

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.



DRAFT

YOUNGSTOWN FREE LIBRARY BOARD OF TRUSTEES MINUTES

REGULAR BOARD MEETING

DATE: JANUARY 27, 2025

TIME: 7:00 p.m.

Present: Karran Swayze, Mary Clinch, David Brooks, Dave Smith, Dr. Nancy Askins, Peter Pfohl, Director Sonora Miller

Absent: Shawn D’Luhy (excused)

Call to Order: 7:38 p.m.

Comments from the Public: None

- A motion was made by Dave Smith and seconded by Nancy to approve Karran as President Pro Tem, and Mary as Recording Secretary Pro Tem. The motion passed.

Minutes of the November 2024 Board Meeting

- A motion was made by Mary and seconded by David Brooks to accept the November meeting minutes. The motion passed.
 - Mary will change the designation on the minutes from ‘Draft’ to ‘Accepted’. An updated copy will be posted to Dropbox.

Finance Report: Dave Smith

- Expenses for the past month were in line with budget estimates. Revenue was low for December as expected. As noted in the Annual Meeting minutes, the FOYL annual contribution was deposited in January 2025, and thus not reflected in December accounting.
- Dave shared the status of the Library’s Morgan Stanley account, and the intended amounts to transfer to this account from various contributions (FOYL, Town of Porter).
- Dave shared the status of the Library’s Community Foundation for Greater Buffalo account and noted that there is a portion available to give grants. Sonora shared that such monies could be used to give a grant, or to match funds when the Library applies for a grant (which is sometimes required). The Board agreed that this amount should be allowed to grow to \$5,000 and then reinvested.
- The Library should be well-positioned to meet remaining obligations for the year.

Correspondence Report: Karran (on behalf of Shawn)

- Karran confirmed that Shawn will be preparing any thank-you notes required during the month.

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

Director's Report: Sonora

- Sonora shared a list of 'Fast Facts' about the Library that all Trustees need to be familiar with; these include the size and variety of materials included in the collection, and current programs, outreach activities and services offered. Newer additions include the free products available in the public bathroom, and hot beverages available in the Magazine Room.
- Sonora gave updates on various fundraising events, including the Stone Jug 5k on February 1. She highlighted two new sponsors that have signed on for the event: Amazing Outlooks Travel Agency, and Nucci Financial Group.
- Sonora shared a recap of Senator Ortt's visit during the Advocacy event hosted by the Library.
- Sonora shared the selections made for the 2025 by the 3 active book clubs.
- The One District, One Book voting will take place between January 24-31.
- PTO and NYS sick leave has been calculated for 2025 for all staff members.

Friends of the Library: Dave Smith

- Dave Smith shared updates from the January 2025 FOYL meeting, including election of new officers: Kim Winning President, Chris Schwartz Vice President, Maggie Steyn Treasurer, and Devon Tower as Recording Secretary.
- Dave gave a recap of the special donation given by the FOYL at the end of 2024, and recommended a thank-you note be sent.
- Several FOYL events took place in December, including providing cocoa and cider at Christmas in the Village (which garnered > \$100 in donations), and the annual FOYL Board Dinner, where Bill Siddall was presented with the Mary Andrus award.
- Upcoming events include the Bandana's Chili Cookoff (Feb. 9), the St. Patrick's Day Parade, and the March Membership Drive. Jill Mazur will be coordinating a SWAT for the mailing.
- Over 1350 letters were sent to prior donors, which garnered ~150 donations. The Board discussed whether additional verbiage or graphics should be added to this year's letter (such as how Drive monies are spent, etc.)? Sonora indicated she has an infographic that had been included in prior FOYL newsletters; this could be updated with current information.

Old Business

- Sonora presented a list of proposed Board meeting dates for 2025, and proposed Library closure dates for 2025.
- A motion was made by David Brooks and seconded by Dave Smith to approve the Board meeting and Library closure dates. The motion passed.
- Peter shared that an updated job description for the Library Director has been finalized and is available in Dropbox.
- A motion was made Peter and seconded by Nancy to approve and adopt the updated job description. The motion passed.

New Business

- Karran presented the slate of proposed Board Officers and Liaisons for election/appointing:
 - President Karran Swayze
 - Vice President David Brooks

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- Treasurer Dave Smith
 - Recording Secretary Mary Clinch
 - Correspondence Secretary Shawn D’Luhly
 - Liaison to the Friends of the Youngstown Library (an appointed position) Dave Smith
- A motion was made by David Brooks and seconded by Peter to accept the slate of officers as presented. The motion passed.
- Karran shared a news article from New Jersey regarding a government initiative banning book bans; she would like to discuss further in the March meeting.
 - Karran reminded the Board about the Stone Jug 5k planned for February 1, and of the Bandana’s Chili Cookoff planned for February 9.
 - Karran asked the Board to review proposed Committee assignments; recommendations are to be brought to the February meeting.
 - Sonora reminded the Board about the mandatory training hours that need to be fulfilled each year. The first NIOGA Trustee Training webinar of the year will be on March 19; the topic is “Open Meetings Law”. As it is a 2-hour session, it can fulfill the annual training requirement for a Trustee.
- A motion to adjourn the meeting was made at 8:33 p.m. by Dave Smith and seconded by David Brooks. The motion passed.

The next meeting of the Board will be held on February 24, 2025, at 7:00 p.m.

Respectfully submitted,

Mary Clinch, Recording Secretary

Youngstown Free Library Board of Trustees

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Youngstown Free Library

January Treasurer's Report

February 24th, 2025

1. Revenues

- Total revenue for January was \$78,420.85, including \$72,100.00 from the Town of Porter. YFL also received \$3,785 from the Annual Drive, \$2,307.84 in gifts, and \$228 from other sources. \$60,000 was transferred to the Morgan Stanley account on 2/4/2025 and placed in the preferred savings account, earning 4% APR. Morgan Stanley account stands at \$246,569.91 and the KeyBank account stands at \$38,429.99 as of 2/17/2025.

2. Expenditures

- Expenses for January were \$11,411.31, including \$8614.77 in personnel costs, \$1,629.07 in materials and services, \$863 for operating expenses, And \$305 for accounting.
- ALMS Fees increased by \$22 per month for 2025 (as expected).
- There were no unusual expenses for January.

3. Investments

- Morgan Stanley Stands at \$246,569.91
- CFGB stands at \$117,613.71

4. Summary

- With the additional monies beyond expectations from the Friends, the YFL stands in a good position to handle the financial responsibilities of 2025, especially as expenses (particularly office) continue to rise.

Respectfully submitted,
David Smith, Treasurer

9:07 AM

02/13/25

Accrual Basis

Youngstown Free Library
Balance Sheet
As of January 31, 2025

	Jan 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Key Bank (First Niagara)	
NYS Legislative Grant	20,000.00
Ruby Carey Restricted	750.00
1000 · Key Bank (First Niagara) - Other	66,421.86
Total 1000 · Key Bank (First Niagara)	87,171.86
Petty Cash	100.00
Total Checking/Savings	87,271.86
Other Current Assets	
Morgan Stanley	
Morgan Stanley	186,184.29
Total Morgan Stanley	186,184.29
Total Other Current Assets	186,184.29
Total Current Assets	273,456.15
Fixed Assets	
Equipment	20,837.19
Accum. Depr. - Equipment	-19,535.00
Leasehold Improvements	74,378.44
Accum. Depr. - Leasehold Improv	-48,017.00
Total Fixed Assets	27,663.63
TOTAL ASSETS	301,119.78
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,164.19
Total Accounts Payable	1,164.19
Other Current Liabilities	
24000 · Payroll Liabilities	
24600 · Disability	23.86
Total 24000 · Payroll Liabilities	23.86
Sales Tax Payable	15.87
Total Other Current Liabilities	39.73
Total Current Liabilities	1,203.92
Total Liabilities	1,203.92
Equity	
Restricted Funds for Children's	1,905.00
3900 · Retained Earnings	230,365.70
Net Income	67,645.16
Total Equity	299,915.86
TOTAL LIABILITIES & EQUITY	301,119.78

9:08 AM

02/13/25

Accrual Basis

Youngstown Free Library
Profit & Loss
 January 2025

	Jan 25
Ordinary Income/Expense	
Income	
Friends of the Library	0.00
Annual Drive	3,785.00
Fines /Copier /Fax	174.98
Gifts	2,307.84
Interest - Morgan Stanley	
Morgan Stanley Interest	37.29
Total Interest - Morgan Stanley	37.29
Miscellaneous	15.74
Town of Porter	72,100.00
Total Income	78,420.85
Expense	
5000 · Personnel	
5100 · Salaries (Gross)	6,659.35
5400 · Ancillary Benefit	399.03
5500 · Social Security & Medicare	509.44
Worker's Compensation	763.00
5600 · SUTA/FUTA	283.95
Total 5000 · Personnel	8,614.77
Materials & Services	
Digital Materials	605.54
Audio Visual Materials	323.19
Books	419.83
Book Processing & Supplies	33.59
Programming	29.99
Publicity & Promotion	75.00
Copier Leasing & Usage	67.64
Internet/Telephone	74.29
Total Materials & Services	1,629.07
Operating Expenditures	
ALMS Fee	706.58
Housekeeping	14.24
Copier Lease & Usage	67.64
Internet/Phone	74.28
Total Operating Expenditures	862.74
Miscellaneous Expenditures	
Accounting	304.73
Total Miscellaneous Expenditures	304.73
Total Expense	11,411.31
Net Ordinary Income	67,009.54
Other Income/Expense	
Other Income	
Change in Fair Market Value	635.62
Total Other Income	635.62
Net Other Income	635.62
Net Income	67,645.16

Youngstown Free Library
Profit & Loss YTD Comparison
January 2025

	Jan 25	Jan 25
Ordinary Income/Expense		
Income		
Friends of the Library	0.00	0.00
Annual Drive	3,785.00	3,785.00
Fines /Copier /Fax	174.98	174.98
Gifts	2,307.84	2,307.84
Interest - Morgan Stanley		
Morgan Stanley Interest	37.29	37.29
Total Interest - Morgan Stanley	37.29	37.29
Miscellaneous	15.74	15.74
Town of Porter	72,100.00	72,100.00
Total Income	78,420.85	78,420.85
Expense		
5000 · Personnel		
5100 · Salaries (Gross)	6,659.35	6,659.35
5400 · Ancillary Benefit	399.03	399.03
5500 · Social Security & Medicare	509.44	509.44
Worker's Compensation	763.00	763.00
5600 · SUTA/FUTA	283.95	283.95
Total 5000 · Personnel	8,614.77	8,614.77
Materials & Services		
Digital Materials	605.54	605.54
Audio Visual Materials	323.19	323.19
Books	419.83	419.83
Book Processing & Supplies	33.59	33.59
Programming	29.99	29.99
Publicity & Promotion	75.00	75.00
Copier Leasing & Usage	67.64	67.64
Internet/Telephone	74.29	74.29
Total Materials & Services	1,629.07	1,629.07
Operating Expenditures		
ALMS Fee	706.58	706.58
Housekeeping	14.24	14.24
Copier Lease & Usage	67.64	67.64
Internet/Phone	74.28	74.28
Total Operating Expenditures	862.74	862.74
Miscellaneous Expenditures		
Accounting	304.73	304.73
Total Miscellaneous Expenditures	304.73	304.73
Total Expense	11,411.31	11,411.31
Net Ordinary Income	67,009.54	67,009.54
Other Income/Expense		
Other Income		
Change in Fair Market Value	635.62	635.62
Total Other Income	635.62	635.62
Net Other Income	635.62	635.62
Net Income	67,645.16	67,645.16

Youngstown Free Library
 Reconciliation of Balance Sheet to Profit Loss
 January 2025

Total Income	\$ 78,420.85
Total Expenses	<u>\$ (11,411.31)</u>
Net Income (Loss)	<u><u>\$ 67,009.54</u></u>

ASSET Summary

Total Assets as of	1/31/2025	\$ 286,119.78
Total Assets as of	12/31/2024	<u>\$ 218,758.13</u>
Change in Value of Assets from Last Period		\$ 67,361.65

Non-Cash Items

Change in Payroll Liabilities	\$ (34.93)
Change in Accounts Payable Liabilities	\$ 319.70
Change in Sales Tax Payable	\$ (1.26)
Change in KeyBank Credit Card	\$ -
Period Change in FMV	<u>\$ (635.62)</u>
Total Change in Non-Cash Items	<u>\$ (352.11)</u>

Change in Assets +/- Change in Non-Cash Items	<u><u>\$ 67,009.54</u></u>
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Youngstown Free Library

Annual Report For Public And Association Libraries - 2024

1. GENERAL LIBRARY INFORMATION

Library / Director Information

[Outline of Major Changes](#)

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

Report all information in Part 1 as of December 31, 2024, except for questions related to the current library director/manager (questions 1.37 through 1.44).

- | | | |
|-----|---|---------------------------------------|
| 1.1 | Library ID Number | 5200407250 |
| 1.2 | Library Name | YOUNGSTOWN FREE LIBRARY |
| 1.3 | Name Status (State use only) | 00 (for no change from previous year) |
| 1.4 | Structure Status (State use only) | 00 (for no change from previous year) |
| 1.5 | Community | Youngstown |
| 1.6 | Beginning Fiscal Reporting Year | 01/01/2024 |
| 1.7 | Ending Fiscal Reporting Year | 12/31/2024 |
| 1.8 | Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? | No |
| 1.9 | If 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 |

1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2024
1.12	Ending <u>Local</u> Fiscal Year	12/31/2024
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	240 LOCKPORT STREET
1.15	City	YOUNGSTOWN
1.16	Zip Code	14174
1.17	Mailing Address	240 LOCKPORT STREET
1.18	City	YOUNGSTOWN
1.19	Zip Code	14174
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(716) 745-3555
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(716) 745-7122
1.22	E-Mail Address (enter M (Missing) if no E-Mail)	yfl@nioga.org
1.23	Library Home Page URL (Enter M (Missing) if no home page URL)	www.youngstownfreelibrary.org
1.24	Population Chartered to Serve (per 2020 Census)	4,646

- 1.25 Indicate the type of library as stated in the library's charter (select one): ASSOCIATION
- 1.26 Indicate the area chartered to serve as stated in the library's charter (select one): Other
- 1.27 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
- 1.28 Indicate the type of charter the library currently holds (select one): Absolute
- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 05/26/1962
- 1.30 Date the library was last registered 03/05/1953
- 1.31 Federal Employer Identification Number 160845533
- 1.32 County NIAGARA
- 1.33 School District Lewiston-Porter
- 1.34 Town/City Porter
- 1.35 Library System Nioga Library System

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

- 1.36a President/CEO Name
- 1.36b President/CEO Phone Number

1.36c President/CEO Email

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37 First Name of Library Director/Manager Sonora

1.38 Last Name of Library Director/Manager Miller

1.39 NYS Public Librarian Certification Number 26283

1.40 What is the highest education level of the library manager/director? Master's Degree

1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y

1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 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. Y

1.43 E-mail Address of the Director/Manager smiller@nioga.org

1.44 Fax Number of the Director/Manager (716) 745-7122

1.45 Does the library charge fees for library cards to people residing outside the system's service area? Y

Public Votes / Contracts

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2024? (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 1.47.

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

1. Name of municipality or district holding the public vote N/A

2. Indicate the type of municipality or district holding the public vote N/A

3. Date the vote was held (mm/dd/2024) N/A

4. Was the vote successful? Y/N N/A

5. What type of public vote was it? N/A

6a. Most recent prior year approved appropriation from a public vote: N/A

6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A

6c. Total proposed appropriation (manually sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2024) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.

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

1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote N/A
3. Date the last successful vote was held (mm/dd/yyyy) N/A
4. What type of public vote was it? N/A
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A

Unusual Circumstances

1.48 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 1.49. N

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

1. Name of contracting municipality or district N/A
2. Is this a written contractual agreement? N/A
3. Population of the geographic area served by this contract N/A
4. Dollar amount of contract N/A

5. Enter the appropriate code for range of services provided (select one): N/A

1.49 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

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.

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 without monetary exchange.

PRINT MATERIALS

Cataloged Books

2.1 Adult Fiction Books 5376

Note: Note: adult fiction: 4772 YA fiction: 604

2.2 Adult Non-fiction Books 4,323

2.3 **Total Adult Books (Total questions 2.1 & 2.2)** 9,699

2.4 Children's Fiction Books 5,720

2.5	Children's Non-fiction Books	2,487
2.6	Total Children's Books (Total questions 2.4 & 2.5)	8,207
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	17,906

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	588
2.10	All Other Print Materials	12

Note: Note: MISC: 9 Other: 3

2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	600
2.12	Total Print Materials (Total questions 2.7 and 2.11)	18,506

ALL OTHER MATERIALS

2.13	Audio - Physical Units	2,052
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Note: Note: December 2024 stats: MACSP: 0 MCD: 13 MCDSP: 885 MEBOOK: 270 MJBCD: 1 MJCD: 8 MJCDSP: 70 MJPLAY: 43 MJPLAY from Nioga: 762

2.14	Video - Physical Units	1,484
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Note: Note: December 2024 stats: MDVD: 932 MBLU: 0 MJDVD: 552

2.15	Other Circulating Physical Items	17
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Note: Note: December 2024 stats: MCDROM: 0 MCEQ: 7 MJKITS: 2 MJPUP: 0 UMUS: 8

2.16	Total Other Physical Materials (Total questions 2.13 through 2.15)	3,553
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Grand Total / Additions to Holdings

2.17 **GRAND TOTAL HOLDINGS** 22,059
(Total questions 2.12 and 2.16)

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.18 Cataloged Books 706

Note: Note: Display: 2 FFIC: 151 FHF: 4 FLPFIC: 18 JF: 232 JFBB: 9 JFC: 5 JFE: 25 JFH: 7 JFPK: 43 JNF0: 1 JNF1: 2 JNF3: 14 JNF5: 19 JNF6: 5 JNF7: 7 JNF9: 13 JNFB: 13 JNFOS: 1 NF0: 4 NF1: 5 NF2: 3 NF3: 20 NF5: 6 NF6: 32 NF7: 7 NF8: 1 NF9: 17 NFB: 18 NFHNF: 1 NFOS: 2 YF: 19

2.19 All Other Print Materials 541

Note: Note: NFPAM: 7 NFPER: 534

2.20 All Other Materials 131

Note: Note: MCDSP: 7 MDVD: 52 MEBOOK: 19 MJDVD: 27 MJPLAY: 26

2.21 **Total Additions** (Total questions 1,378
2.18 through 2.20)

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits / Borrowers / Policies / Accessibility

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 2024 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

3.1 Library visits (total annual attendance) 19,723

3.1a Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count

3.2 Registered resident borrowers 1,358

Note: Note: December 2024

3.3 Registered non-resident borrowers 213

Note: Note: December 2024

Please report information on WRITTEN POLICIES as of 12/31/24.

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

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 a policy protecting the confidentiality of library records? Y

3.6 Does the library have an Internet use policy? Y

3.7 Does the library have a disaster plan? Y

3.8 Does the library have a board-approved conflict of interest policy? Y

3.9 Does the library have a board-approved whistle blower policy? Y

3.10 Does the library have a board-approved sexual harassment prevention policy? Y

Please report information on ACCESSIBILITY as of 12/31/24.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? 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

refreshable Braille commonly referred to as a refreshable Braille display

screen magnification software, such as Zoomtext

electronic scanning and reading software, such as OpenBook

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)? Y

Library Sponsored Programs

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.

3.17a Number of Sessions Targeted at 98
Children Ages 0-5

Note: 2024 Programs: 98 Children's House storytimes: 26 Town of Porter Story Hour: 66 SR Town of Porter: accounted for in 6-11, so 0 here SR Toddler & Preschool Storytime: 6 SR Storywalks: accounted for in 6-11, so 0 here

3.17b [Attendance at Sessions Targeted](#) 2,161
[at Children Ages 0-5](#)

Note: 2024 Programs: 2161 Children's House storytimes: 520 children, 104 adults Town of Porter Story Hour: 462 children, 462 adults SR Town of Porter: 50 children ages 0-5, 50 adults (half the total adults) SR Toddler & Preschool Storytime: 72 children, 66 adults SR Storywalks: 150 children ages 0-5, 225 adults (half the total adults)

3.18a Number of Sessions Targeted at 23
Children Ages 6-11

Note: 2024 Programs: 23 SR Town of Porter: 5 SR LEGO Club: 5 SR Adventure Readers: 6 SR Storywalks: 6 SR Storytime at Town of Lewiston Recreation: 1

3.18b Attendance at Sessions Targeted 851
at Children Ages 6-11

Note: 2024 Program Attendees: 851 SR Town of Porter: 75 children ages 6-11, 50 adults (half the total adults) SR LEGO Club: 35 children, 20 adults SR Adventure Readers: 48 children, 30 adults SR Storywalks: 300 children ages 6-11, 225 adults (half the total adults) SR Storytime at Town of Lewiston Recreation: 60 children, 5 teens, 3 adults

3.19a Number of Sessions Targeted at 5
Young Adults Ages 12-18

Note: 2024 programs: 5 SR Tabletop Gaming: 5

3.19b Attendance at Sessions Targeted 35
at Young Adults Ages 12-18

Note: 2024 program attendees: 35 SR Tabletop Gaming: 17 teens, 18 adults

3.20a Number of Sessions Targeted at 50
Adults Age 19 or Older

Note: Note: 2024 programs: 50 Evening Book Club: 12 Afternoon Book Club: 12 Non-Fiction Book Club: 6 Library Board: 11 Ruby Carey Award: 1 Tech classes (aid to boards): 4 Tech classes (digital library): 3 Eclipse program at senior center: 1

3.20b Attendance at Sessions Targeted 388
at Adults Age 19 or Older

Note: Note: 2024 programs: 388 Evening Book Club: 96 Afternoon Book Club: 96 Non-Fiction Book Club: 42 Library Board: 88 Ruby Carey Award: 12 Tech classes (aid to boards): 10 Tech classes (digital library): 9 Eclipse program at senior center: 35

3.21a Number of General Interest 37
Program Sessions

Note: Note: 2024 Programs: 37 Lions Club presentation: 1 Ontario House 5K: 1 Chili Cookoff: 1 ODOB Voting: 8 ODOB Community Reveal: 1 ODOB Family Literacy Night: 1 St. Patrick's Day parade: 1 Eclipse event: 1 Lions Club award: 1 SR Summer Street Dance: 1 Summerfest: 1 Labor Day parade: 1 Jubilee Tea: 1 Book moving & book donation days: 8 Book Sales: 2 75th Anniversary: 1 Advocacy event with Ortt: 1 Christmas in the Village: 1 YBPA meetings: 4

3.21b Attendance at General Interest Program Sessions 3,560

Note: Note: 2024 Program Attendees: 3560 Lions Club presentation: 45 adults Ontario House 5K: 120 adults Chili Cookoff: 75 adults ODOB Voting: 40 kids, 40 adults ODOB Community Reveal: 150 kids, 150 adults ODOB Family Literacy Night: 150 kids, 150 adults St. Patrick's Day parade: 40 kids, 20 teens, 40 adults Eclipse event: 30 kids, 70 adults Lions Club award: 200 adults SR Summer Street Dance: 150 kids, 50 teens, 150 adults Summerfest: 25 kids, 20 adults Labor Day parade: 80 kids, 40 teens, 120 adults Jubilee Tea: 200 adults Book moving & book donation days: 80 adults Book Sales: 250 kids, 600 adults 75th Anniversary: 6 kids, 4 teens, 65 adults Advocacy event with Ortt: 50 adults Christmas in the Village: 50 kids, 100 adults YBPA meetings: 200 adults

3.22 Total Sessions of Live Programs 213
Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)

3.23 Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b) 6,995

Live Programs Categorized by Venue

3.24a Total Live Onsite Program Sessions 132

Note: Note: 2024 programs: 132 Town of Porter Story Hour: 66 SR Town of Porter: 5 SR LEGO Club: 5 SR Tabletop Gaming: 5 Library Board: 11 Evening Book Clubs: 12 Ruby Carey Award: 1 Tech classes (aid to boards): 2 Tech classes (digital library): 3 Eclipse event: 1 Book Sales: 2 ODOB Voting: 8 75th Anniversary Celebration: 1 Advocacy event with Ortt: 1 Book moving and book donation days: 8 Christmas in the Village: 1

3.24b Total Live Onsite Program Attendance 2834

Note: Note: 2024 program attendees: 2834 Town of Porter Story Hour: 462 children, 462 adults SR Town of Porter: 125 children, 100 adults SR LEGO Club: 35 kids, 20 adults SR Tabletop Gaming: 17 teens, 18 adults Library Board: 88 adults Evening Book Clubs: 96 adults Ruby Carey Award: 12 adults Tech classes (aid to boards): 5 adults Tech classes (digital library): 9 adults Eclipse event: 30 kids, 70 adults Book Sales: 250 kids, 600 adults ODOB Voting: 40 kids, 40 adults 75th Anniversary Celebration: 6 kids, 4 teens, 65 adults Advocacy event with Ortt: 50 adults Book moving and book donation days: 80 adults Christmas in the Village: 50 kids, 100 adults

3.25a Total Live Offsite Program 73
Sessions

Note: Note: 2024 Programs: 73 Children's House storytimes: 26 SR Toddler & Preschool Storytime: 6 SR Adventure Readers: 6 SR Storywalks: 6 SR Storytime at Town of Lewiston Recreation: 1 Summerfest: 1 Afternoon Book Club: 12 Ontario House 5K: 1 Chili Cookoff: 1 SR Summer Street Dance: 1 Jubilee Tea: 1 ODOB Community Reveal: 1 ODOB Family Literacy Night: 1 YBPA meetings: 4 Lions Club presentation: 1 Eclipse presentation at senior center: 1 Lions award dinner: 1 Labor Day parade: 1 St. Patrick's Day parade: 1

3.25b Total Live Offsite Program 4114
Attendance

Note: Note: 2024 Program Attendees: 4114 Children's House storytimes: 520 adults, 104 adults SR Toddler & Preschool Storytime: 72 kids, 66 adults SR Adventure Readers: 48 kids, 30 adults SR Storywalks: 450 kids, 450 adults SR Storytime at Town of Lewiston Recreation: 60 kids, 5 teens, 3 adults Summerfest: 25 kids, 20 adults Afternoon Book Club: 96 adults Ontario House 5K: 120 adults Chili Cookoff: 75 adults SR Summer Street Dance: 150 kids, 50 teens, 150 adults Jubilee Tea: 200 adults ODOB Community Reveal: 150 kids, 150 adults ODOB Family Literacy Night: 150 kids, 150 adults YBPA meetings: 200 adults Lions Club presentation: 45 adults Eclipse presentation at senior center: 35 adults Lions award dinner: 200 adults Labor Day parade: 80 kids, 40 teens, 120 adults St. Patrick's Day parade: 40 kids, 20 teens. 40 adults

3.26a Total Live Virtual Program 8
Sessions

Note: 2024 programs: 8 Non-Fiction Book Club: 6 Tech classes (aid to boards): 2

3.26b Total Live Virtual Program 47
Attendance

Note: 2024 attendees: 47 Non-Fiction Book Club: 42 Tech classes (aid to boards): 5

3.27 Total Sessions of Live Programs 213
Categorized by Venue (sum of 3.24a,
3.25a, 3.26a)

3.28 Total Attendance at Live 6,995
Programs Categorized by Venue (sum of
3.24b, 3.25b, 3.26b)

Prerecorded and One-on-One Programs

3.29 Total Number of Prerecorded 0
Program Presentations

3.30 Total Views of Prerecorded 0
Program Presentations within 30 Days

3.31 One-on-One Program Sessions 1,086

Note: 2024 One-on-One Program Sessions: 1086 One-on-One Tech Help: 10 Home deliveries: 12 Take & Makes for kids: 200 (5 sets x 20 kits x 2 to do) Eclipse Take & Make for kids: 150 (1 set x 75 kits x 2 to do) SR Take and Makes: 240 (6 sets x 20 kits x 2 to do) SR Take and Makes for Teens: 90 (3 sets x 15 kits x 2 to do) Stamp & Envelope Scavenger hunt: 45 Moles Scavenger hunt: 143 Puppydog Scavenger hunt: 60 Bunny Scavenger hunt: 64 Astronaut Scavenger hunt: 38 Bees Scavenger hunt: 34

3.32 Attendance at One-on-One Program Sessions 1,086

Note: 2024 One-on-One Program Sessions: 1086 One-on-One Tech Help: 10 Home deliveries: 12 Take & Makes for kids: 200 (5 sets x 20 kits x 2 to do) Eclipse Take & Make for kids: 150 (1 set x 75 kits x 2 to do) SR Take and Makes: 240 (6 sets x 20 kits x 2 to do) SR Take and Makes for Teens: 90 (3 sets x 15 kits x 2 to do) Stamp & Envelope Scavenger hunt: 45 Moles Scavenger hunt: 143 Puppydog Scavenger hunt: 60 Bunny Scavenger hunt: 64 Astronaut Scavenger hunt: 38 Bees Scavenger hunt: 34

Teen-Led / Promotion / Summer Reading

3.33 Did your library offer teen-led activities during the 2024 calendar year? N

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

Please report information on SUMMER READING PROGRAMS for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

SUMMER READING PROGRAM

3.35 Did the library offer a summer reading program in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. Y

3.36 Library outlets offering the summer reading program 1

3.37 Children registered for the library's summer reading program 53

3.38 Young adults registered for the library's summer reading program 2

3.39 Adults registered for the library's summer reading program 0

3.40 Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39) 55

3.41a Children's program sessions - Summer 2024 36

Note: Note: SR Take & Makes for Kids: 6 SR Town of Porter Story Hour: 5 SR LEGO Club: 5 SR Toddler & Preschool Storytime: 6 SR Adventure Readers: 6 SR Storywalks: 6 SR Storytime at Town of Lewiston Recreation: 1 SR Summer Street Dance: 0 Summerfest: 1

3.41b Children's program attendance - Summer 2024 1,749

Note: SR Take and Makes: 240 (6 sets x 20 kits x 2 to do) SR Town of Porter Story Hour: 125 children, 100 adults SR LEGO Club: 35 children, 20 adults SR Toddler & Preschool Storytime: 72 children, 66 adults SR Adventure Readers: 48 children, 30 adults SR Storywalks: 450 children, 450 adults SR Town of Lewiston Rec: 60 children, 5 teens, 3 adults SR Summer Street Dance: 0 (did not go due to migraine) Summerfest: 25 children, 20 adults

3.42a Young adult program sessions - 8
Summer 2024

Note: SR Tabletop Gaming: 5 SR Take & Makes for Teens: 3

3.42b Young adult program attendance 107
- Summer 2024

Note: SR Tabletop Gaming: 17 teens, 18 adults SR Take and Makes for Teens: 90 (3 sets x 15 kits x 2 to do)

3.43a Adult program sessions - 0
Summer 2024

3.43b Adult program attendance - 0
Summer 2024

3.44 Total program sessions - 44
Summer 2024 (total 3.41a + 3.42a +
3.43a)

3.45 Total program attendance - 1,856
Summer 2024 (total 3.41b + 3.42b +
3.43b)

3.46 Did the library use the Summer Reading at New York Libraries name and/or logo? Y

3.47 Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library? Y

COLLABORATORS

3.48 Public school district(s) and/or BOCES 1

3.49 Non-public school(s) 0

3.50 Childcare center(s) 1

3.51 Summer camp(s) 2

Note: Note: Town of Lewiston Recreation Village of Youngstown Recreation

3.52 Municipality/Municipalities 1

3.53 Literacy provider(s) 0

3.54 Other (describe using the State note) 0

3.55 **Total Collaborators (total 3.48 through 3.54)** 5

Early Literacy

Please report information on EARLY LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

EARLY LITERACY PROGRAMS

3.56 Did the library offer early literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. Y

3.57a Focus on birth - school entry (kindergarten) sessions 26

Note: 2024 Programs: The Children's House storytimes: 26

3.57b Focus on birth - school entry (kindergarten) attendance 624

Note: Note: 2024 Programs: Children's House storytimes: 520 children, 104 adults

3.58a Focus on parents & caregivers sessions 0

3.58b Focus on parents & caregivers attendance 0

3.59a Combined audience sessions 77

Note: Note: 2024 Programs: Town of Porter: 66 SR Town of Porter: 5 SR Toddler & Preschool Storytime: 6

3.59b Combined audience attendance 1,162

Note: 2024 Programs: Town of Porter: 462 children, 462 adults SR Town of Porter: 50 children under 5, 50 adults SR Toddler & Preschool Storytime: 72 children, 66 adults

3.60 Total Sessions 103

3.61 Total Attendance 1,786

3.62 - Collaborators (check all that apply):

a. Childcare center(s) Yes

b. Public School District(s) and/or BOCES Yes

c. Non-Public School(s) Yes

d. Health care providers/agencies

e. Other (describe using the State note)

Adult Literacy

Please report information on ADULT LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ADULT LITERACY

3.63 Did the library offer adult literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. N

3.64a Total group program sessions

3.64b Total group program attendance

3.65a Total one-on-one program sessions

3.65b Total one-on-one program attendance

3.66 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America)

b. Public School District(s) and/or BOCES

c. Non-Public Schools

d. Other (see instructions and describe using Note)

ESOL / Digital Literacy

Please report information on ESOL, for the 2024 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 N
Speakers of Other Languages (ESOL)
programs in 2024? (Enter Y for Yes, N
for No) If entering no, proceed to the
next section.

3.68a Children's program sessions

3.68b Children's program attendance

3.69a Young adult program sessions

3.69b Young adult program attendance

3.70a Adult program sessions

3.70b Adult program attendance

3.71 Total program sessions (total 0
3.68a + 3.69a + 3.70a)

3.72 Total program attendance (total 0
3.68b + 3.69b + 3.70b)

3.73a One-on-one program sessions

3.73b One-on-one program attendance

3.74 - Collaborators (check all that apply):

a. Literacy NY (Literacy
Volunteers of America)

b. Public School District(s) and/or
BOCES

c. Non-Public School(s)

d. Other (describe using the Note)

Please report information on DIGITAL LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

DIGITAL LITERACY

3.75 Did the library offer digital literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. Y

3.76a Total group program sessions 7

Note: Note: Tech classes (aid to boards): 4 Tech classes (digital library): 3

3.76b Total group program attendance 19

Note: Note: Tech classes (aid to boards): 10 Tech classes (digital library): 9

3.77a Total one-on-one program sessions 10

Note: Note: 2024 program sessions One-on-One Tech Help: 10

3.77b Total one-on-one program attendance 10

Note: Note: 2024 program attendees One-on-One Tech Help: 10

4. LIBRARY TRANSACTIONS

Circulation / Reference 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.)

CATALOGED BOOK CIRCULATION

4.1 Adult Fiction Books 5062

Note: Note: Note: Adult Fiction: 4708 Young Adult: 354

4.2 Adult Non-fiction Books 2,645

4.3 Total Adult Books (Total questions 4.1 & 4.2) 7,707

4.4 Children's Fiction Books 6,476

4.5	Children's Non-fiction Books	1,603
4.6	Total Children's Books (Total questions 4.4 & 4.5)	8,079
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	15,786

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	2,773
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Note: Note: Adult A/V: 1211 YA A/V: 0 Adult Periodicals: 1162 Other: 27 Misc: 4 Internet: 369

4.9	Circulation of Children's Other Materials	623
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Note: Note: Juvenile A/V: 623 Juvenile Periodicals: 0

4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	3,396
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4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	19,182
------	--	--------

4.12	As 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
------	--	----

4.13	Did 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.	No
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REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	1,773
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4.14a Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? ES - Annual Estimate Based on Typical Week(s)

4.15 Does the library offer virtual reference? Y

Interlibrary Loan / E-Rate

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16 TOTAL MATERIALS RECEIVED 2,675

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17 TOTAL MATERIALS PROVIDED 3,917

E-RATE

4.18 Does the library file for E-rate benefits? N

4.19 Is the library part of a consortium for E-rate benefits? N

4.20 If yes, in which consortium are you participating? N/A

5. ELECTRONIC USE

Electronic Holdings

These are new questions added by IMLS that will be required to be answered for the 2025 report, and are voluntary for this year. All questions are simply reformulated methods of gathering data that has been previously required; no new data gathering should be needed by libraries to answer these questions.

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.

5.1 Did the library provide access to Yes
e-books purchased solely by the library?

5.2 Did the library provide access to Yes
e-books purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.3 Did the library provide access to No
e-books provided by the New York State
Library at no or minimal cost to the
library?

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)

5.4 Did the library provide access to No
e-serials purchased solely by the
library?

5.5 Did the library provide access to Yes
e-serials purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.6 Did the library provide access to No
e-serials provided by the New York
State Library at no or minimal cost to
the library?

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)

5.7 Did the library provide access to Yes
e-audio purchased solely by the library?

5.8 Did the library provide access to Yes
e-audio purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.9 Did the library provide access to No
e-audio provided by the New York State
Library at no or minimal cost to the
library?

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)

5.10 Did the library provide access to Yes
e-videos purchased solely by the
library?

5.11 Did the library provide access to No
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.)

5.12 Did the library provide access to No
e-videos provided by the New York
State Library at no or minimal cost to
the library?

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)

5.13 Did the library provide access to research databases purchased solely by the library? No

5.14 Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

5.15 Did 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 1,302
during the reporting period

Note: Libby ebooks: 502 Hoopla instant ebooks: 764 Hoopla instant comics: 35 Hoopla flex ebooks: 1
Hoopla flex comics: 0

5.20 The total circulation of e-serials 242
during the reporting period.

Note: Libby e-serials: 242

5.21 The total circulation of e-audio 2,021
during the reporting period

Note: Libby e-audio: 306 Hoopla instant audiobooks: 1527 Hoopla instant music: 70 Hoopla flex
audiobooks: 118 Hoopla flex music: 0

5.22 The total circulation of e-videos 313
during the reporting period.

Note: Hoopla instant movies: 196 Hoopla instant television shows: 105 Hoopla instant binge-passes: 12
Hoopla flex movies: 0 Hoopla flex television shows: 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.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per 40
workweek used to compute FTE for all
paid library personnel in this section.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2 Library Director (certified) 1

6.3	Vacant Library Director (certified)	N/A
6.4	Library Manager (not certified)	N/A
6.5	Vacant Library Manager (not certified)	N/A
6.6	Librarian	N/A
6.7	Vacant Librarian	N/A
6.8	Library Specialist/Paraprofessional	N/A
6.9	Vacant Library Specialist/Paraprofessional	N/A
6.10	Other Staff	1.05

Note: Total hours worked in 2024: 2185 C. Schemel: 700.25 M. Sherman: 148.25 L. Kaminski: 137.5
M. Beck: 933.25 J. Sippel: 265.75

6.11	Vacant Other Staff	N/A
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	2.05
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

SALARY INFORMATION

6.14	FTE - Library Director (certified)	1
6.15	Salary - Library Director (certified)	\$53,917
6.16	FTE - Library Manager (not certified)	N/A

6.17	Salary - Library Manager (not certified)	N/A
6.18	FTE - Librarian	N/A
6.19	Salary - Librarian	N/A

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 library meets as of **December 31, 2024**. 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.

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
2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. Y
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
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
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

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. Is open the minimum standard number of public service hours for population served. (see instructions) Y

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

8a. space Y

8b. lighting Y

8c. shelving Y

8d. seating Y

8e. power infrastructure Y

8f. data infrastructure Y

8g. public restroom Y

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

10. Provides

10a. a circulation system that facilitates access to the local library collection and other library catalogs Y

10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y

- | | | |
|-----|---|---|
| 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 |
| 12. | Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. | Y |
| 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 |
| 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.

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total Hours - 36.00
Main Library

8.7 Minimum Weekly Total Hours - 0.00
Branch Libraries

8.8 Minimum Weekly Total Hours - 0.00
Bookmobiles

8.9 Minimum Weekly Total Hours - 36.00
Total Hours Open (Total questions 8.6 -
8.8)

8.10 Annual Total Hours - Main 1,773.00
Library

8.11 Annual Total Hours - Branch 0.00
Libraries

8.12 Annual Total Hours - 0.00
Bookmobiles

8.13 Annual Hours Open - Total 1,773.00
Hours Open (Total questions 8.10
through 8.12)

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 Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking [a link](#) to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect 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.

- | | | |
|----|-----------------------------------|-------------------------|
| 1. | Outlet Name | YOUNGSTOWN FREE LIBRARY |
| 2. | Outlet Name Status | 00 (for no change) |
| 3. | Street Address | 240 LOCKPORT STREET |
| 4. | Outlet Street Address Status | 00 (for no change) |
| 5. | City | YOUNGSTOWN |
| 6. | Zip Code | 14174 |
| 7. | Phone (enter 10 digits only) | (716) 745-3555 |
| 8. | Fax Number (enter 10 digits only) | (716) 745-7122 |
| 9. | E-mail Address | yfl@nioga.org |

10. Outlet URL www.youngstownfreelibrary.org

11. County NIAGARA

12. School District Lewiston-Porter

13. Library System Nioga Library System

14. Outlet Type Code (select one): CE

15. Public Service Hours Per Year for This Outlet 1,773

16. Number of Weeks This Outlet is Open 52

17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y

18. Is the meeting space available for public use even when the outlet is closed? N

19. Total number of non-library sponsored programs, meetings and/or events at this outlet 100

Note: Note: 2024 Programs: 100 Friends meetings: 11 Friends parade prep: 1 Mailing organization and preparation: 2 Lewiston Writers' Group: 21 Tabletop Gaming: 41 Christmas in the Village: 1 Parents of kiddos with ADHD: 1 Library community meetings: 20 St. Johns Church using room: 1 Air Force recruitment interviews: 1

20. Enter the appropriate outlet code (select one): LR

21. Who owns this outlet building? Village

22. Who owns the land on which this outlet is built? Village

23.	Indicate the year this outlet was initially constructed	1892
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	1993
25.	Square footage of the outlet	2,673
26.	Number of Internet Computers Used by General Public	3
27.	Number of uses (sessions) of public Internet computers per year	369
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count
28.	Type of connection on the outlet's public Internet computers	Cable
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	7 Greater than or equal to 10 mbps and less than 15 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	3 Greater than or equal to 768 kbps and less than 1.5 mbps
31.	Internet Provider	Spectrum/Time Warner Cable
32.	WiFi Access	No restrictions to access
33.	Wireless Sessions	8,865
Note: Note: Estimated at 5 devices per open hour: $1773 \times 5 = 8865$		
33a	Reporting Method for Wireless Sessions	ES - Annual Estimate Based on Typical Week(s)

34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? Y
35. Is every public part of the outlet accessible to a person in a wheelchair? Y
36. Does your **outlet** have a Makerspace? N
37. *LIBID* 5200407250
38. *FSCSID* NY0406
39. *Number of Bookmobiles in the Bookmobile Outlet Record* 0
40. *Outlet Structure Status* 00 (for no change from previous year)

11. OPERATING FUNDS RECEIPTS

Local Public Funds / System Cash Grants / Other State

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

Specify by name the municipalities or school districts which are the source of 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

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

1. Source of Funds County
2. Name of funding County, Municipality or School District Niagara County
3. Amount 6954.41

4. Subject to public vote held in reporting year or in a previous reporting year(s). Y

5. Written Contractual Agreement Y

1. Source of Funds Town

2. Name of funding County, Municipality or School District Town of Porter

3. Amount 70000

4. Subject to public vote held in reporting year or in a previous reporting year(s). Y

5. Written Contractual Agreement Y

1. Source of Funds Village

2. Name of funding County, Municipality or School District Village of Youngstown

3. Amount \$1,000

4. Subject to public vote held in reporting year or in a previous reporting year(s). Y

5. Written Contractual Agreement Y

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$77,954

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) \$1,487

11.4	Record all Central Library Services Aid monies received from system headquarters	\$0
11.5	Additional State Aid received from the System	\$0
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$24,313
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$25,800

OTHER STATE AID

11.9	State 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 / Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$21,479
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11.15	Fund Raising	\$22,065
11.16	Income from Investments	\$8,351
11.17	Library Charges	\$1,287
11.18	Other	\$1
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$53,183
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$156,937
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 2024 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$198,426

11.26 **GRAND TOTAL RECEIPTS,** \$355,363
BUDGET LOANS, TRANSFERS
AND BALANCE (Add Questions
11.20, 11.21, 11.24 and 11.25; Same as
Question 12.40)

12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital
Operation and Maintenance

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 \$53,917

12.2 Other Staff \$35,639

12.3 **Total Salaries & Wages** \$89,556
Expenditures (Add Questions 12.1 and
12.2)

12.4 **Employee Benefits** \$14,570
Expenditures

12.5 **Total Staff Expenditures** (Add \$104,126
Questions 12.3 and 12.4)

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures \$8,039

Note: More money was spent on digital materials compared with print materials.

12.7 Electronic Materials \$13,415
Expenditures

12.8 Other Materials Expenditures \$12,186

12.9 **Total Collection Expenditures** \$33,640
(Add Questions 12.6, 12.7 and 12.8)

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds \$0
(71PF)

12.11 From Other Funds (71OF) \$165

12.12 **Total Capital Expenditures** \$165
(Add Questions 12.10 and 12.11)

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 From Local Public Funds \$0
(72PF)

12.14 From Other Funds (72OF) \$2,192

12.15 **Total Repairs** (Add Questions \$2,192
12.13 and 12.14)

12.16 Other Disbursements for \$4,985
Operation & Maintenance of Buildings

12.17 **Total Operation &** \$7,177
Maintenance of Buildings (Add
Questions 12.15 and 12.16)

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies \$4,488

12.19 Telecommunications \$1,289

12.21 Professional & Consultant Fees \$3,548

12.22 Equipment \$0

12.23 Other Miscellaneous \$1,633

12.24 **Total Miscellaneous Expenses** \$10,958
(Add Questions 12.18, 12.19, 12.21,
12.22 and 12.23)

Contracts / Debt Service / Transfers / Grand Total

12.25 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$8,202

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.26 From Local Public Funds (73PF) \$0

12.27 From Other Funds (73OF) \$0

12.28 **Total** (Add Questions 12.26 and 12.27) \$0

Other Loans

12.29 Budget Loans (Principal and Interest) \$0

12.30 Short-Term Loans \$0

12.31 **Total Debt Service** (Add Questions 12.28, 12.29 and 12.30) \$0

12.32 **TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) \$164,268

TRANSFERS

Transfers to Capital Fund

12.33	From Local Public Funds (76PF)	\$0
12.34	From Other Funds (76OF)	\$0
12.35	Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36	Transfer to Other Funds	\$0
12.37	TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$0
12.38	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$164,268
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2024	\$191,095
12.40	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$355,363

ASSURANCE

12.41 The 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). 02/24/2025

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** \$0

INTERFUND REVENUE

13.8 Transfer from Operating Fund \$0
(Same as Question 12.35)

13.9 **TOTAL REVENUES** (Add \$0
Questions 13.3, 13.6, 13.7 and 13.8)

13.10 **NON-REVENUE RECEIPTS** \$0

13.11 **TOTAL CASH RECEIPTS** \$0
(Add Questions 13.9 and 13.10)

13.12 BALANCE IN CAPITAL \$0
FUND - Beginning Balance for Fiscal
Year Ending 2024 (Same as Question
14.11 of previous year, if fiscal year has
not changed)

13.13 **TOTAL CASH RECEIPTS** \$0
AND BALANCE(Add Questions 13.11
and 13.12; same as Question 14.12)

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

Other Disbursements

14.3 Purchase of Buildings \$0

14.4 Interest \$0

14.5 Collection Expenditures \$0

14.6 Total Other Disbursements (Add \$0
Questions 14.3, 14.4 and 14.5)

14.7 **TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6) \$0

14.8 **TRANSFER TO OPERATING FUND** (Same as Question 11.22) \$0

14.9 **NON-PROJECT EXPENDITURES** \$0

14.10 **TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9) \$0

14.11 **BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2024 \$0

14.12 **TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13) \$0

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

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.

16.1 Total ALA-MLS 1.00

16.2 Total Librarians 1.00

16.3 All Other Paid Staff 1.05

16.4 Total Paid Employees 2.05

16.5	State Government Revenue	\$1,487
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$77,496
16.8	Total Operating Revenue	\$156,937
16.9	Other Operating Expenditures	\$26,337
16.10	Total Operating Expenditures	\$164,103
16.11	Total Capital Expenditures	\$165
16.12	Print Materials	18,494
16.12a	Total Physical Items in Collection	22,047
16.13	Circulation of Children's Physical Material	8,702
16.14	Total Registered Borrowers	1,571
16.15	Other Capital Revenue and Receipts	\$0
16.16	Number of Internet Computers Used by General Public	3
16.17	Total Uses (sessions) of Public Internet Computers Per Year	369
16.18	Wireless Sessions	8,865
16.19	Total Capital Revenue	\$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1 *LIB ID* 5200407250

17.2	<i>Interlibrary Relationship Code</i>	ME
17.3	<i>Legal Basis Code</i>	NP
17.4	<i>Administrative Structure Code</i>	SO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	OTH
17.7	<i>FSCS ID</i>	NY0406
17.8	<i>SED CODE</i>	400301700015
17.9	<i>INSTITUTION ID</i>	800000041701

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

February 2025 FOYL

Liaison Report

The Friends Board met on February 19th, 2025. After the various reports were presented (President's, Director's, Treasurer's, and YFL Board Liaison's [a thoroughly concise and humorous document]), the FOYL Board moved on to old and new business.

- The Treasurer's Report included both details of January's receipts and expenses and an anticipated budget for 2025.
- The 5K Run results were presented and disappointment was expressed by the amount of money raised by the RACE itself (\$250 from the race itself, \$200 from sponsors), although the bake sale and donation amounts were very satisfactory. Alternatives to the February race date and utilizing Race Solutions were discussed.
- The Chili Cook Off event was discussed. The Treasurer announced that over \$1200.00 was raised, including \$700 in ticket sales and \$350 from the 50/50 raffle (Seth Phillips generously donated his winnings back). Expressed thoughts were this type of event requires minimal Friends participation and has a great return.
- Colleen Summerville Johnson and Colleen Stortecky from the friends will be on the Ruby Carey Scholarship Committee. It was discussed about expanding the candidate possibilities to Seniors at Wilson Central School (I have a possible contact at the guidance office) living in the town of Porter which could include Seniors living in the 14131 zip code if they have YFL library cards (my thoughts are that we are trying to show we are a library for ALL of the Town of Porter).
- The St. Patrick's Day Parade and need for marchers was introduced (March 15th, 2025).
- VERY initial plans for the Tea Party 2025 were mentioned.
- More detailed plans for a possible garage sale were discussed.
- The SWAT Membership mailing date was announced. Thursday, March 6th, 2pm. Volunteers should contact Jill Mazur, jmzhac@gmail.com.
- Book Sale is May 1st to May 3rd., setup is earlier that week, beginning on April 26th, volunteers needed. Again, contact Jill Mazur, jmzhac@gmail.com.

Motion to close occurred at 8:15pm. Next FOYL meeting is on Marach (Kim Winning's spelling, not mine, I make enough of my own spelling errors)), at 7pm.

Submitted,

Dave Smith, FOYL Board Liaison