

### **Buildings & Grounds**

- Sept. 29: Gutters were installed by Hometown Gutter & Supply LLC, as per the 2023 Construction Grant
- Oct. 4: Monroe Extinguishers replaced fire extinguishers & tested exit sign batteries
- Oct. 6: Upstairs carpet stretched by J&D Carpets
- Oct. 10: Back door window installed by Mark Schwartz, as per the 2023 Construction Grant

#### *Patron Count*

<i>Date</i>	<i>Total</i>	<i>Avg/Day</i>	<i>Date</i>	<i>Total</i>	<i>Avg/Day</i>
Sept 2022	840	40	April 2023	865	41
Oct 2022	1212	55	May 2023	1167	53
Nov 2022	828	41	June 2023	875	44
Dec 2022	818	41	July 2023	1235	56
Jan 2023	835	38	August 2023	1312	57
Feb 2023	708	36	Sept 2023	1248	59
March 2023	829	38	Oct 2023	1367	62

### **Budget & Finance**

- Sept. 19: The 2023 NYSED Construction Grant was completed and submitted.

### **Circulation**

	<i>Phys Mat</i>	<i>Internet</i>	<i>Overdrive</i>	<i>Hoopla</i>	<i>Ancestry</i>
Sept 2022	1029	106	54	169	82
Oct 2022	1137	129	63	189	50
Nov 2022	899	194	78	182	98
Dec 2022	1001	99	77	161	39
Jan 2023	1254	127	104	182	21
Feb 2023	1070	105	62	170	47
March 2023	1385	103	85	164	98
April 2023	1209	144	108	177	223
May 2023	1100	144	122	143	15

June 2023	1167	114	154	148	12
July 2023	1515	428	98	154	125
August 2023	1735	434	112	172	0
Sept 2023	1272	346	115	185	10
Oct 2023	1236	320	155	177	2
	<i>Phys. Mat</i>	<i>Internet</i>	<i>Overdrive</i>	<i>Hoopla</i>	<i>Ancestry</i>

### Cataloging & Collection Development

	<i>Items in Collection</i>	<i>Items Circulated</i>	<i>Items Removed</i>
Sept 2022	20176	1029	124
Oct 2022	20060	1137	96
Nov 2022	20179	899	0
Dec 2022	20432	1001	28
Jan 2023	20326	1254	173
Feb 2023	20039	1070	341
March 2023	19952	1385	305
April 2023	19488	1209	504
May 2023	19592	1100	0
June 2023	19737	1167	9
July 2023	19749	1515	0
August 2023	19645	1735	153
Sept 2023	19637	1272	124
Oct 2023	19689	1236	96

We are continuing to offer free books with a different theme each month.

- September: Geography, history, and biography children’s books (JNF9 & JNFB)
- October: YA (Young Adult) books for “TEENtober”

Juvenile holiday books have been weeded in October for free holiday books in November & December.

### Continuing Education & Professional Development

- Sept. 13: End of Summer Reading Wrap Up meeting at Nioga, attended by the director.
- Sept. 20: NIOGA Central Library Professional Development Conflict Resolution Training, attended by the director.

- Sept. 20: WNYLRC webinar on Hoopla & Libby, viewed by Ellen Gagne and Teresa Facklam.
- Sept. 27: ALMS technical services meeting, attended by Ellen Gagne and Teresa Facklam.
- Oct. 11: Fall Directors’ meeting at Nioga, attended by the director.
- Oct. 18: Virtual Trustee Training “Legal Documents for Library Trustees” Session 1 – attended in person by Trustee Richard Crafts.
- Oct. 23: Communications & workflow meeting at Nioga, attended by the director.
- Oct. 25: Virtual Trustee Training “Legal Documents for Library Trustees” Session 2– no in-person attendees.

### Programming

<i>Date</i>	<i>Program</i>	<i>Attendees</i>
9/12/2023	Video Game Day	4ch;--
9/18/2023 10/23/2023	Nioga Tech Help	--;3ad --;2ad
9/25/2023 10/23/2023	Book Club	--;11ad --;9ad
9/28/2023 10/26/2023	Little Storytime	2ch;2ad 3ch;2ad
9/28/2023	Crochet for Beginners	--;17ad
All September	Imagination Station	9ch;--
10/2/2023 No-Sew BOO-k Buddy 10/9/2023 Wishing Star Fidget Keychain 10/16/2023 Pumpkin catapult 10/23/2023 Yarn Monsters	Weekly Take ‘n’ Makes	27/27 taken 18/18 taken + 2 DIY 24/24 taken 24/24 taken
10/9/2023	Breakout: Zombie Apocalypse (2 sessions)	4ch;1ad 4ch;2ad
10/11/2023	Guide to Ghost Hunting with Graestone Paranormal	3ch;4ad
10/14/2023	Eclipse Glasses	9 taken

10/19/2023	Witches' Tea	-ch;21ad
10/02 - 10/21/2023	Book-in-a-Jar contest	8 sign-ups/1 winner
10/30/2023	Mischief Night	30ch;15ad
TOTAL		59ch;89ad 94 Take 'n' Makes (111) total passive programs

### Publicity & Outreach

- Sept 11: Director gave presentation to RH seniors about benefits and services of public libraries.
- Sept. 21: RH Middle School Open House (Grades 6-8). Board Secretary Margaret Allen and the director set up a table to hand out event calendars and help the students make buttons.
- Oct. 13: The RHES PTA sponsored a Trick-or-Trunk that was attended by Friends President Rebecca Schweigert and the director. Treats and events calendars were handed out.
- Oct. 25: The RH 3rd grade class visited for a tour of the library in 4 rounds. 73 children and 20 adults visited.
- Oct. 31: Friends Chair Rebecca Schweigert handed out treats and event calendars to Trick or Treaters.

### Staff & Volunteers

A great big thank you to the staff and volunteers who make this library function! Our large events would not be the successes they are if not for the Friends of the Library and all the work they do! Thank you to Secretary Margaret Allen for help with the Middle School Open House. Thank you to the staff for all their hard work helping our patrons and the director.

Respectfully submitted,  
Gretchen Schweigert  
Library Director