

### **Facilities - Building & Grounds**

- Waters Basement Services completed the wall repairs in the basement on July 15<sup>th</sup>. They scraped, patched and re-painted the walls. He suggests the library leaves a fan circulating for air flow in the basement, it will help reduce the moisture.
- Handyman, Don started the Director's Office project. He has sanded and patched the walls. First coat of paint has been painted.
- On July 14<sup>th</sup>, the library had to emergency close early due to a capacitor break in the air conditioning machine. Drum oil came and fixed it.
- Angelina reached out to Nioga for guidance about NYS Construction Aid Grants. Angelina suggests Director door installment, closet door behind the Circulation Desk and library bathroom project. Toilet may need a replacement in the future. She is seeing if any of those things can possibly be covered through NYS Construction Aid.
- Angelina reached out to Zosi Support regarding camera systems. Waiting for more information.

### *Patron Visitor Count:*

- 1,497 patrons visited us in June! The library saw 500 more patrons than June of 2024.

### *June 2025 Library Card Holders*

- Throughout the month, 66 new patrons signed up with library cards! 32 patrons renewed their cards. Currently 2,312 patrons are library cardholders for RHCL.

### **Budget & Finance**

- After submitting Letter of Intent and sharing how we may be affected by the federal grants funding cuts, East Hill Foundation invited the library to submit the full grant application. Angelina will be submitting before August. If East Hill Foundation approves the grant application, they will schedule a site visit at the library next.
- The Niagara Area Foundation has some grants available for Niagara County. Angelina will be looking into collection needs and applying for another grant.
- Angelina will submit to Nioga the Spectrum \$20 bills for reimbursement of May-July once she receives July's bill.
- With the \$1,000 the Friends of the Library sponsored for the Summer Reading Program, \$330 of it was used to host programs Birds of Prey with Braddock Bay Raptor Research and Charcuterie 101 with The Storybook Cook for their presenter fees! Thank you, Friends!

- For many library purchases, the library now has a Business Prime account subscription through Amazon. This year’s subscription was \$129.
- Jenn from Accounting completed the library’s 990 for 2024. She sent an invoice for \$425.00.
- Drum oil came and fixed our air conditioner and replaced the capacitor. \$266.40 included their service call and replacement of capacitor.

### 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
Mar 2025	1316	84	213	236
Apr 2025	1183	60		258
May 2025	1227	81	220	265
June 2025	1342	97	200	140

### 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
Mar 2025	19,395	1,316
Apr 2025	19,225	1,183
May 2025	19,175	1,227
June 2025	19,285	1,342

### Continuing Education, Professional Development & Meetings

- Senior Library, Clerk Abby applied for a sponsorship the Western New York Library Support Staff Committee has made available to five people. If awarded this sponsorship, she will be attending virtually NYLA’s Library Skills Academy. Registration costs \$240 for library support staff to attend. Angelina will be submitting a letter of recommendation for supporting materials. The library wishes Abby the best of luck in trying to achieve this professional development opportunity! It is dedicated to teaching support staff various library skills for a future career in libraries!

*Angelina Meetings:*

- Board Agenda Meeting – June 10<sup>th</sup>
- Finance Committee Meeting – June 11<sup>th</sup>
- Board of Trustees Meeting – June 16<sup>th</sup>
- Angelina & Margaret Meeting: Purchase of Office Repair Supplies – June 25<sup>th</sup>

**Public Services**

- We are in the middle of the Summer Reading Program and currently have 107 patrons signed up and participating in the program!
- The 1,000 Books Before Kindergarten program had 20 patrons participating in the program. One of the families will be getting their certificate of recognition soon for reading 1,000 books!
- Friend of the Library, Anna curated a display in the library's display case for the rest of the Summer! It highlights the Summer Reading Program, celebrating the "Color our World" theme!
- June 5<sup>th</sup> was the library's Summer Reading Kick-Off: Touch-A-Truck event! 150 patrons attended. Patrons signed up for Summer Reading, met with first responders and community groups including FFA, played games at various stations, made buttons, colored bookmarks, enjoyed ice cream/snow cones and had a chance to stop at food truck Greenleaf's. The library thanks the Friends of the Library for sponsoring the event, all the volunteers who facilitated stations, and all our first responder's/community partners for coming out!
- The library had four Family Storytime early-literacy programs throughout the month! Mrs. Owen covered various themes reading stories, doing crafts, and incorporating multi-media songs on the tv for dance/play. 91 patrons attended throughout the month. Guinea Pig Storytime led by Miss Anna and Mrs. Owen was a hit with 33 patrons out of the 91 visitors.
- For Summer Reading, Miss Abby has been curating Take & Make Craft Kits for families and kids! In June, 50 take & make crafts were made available. On the 5<sup>th</sup>, 25 Fruit Loop Rainbow crafts were available and on the 19<sup>th</sup>, 25 Coffee Filter Butterfly kits were available. Each craft was colorful, fun and dedicated to the "Color our World" theme!
- On the 9<sup>th</sup> and 24<sup>th</sup>, Alwyn from CCE Orleans was at the library providing tech-assistance to patrons from 12-3. One to two patrons stopped in each time to get help with their devices. On the 23<sup>rd</sup>, Outreach Librarian Sara was in providing tech-help too! Three patrons attended.
- On the 10<sup>th</sup>, Miss Abby led Homeschool Hour about Historical Re-Enactments! Students learned about what they are and how they can begin researching to do their own in the future. 10 patrons attended.

- On the 23<sup>rd</sup>, Fiction Book Club met to discuss *The Girls of the Glimmer Factory*. 10 patrons attended.
- Throughout the month in the library's Youth Room, 41 patrons completed the scavenger hunt and got a prize out of the treasure box after!
- On the 24<sup>th</sup>, Tim Bohan author of *Emerald Thread* held a presentation at the library called, "The Irish and the Building of the Erie Canal." 21 patrons attended.
- On the 25<sup>th</sup>, the library held Family Bingo Night! Families played rounds of bingo and had chances to win candy or books. Nine patrons attended.
- On the 26<sup>th</sup>, Murder in the Stacks Book Discussion was held. Meeting was cancelled due to low attendance.
- Master Builders LEGO Club was held three times throughout the month! Patrons could free build and work on the LEGO's they started in the beginning of the month. 13 patrons attended throughout the month.
- The library had five Outside Meetings held in the Community Room. On Monday's, Diversified Rehab Services used the space to host Speech Pathology meetings and on the 12<sup>th</sup>, the Middleport Beautification Committee used the Community Room for a meeting.
- Erie Canal posters are in from the Erie Canal Corporation! Due to the popularity of them, they're available one per family until the library runs out.

### Outreach and Partnerships

- Mrs. Owen and Miss Angelina attended RHES Field Day to help out their event!
- The library participated in Assemblyman Bologna's donation drive "Christmas in July!" Patrons could donate toys at the library and toys benefitted Oshei Children's Hospital, beginning in June and ended July 17<sup>th</sup>.
- Angelina has reached out the school district's principals about support services the library can provide in this upcoming school year. Ordering and purchasing requests of curriculum materials, library field trips, teachers picking up card applications and sending them in so students can get cards and picking them up etc. In August, the library will be doing a donation drive to benefit RHES students school supplies!

### Collection Development and Displays

- The library had various displays up including gardening & birds, grilling books, Pride month, Juneteenth and first in a series!
- Memory care kits from the 2024 grant has been added to the collection, toss like a boss game and the New York State Empire Pass (Friends funded).
- The evaluation of 5,000 items is ongoing with the weeding project. Staff completed audiobooks, non-fiction is almost done and evaluation of DVD'S is current.

- Senior Library Clerk, Abby added new signage to let patrons know where the Nioga rotating collections are including their Large Print books and Easy Readers. Young Adults coming next!

*Social Media*

Facebook	Instagram
1k followers	247 followers

**Planning for the Future**

- The Summer Reading Program will be ending on August 21<sup>st</sup>. Patrons can get all their reading logs and raffle tickets in by then!
- Angelina is getting so excited planning for Fall/Halloween themed programs! Some ideas so far include the Storybook Pumpkin Community Contest, a Halloween themed Family Movie Night and a Movie Matinee for adults! The Family Halloween Party in collaboration with the Friends of the Library and more!
- If there is another project soon for the NYS Construction Aid Grant, Angelina would like to attend one of the Nioga Labs to submit the grant proposal.
- Some visions Angelina and Staff has been thinking about ahead for priorities and long range planning:
  1. Developing programs and collaborating with the Friends to develop a one-year budget in regards to financial support with the Friends of the Library. Examples include: The Summer Reading Program, Winter Reading prizes, presenters, museum passes etc.
  2. Continue weeding the collection and assessing new materials we can add to the collection. Library of Things, Tonies, STEAM Kits, Launchpad Playaway Tablets, Vox/Wonderbooks and more! Continue writing grant proposals to secure funding to add these special items.
  3. Possible Children’s Room Renovation
  4. Look into technology grants to re-do library’s website.

**Thank You**

The library has so much going on lately and it’s a great time for all! Thank you to the Library Staff, Board of Trustees, Friends of the Library and our community partners for all that they do in making the library a welcoming resource for everyone!

Sincerely,  
 Angelina DiMascio, Library Director