

Regular Board Meeting
Youngstown Free Library Board of Trustees
September 22, 2025 7:00 PM

*The mission of the Youngstown Free Library is to be a community center which inspires learning
and provides access to a vast range of information and resources for patrons of all ages.*

Meeting Called to Order

Karran Swayze

Determination of Quorum

Comments from the Public

Minutes of Reg. Board Meeting July 28, 2025

Mary Clinch

Reports

President's Remarks

Karran Swayze

Treasurer's Report

David Smith

Correspondence

Peter Pfohl

Director's Report

Sonora Miller

Friends of the Youngstown Library

David Smith

Old Business

- **Contract with the Village of Youngstown**
- **Computer installation**
- **Summer Reading Program**

New Business

- **Recommendation to support Boy Scout Troop 829 with grants**
- **Changes to the Ruby Carey Scholarship**
 - Include the entire Town of Porter not just the 14174 Zip Code
 - Include the scoring sheet as part of the application
- **Closure of the Library Saturday, October 25, 2025 while Mike and Jaspen work regular shift for Trunk or Treat in the parking lot**
- **3 Baskets or gift cards for the Harvest Tea each valued at \$50.00**
- **Budget ideas or requests for next year 2026**

Upcoming Events

- Oct 4 Harvest Tea -
- Fall Book Sale November 6,7,8, 2025

Adjournment

Next Meeting:

- **October 27, 2025 @ 7pm** in the Programming Room

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DRAFT

YOUNGSTOWN FREE LIBRARY BOARD OF TRUSTEES MINUTES

REGULAR BOARD MEETING

DATE: July 28, 2025

TIME: 7:00 p.m.

Present: Karran Swayze, Dave Smith, Peter Pfohl, David Brooks, Mary Clinch, Dr. Nancy Askins, Director Sonora Miller

Absent: None

Call to Order: 7:01 p.m.

Comments from the Public: None

Minutes of June 23, 2025 Board Meeting

The date on the June meeting minutes needs to be updated (note – has been completed).

- A motion was made by Mary and seconded by David Brooks to accept the June meeting minutes with the correction noted. The motion passed.
 - Mary will change the designation of the minutes from 'Draft' to 'Accepted'. An updated copy will be posted to Dropbox.

President's Report: Karran Swayze

- None

Finance Report: Dave Smith

- Revenues were minimal in June; expenses totaled \$12,774. Dave shared that Hoopla is rising in cost; we will be over budget for that line item this year, and will consider an increase for next year's budget.
- The Morgan Stanley account stands at \$209,585, and the CFGB account stands at \$127,098 (representing a \$7000 increase since April). Dave noted that the fund's annual dividend will be available for consideration soon; the Board can decide (based on results of the Annual Drive) if the dividend should be rolled over.
- CDs maturing in October should be able to be rolled over at a nominal interest rate of at least 4%.
- The Library is in good position to cover expenses through the end of the year, and as of midyear has reached 65% of the total revenue target for the year, and 35% of total expenditures.

Correspondence Report: Peter

- Peter sent out three thank-you notes in the past month, including to:

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- Karran Swayze for her donation to the children's Summer Reading Program.
- Ed Jackson for his donation that was used for children's books and materials.
- Youngstown Lions Club for their donation that will be used for audiobooks for children and adults.
- Sonora requested that a thank-you be sent to the Friends of the Youngstown Library for their organization and execution of the recent Youngstown Garage Sale benefiting the library.

Director's Report: Sonora

- Sonora shared that we have reached Week 4 of 6 in the Summer Reading Program.
- There are a record number of participants in the Summer Reading Challenge.
- Sonora shared details of the Make Your Own Book program, with books to be presented on August 9th.
- The Tiny Art Show reception will be held on August 9th; works will be on display in the Library in September and October. The due date for submissions is July 30th, but Sonora is able to extend a week if needed (to August 6th).

Friends of the Library: Dave Smith

- The FOYL did not meet this month.
- Maggie sent an email following the recent Garage Sale that gave an estimate of earnings made.

Special Committee on the 75th Celebration: Nancy Askins

- Nancy confirmed that time capsule activities are on hold for the time being. Nancy thanked Peter and Sonora for their efforts to research and obtain information about the existing time capsule.
- Nancy reported that the calendar fundraiser will be deferred to next year.

Old Business

- Two changes have been proposed to the Library By Laws:
 - Article II. Board of Trustees, A. Membership and Terms – shall change to:
 - 1. The Library shall be governed by a Board of Trustees. The Board shall consist of 5 to 25 trustees.
 - Article III. Meetings, A. Regular Meetings – shall change to:
 - All regular meetings, together with the Annual Meeting of the Youngstown Free Library Association as well as any committee meeting, ..., are subject to the NY Open Meetings laws that apply to association libraries.
- A motion was made by Dave Smith and seconded by Peter to accept the verbiage of the By Laws as presented. The motion passed.
- Peter requested that Correspondence contact be updated on the meeting agenda for the next Board meeting.

New Business

- Sonora shared that the A/C units had their annual service performed, and the technician was asked to assess the high noise level the units produced. The technician indicated fan motors needed to be replaced. Sonora received a quote to replace the motors on all units for \$675.
- Dave Smith asked if it might be worthwhile pursuing ceiling fans to help with the non-summer airflow. Sonora indicated it would be easier to use and maintain our own equipment; the units are run frequently as they control airflow and regulate temperature (both heating and cooling).

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- A motion was made by Dave Smith and seconded by Peter to request Sonora to proceed with the service. The motion passed.
- Karran and Sonora shared that the Library is preparing the next contract with the Village of Youngstown.
- Karran indicated Nancy was asked to assist with the upcoming Annual Fund letter.
- Karran shared upcoming events and encouraged participation from all trustees:
 - August 22 – Bake Sale at the final Concert in the Park, benefitting the Library
 - August 28 – BBQ Boil dinner at Bandana's (tickets available at the Library)
 - September 1 - Labor Day Parade
 - September 9 - YBPA meeting; the Library will be closing early that evening
 - October 4 – Harvest Tea, hosted by FOYL

Adjournment

- A motion to adjourn the meeting was made at 8:25 p.m. by Nancy and seconded by Dave Smith. The motion passed.

The next meeting of the Board will be held on September 22 at 7:00 p.m.

Respectfully submitted,

Mary Clinch, Recording Secretary

Youngstown Free Library Board of Trustees

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Youngstown Free Library

July/August Treasurer's Report

September 22nd, 2025

- **Revenues:**

July-\$2,294.98, including \$1,000 from the Village of Youngstown. August-\$299.44, notable in MS interest of \$119.04.

- **Expenses:**

- July expenses-\$13,339.63 (Personnel-8,668.52, Programming-\$2,531.71, Digital Materials-\$562.96). August-\$17,717.72 (Personnel-\$9,384.34, Insurance-\$5,422.71, Digital Materials-\$573.85).

- **Investments:**

- The YFL KeyBank account stands at \$5,787.70 as of 9/20/2025 and will require a transfer of funds from Morgan Stanley of at least \$10,000 by October 1st to cover expenses for October. By then, donations from the Annual Drive and from FOYL should cover expenses for the remainder of the year.
- The Morgan Stanley account stands at \$191,349.68 as of 8/31/2025 until a transfer of \$10,000.00 is taken and interest payments are credited to the account. YFL has two CD's totaling \$40,000.00 maturing at the end of October/beginning of November (10/29/2025 and 11/6/2025) which I will attempt to renew at 4% or best possible interest rate with a longer term as the Federal Reserve is anticipated to lower rates two or three times in 2026.

- **Summary:**

- Expenses continue to be well within anticipated amounts. The key to a successful year with either a balanced budget or a small surplus will be the generosity of our faithful donors during the annual drive and, as always, the support we receive from FOYL. Please try to continue to support FOYL any way you possibly can. Additionally, the Finance Committee will soon meet (October/early November) to discuss and develop a budget for 2026 to present by year's end.

Respectfully submitted,
David Smith, Treasurer

Youngstown Free Library

Profit & Loss

July 2025

	Jul 25
Ordinary Income/Expense	
Income	
Fines /Copier /Fax	44.90
Gifts	1,238.00
Interest - Morgan Stanley	
Morgan Stanley Interest	0.04
Total Interest - Morgan Stanley	0.04
Miscellaneous	12.04
Village of Youngstown	1,000.00
Total Income	2,294.98
Expense	
5000 · Personnel	
5100 · Salaries (Gross)	7,667.60
5400 · Ancillary Benefit	403.84
5500 · Social Security & Medicare	586.57
5600 · SUTA/FUTA	10.51
Total 5000 · Personnel	8,668.52
Materials & Services	
Digital Materials	552.96
Books	207.40
Subscriptions & Library Mbr Shp	234.00
Book Processing & Supplies	2.37
Programming	2,531.71
Copier Leasing & Usage	75.66
Internet/Telephone	81.88
Total Materials & Services	3,685.98
Operating Expenditures	
ALMS Fee	706.58
Rent	1.00
Copier Lease & Usage	75.67
Internet/Phone	81.88
Total Operating Expenditures	865.13
Miscellaneous Expenditures	
Accounting	270.00
Investment & Advisory Fees	-150.00
Total Miscellaneous Expenditures	120.00
Total Expense	13,339.63
Net Ordinary Income	-11,044.65
Other Income/Expense	
Other Income	
Change in Fair Market Value	693.85
Total Other Income	693.85
Net Other Income	693.85
Net Income	-10,350.80

8:21 AM

09/17/25

Accrual Basis

Youngstown Free Library

Profit & Loss

August 2025

	Aug 25
Ordinary Income/Expense	
Income	
Fines /Copier /Fax	73.14
Gifts	82.26
Interest - Morgan Stanley	
Morgan Stanley Interest	119.04
Total Interest - Morgan Stanley	119.04
Miscellaneous	25.00
Total Income	299.44
Expense	
5000 · Personnel	
5100 · Salaries (Gross)	8,335.38
5400 · Ancillary Benefit	403.84
5500 · Social Security & Medicare	637.65
5600 · SUTA/FUTA	7.47
Total 5000 · Personnel	9,384.34
Materials & Services	
Digital Materials	573.85
Books	19.95
Subscriptions & Library Mbr Shp	155.58
Book Processing & Supplies	1.45
Programming	326.41
Publicity & Promotion	170.00
Copier Leasing & Usage	110.06
Postage	39.75
Internet/Telephone	82.57
Total Materials & Services	1,479.62
Operating Expenditures	
ALMS Fee	706.58
Office Supplies	258.19
Insurance	5,422.71
Copier Lease & Usage	110.06
Internet/Phone	82.57
Total Operating Expenditures	6,580.11
Miscellaneous Expenditures	
Accounting	270.00
Bank Fees and Charges	3.65
Total Miscellaneous Expenditures	273.65
Total Expense	17,717.72
Net Ordinary Income	-17,418.28
Other Income/Expense	
Other Income	
Change in Fair Market Value	651.32
Total Other Income	651.32
Net Other Income	651.32
Net Income	-16,766.96

Youngstown Free Library

Profit & Loss YTD Comparison

August 2025

	Aug 25	Jan - Aug 25
Ordinary Income/Expense		
Income		
Friends of the Library	0.00	14,939.64
Annual Drive	0.00	7,770.00
Fines /Copier /Fax	73.14	775.08
Gifts	82.26	6,583.24
Grant Funds	0.00	1,900.00
Interest - Morgan Stanley		
Morgan Stanley Interest	119.04	6,951.11
Total Interest - Morgan Stanley	119.04	6,951.11
Local Library Service Aid	0.00	149.30
Miscellaneous	25.00	131.63
Town of Porter	0.00	72,100.00
Village of Youngstown	0.00	1,000.00
Total Income	299.44	112,300.00
Expense		
5000 - Personnel		
5100 - Salaries (Gross)	8,335.38	61,657.10
5400 - Ancillary Benefit	403.84	3,427.83
5500 - Social Security & Medicare	637.65	4,716.76
NY State Disability	0.00	109.51
Worker's Compensation	0.00	763.00
5600 - SUTA/FUTA	7.47	-60.80
Total 5000 - Personnel	9,384.34	70,613.40
Materials & Services		
Digital Materials	573.85	4,819.15
Audio Visual Materials	0.00	1,379.37
Books	19.95	3,941.49
Computer Software	0.00	612.03
Purchases from Grant Funds	0.00	2,489.70
Subscriptions & Library Mbr Shp	155.58	2,950.33
Book Processing & Supplies	1.45	585.64
Programming	326.41	4,116.47
Publicity & Promotion	170.00	245.00
Copier Leasing & Usage	110.06	685.83
Postage	39.75	50.62
Internet/Telephone	82.57	643.25
Total Materials & Services	1,479.62	22,518.88
Operating Expenditures		
ALMS Fee	706.58	5,652.64
Office Supplies	258.19	1,066.45
Housekeeping	0.00	49.84
Insurance	5,422.71	4,732.46
Rent	0.00	1.00
Maintenance - Repairs	0.00	388.00
Copier Lease & Usage	110.06	685.85
Internet/Phone	82.57	103.21
Total Operating Expenditures	6,580.11	12,679.45
Miscellaneous Expenditures		
Accounting	270.00	2,594.73
Investment & Advisory Fees	0.00	-150.00
Bank Fees and Charges	3.65	3.65
Miscellaneous - Other	0.00	20.00
Total Miscellaneous Expenditures	273.65	2,468.38
Total Expense	17,717.72	108,280.11

8:21 AM

09/17/25

Accrual Basis

Youngstown Free Library
Profit & Loss YTD Comparison
August 2025

	Aug 25	Jan - Aug 25
Net Ordinary Income	-17,418.28	4,019.89
Other Income/Expense		
Other Income		
Change in Fair Market Value	651.32	-1,262.81
Vendor Collection Credit	0.00	0.88
Total Other Income	651.32	-1,261.93
Other Expense		
Scholarship Funds	0.00	750.00
Total Other Expense	0.00	750.00
Net Other Income	651.32	-2,011.93
Net Income	-16,766.96	2,007.96

Youngstown Free Library
Balance Sheet
 As of August 31, 2025

	Aug 31, 25
ASSETS	
Current Assets	
Checking/Savings	
1000 · Key Bank (First Niagara)	
NYS Legislative Grant	15,668.50
Ruby Carey Restricted	750.00
1000 · Key Bank (First Niagara) - Other	-961.54
Total 1000 · Key Bank (First Niagara)	15,456.96
Petty Cash	100.00
Total Checking/Savings	15,556.96
Other Current Assets	
Morgan Stanley	
Morgan Stanley	191,349.68
Total Morgan Stanley	191,349.68
Total Other Current Assets	191,349.68
Total Current Assets	206,906.64
Fixed Assets	
Equipment	20,837.19
Accum. Depr. - Equipment	-19,578.00
Leasehold Improvements	74,378.44
Accum. Depr. - Leasehold Improv	-51,384.00
Total Fixed Assets	24,253.63
TOTAL ASSETS	231,160.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,285.65
Total Accounts Payable	1,285.65
Credit Cards	
KeyBank Mastercard	159.23
Total Credit Cards	159.23
Other Current Liabilities	
24000 · Payroll Liabilities	
24600 · Disability	160.33
Total 24000 · Payroll Liabilities	160.33
Sales Tax Payable	7.46
Total Other Current Liabilities	167.79
Total Current Liabilities	1,612.67
Total Liabilities	1,612.67
Equity	
Restricted Funds for Children's	1,905.00
3900 · Retained Earnings	225,634.64
Net Income	2,007.96
Total Equity	229,547.60
TOTAL LIABILITIES & EQUITY	231,160.27



Youngstown Free Library

240 Lockport St. Youngstown, NY 14174
(716) 745-3555
www.youngstownfreelibrary.org

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Director's Report

September 2025

BUILDING

This summer, building spaces were freshened:

- Teen Room received a glow-up—literally!
- New wayfinding signs mounted at the entrance to every room
- Carpet washed in Children's Room

The air conditioners were cleaned and inspected in July. All three fan blower motors are scheduled to be replaced this fall, which should quiet the sounds of the motors.

The Tiny Art Show is on exhibit in the Magazine Room from August 9th until the beginning of October. Sixty-eight artworks created by community members of all ages are on display.

COLLECTION

This summer, staff completed major collection projects that have been in the plans for years:

- DVD collection re-cataloged to library standards (production type, then alphabetical with series kept together and their series order noted)
- Children's DVD collection re-cataloged to library standards (production type, then alphabetical with series kept together and their series order noted)
- Graphic novel collection developed from separating and re-cataloging juvenile fiction collection
- Multiple collections shifted in the Children's Room

FUNDRAISING AND GRANTS

The Library received a generous check of support from the Youngstown Lions. This will go to support our children's audiobook collections.

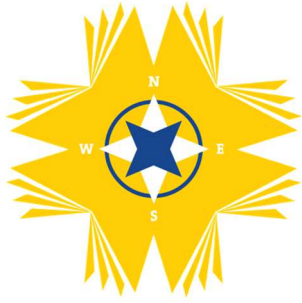
This month, I completed this budget worksheet for Niagara County for their 2026 budget calculations. On behalf of the Library, I am grateful to every organization and government whose financial help allows the Library to continue to serve the community.

PROGRAMS

For children and teens:

This year's lineup of **Summer Reading Programs** ran from Monday, June 30 to Saturday, August 9. This year, the Library offered 45 programs. All programs were free and available to everyone regardless of residency, and with no registration required. In total, 2,488 people attended Youngstown's Summer Reading Programs this summer.

The **Summer Reading Challenge** ran concurrently with the Programs, but it extended through the beginning of the school year. The Summer Reading Challenge encourages children to read (independently or supported, as well as audio or print) with reading rewards for their time spent reading from Monday, June 30 to Saturday, September 6. Together, the



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75 children and teens who signed up for the program read a total of 144,812 minutes—amazing!! That is an average of 1,930 minutes per reader this summer; imagine a world in which every child and teen read over 3 hours every week for the 10 weeks of summer. Think of the skills that these 75 readers built and maintained instead of succumbing to “summer slide,” and imagine their priceless discovery (or rediscovery) of a love of reading—such a key to a lifetime of learning!

For adults:

Evening Book Club read and discussed the following titles since my last report in May:

- *How to Read a Book: a novel* by Monica Wood
- *The Berry Pickers* by Amanda Peters
- *Harlem Shuffle* by Colson Whitehead
- *Life After Life* by Kate Atkinson

Afternoon Book Club read and discussed the following titles since my last report in May:

- *The Berry Pickers* by Amanda Peters
- *The Thursday Murder Club* by Richard Osman
- *The First Ladies* by Marie Benedict and Victoria Christopher Murray
- *The Stranger in the Woods: the extraordinary story of the last true hermit* by Michael Finkel

Non-Fiction Book Club read and discussed the following titles since my last report in May:

- *Every Living Thing: the great and deadly race to know all life* by Jason Roberts
- *Guns, Germs, and Steel: the fates of human societies* by Jared Diamond

Regular tech programs offered since my last report in May:

- **Discover & Explore Your Digital Library** (May and June)
- **Tech Help with Sonora & Adam** (June, July, August, September)
- **Tech Help: Spotting Scams and Filters** (August)
- **Tech Help: Cybersecurity and Scams** (September)

PUBLICITY UPDATES

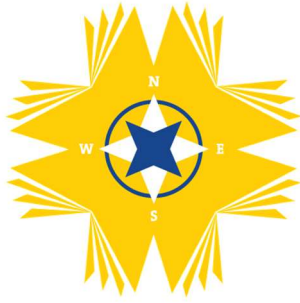
We maintain an active presence in the community with the following social media:

Facebook: 1,609 followers: <https://www.facebook.com/youngstownfreelibrary/>

Instagram: 801 followers: <https://www.instagram.com/youngstownfreelibrary>

STAFF

The Friends of the Library sponsored employee Mike B. to play in last week's Golf Tournament fundraiser to benefit the Friends of the Youngstown Free Library. He enjoyed representing the staff of the Library, and it was an opportunity for him to express gratitude to the YBPA for supporting the Friends.



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TECHNOLOGY

Long-planned updates were completed this summer using grant funding from Senator Morinello:

- Two public Internet computers and one staff computer were replaced because they cannot be upgraded to Windows 11
- Receipt printer purchased and installed for staff computer
- Local server installed to share staff files seamlessly and confidentially without needing the Internet

We have two additional computers being purchased, which I anticipate should arrive and be installed within a month. We are also in the process of updating software on staff and public computers.

VOLUNTEERS

Thank you to Adam R., a local IT expert, for volunteering to co-run the monthly Tech Help program at the Lewiston Senior Center. Together, he and I serve six seniors with one-on-one appointments every month.

Thank you as well to volunteer Lizzie A., who ran a children's program during the Summer Reading Season this summer. She led a session of Art Adventurers in July. Attendees listened to her read a story about spreading kindness, and then they painted rocks with images and sayings to spread kindness. Afterwards, the painted rocks went to decorate the community garden.

Respectfully submitted,

Sonora R. Miller
Library Director

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September 2025 FOYL

Liaison Report

After two months of no meetings (but many events), the Friends Board met on September 17th, 2025. Presentation of the various reports was followed by old and new business.

Events:

- Summer Street Dance-June 19th. Event had somewhat inclement weather again reducing community participation reduced donations, yet the friends felt it was still a success.
- Garage Sale-July 17th-July 20th. Very successful, though hard, hard work. I can no longer call it a "Garbage Sale" (to Maggie's delight) based on its success. The FOYL are looking to run one possibly every two years.
- Concert Bake Sale-August 22nd-FOYL raised almost \$500.00, and the comments were "they got rid of most of the Overstocked baked goods for very little work".
- Bandanas BBQ/Boil-August 28th- Very successful (no final number yet), with little work. Hopes for a yearly event.
- Labor Day Parade-September 1-Needed more YFL, FOYL participation, but loved by the community (evidenced by comments like "we love the library" and "thank you library"). Hopes to return to a full float next year.

Old Business:

- Set up for Harvest Tea, 10/3, 10AM @ Youngstown Presbyterian Church. Doors open noon on Saturday, 10/4. Tea Service begins @1pm. Contact Chris Schwartz if you can help.

New Business:

- Table setup for Book Sale is on 11/1, book setup will be 11/3-11/6, member night 11/7, public sale 11-8 and 9th. Tear down is 3pm on 11/9/2025.
- Beginning plans for Christmas in the Village, giving away cider and hot chocolate. Volunteers are always welcome.
- Looking for suggestions for FOYL dinner; the Jug has hosted the last two years. FOYL member of the year is not yet chosen, nor has the exact date decided.

Motion to close shortly after 8:30pm. Next FOYL meeting is on 15thth, 2025, at 7pm. As always, all are welcome to attend, bring prospective members.

Submitted,
Dave Smith, FOYL Board Liaison



**The Youngstown Free Library &
Friends of the Youngstown Library**

Present:

The Ruby Carey Memorial Scholarship:

\$1,500.00 to assist student in the purchase of textbooks and required materials in their pursuit of higher education.

***\$750.00 from the Ruby Carey Memorial Scholarship**

***\$750.00 from the Friends of the YFL**

ELIGIBILITY:

***Youngstown and Town of Porter Resident**

***Attending an accredited college, community college, university or vocational school within 12 months**

***Possess a current library card in good standing from any library in the NIOGA system (Please include a photo copy of the Library Card with your application.)**

APPLICATION: available at the Lewiston-Porter Senior High Guidance Office, at the Youngstown Free Library or on the YFL Website.

SUBMISSION DEADLINE: April 24, 2026

The Ruby Carey Memorial Scholarship

BACKGROUND: Ruby Carey was a lifelong giver who donated her time and abilities to her church, community and many civic organizations while raising five children. She was an expert seamstress, was involved in organic gardening and nutrition and loved reading. Ruby helped organize the Youngstown Free Library in 1949 and became a highly valued member of the staff.

PURPOSE: The Ruby Carey Scholarship is designed to honor a deserving graduate who demonstrated some of the attributes exhibited by Ruby Carey through achieving excellence in academics and by giving back to their community. The scholarship is awarded to help them purchase textbooks and required materials in their pursuit of higher education. The Board of Trustees of the Youngstown Free Library and the Board of Directors of the Friends of the Youngstown Free Library are honored to offer this scholarship in her name.

AWARD: An award of \$1,500.00 will be presented to the successful candidate upon entering college or university and their name will be added to the Ruby Carey Memorial Scholarship plaque which is displayed in the Youngstown Free Library.

ELIGIBILITY:

- * Applicants must reside within the Village of Youngstown and the Town of Porter and be graduating High School during the current year.
- Applicants must have a library card in good standing from the NIOGA Library System.
- Applicants must be accepted into and attend an accredited community college, vocational school, college or university within the next twelve months.

SELECTION CRITERIA: Each applicant will be evaluated as follows:

70% weighted on the applicant's written responses to two short answer questions and one essay question. 10% on academics and 20% on extra curricular and community service.

APPLICATION PROCEDURE:

Complete the application form, short answer questions and a minimum 250 word essay. Please include a current copy of your high school transcript with the other documents. This application will only be considered when returned to the Youngstown Free Library or the Lewiston-Porter Senior High Guidance Office.

DEADLINE: **April 24, 2026**

RUBY CAREY MEMORIAL SCHOLARSHIP APPLICATION

**Sponsored by the Youngstown Free Library
and the Friends of the Youngstown Free Library**

NAME: _____

ADDRESS: _____

CONTACT: Cell _____ Email _____

AREA OF STUDY BEING PURSUED / DEGREE PROGRAM

COLLEGE/UNIVERSITY ATTENDING: _____

HAVE YOU BEEN ACCEPTED yes no

****ATTACH COPY OF YOUR LIBRARY CARD** yes _____

****ATTACH SCHOOL TRANSCRIPT** [10%]

****PLEASE LIST ALL ACTIVITIES AND YOUR DESCRIBE YOUR ROLE IN:**

- 1) Extra-curricular activities [10%]
- 2) Volunteer and community involvement activities [10%]

****WRITTEN RESPONSE:**

- 1) Describe a book/author that made an impression and had the most influence on your life. [10%]
- 2) What's your most memorable experience of using the Youngstown Free Library? [10%]

****ESSAY QUESTION - MINIMUM 250 WORDS** [50%]:

Describe how libraries have contributed to your life in regards to:

- *Aiding you in achieving excellence in your academics
- *Formulating your career goals
- *Visualizing your future in today's global society
- *Assisting you in your leisure activities

SCORING SHEET for the RUBY CAREY SCHOLARSHIP

SCORING SHEET for the RUBY CAREY SCHOLARSHIP

[Funded 2025 by the Library Board, Library Friends]

APPLICANT # _____

Library Card yes _____ no _____

SCORING	10	9	8	7		POINTS
ACADEMICS—10 points	Top 10%	Top 20%	Top 30%	Passing		
EXTRACURRICULAR 10 points	Continuous MS/HS	Many throughout HS	Some throughout HS	Little or none		
COMMUNITY INVOLVEMENT 10 points	Several diverse throughout HS	Many throughout Jr/Sr years	Some Sr. year	Little or none		
BOOK DESCRIPTION 10 points	Question answered, Response Specific, Essay stayed clearly on topic, Well written	Question answered, Response Specific, Essay stayed clearly on topic,	Question answered, Response Specific,	Question answered		
MEMORABLE EXPEEIENCE IN USING THE LIBRARY 10 points		Question answered, Response Specific, Essay stayed clearly on topic	Question answered, Response Specific	Question answered		
SCORING	50	45	40	35		
ESSAY 50 points	Topic Development, Continuity, Format, Literary mechanics – College Level	Topic Development, Continuity, Format, Literary mechanics – Pre- College Level	Topic Development, Continuity, Format, Literary mechanics – High School Level	Topic Development, Continuity, Format, Literary mechanics – Developing Level		
TOTAL						

SCORING RUBRIC: HIGHEST POSSIBLE SCORE 100

[Numbers given are example – you may score lower than 7 or 35]



10 September 2025

The Treasurer proposes that the Youngstown Free Library sponsor Boy Scout Troop 829 each year for their annual trip. The Library will provide \$50 per Scout taking the trip. The Treasurer also proposes the Library provide a stipend of \$500 for each Scout attempting to earn their Eagle Scout Badge. The funds should be used as seed money to initiate the project and will be provided only after the Scout's Project proposal has been approved by leadership and a review by the Youngstown Free Library Board. Funds for these proposals will be provided as grants from the Youngstown Free Library account with the Community Fund of Greater Buffalo.

Respectfully Submitted,

Dave Smith, Treasurer