

Facilities - Building & Grounds

- On 2/7, Mark Schwartz installed the new Community Room door upstairs, that is a part of a NYS Construction Aide Grant. Handyman, Don will be painting the door soon.
- Angelina is working on ideas for future renovation projects to present to the Board including updates for a Children's Room, Teen Room, possible Study Room and downstairs floor plan.
- Old watermark was found on the ceiling, behind circulation desk closet. Angelina suggests creation of a maintenance plan and checking when the roof was last inspected.

Patron Count

- Visitors visiting the library has increased! In 2024, the library saw an annual total of 13,025 visitors! This is an increase from 2023, when the library saw an annual total of 12,340 visitors. The beginning of 2025, the library saw 902 people visit and in February, 1017! RHCL looks forward to seeing more patrons visit with the programs and services offered.

February 2025 Library Card Holders

Adult (13+)	Juvenile (4-12)	Resident	Non-resident	TOTAL
1649	632	2085	196	2281

Budget & Finance

- The final 10% check of LLSA for FY2024 was received and is \$274.00.
- The Friends of the Library sponsored \$62.00. With these funds, teen and children Winter Reading Challenge prizes were purchased!
- Angelina submitted the documents to close out the NYS Construction Aid Grant that was submitted in 2023. Waiting for states approval to receive the last 10% of funds from the grant.
 - Property taxes were paid on 1/13/24 and was \$84.07.
- The library received the 2025 Assessment Notification and was valued at \$154, 400.
- Library expenditures are increasing! Expenses for ALMS has increased monthly by \$19.92 a month. Professional accounting fees has increased \$20 a month. Hoopla usage has increased and the library is paying per checkout. Angelina noticed some Hoopla bills that are going over \$500 a month and have averaged before \$300-400 monthly. Angelina suggests for next fiscal year; Hoopla has its own budget line as more patrons use the service.

- Copies for outreach, marketing and flyers have increased! The library in the last three months went over the allotted contract amount and was charged per copy, additional to the contract price. Angelina reached out to their Toshiba representative to get estimates for how much it would cost to increase the printing contract. She will bring the quotes for Board review/approval.
- Community Room tv was purchased with estate money for \$1,998.00. Don will be suggesting a mount to purchase, waiting for install.
- The upstairs Community Room door removal and new installation was \$1,150.00. This is a part of the NYS Construction Aid Grant that was submitted in 2024.

Circulation

	<i>Phys Mat</i>	<i>Internet</i>	<i>Overdrive</i>	<i>Hoopla</i>
Jan 2025	1303	47	104	245
Feb 2025	1240	86	208	225

In the month of January, the library's physical item circulation increased by 49 items! January last year, 1,254 items circulated. January of this year, 1,303 items did!

2024 Annual Interlibrary Loans

Total Materials Borrowed	1,985
Total Materials Loaned	1,866

Cataloging & Collection Development

	<i>Items in Collection</i>	<i>Items Circulated</i>
Jan 2025	19,586	1,303
Feb 2025	19,586	1,240

Continuing Education, Professional Development & Meetings

Director, Angelina

- 2/3- Carole & Angelina Meeting Budget Training
- 2/5 – Director's Meeting
- 2/10 – Meeting with Principal at RHES Outreach Partnership
- 2/18 – Staff Meeting. Cricut Training with presenter Jan Philip
- 2/19 – Annual Report Lab at Nioga
- 2/25 – Outreach Storytime and Craft at Bergamot Montessori

Some trainings Staff also attended were the Summer Reading Planning Meeting at Nioga on 2/12, a webinar presented by Tech Talk "Password Management and Authenticators" on 2/12 and during a staff meeting, a Cricut Training for Beginners presented by Jan Philip on 2/18.

Programming

Snow Many Books Winter Reading Extravaganza is ending on March 20th! Three winners will be selected. Adult, teen and children's! A total of 43 patrons participated in the Winter Reading Challenge!

Ages 0-5

- Since February, the library has held Six storytime sessions and 69 patrons have attended.
- 1,000 Books Before Kindergarten, 17 families are currently participating in the program!

Ages 6-11

- Four Master Builders LEGO Club sessions were available from 2-1-2025 to current 17 patrons have attended.
- For two weeks in February, we had Drop-In Crafts available! Where children can make a Valentine's Day craft. 15 patrons completed the craft!
- On 2/25, 26 take & make crafts were available for families to take home and make a Valentine's Day craft of Smiley Hearts!
- Throughout the month of January, 43 patrons completed the Children's Room Scavenger Hunt and throughout the month of February 31 patrons completed February's Scavenger Hunt!
- On 2/1/25, the library had a Family Creation Station available! 0 patrons attended.
- For St. Patrick's Day on 3/17, the library had Drop-In Crafts available! 20 kits were made. Patrons can do them in the library or take a kit home to make!

Ages 12-18

- On 1/22, the library had on the calendar Tween/Teen Candy Terrariums. The program was cancelled due to weather. Angelina hopes to re-schedule sometime soon, as four patrons were registered to come.
- On 2/19, Tween/Teen Drop-In Board Games was available! 0 patrons attended.
- On 3/4/25/ Uno for Tweens and Teens was available! Five patrons participated.
- Knit, Sit & Crochet Club 0 attended.

Adults 19+

- Book Clubs were available! Fiction Book Club and Murder in the Stacks Book Discussion. Between January and February 23 patrons have attended book clubs.
- On 2/10, Outreach Librarian Sara from the Nioga Library System was here for Gadgets and Gear Tech Help! She helped four patrons with various devices and technology questions.
- On 2/11, the library had Adult Craft Night: Valentine's Day Farmhouse Signs! Nine patrons attended.

- Up until Valentine's Day, the library hosted a Valentine's Day themed Basket Raffle for adults, sponsored by the Friends of the Library! 14 patrons participated in entering for a chance to win the basket raffle whenever they read a Blind Date with a Book or share what they loved about the Library for National Library Lover's Month!
- On 2/18, the library hosted an adult coloring and puzzle night. 0 patrons attended.
- On 2/26, the library had Spice of the Month Club kits ready! 22 patrons picked up a cinnamon spice kit with recipe ideas inside.
- On 3/3/25, Sara helped 4 patrons with tech devices and questions.
- On 3/12/25, the library held Coffee, Cards and Chat for Seniors! 4 patrons attended.
- Knit, Sit & Crochet Club 0 attended.

Outreach and Partnerships

- Miss Angelina visited Bergamot Montessori on 2/25 for a Storytime and Craft! They read Pete the Cat, sang songs and did a Valentine's Day craft!
- On 3/13, Miss Angelina and Trustee, Diana attended PARP Family Fun Night at Royalton Hartland Elementary School! Miss Angelina read camping stories to five groups and Diana shared information about the library and handed out fun bookmarks, erasers and pencils!
- Trustees, Michele and Margaret put up a library display in the display case at RHES, sharing information about the libraries programs and books they have on camping for PARP!

Collection Development and Displays

- The library had displays up about Black History Month, Women's History Month, National Library Lover's Month, Valentine's Day, St. Patrick's Day, Buzz into Spring, and more!
- Angelina processed and catalogued the Cooking and Baking Memory Care Kit! It is now available for checkout in the Things Collection. She plans on processing and cataloguing the second memory care kit and sound machine next. She will be launching it on social media as soon as they are done!
- Collection purchasing has been ongoing! There are a lot of new easy readers available, young adult fiction and picture books currently!

Social Media

Facebook	Instagram	Twitter
1k followers	222 followers	120 followers

Planning for the Future

- Angelina plans on doing a community survey about the Library of Things collection! She would like to hear feedback about what patrons might want to see in the collection, to think about future purchase considerations.

- Angelina is looking into a grant opportunity to apply for Vox/Wonderbooks, STEAM kits and homeschool kits to add to the libraries collections!
- Onboarding of new staff, hope to re-vamp the libraries website.
- Summer Reading Planning! A program for all ages! Presenters she is looking to possibly bring in, Braddock's Bay Raptor Research Birds of Prey presentation, a Charcuterie 101 class from the Storybook Cook, Benjamin Berry Hula Hoop Workshop. She will be asking the Friends of the Library if they can sponsor these events once estimates are available.
- Training on the Cricut machine is ongoing. Angelina reached out to Jan and hoping to do another session sometime after May, after staff onboarding.
- Annual Report to the Community, getting it out there for 2024's year in review!

Thank You

Thank you to all of the Staff, Friends of the Library, Board of Trustees, and our community partners for all that they do for the community and the library!

Sincerely,

Angelina DiMascio, Library Director