Agenda
Castleton Public Library Board of Trustees Meeting
Annual Meeting, January 13, 2025 at 7:00pm

Welcome

Pledge of Allegiance

Roll Call

Adoption of Agenda

Public Comment

New Business

- Slate of officers for 2024
- 2024 Annual Report to the Community
- Programming & Outreach Coordinator position

Old Business

- Revised 2024 budget – final correction
- Library word-of-mouth advertising

President's Report

Secretary's Report

- Review of minutes from December 16, 2024

Treasurer's Report

Director's Report

Friends Report

Village of Castleton Liaison Report

Committee Reports

- Finance Committee – A. Mitchum, S. Mitchum
- Administrative Committee – L. Knaack, C. Strainge
- Operations/Capital projects – P. Cartwright, S. Mitchum, R. Montesi
- Policy Committee – M. Johnston, L. Knaack
- Long Range Plan Committees:
  - Marketing & Community Connections – P. Cartwright, L. Knaack
  - Library Services & Outreach – A. Mitchum, S. Mitchum, R. Montesi
  - Library Space – C. Strainge, M. Johnston

Announcements

Public Comment

Executive Session

Adjourn

Castleton Public Library 2024 Annual Report

32,380 Items Loaned
up 1.4% from 2023

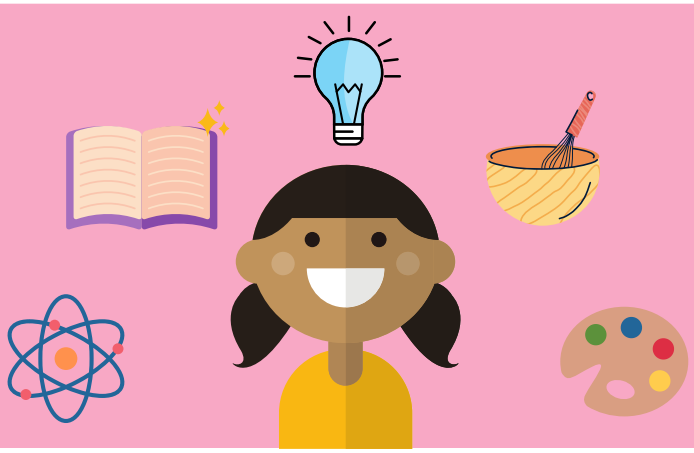
61% - Print Books & Magazines
26% - eBooks & eAudiobooks
10% - DVDs
1% - CD Audiobooks & Music
1.5% - Miscellaneous

1,266 Library Cardholders
up 11.5% from 2023

6,647 People Attended 414 Library Events & Classes

2,022 Take-Home Kits Distributed
4,625 Attended Events & Classes

Number of events offered up 2.2% from 2023
In-person attendance up 0.6% from 2023



8,501 Uses of Library WiFi
up 6.1% from 2023

13,327 People Served
up 7.4% from 2023

11,063 In-Library Visits
476 People Served via Outreach
1,788 eContent Borrowers

New Events and Initiatives Established in 2024

- Starting in January 2024, CPL is now open 7 days a week!
- CPL added over 400 historic photographs from the collection of the Village of Castleton to New York Heritage, a statewide digital historical database.

2024 Revised Budget - Final Revisions

Income				
Line Item	**Description**	**2024 Revised Budget**	**2024 Budget**	**Difference**
2082.11	Fines	$35.00	$0.00	$35.00
2082.12	Lost Books	$350.00	$0.00	$0.00
2082.13	Copies, Prints, & Faxes	$224.00	$0.00	$224.00
	Total 2082	**$609.00**	**$0.00**	**$609.00**
2360.1	Town of Schodack	$88,000.00	$88,000.00	$0.00
2360.2	Village of Castleton	$10,000.00	$10,000.00	$0.00
2360.3	Rensselaer County	$3,325.00	$3,325.00	$0.00
2360.4	Taxes - SCSD	$159,000.00	$159,000.00	$0.00
	Total 2360	**$260,325.00**	**$260,325.00**	**$0.00**
2401	**Interest & Earnings**	**$334.00**	**$500.00**	**-$166.00**
2705	Gifts & Donations	$9,049.00	$8,002.00	$1,047.00
2705.1	Friends SRP	$1,000.00	$1,000.00	$0.00
	Total 2705	**$10,049.00**	**$9,002.00**	**$1,047.00**
2760.1	Grants - LLSA (UHLS)	$1,636.00	$1,436.00	$200.00
2760.3	Grants - NYS Lib. Const. Grant	$0.00	$15,200.00	$0.00
2760.9	Grants - Other	$1,740.00	$1,000.00	$740.00
	Total 2760	**$3,376.00**	**$17,636.00**	**-$14,260.00**
	Funds from reserves	**$0.00**	**$8,937.00**	**-$8,937.00**
	Total Income	**$274,693.00**	**$296,400.00**	**-$21,707.00**
Expenses				
7410.1A	Gross Wages - Director	$67,925.00	$67,925.00	$0.00
7410.1B	Gross Wages - Librarian I	$40,811.00	$53,800.00	-$12,989.00
7410.1C	Gross Wages - Assistants	$61,855.00	$64,298.00	-$2,443.00
7410.11	Other wages	$0.00	$0.00	$0.00
	Total 7410.1	**$170,591.00**	**$186,023.00**	**-$15,432.00**
7410.2A	**Library Renovation**	**$0.00**	**$21,460.00**	**-$21,460.00**
7410.4B	Library Materials - Other	$1,124.00	$1,220.00	-$96.00
7410.4B1	Library Materials - DVDs	$1,237.00	$1,900.00	-$663.00
7410.4B2	Library Materials - E. Content	$6,700.00	$6,690.00	$10.00
7410.4B3	Library Materials - Print Matls.	$7,132.00	$10,200.00	-$3,068.00
7410.4B4	Library Materials - Audiobooks	$0.00	$0.00	$0.00
7410.4B5	Library Materials - Magazines	$52.00	$250.00	-$198.00
7410.4B6	Library Materials - Mus. Passes	$1,670.00	$1,850.00	-$180.00
	Total 7410.4B	**$17,915.00**	**$22,110.00**	**-$4,195.00**
7410.4C	**Equipment/Technology**	**$3,305.00**	**$1,650.00**	**$1,655.00**
7410.4D	Programs	$3,395.00	$3,000.00	$395.00
7410.4D1	Summer Reading Program	$4,625.00	$4,600.00	$25.00
	Total 7410.4D	**$8,020.00**	**$7,600.00**	**$420.00**
7410.4A	Staff Development/Education	$412.00	$800.00	-$388.00
7410.4E	Automated Services	$3,992.00	$3,992.00	$0.00
7410.4G	Postage	$457.00	$400.00	$57.00
7410.4H	Telephone/Data Links	$1,130.00	$1,377.00	-$247.00

7410.4I	Insurance	$2,790.00	$2,955.00	-$165.00
7410.4F	Office and Library Supplies	$1,863.00	$1,000.00	$863.00
7410.4J	Professional Services	$490.00	$400.00	$90.00
	Total 7410.41	**$11,134.00**	**$10,924.00**	**$210.00**
7410.4L	Strategic Planning - Survey	$0.00	$0.00	$0.00
7410.4K	Miscellaneous	$35.00	$30.00	$5.00
	Total 7410.4	**$11,169.00**	**$10,954.00**	**$215.00**
9010.8	NYS Retirement	$13,363.00	$8,500.00	$4,863.00
9030.8	Social Security/Medicare	$12,950.00	$14,140.00	-$1,190.00
9040.8	Workers Compensation	$762.00	$900.00	-$138.00
9055.8	Disability	$320.00	$500.00	-$180.00
9060.8	Health Insurance	$12,949.00	$19,563.00	-$6,614.00
9060.81	HRA Funding	$0.00	$3,000.00	-$3,000.00
	Total 9000	**$40,344.00**	**$46,603.00**	**-$6,259.00**
	Total Expenses	**$251,344.00**	**$296,400.00**	**-$45,056.00**
	Funds allotted for 2025 budget	**$23,349.00**	**$0.00**	**$23,349.00**
	Funds allotted for reserve	**$0.00**	**$0.00**	**$0.00**
	Total	**$274,693.00**	**$296,400.00**	**-$21,707.00**

Castleton Public Library Board of Trustees Meeting

Monday, December 18, 2024 Minutes

Welcome/Pledge of Allegiance

The meeting was called to order by President Mitchum at 7:03 pm.

Roll Call

Present (physical): Shane Mitchum, President; Patrick Cartwright, Vice President; Alyssa Mitchum, Treasurer; Laurie Knaack, Secretary; Colin Strainge, Trustee; Ron Montesi, Trustee; Melissa Tacke, Library Director

Absent (excused): Meghan Johnston, Trustee

Adoption of Agenda

Trustee Mitchum motioned to adopt the agenda, with the change of moving the Village of Castleton Liaison Report to the beginning. Seconded by Trustee Strainge. Unanimously approved.

Village of Castleton Liaison Report: Mayor Slik reported that the Village planning and zoning boards are continuing to look for more volunteers. Multiple village projects such as water system updates will continue to necessitate holding these board meetings to review and approve, so volunteers are needed! Additionally, Mayor Slik expressed appreciation for the staff and trustees and shared holiday wishes.

Public Comment: None.

New Business

Policy update - Personnel Policy: Trustee Strainge motioned to adopt the updates to the Personnel Policy to accurately reflect all staff roles and responsibilities. Seconded by Trustee Montesi. Unanimously approved. Additionally, Trustee Strainge motioned to adopt a change in definition of full-time employee (FTE) to 40 to 37.5 hours per week effective January 1, 2025. Seconded by Trustee Montesi. Unanimously approved.

2025 staff pay rates: Trustee Strainge motioned to adopt the slate of wage increases for staff effective January 1, 2025. Seconded by Trustee Montesi. Unanimously approved.

> **Email update:** Trustees agreed over email after the meeting (6 of 7 trustees responded on December 18–19, all in favor) to change the effective date of the pay raises to December 30, 2024 rather than January 1, 2025 due to the need to align with the first date of a pay period for payroll processing.

Board self-evaluation: President Mitchum shared anonymized results of the board-self evaluation including top priorities for the coming year as written in by trustees. Common topics included community outreach and branding, focus on continuing education and onboarding, building improvements for effective use of space, and evaluating and continuing long-range planning. Trustees noted that the administrative committee may wish to consider revising the evaluation forms to align with evaluating progress against strategic plans.

Director evaluation: President Mitchum reports that he met with Director Tacke to discuss her evaluation. Director Tacke shared appreciation for the board and enthusiasm for continuing to work on long-range goals.

Discussion of slate of officers for Annual Meeting (January 13, 2025): Trustees discussed and all current officers volunteer to run for the same roles again. Director Tacke will share the slate of officers over email.

Old Business

2025 budget: Trustee Strainge motioned to adopt the draft 2025 budget. Seconded by Trustee Strainge. Unanimously approved.

Revised 2024 budget: The planned budget has been reconciled with changes that occurred in 2024. Trustee Strainge motioned to approve the revised budget. Seconded by Trustee Cartwright. Unanimously approved.

Proposed 2025 meeting schedule: Director Tacke shared a proposed schedule; the board amended it to change the May meeting to Monday, May 12. Trustee Cartwright motioned to adopt the proposed meeting schedule as amended. Seconded by Trustee Montesi. Unanimously approved.

2025 meetings will be at 7:00pm on the following dates:

1. January 13
2. February 18
3. March 17
4. April 21
5. May 12
6. June 16
7. July 21
8. August 18
9. September 15
10. October 20
11. November 17
12. December 15

2024 trustee continuing education: Director Tacke reminds trustees to let her know when remaining continuing education hours are complete.

Library word-of-mouth advertising: Director Tacke highlighted January events including rebranded and reimagined science activities that will recur as STEAM Lab, new Little Ones Playtime, new recurring Memoir Writing class for adults, and a World of Tea sampling event.

Reports

President's Report: None.

Secretary's Report

Trustee Cartwright motioned to approve the November 2024 meeting minutes. Seconded by Trustee Montesi. Unanimously approved.

Treasurer's Report

Trustee Cartwright motioned to approve the November 2024 Check Detail Reports. Seconded by Trustee Strainge. Unanimously approved.

Director's Report

Director Tacke presented statistics for November, with a comparison against November of the previous year. Circulation of both physical and eContent increased over 2023 and program attendance, particularly in-person attendance, significantly increased. WiFi hotspots are being replaced and thus have no usage shown in November 2024.

Friends Report
The Friends of the Library will reconvene in January to plan their fundraising calendar for 2025. Note that deposit returns can be brought year-round to 6 Cent Redemption to benefit the library.

Committee Reports
Finance: Budget discussed earlier in meeting.
Administrative: Did not meet.
Operations/Capital Projects: Did not meet.
Policy: Personnel Policy update discussed earlier in meeting.
Long Range Plan Committees:
- **Marketing & Community Connections:** Did not meet.
- **Library Services & Outreach:** Did not meet.
- **Library Space:** Did not meet.

Announcements: None.

Public Comment: None.

Executive Session: None.

Adjournment: The meeting was adjourned at 7:59 pm.

The Castleton Public Library
Check Detail
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Bill Pmt -Check	**DEBIT**	**12/02/2024**	**Google LLC**	**200.2 · Citizens Checking Account**		**-36.00**
Bill	5120949136	12/02/2024		7410.4C · Equipment/Technology	-36.00	36.00
TOTAL					-36.00	36.00
Bill Pmt -Check	**DEBIT**	**12/02/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-88.92**
Bill	1111730803...	12/02/2024		74104B1 · DVDs & Other Materials	-88.92	88.92
TOTAL					-88.92	88.92
Bill Pmt -Check	**DEBIT**	**12/02/2024**	**Honest Weight F...**	**200.2 · Citizens Checking Account**		**-8.01**
Bill		12/02/2024		7410.4D · Programs	-8.01	8.01
TOTAL					-8.01	8.01
Bill Pmt -Check	**DEBIT**	**12/03/2024**	**Price Chopper**	**200.2 · Citizens Checking Account**		**-9.06**
Bill		12/03/2024		7410.4D · Programs	-9.06	9.06
TOTAL					-9.06	9.06
Bill Pmt -Check	**DEBIT**	**12/04/2024**	**USPS**	**200.2 · Citizens Checking Account**		**-8.80**
Bill		12/04/2024		7410.4G · Postage	-8.80	8.80
TOTAL					-8.80	8.80
Bill Pmt -Check	**DEBIT**	**12/09/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-178.95**
Bill	1114420667...	12/07/2024		7410.4D · Programs	-178.95	178.95
TOTAL					-178.95	178.95
Bill Pmt -Check	**DEBIT**	**12/09/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-27.98**
Bill	1114821240...	12/09/2024		7410.4D · Programs	-27.98	27.98
TOTAL					-27.98	27.98
Bill Pmt -Check	**DEBIT**	**12/09/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-37.95**
Bill	1110391761...	12/09/2024		7410.4F · Office and Library Supplies	-37.95	37.95
TOTAL					-37.95	37.95
Bill Pmt -Check	**DEBIT**	**12/10/2024**	**USPS**	**200.2 · Citizens Checking Account**		**-9.51**
Bill		12/10/2024		7410.4G · Postage	-9.51	9.51
TOTAL					-9.51	9.51
Bill Pmt -Check	**DEBIT**	**12/10/2024**	**USPS**	**200.2 · Citizens Checking Account**		**-4.40**
Bill		12/10/2024		7410.4G · Postage	-4.40	4.40
TOTAL					-4.40	4.40

The Castleton Public Library
Check Detail
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Bill Pmt -Check	**DEBIT**	**12/11/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-14.96**
Bill	1111730803...	12/11/2024		74104B1 · DVDs & Other Materials	-14.96	14.96
TOTAL					-14.96	14.96
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-52.98**
Bill	1110770998...	12/14/2024		7410.4F · Office and Library Supplies	-45.99	45.99
				7410.4D · Programs	-6.99	6.99
TOTAL					-52.98	52.98
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-10.39**
Bill	1119703663...	12/14/2024		7410.4D · Programs	-10.39	10.39
TOTAL					-10.39	10.39
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-54.60**
Bill	1110237170...	12/14/2024		7410.4D · Programs	-54.60	54.60
TOTAL					-54.60	54.60
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-90.38**
Bill	1119297594...	12/14/2024		7410.4D · Programs	-90.38	90.38
TOTAL					-90.38	90.38
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-60.39**
Bill	1111730803...	12/17/2024		74104B1 · DVDs & Other Materials	-60.39	60.39
TOTAL					-60.39	60.39
Bill Pmt -Check	**DEBIT**	**12/16/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-27.19**
Bill	1111027158...	12/14/2024		7410.4D · Programs	-27.19	27.19
TOTAL					-27.19	27.19
Bill Pmt -Check	**DEBIT**	**12/17/2024**	**Aldi**	**200.2 · Citizens Checking Account**		**-21.27**
Bill		12/17/2024		7410.4D · Programs	-21.27	21.27
TOTAL					-21.27	21.27
Bill Pmt -Check	**DEBIT**	**12/17/2024**	**Wal-Mart**	**200.2 · Citizens Checking Account**		**-138.25**
Bill		12/17/2024		7410.4D · Programs	-50.34	50.34
				7410.4F · Office and Library Supplies	-87.91	87.91
TOTAL					-138.25	138.25
Bill Pmt -Check	**DEBIT**	**12/27/2024**	**Amazon LLC**	**200.2 · Citizens Checking Account**		**-18.48**
Bill	1110480729...	12/27/2024		7410.4F · Office and Library Supplies	-18.48	18.48
TOTAL					-18.48	18.48

The Castleton Public Library
Check Detail
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Bill Pmt -Check	**DEBIT**	**12/30/2024**	**USPS**	**200.2 · Citizens Checking Account**		**-4.40**
Bill		12/30/2024		7410.4G · Postage	-4.40	4.40
TOTAL					-4.40	4.40
Bill Pmt -Check	**3349**	**12/16/2024**	**OverDrive**	**200.2 · Citizens Checking Account**		**-717.04**
Bill	MULTIPLE	12/16/2024		74104B2 · Electronic Content	-717.04	717.04
TOTAL					-717.04	717.04
Bill Pmt -Check	**3350**	**12/16/2024**	**Children's Muse...**	**200.2 · Citizens Checking Account**		**-300.00**
Bill		12/16/2024		74104B6 · Museum Passes	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	**3351**	**12/16/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-5,355.28**
Bill	84609	12/02/2024		7410.1A · Gross wages - Director	-2,519.23	2,519.23
				7410.1B · Gross wages - Librarian	-96.00	96.00
				7410.1C · Gross wages - Assistant	-2,367.63	2,367.63
				9030.8 · Social Security/Medicare	-372.42	372.42
TOTAL					-5,355.28	5,355.28
Bill Pmt -Check	**3352**	**12/11/2024**	**MiSci**	**200.2 · Citizens Checking Account**		**-200.00**
Bill	5601169	12/11/2024		74104B6 · Museum Passes	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	**3353**	**12/16/2024**	**Repeat Business...**	**200.2 · Citizens Checking Account**		**-305.90**
Bill	1050057	12/13/2024		7410.4C · Equipment/Technology	-305.90	305.90
TOTAL					-305.90	305.90
Bill Pmt -Check	**3354**	**12/16/2024**	**Brodart**	**200.2 · Citizens Checking Account**		**-298.19**
Bill	MULTIPLE	12/16/2024		74104B3 · Print Materials	-298.19	298.19
TOTAL					-298.19	298.19
Bill Pmt -Check	**3355**	**12/16/2024**	**Charter Commun...**	**200.2 · Citizens Checking Account**		**-91.18**
Bill	1443984011...	12/16/2024		7410.4H · Telephone/Data Links	-91.18	91.18
TOTAL					-91.18	91.18
Bill Pmt -Check	**3356**	**12/30/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-5,194.28**
Bill	84615	12/17/2024		7410.1A · Gross wages - Director	-2,519.23	2,519.23
				7410.1C · Gross wages - Assistant	-2,310.00	2,310.00
				9030.8 · Social Security/Medicare	-365.05	365.05
TOTAL					-5,194.28	5,194.28

The Castleton Public Library
Check Detail
December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amo...
Bill Pmt -Check	**3357**	**12/26/2024**	**Altamont Free Li...**	**200.2 · Citizens Checking Account**		**-10.00**
Bill		12/26/2024		74104B3 · Print Materials	-10.00	10.00
TOTAL					-10.00	10.00
Bill Pmt -Check	**3358**	**12/30/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-5,035.91**
Bill	84616	12/30/2024		7410.1A · Gross wages - Director	-2,519.23	2,519.23
				7410.1B · Gross wages - Librarian	-174.00	174.00
				7410.1C · Gross wages - Assistant	-1,988.88	1,988.88
				9030.8 · Social Security/Medicare	-353.80	353.80
TOTAL					-5,035.91	5,035.91
Bill Pmt -Check	**3359**	**12/30/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-5,866.72**
Bill	84619	12/30/2024		9010.8 · NYS Retirement	-5,866.72	5,866.72
TOTAL					-5,866.72	5,866.72
Bill Pmt -Check	**3360**	**12/30/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-7,495.93**
Bill	84620	12/30/2024		9010.8 · NYS Retirement	-7,495.93	7,495.93
TOTAL					-7,495.93	7,495.93
Bill Pmt -Check	**3361**	**12/30/2024**	**Village of Castlet...**	**200.2 · Citizens Checking Account**		**-101.85**
Bill	84618	12/30/2024		9055.8 · Disability	-101.85	101.85
TOTAL					-101.85	101.85
Bill Pmt -Check	**3362**	**12/31/2024**	**Brodart**	**200.2 · Citizens Checking Account**		**-194.91**
Bill	MULTIPLE	12/31/2024		74104B3 · Print Materials	-194.91	194.91
TOTAL					-194.91	194.91

The Castleton Public Library
Reconciliation Summary
200.1 · Citizens Money Market, Period Ending 12/31/2024

	Dec 31, 24	
Beginning Balance		365,024.92
Cleared Transactions		
Checks and Payments - 1 item	-15,000.00	
Deposits and Credits - 2 items	683.49	
Total Cleared Transactions	-14,316.51	
Cleared Balance		**350,708.41**
Register Balance as of 12/31/2024		350,708.41
Ending Balance		350,708.41

The Castleton Public Library
Reconciliation Detail
200.1 · Citizens Money Market, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						365,024.92
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	12/16/2024			X	-15,000.00	-15,000.00
Total Checks and Payments					-15,000.00	-15,000.00
Deposits and Credits - 2 items						
Deposit	12/30/2024			X	653.23	653.23
Deposit	12/31/2024			X	30.26	683.49
Total Deposits and Credits					683.49	683.49
Total Cleared Transactions					-14,316.51	-14,316.51
Cleared Balance					-14,316.51	350,708.41
Register Balance as of 12/31/2024					-14,316.51	350,708.41
Ending Balance					**-14,316.51**	**350,708.41**

The Castleton Public Library
Reconciliation Summary
200.2 · Citizens Checking Account, Period Ending 12/31/2024

	Dec 31, 24	
Beginning Balance		27,133.61
Cleared Transactions		
Checks and Payments - 29 items	-8,815.46	
Deposits and Credits - 1 item	15,000.00	
Total Cleared Transactions	6,184.54	
Cleared Balance		**33,318.15**
Uncleared Transactions		
Checks and Payments - 7 items	-23,899.60	
Total Uncleared Transactions	-23,899.60	
Register Balance as of 12/31/2024		**9,418.55**
Ending Balance		9,418.55

The Castleton Public Library
Reconciliation Detail
200.2 · Citizens Checking Account, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,133.61
Cleared Transactions						
Checks and Payments - 29 items						
Bill Pmt -Check	11/18/2024	3347	Mobile Beacon	X	-645.00	-645.00
Bill Pmt -Check	12/02/2024	DEBIT	Amazon LLC	X	-88.92	-733.92
Bill Pmt -Check	12/02/2024	DEBIT	Google LLC	X	-36.00	-769.92
Bill Pmt -Check	12/02/2024	DEBIT	Honest Weight Food...	X	-8.01	-777.93
Bill Pmt -Check	12/03/2024	DEBIT	Price Chopper	X	-9.06	-786.99
Bill Pmt -Check	12/04/2024	DEBIT	USPS	X	-8.80	-795.79
Bill Pmt -Check	12/09/2024	DEBIT	Amazon LLC	X	-178.95	-974.74
Bill Pmt -Check	12/09/2024	DEBIT	Amazon LLC	X	-37.95	-1,012.69
Bill Pmt -Check	12/09/2024	DEBIT	Amazon LLC	X	-27.98	-1,040.67
Bill Pmt -Check	12/10/2024	DEBIT	USPS	X	-9.51	-1,050.18
Bill Pmt -Check	12/10/2024	DEBIT	USPS	X	-4.40	-1,054.58
Bill Pmt -Check	12/11/2024	3352	MiSci	X	-200.00	-1,254.58
Bill Pmt -Check	12/11/2024	DEBIT	Amazon LLC	X	-14.96	-1,269.54
Bill Pmt -Check	12/16/2024	3351	Village of Castleton-...	X	-5,355.28	-6,624.82
Bill Pmt -Check	12/16/2024	3349	OverDrive	X	-717.04	-7,341.86
Bill Pmt -Check	12/16/2024	3353	Repeat Business Sy...	X	-305.90	-7,647.76
Bill Pmt -Check	12/16/2024	3350	Children's Museum ...	X	-300.00	-7,947.76
Bill Pmt -Check	12/16/2024	3354	Brodart	X	-298.19	-8,245.95
Bill Pmt -Check	12/16/2024	3355	Charter Communicat...	X	-91.18	-8,337.13
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-90.38	-8,427.51
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-60.39	-8,487.90
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-54.60	-8,542.50
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-52.98	-8,595.48
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-27.19	-8,622.67
Bill Pmt -Check	12/16/2024	DEBIT	Amazon LLC	X	-10.39	-8,633.06
Bill Pmt -Check	12/17/2024	DEBIT	Wal-Mart	X	-138.25	-8,771.31
Bill Pmt -Check	12/17/2024	DEBIT	Aldi	X	-21.27	-8,792.58
Bill Pmt -Check	12/27/2024	DEBIT	Amazon LLC	X	-18.48	-8,811.06
Bill Pmt -Check	12/30/2024	DEBIT	USPS	X	-4.40	-8,815.46
Total Checks and Payments					-8,815.46	-8,815.46
Deposits and Credits - 1 item						
Transfer	12/16/2024			X	15,000.00	15,000.00
Total Deposits and Credits					15,000.00	15,000.00
Total Cleared Transactions					6,184.54	6,184.54
Cleared Balance					6,184.54	33,318.15
Uncleared Transactions						
Checks and Payments - 7 items						
Bill Pmt -Check	12/26/2024	3357	Altamont Free Library		-10.00	-10.00
Bill Pmt -Check	12/30/2024	3360	Village of Castleton-...		-7,495.93	-7,505.93
Bill Pmt -Check	12/30/2024	3359	Village of Castleton-...		-5,866.72	-13,372.65
Bill Pmt -Check	12/30/2024	3356	Village of Castleton-...		-5,194.28	-18,566.93
Bill Pmt -Check	12/30/2024	3358	Village of Castleton-...		-5,035.91	-23,602.84
Bill Pmt -Check	12/30/2024	3361	Village of Castleton-...		-101.85	-23,704.69
Bill Pmt -Check	12/31/2024	3362	Brodart		-194.91	-23,899.60
Total Checks and Payments					-23,899.60	-23,899.60

The Castleton Public Library
Reconciliation Detail
200.2 · Citizens Checking Account, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Total Uncleared Transactions					-23,899.60	-23,899.60
Register Balance as of 12/31/2024					-17,715.06	9,418.55
Ending Balance					**-17,715.06**	**9,418.55**

The Castleton Public Library
Profit & Loss
December 2024

	Dec 24	
Ordinary Income/Expense		
Income		
2082 · Library Charges		
2082.1 · Library Fines & Fees		
2082.11 · Fines	13.00	
2082.12 · Lost Books	61.93	
2082.13 · Copies, Prints and Faxes	45.00	
2082.14 · Register Overage/Shortage	0.00	
Total 2082.1 · Library Fines & Fees		119.93
Total 2082 · Library Charges		119.93
2401 · Interest & Earnings		30.26
2705 · Gifts & Donations		384.00
2760 · Library System Grants		
2760.1 · LLSA and ERATE (UHLS)	149.30	
Total 2760 · Library System Grants		149.30
Total Income		683.49
Gross Profit		683.49
Expense		
7410.1 · Personal Services		
7410.11 · Employee Gross Wages		
7410.1A · Gross wages - Director	7,557.69	
7410.1B · Gross wages - Librarian	270.00	
7410.1C · Gross wages - Assistant	6,666.51	
Total 7410.11 · Employee Gross Wages		14,494.20
Total 7410.1 · Personal Services		14,494.20
7410.4 · Contractual Expenses		
7410.4B · Library Materials		
74104B6 · Museum Passes	500.00	
74104B3 · Print Materials	503.10	
74104B2 · Electronic Content	717.04	
74104B1 · DVDs & Other Materials	164.27	
Total 7410.4B · Library Materials		1,884.41
7410.4C · Equipment/Technology		341.90
7410.4D · Programs		485.16
7410.41 · Operations and Administrative		
7410.4G · Postage	27.11	
7410.4H · Telephone/Data Links	91.18	
7410.4F · Office and Library Supplies	190.33	
Total 7410.41 · Operations and Administrative		308.62
Total 7410.4 · Contractual Expenses		3,020.09
9000 · Employee - Benefits		
9010.8 · NYS Retirement	13,362.65	
9030.8 · Social Security/Medicare	1,091.27	
9055.8 · Disability	101.85	
Total 9000 · Employee - Benefits		14,555.77
Total Expense		32,070.06
Net Ordinary Income		-31,386.57
Net Income		**-31,386.57**

The Castleton Public Library
Profit & Loss Budget vs. Actual
January through December 2024

	Jan - Dec 24	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
2082 · Library Charges				
2082.1 · Library Fines & Fees				
2082.11 · Fines	35.00	35.00	0.00	100.0%
2082.12 · Lost Books	350.26	350.00	0.26	100.1%
2082.13 · Copies, Prints and Faxes	224.60	224.00	0.60	100.3%
2082.14 · Register Overage/Shortage	0.00	0.00	0.00	0.0%
2082.19 · Other Fines & Fees	0.00	0.00	0.00	0.0%
2082.1 · Library Fines & Fees - Other	0.00	0.00	0.00	0.0%
Total 2082.1 · Library Fines & Fees	609.86	609.00	0.86	100.1%
Total 2082 · Library Charges	609.86	609.00	0.86	100.1%
2360 · Intergovernmental Revenues				
2360.4 · Taxes - SCSD	159,000.00	159,000.00	0.00	100.0%
2360.1 · Town of Schodack	88,000.00	88,000.00	0.00	100.0%
2360.2 · Village of Castleton	10,000.00	10,000.00	0.00	100.0%
2360.3 · Rensselaer County	3,325.00	3,325.00	0.00	100.0%
Total 2360 · Intergovernmental Revenues	260,325.00	260,325.00	0.00	100.0%
2401 · Interest & Earnings	334.66	334.00	0.66	100.2%
2705 · Gifts & Donations				
2705.1 · Friend's SRP	1,000.00	1,000.00	0.00	100.0%
2705 · Gifts & Donations - Other	9,049.31	9,049.00	0.31	100.0%
Total 2705 · Gifts & Donations	10,049.31	10,049.00	0.31	100.0%
2760 · Library System Grants				
2760.3 · Grants - Library Renovation	0.00	0.00	0.00	0.0%
2760.1 · LLSA and ERATE (UHLS)	1,636.70	1,636.00	0.70	100.0%
2760.9 · Grants - Other	1,740.00	1,740.00	0.00	100.0%
Total 2760 · Library System Grants	3,376.70	3,376.00	0.70	100.0%
599 · Appropriated Fund Balance	0.00	0.00	0.00	0.0%
Total Income	274,695.53	274,693.00	2.53	100.0%
Gross Profit	274,695.53	274,693.00	2.53	100.0%
Expense				
7410.1 · Personal Services				
7410.11 · Employee Gross Wages				
7410.1A · Gross wages - Director	67,922.95	67,925.00	-2.05	100.0%
7410.1B · Gross wages - Librarian	40,810.10	40,811.00	-0.90	100.0%
7410.1C · Gross wages - Assistant	61,854.34	61,855.00	-0.66	100.0%
Total 7410.11 · Employee Gross Wages	170,587.39	170,591.00	-3.61	100.0%
Total 7410.1 · Personal Services	170,587.39	170,591.00	-3.61	100.0%
7410.2 · Equipment & Capital Outlay				
7410.2A · Renovation of Library Space	0.00	0.00	0.00	0.0%
Total 7410.2 · Equipment & Capital Outlay	0.00	0.00	0.00	0.0%
7410.4 · Contractual Expenses				
7410.4B · Library Materials				
74104B6 · Museum Passes	1,670.00	1,670.00	0.00	100.0%
74104B5 · Magazines and Newspapers	51.60	52.00	-0.40	99.2%
74104B4 · Audiobooks	0.00	0.00	0.00	0.0%
74104B3 · Print Materials	6,577.54	7,132.00	-554.46	92.2%
74104B2 · Electronic Content	6,698.61	6,700.00	-1.39	100.0%
74104B1 · DVDs & Other Materials	1,236.14	1,237.00	-0.86	99.9%
7410.4B · Library Materials - Other	1,123.53	1,124.00	-0.47	100.0%
Total 7410.4B · Library Materials	17,357.42	17,915.00	-557.58	96.9%

The Castleton Public Library
Profit & Loss Budget vs. Actual
January through December 2024

	Jan - Dec 24	Budget	$ Over Budget	% of Budget
7410.4C · Equipment/Technology	3,289.20	3,305.00	-15.80	99.5%
7410.4D · Programs				
74104D1 · Summer Reading Program	4,624.29	4,625.00	-0.71	100.0%
7410.4D · Programs - Other	3,391.71	3,395.00	-3.29	99.9%
Total 7410.4D · Programs	8,016.00	8,020.00	-4.00	100.0%
7410.41 · Operations and Administrative				
7410.4A · Staff Development/Edu	411.99	412.00	-0.01	100.0%
7410.4E · Automated Services	3,992.00	3,992.00	0.00	100.0%
7410.4G · Postage	437.63	457.00	-19.37	95.8%
7410.4H · Telephone/Data Links	1,121.45	1,130.00	-8.55	99.2%
7410.4I · Insurance	2,789.35	2,790.00	-0.65	100.0%
7410.4F · Office and Library Supplies	1,653.01	1,863.00	-209.99	88.7%
7410.4J · Professional Services	490.00	490.00	0.00	100.0%
Total 7410.41 · Operations and Administrati...	10,895.43	11,134.00	-238.57	97.9%
7410.4K · Miscellaneous				
7410.4L · Strategic Planning - Survey	0.00	0.00	0.00	0.0%
7410.4K · Miscellaneous - Other	34.95	35.00	-0.05	99.9%
Total 7410.4K · Miscellaneous	34.95	35.00	-0.05	99.9%
Total 7410.4 · Contractual Expenses	39,593.00	40,409.00	-816.00	98.0%
9000 · Employee - Benefits				
9010.8 · NYS Retirement	13,362.65	13,363.00	-0.35	100.0%
9030.8 · Social Security/Medicare	12,909.41	12,950.00	-40.59	99.7%
9040.8 · Workers Comp	761.25	762.00	-0.75	99.9%
9055.8 · Disability	311.30	320.00	-8.70	97.3%
9060.8 · Health Insurance				
9060.81 · HRA Funding	0.00	0.00	0.00	0.0%
9060.8 · Health Insurance - Other	12,948.60	12,949.00	-0.40	100.0%
Total 9060.8 · Health Insurance	12,948.60	12,949.00	-0.40	100.0%
Total 9000 · Employee - Benefits	40,293.21	40,344.00	-50.79	99.9%
Total Expense	250,473.60	251,344.00	-870.40	99.7%
Net Ordinary Income	24,221.93	23,349.00	872.93	103.7%
Net Income	**24,221.93**	**23,349.00**	**872.93**	**103.7%**

The Castleton Public Library
Balance Sheet
As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
200.1 · Citizens Money Market	350,708.41
200.2 · Citizens Checking Account	9,418.55
200.9 · Petty Cash	50.00
Total Checking/Savings	360,176.96
Other Current Assets	
395 · Deposits with Other Government	7,500.00
Total Other Current Assets	7,500.00
Total Current Assets	367,676.96
TOTAL ASSETS	**367,676.96**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
600 · Accounts Payable	-0.02
Total Accounts Payable	-0.02
Other Current Liabilities	
631 · Due To Other Government	159,000.00
Total Other Current Liabilities	159,000.00
Total Current Liabilities	158,999.98
Total Liabilities	158,999.98
Equity	
914 · Assigned Appropriated Fund Bal	5,073.00
917 · Unassigned Fund Balance	179,382.05
Net Income	24,221.93
Total Equity	208,676.98
TOTAL LIABILITIES & EQUITY	**367,676.96**

Director's Report – January 2025

2024 at CPL – Comparative Statistics

People Served						
	2019	**2021**	**2022**	**2023**	**2024**	**% Change 2023-2024**
Library visitation	15,570	5,609*	9,828	10,220	11,063	+8.2%
People served through outreach	1,236	107	239	700	476	-32%
eContent borrowers**	999	1,098	1,302	1,494	1,788	+19.7%
Total	**17,805**	**6,814**	**11,369**	**12,414**	**13,327**	**+7.4%**
*= Visitation number for 2021 is an actual count of in-library visits and curbside pickups for the year.						
**= Monthly unique borrowers for OverDrive/Libby and Hoopla digital services.						

Library Card Holders						
	2019	**2021**	**2022**	**2023**	**2024**	**% Change 2023-2024**
Card Holders Residing Within Village of Castleton	540	615	429	427	464	+8.7%
Card Holders Residing Outside Village of Castleton	721	836	657	708	802	+13.3%
Total	**1,261**	**1,451**	**1,086**	**1,135**	**1,266**	**+11.5%**

Items Loaned							
Category	**2019**	**2021**	**2022**	**2023**	**2024**	**% of Total 2024 Loans**	**% Change 2023-2024**
Adult Audio	980	367	468	392	367	1.13%	-6.4%
Adult Fiction	4,484	3,439	4,829	4,534	5,011	15.48%	+10.5%
Adult Nonfiction	2,229	1,774	2,077	2,289	2,518	7.78%	+10.0%
Adult Periodicals	433	295	204	289	179	0.55%	-38.1%
Adult DVDs	4,929	2,280	3,930	2,964	2,255	6.96%	-23.9%
Electronic	13	5	4	10	9	0.03%	-10.0%
Juvenile Audio	168	40	46	35	17	0.05%	-51.4%
Juvenile Fiction	9,582	6,866	8,281	9,878	10,139	31.31%	+2.6%
Juvenile Nonfiction	1,624	1,052	1,406	1,650	1,414	4.37%	-14.3%
Juvenile DVDs	2,222	808	988	1,003	1,006	3.11%	+0.3%
Miscellaneous	173	123	182	172	157	0.48%	-8.7%
Young Adult Audio	20	4	8	0	0	0.00%	0.0%
Young Adult Fiction	1,207	585	732	837	639	1.97%	-23.7%
Young Adult Nonfiction	113	64	78	95	61	0.19%	-35.8%
Unknown	282	109	204	232	144	0.44%	-37.9%
Physical Items Loaned	**28,459**	**17,811**	**23,437**	**24,380**	**23,916**	**73.86%**	**-1.9%**
eContent Loans	5,191	6,812	6,873	7,553	8,464	26.14%	+12.1%
Total Items Loaned	**33,650**	**24,623**	**30,310**	**31,933**	**32,380**		**+1.4%**

Computer and Wifi Use						
	2019	**2021**	**2022**	**2023**	**2024**	**% Change 2023-2024**
Public Computer Sessions	1,199	62*	159	329	231	-29.8%
WiFi Use – Daily Unique Users	3,381	5,180	7,342	8,009	8,501	+6.1%
WiFi Use – GB of Use	45.32	46.39	72.46	67.82	122.77	+81%
Hotspot Use – GB of Use	N/A	396.01	271.34	397.31	964.51	+142.8%
* = A public computer station was only available starting 5/3/2021, due to COVID-19 restrictions for part of 2021.						

Programs						
	2019	**2021**	**2022**	**2023**	**2024**	**% Change 2023-2024**
Number of Programs Offered	489	228	348	405	414	+2.2%
In-Person Attendance – Kids*	2,760	519	1,602	2,469	2,504	+1.4%
In-Person Attendance – Teens*	331	107	123	194	350	+80.4%
In-Person Attendance – Adults*	2,021	710	1,279	1,934	1,771	-8.4%
Prerecorded Virtual Attendance**	N/A	414	N/A	N/A	N/A	0%
Take-Home Kits Distributed**	N/A	2,648	2,251	2,054	2,022	-1.6%
Total Program Attendance	**5,112**	**4,398**	**5,255**	**6,651**	**6,647**	**-0.1%**
*= In-person attendance numbers also include attendance at live virtual programs.						
**= Age breakdown of participants is not available for prerecorded virtual program attendance and take-home kits.						

Director's Report – December 2024

December 2024 – Usage Statistics in Comparison

	December 2024	December 2023	% Change, 2024 vs. 2023
Circulation			
Circulation of materials at CPL	1,677	1,884	-11%
Items loaned to other libraries	310	373	-16.9%
Items borrowed from other libraries	868	1,029	-15.6%
eContent circulation	715	631	+13.3%
Total circulation (physical & digital)	2,392	2,515	-4.9%
Programming			
Number of programs offered	28	33	-15.2%
Program attendance – in-person	241	315	-23.5%
Program attendance – kits*	134	136	-1.5%
Total program attendance	375	451	-16.9%
Public Computer Use			
Public Computer Sessions	26	17	+52.9%
WiFi Use – daily unique users	667 (5.9 GB)	632 (5.91 GB)	+5.5%
WiFi Hotspot Use	0 GB	75.95 GB	-100%
Marketing Reach			
Website visits	782	907	-13.8%
Website unique visitors	423	446	-5.2%
Email newsletter list size	1,749	1,672	+4.6%
Facebook page followers	1,558	1,408	+10.7%
Facebook total reach	12,455	7,316	+70.2%
* = The number of kits distributed through 12/31 is used for the attendance number.			

Programs – December

12/1/2024	Holidays on the Hudson	57
12/1/2024	Take & Make: Snowflakes	134
12/2/2024	After Dinner Book Club	5
12/3/2024	Pajama Storytime	0
12/4/2024	Spice of the Month: Cinnamon	7
12/5/2024	Learn & Play Storytime	8
12/7/2024	Legomania	5
12/8/2024	Legomania	0
12/9/2024	Make a 3D Snowflake	18

12/10/2024	Castle Hill Bookmobile	8
12/10/2024	Pajama Storytime	0
12/11/2024	Open Mic Night	16
12/14/2024	Holiday Cookie Swap	7
12/14/2024	Little Ones Playtime	2
12/15/2024	Little Ones Playtime	7
12/17/2024	Pajama Storytime	0
12/18/2024	Afternoon Book Club	6
12/18/2024	Scrabble	2

12/19/2024	Learn & Play Storytime	7
12/21/2024	Marble Run Fun	1
12/22/2024	Kids Cook: B'day Cake Popcorn	6
12/23/2024	Slime	9
12/26/2024	Winter Bird Feeder Storytime	0
12/26/2024	Perler Bead Crafts	4

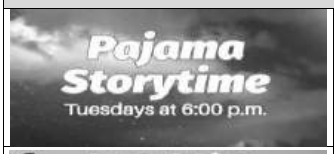
12/27/2024	Hot Chocolate Tasting	31
12/28/2024	Simple Shapes Penguin Craft	2
12/29/2024	Cool Science: Lava Lamps	16
12/30/2024	New Year's Crafts	17
	Month totals	375

Director – Meetings, Outreach, and Continuing Education (December)

- December 10 – Policy Committee meeting (virtual meeting)
- December 10 – Bookmobile at Castle Hill Senior Housing
- December 11 – Informational session re: free Amazon Business Prime for UHLS libraries (virtual session)

Classes and Events at
Castleton Public Library
February 2025

Weekly Events



Pajama Storytime
Tuesdays at 6:00 p.m. **February 4, 11, 18, 25.**
Feel free to wear your pajamas or bring a stuffed animal friend to this evening storytime! Ages birth-8.

Learn & Play Storytime
Thursdays at 10:30 a.m. **February 6, 13, 20, 27.**
Children from birth to age 5 are invited to enjoy stories, rhymes, music, and movement!

Other Events

Take & Make Craft Kit: Paper Fan Snowman
Pick up anytime from Sunday, February 2 through Saturday, March 1.
Enjoy a paper craft that takes a bit of cutting and gluing and turns into an adorable snowman!

Take Your Child to the Library Day
Saturday, February 1, 11:00 a.m. – 4:00 p.m.
Visit to learn about all the fun you can have with us (and pick up a goodie bag!). We'll hold a storytime at 11:30, and will offer a drop-in craft activity from 12:00-4:00!

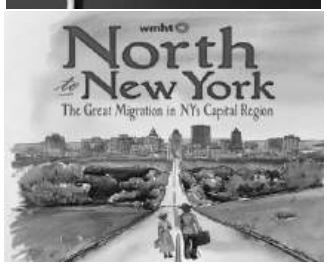
After Dinner Book Club: *The Age of Magical Overthinking: Notes on Modern Irrationality* by Amanda Montell
Monday, February 3, 7:00 p.m.

STEAM Lab: Indoor Snow
Friday, February 7, 2:30-5:30 p.m.
Snow minus the cold outdoor temperatures! We can have fun experimenting with this fluffy mix inside.

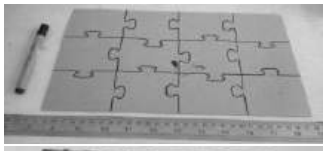
Little Ones Playtime
Saturday & Sunday, February 8-9, 11:00 a.m. – 4:00 p.m.
Little ones ages birth to 5 years are invited to drop in any time on Saturday or Sunday to play with a special assortment of fun toys geared toward young children.

Heart Art
Tuesday, February 11, 2:30 – 5:30 p.m.
You'll be amazed at what adorable animals you can create with only one shape: a heart!

Open Mic Night
Wednesday, February 12, 6:00 p.m.
Musicians and poets - come share your talents! All ages welcome to perform and to watch.



Film Screening: *North to New York: The Great Migration in NY's Capital Region*
Thursday, Feburary 13, 1:00 p.m.
Join us as we screen WMHT's newest documentary, *North to New York: The Great Migration in NY's Capital Region.* Each September, the Capital Region of New York celebrates Mississippi Day, commemorating the roots of a community born from the migration of African Americans from the small town of Shubuta, Mississippi to Albany, NY and surrounding areas.



Make Your Own Puzzle
Saturday, February 15, 11:00 a.m. – 4:00 p.m.
Create your own design on a blank puzzle you can take home and put together!

Magic Flashlight Art
Sunday, February 16, 11:00 a.m. – 4:00 p.m.
Learn how to illuminate your art with this cool trick!

Origami
Tuesday, February 18, 1:00 – 5:00 p.m.
Learn how to craft simple animals, shapes, and symbols in this beginner origami workshop!

CPL Board of Trustees Meeting
Tuesday, February 18, 7:00 p.m.
Monthly meeting of the library's Board of Trustees. Members of the public are welcome to attend.

Giant Connect Four
Wednesday, February 19, 12:00 – 8:00 p.m.
Bring a friend or family member to play a game of Connect Four using our giant set.

Afternoon Book Club – *On the Road* by Jack Kerouac
Wednesday, February 19, 1:00 p.m.
Join us the third Wednesday of each month for a book discussion! Books available at the front desk.

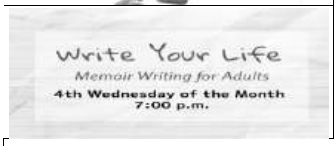
Friends of CPL Meeting
Wednesday, February 19, 6:00 p.m.
Want to help support and raise funds for CPL? Come join the Friends! All are welcome.

Marble Painting
Thursday, February 20, 12:00 – 4:00 p.m.
Create unique designs using simple materials and a bit of paint!

Kids Cook Around the World: Swedish Meatballs
Friday, February 21, 11:00 a.m. – 4:00 p.m.
Join us in this month's Kids Cook Around the World as we discover the real origin behind Swedish meatballs. Learn how to make them and a bit of background on this tasty dish!

DIY Snow Globes
Saturday, February 22, 11:00 a.m. – 4:00 p.m.
Create your own snowy scene, add water and glitter, then give it a shake!

Marble Run Fun
Sunday, February 23, 11:00 a.m. – 4:00 p.m.
Design & build a unique maze for a marble to go through, then drop a marble in and watch it work!



Write Your Life: Memoir Writing for Adults
Wednesday, February 26, 7:00 p.m.
Learn tips and techniques for writing memoir in this monthly workshop-style class!

Castleton Public Library

85 S. Main Street, Castleton, NY 12033
Phone: 518-732-0879
www.castletonpubliclibrary.org
www.facebook.com/castletonpubliclibrary

Library Hours:

Monday through Wednesday – 12:00-8:00 p.m.
Thursday & Friday – 10:00 a.m. – 6:00 p.m.
Saturday & Sunday – 11:00 a.m. – 4:00 p.m.