

**Addison Public Library**

**Director’s Report**

**To the**

**Addison Central School District**

**Board of Education**

**May 2023**

**Connie E. Beall**

**Karen Fay**

**Co-Directors**

**Part I. Addison Public Library - The year May 2022- April 2023 in Review:**

At this time last year, the Library Board of Trustees was interviewing candidates for the position of Director. Karen Fay, who was the Interim Director, and Connie Beall, volunteer and Addison resident agreed to be Co- Directors which began, May 9, 2022. Karen and Connie basically job share the Directorship, within the Library Open hours of 25 hours per week, with some overlap hours for collaboration. Karen specializes in Circulation and Collection Management, while Connie focuses on the many Business Administrative aspects of Library Operations. The 25 hours per week is required by our population density. They comprise the staff at the library. We have one steady one night per week evening volunteer to help with Circulation, and two young gentlemen who come once a week to help “Spruce Up” the place.

We are happy to report our numbers for data on use of the library over this past year. The Library’s year is from January 1, to December 31st, but for this report it will be from May 2022 to the present: 68 new patrons, including Adult, Juvenile and Children (up from 46 in 2021); 2,357 patron visits with about 25 % being for use of the computers and to access our printers. We had a small Summer Reading Challenge last July to August with 16 participants, and were happy to have the Addison School District Summer Learning Program participants (22-25 per week!) visit with their teachers 4 times for a Storytime. The Collaborative Summer Learning Program theme across the country was Oceans of Opportunity. Stories and activities ranged from underwater aquatic life, to shark week and Pirates! Our one other Event for the Year was a Visit With Santa, in December. 54 Adults and children came out on a Wednesday evening to meet Santa. For many of the younger children, the Covid years of no contact made this a “first” time ever seeing Santa in person; a very successful event.

In July of 2022, the Directors were able to secure a 50 % matching grant through the NYS Education Construction Aid to assist with replacing five of our Library windows. This project has been approved by the State Historical Preservation Office so as to keep the integrity of the building. The windows have been ordered and we hope to have them installed sometime this summer. We are currently working on this year’s grant to continue with the next five windows needing replacement. These projects will help increase energy efficiency in both hot and cold weather, and reduce raindrops on the Circ desk.

While serving our patrons of the community is our number one goal, the Directors have been brushing off the Covid years and polishing various operating aspects of the Library. The collection has been thoroughly weeded, with new titles being added on a weekly basis. As part of the Southern Tier Library System, the library shares out items as well as processing items on loan through patron request. The Directors have attended many online professional development workshops and meetings so as to bring the library forward with best current practices in the field and with regard to updated progress with all that is going on in the larger world around us. We renewed membership of the American Library Association, which includes the Rural Library Association geared with topics important to smaller communities. The Directors and Board have been working on other Administrative tasks such as various Internal and External Policy writing, grant writing, and the Budget, and will continue to do so for the next year.

**Part II. The Addison Public Library Request for Increase in the Tax Levy – Proposition Vote 2023.**

Last summer, the Library was still feeling the effects of being closed off and all things halting during the time of the Covid pandemic. Practices and some administrative tasks needed polishing up. Our 2022 Budget remained fairly the same since 2017, and did not reflect any COLA forecasting for either Income or Expenses. Any additional needs were met through use of Cash Reserves. Grants are usually approved for larger projects to update various structural needs, or bring buildings up to code. They do not cover day to day operating expenses. With two new Co-Directors, at today’s wages, as well as increases in utilities and other operating expenses totals in the Library End of Year Financial Report, the Board of Trustees voted to request that the Library’s allocation from the tax levy be increased from $30,000, in place since 2003, to $40,000 – a $10,000 per year increase.

New York state education law allows libraries to place a funding proposition on school district ballots and requires school districts, at the library’s request to levy and collect taxes for libraries. Libraries are separate legal entities from the school district, with their own funding and budgets. The school district does not endorse, control or recommend any aspect of how the libraries spend money.

If voters approve the proposition, the school district would annually levy and collect taxes in the new amount beginning in the 2023-2024 fiscal year. The amount authorized for library services is listed as a separate line on residents’ tax bills.

The Library’s Mission is to provide quality service to the residents of the Addison School District in an open and non-judgmental environment with free access to library materials in a variety of formats.