**Library Director’s Report**

**December 2024**

**Property Tax Check**

The 2025 property tax check in the amount of $1,124,663 was received and deposited into the Exchange account on November 20th. $650,000 of the funds were moved into a 3-month CD.

**NYS Retirement System Bill**

The bill for our 2025 Retirement System payment was prepaid on November 21st in the amount of $88,496. The prepayment saves us approximately one percent on the total amount owed--$636 this year. We had budgeted $61,000 for this payment based on prior year estimates. It’s difficult to budget for this payment so far ahead, with so many fluctuating factors; however, Heather has a better handle on how projections are calculated by NYSLRS, so going forward we should have a clearer idea of how to budget the annual bill each year.

In the 2025 budget, we had originally budgeted $80,518 for the payment we will make next December for 2026. However, the projected 2026 invoice we received in September 2024 is for $102,067, so the 2025 budget will have to be adjusted to reflect this new number.

**2024 Central Library Book Aid (CBA)**

At year’s end, we have $9,000 remaining in CBA money after renewing several databases we purchase on our own or in partnership with Prendergast. As we did last year, rather than turning over the remaining money to CCLS to purchase an Overdrive credit, we will purchase that credit ourselves. This allows us to keep control of the money internally; in other words, we spend the money, not CCLS. It still helps all CCLS patrons, but we make the purchasing decisions. This also helps make it obvious to other member libraries that OPL puts a significant portion of CBA towards Overdrive, something that was not transparent when the money was given to CCLS to spend. We are able to fill our patrons’ requests, fill holds, and use the money to supplement our e-resources budget, such as for e-books and e-audiobooks. We also have more flexibility as to how we can spend CBA now that the State changed the rules that used to require it only be used for nonfiction resources.

**John Henry Eldred, Jr. Foundation Grant**

Several months ago, the Library received an invitation from the John Henry Eldred, Jr. Foundation, based in Toledo, OH, to apply for a grant of up to $5,000 to support children’s collections. I encouraged Kathy O’Malley to look into the grant specifications and to see if she thought an application was feasible. The application process was not onerous and so we decided to submit one. Her idea was to request funds to refill new books in our book vending machine, which is used year-round to reward children and teens for a variety of things such as successful completion of programs and competitions, volunteering at the library, or to reward positive behavior or to recognize a birthday. We argued that helping children build home libraries with new books of their own is an important way to support early literacy. The Foundation agreed, as they awarded the Library $5,000!

**Hamlin Bank Donation**

This year’s annual gift from Hamlin Bank and Trust Company increased from $1,000 to $1,200, which we received on November 18th. As in years past, it came with the request that the funds be used for programs that serve low to moderate income individuals. I always send a thank you letter detailing some of the programs and services provided over the past year that serve that population (really, that is everything we offer!).

**November Gifts/Grants/Donations [Action Item]**

Per our Policy on Acceptance of Gifts, Grants and Bequests to the Library, the Board must formally accept the following: in November, we received $1,200 from the Hamlin Bank and Trust Company; $1,000 memorial donation for Vicky Eade Eddy and Fred Eade; $300 donation from Love in Action for Outreach Services to purchase books; $200 donation from the Children’s Jr. League Coasters; $126 donation from the Bush Family (issued through CRCF); $50 memorial donation for Vicky Eddy; $25 general donation from Ellen Weaver; $21.20 in anonymous donations; $20 memorial donation for Ronald Anastasia; $15.99 memorial donation for Irene Dieteman.

**Friends of the Library**

Once again, the Friends participated in Giving Tuesday this year and did very well. They won the Power Hour $500 incentive, and they also won an additional $250 through a random drawing earlier in the day. They raised a grand total of $3,965! Thank you to everyone who donated, especially during the Power Hour. This year they featured the Library’s emerging Makerspace technology, which is an area the Friends contributed to this year.

**News from the Library**

On Tuesday, Dec. 10th, the Library hosted a WNYLRC advocacy meeting with incoming Assemblyman Joe Sempolinski. Approximately 18 people attended, including staff, trustees, CCLS representatives, a WNYLRC rep, a patron, and of course the Assemblyman and one of his aides. It was an excellent meeting, with a good discussion around the need for increased funding for libraries of all types in NYS. Many people contributed to the discussion about the importance of libraries to their communities. Sempolinksi was very engaged and seemed to understand and agree with much that was stated. I would like to thank all of you who attended!

On December 4th, Library staff who supervise multiple employees attended an Ask the Lawyer webinar offered by WNYLRC on providing reasonable workplace accommodations for staff with disabilities. Kim, Sheryl, and I attended, as did Heather, as she has important HR duties. One of the takeaways was that if accommodations are granted, they are fluid and can be reevaluated at certain points depending on the nature of the disability, as well as workplace needs, and whether or not an accommodation remains reasonable based on changing circumstances. Another point that was addressed was the importance of having conversations with a staff member who has informed their employer of a disability. The ADA requires that employers have back and forth discussions with the employee to work out what would be a reasonable accommodation allowing the employee to continue doing their job, while also ensuring operations are sound. A lot of attendees asked some very good questions, including how accommodations of certain types can affect operations, overall staff morale, and other factors.

The staff holiday party will be Friday, December 13th at the Library starting at 6 pm. As always, trustees are welcome!