



Lakewood  
Memorial Library

# ANNUAL REPORT TO THE COMMUNITY

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a review of library activity and progress  
from January to December 2024

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# LIBRARY MISSION AND VALUES

## Our Mission

To help community members of all ages improve their quality of life by providing access to materials and services that meet their personal, educational, and professional needs.

## Our Core Values

READ: We promote literacy and the joy of reading

GROW: We foster growth through lifelong learning

SERVE: We provide quality service to our patrons

MEET: We embrace and support the entire community

EXPLORE: We maintain public access to current technology

DEVELOP: We seek to improve and expand to meet community needs

These values serve as the framework for our 2023-2026 Strategic Plan goals and objectives.



# MESSAGE FROM THE DIRECTOR

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We are thrilled to share our recent progress on the 2023-2026 Strategic Plan. Under the READ objectives, we have hosted three book clubs and two story time sessions, fostering a love of reading across all ages. Our dedication to promoting literacy remains steadfast, with continuous efforts to brand and market our programs. Additionally, we've maintained and developed our collection to ensure our patrons have access to the latest and most relevant materials. In alignment with our GROW and SERVE goals, we've introduced innovative programs including art workshops, Physics Fridays, bilingual story times, and ESOL lessons in collaboration with Literacy Volunteers. Our makerspace has welcomed creative minds, and our baby programs have engaged our youngest learners. Facility enhancements like the installation of security cameras and rearranging the shelves have improved our space and services. Our dedicated staff have benefited from webinars and workshops.

We are also expanding our community engagement under the MEET and EXPLORE goals. Environmental awareness programs and partnerships with local organizations have brought enriching experiences to our patrons. Services like computer classes, one-on-one tech assistance, and outreach to seniors have bridged the digital divide. On the technological front, our makerspace and 3D printer remain popular resources, and we continuously update our website and social media to keep the community informed. Finally, with the DEVELOPMENT of expanded 259 funding, we are poised to continue growing and providing exceptional service. Thank you for your continued support in making these achievements possible!

Warm regards,

*Shannon Taylor*

# LIBRARY USE



**31,536**  
people visited the  
library



**31,421**  
library materials were  
checked out



**5,677**  
people participated in  
library programs



**2,621**  
people used library  
computers

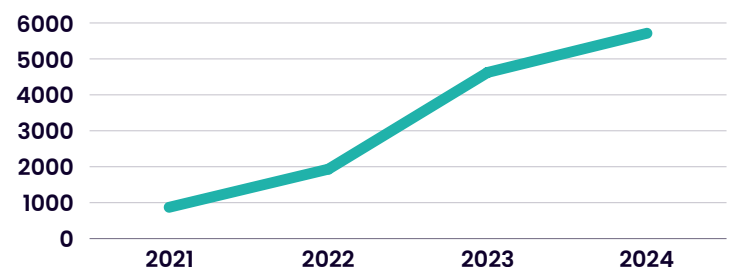


**\$3.94**  
in services for  
every \$1 funded

Based off [nyla.org/library-use-value-calculator-widget](https://nyla.org/library-use-value-calculator-widget)



## Program Growth 2021-2024





# DONATIONS, GRANTS, AND FUNDRAISING

**Thank you to everyone who  
helped support our library  
programs and services in 2024!**

Donations and memorials \$15,402

Annual Appeal \$11,493

Books, Bites, & Bids \$10,070

Give Big CHQ \$2,625

Chautauqua Region Community Foundation Art Workshop Grant \$3,000

Better World Books Early Literacy Grant \$2,500

Ralph C. Sheldon Foundation Grant \$500

Scistarter Grant \$400



# 2025 Budget

| Revenue                               |                  |
|---------------------------------------|------------------|
| Local Tax Support                     | \$175,000        |
| Chautauqua-Cattaraugus Library System | \$7,480          |
| Donations/Grants/Memorials            | \$23,000         |
| Fundraising                           | \$24,000         |
| Book Sale & Other Receipts            | \$5,520          |
| Transfers from Investment Account     | \$20,000         |
| <b>Total revenue</b>                  | <b>\$255,000</b> |

| Expenses                              |                  |
|---------------------------------------|------------------|
| Staff wages                           | \$147,701        |
| Taxes/Benefits/Insurance              | \$30,146         |
| Utilities/Property Maintenance        | \$19,860         |
| Library Materials                     | \$30,000         |
| Programs/Program Presenters           | \$10,000         |
| Professionals (Accountant/Bookkeeper) | \$5,800          |
| Fundraising                           | \$3,500          |
| Office Supplies & Equipment           | \$3,500          |
| Miscellaneous                         | \$4,493          |
| <b>Total expenses</b>                 | <b>\$255,000</b> |

## 2025-2026 BOARD OF TRUSTEES



Nicholas Spry - President  
Jade Barber - Vice President  
Christine Swanson - Secretary  
Mitch Klein - Treasurer  
Lynn Kinnear  
Maria Malmström  
Lissa Vandewark  
Lisa Yaggie

## LIBRARY STAFF

Shannon Taylor – Executive Director  
Donelle Melville – Outgoing Program Director  
Adam Hughes - Incoming Program Director  
Joyce Moskwa – Senior Circulation Assistant  
Nancy Dawson – Library Assistant  
Jordyn Johnson – Library Assistant

## Contact Us

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## Library Hours

Sunday: Closed  
Monday: 10:00am - 5:00pm  
Tuesday: 10:00am - 5:00pm  
Wednesday: 10:00am - 7:00pm  
Thursday: 10:00am - 7:00pm  
Friday: 10:00am - 6:00pm  
Saturday: 10:00am - 2:00pm