: 1,442 followers: <https://www.facebook.com/youngstownfreelibrary/>

Instagram: 700 followers: <https://www.instagram.com/youngstownfreelibrary>

STAFF

All staff members' PTO and NYS sick leave has been calculated for 2024 according to the Personnel Policy.

As of the end of January, all staff members will have completed their required sexual harassment workshop for the year.

Respectfully submitted,

Sonora R. Miller
Library Director