

DRAFT DRAFT DRAFT

Agenda for the  
Meeting of the TRUSTEES OF THE HOAG LIBRARY  
of the Swan Library Association  
March 12th 2025 7:00 PM

**"Where minds wander freely, stories find their home."**

Bonadio Audit Presentation ~ March 12th at 6:15pm

**CALL TO ORDER @**

**In attendance:**

Jim Babcock	Mary Witkop	Carole Patterson
Rachel Hicks	Allyson DeBoard	Dawn Squicciarini
Linda Weller	Sandra Walter	Kevin Doherty
Betty Sue Miller	Elizabeth Haibach	

**REVIEW and ADOPT AGENDA**

**Motion**

Review and adopt the Agenda

**PUBLIC FORUM OPPORTUNITY**

**REVIEW and POTENTIAL ADOPTION**

**Motion**

Motion to accept minutes from regular Meeting held on February 12th 2025

**DIRECTOR'S REPORT**

**Information**

**REPORTS and REQUESTS FROM COMMITTEES**

**Information**

**FINANCE COMMITTEE**

**Information**

**PERSONNEL COMMITTEE**

**Information**

**LOCAL HISTORY COMMITTEE**

**Information**

## **NOMINATIONS and ELECTIONS COMMITTEE**

**Information**

Petitions for open trustee positions will be available at the Circulation desk March 13

## **PLANNING COMMITTEE**

**Information**

## **BUILDING AND GROUNDS**

**Information**

## **FRIENDS OF THE LIBRARY**

**Information**

## **OLD BUSINESS**

**Information**

Print all meeting docs for Carole

Update from Attorney in regards to the Policy and Handbook

Request from the Friends of the Library- tabled until next meeting

Trustee Training in March - Reminder

In New York State, public library trustees are [required to complete a minimum of two hours](#) of trustee education annually. The Nioga Library System has contracted with Attorney, Stephanie Adams to conduct four, two hour workshops (two in March, two in October). Laptops will be set up both evenings in March.

Discuss first review of donation policy and forms related to donations to the library.

## **NEW BUSINESS**

### **Reminder:**

When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business.

All minutes are sent to committee members and filed.

## **UPCOMING EVENTS**

March 19: Trustee Training: "Sharpen Your Open Meetings Law Game," 6pm-8pm

March 26: Trustee Training: "First Amendment Fundamentals for Library Trustees" 6pm-8pm

March 29: Hoag Library Red Cross Blood Drive, 10am-2pm

April 9th: Regular Meeting of the Trustees

May 5: Hoag Library Annual Meeting, 7pm

October 8: Trustee Training: "Library Trustees and Local Government: Good Practices for Great Relationships," 6pm-8pm  
(same night as Trustee meeting)

October 22: Trustee Training: "Public Library Budgets, Construction, and the ADA," 6pm-8pm

**Items to be added to next agenda:**

**Action Items for Next Meeting :**

Elizabeth will set up a meeting between herself, Betty Sue, and Linda about the 3D printer trial agreement.

Linda will email Sandra's suggestions to the board for first review. ~ complete

Buildings and Grounds will complete a walkthrough before the next meeting

**ADJOURNMENT @**

## 2024 - 2025

**President** - Linda Weller

**Vice President**- Mary Witcop

**Secretary**- Dawn Squicciarini

**Treasurer**- Rachael Hicks

Carole Patterson - term exp 2028

Jim Babcock - term exp 2028

Dawn Squicciarini - term exp 2025

Mary Witkop - term exp 2026

Rachael Hicks - term exp 2026

Linda Weller - term exp 2026

Allyson DeBoard - School Appointee

Sandra Walter ~ Village Appointee

Kevin Doherty ~ term exp 2025

### **Committees**

#### **BUILDINGS and GROUNDS COMMITTEE**

Jim Babcock ~ Rachel Hicks ~ Allyson DeBoard

Chair - Allyson DeBoard

~ This committee meets quarterly or as needed.

#### **FINANCE COMMITTEE**

Linda Weller (required) ~ Mary Witcop ~Rachel Hicks

Chair - Rachel Hicks

~ This committee will decide when to meet and how frequently.

## **LOCAL HISTORY COMMITTEE**

Sandra Walter Chair

Carole Patterson

~ no schedule

## **NOMINATIONS and ELECTIONS COMMITTEE**

Sandra Walter Chair ~ Allyson DeBoard

~ This committee meets January through April.

## **PERSONNEL COMMITTEE**

Dawn Squicciarini ~ Mary Covell ~ Carole Patterson

Chair - Mary Witkop

~ Meets as needed to review Director and job descriptions and develop pay schedule must be done before budget in fall

## **PLANNING COMMITTEE**

Dawn Squicciarini ~ Allyson ~ Mary Covell

Chair - Mary Witkop

Minutes for Meeting of the  
TRUSTEES OF THE HOAG LIBRARY  
of the Swan Library Association  
December 11th 2024 7:00 PM

*“Library (noun) 1. Like a normal place but cooler.”*

~Author unknown~

**CALL TO ORDER @ 7:07pm**

**In attendance:**

Jim Babcock- present	Mary Witkop- excused	Carole Patterson- present
Rachel Hicks- present	Allyson DeBoard- present	Dawn Squicciarini- present
Linda Weller- present	Sandra Walter- present	Kevin Doherty-present
Betty Sue Miller- present	Elizabeth Haibach- excused	

**REVIEW and ADOPT AGENDA**

**Motion**

**Motion to adopt as is- Jimmy, 2nd by Rachel unanimous**

**PUBLIC FORUM OPPORTUNITY**

No one in attendance at this time

**REVIEW and POTENTIAL ADOPTION**

**Motion**

Acceptance of minutes from regular Meeting held on November 13th

**To be added, per Dawn S**

**MOTION**

1. The Hoag Library Board of Trustees has voted to remove a board member for an attendance violation according to the bylaws of the Library,

**Motion made by Rachel and**

**2nd by Mary- unanimous**

**MOTION**

2. Subsequently, and following previous precedent, the board voted to appoint the candidate who received the next highest number of votes from the election held in May of 2024 to fill this vacancy, this was Kevin Doherty, ” ,

## **MOTION**

based on a motion by Rachael,

2nd by Jimmy.

This person, if they accept, will only fill the position until the next annual vote in May of 2025.

**The vote was 6 yea, 1 abstain**

**Motion to accept with the additions as read by Dawn- made by Rachel**

**2nd by Jimmy unanimous**

## **DIRECTOR'S REPORT**

**Information**

Betty Sue shared the Friends of the Library purchased a new sound system for the Library

She also shared some info about the sound dampening panels and system suggested by the Library's contact at Info Advantage

## **REPORTS and REQUESTS FROM COMMITTEES**

**Information**

## **FINANCE COMMITTEE**

**Information**

Update on Finance - The committee will have had 2 presentations.. After the presentations, the committee will have a regular meeting to review the presentations and earmark the money needed for the sound system once there is a definitive number. Rachel said the committee will do a zoom meeting before the end of the year to confirm

## **PERSONNEL COMMITTEE**

**Information**

Did not meet this month

## **LOCAL HISTORY COMMITTEE**

**Information**

Did not meet this month

## **NOMINATIONS and ELECTIONS COMMITTEE**

**Information**

## **PLANNING COMMITTEE**

**Information**

The committee came up with some goals for the library; short term goals and a 5 year plan all listed in the committee report.

## **BUILDING AND GROUNDS**

**Information**

Scheduling a walkthrough for the projects to add to the list, and confirm some of the ideas given to the committee can be scheduled for review/repairs including repairing floors. Once items are identified, money can be earmarked for those repairs.

Betty Sue and Jimmy also spoke about the need to seal the parking lot (this summer) and money for this should also be earmarked.

## **FRIENDS OF THE LIBRARY**

**Information**

Tasty Treats- Went well, though it was not great weather the day of.

Thanks to them, the library has a new sound system

## **OLD BUSINESS**

**Information**

Print all meeting docs for Carole

## **NEW BUSINESS**

A boiler went down. The heating exchanger needed to be replaced. The vendor (Trane) was completing fall maintenance and saw these problems, and as it was a potential danger to the library, Linda authorized Betty Sue to have the vendor make the repair and order the part for the replacement that day.

Bill Latin donated another painting to the library, by Peter West, and hung it in the main



room of the library. Betty Sue spoke about wanting to get some nameplates for the paintings with a little info about the painter and his monument at Mt Albion.

Betty Sue also shared that there is a library patron with a large social media following and thought about reaching out to her to see if the library could partner for a talk or a program.

### **Reminder:**

When committees meet a secretary needs to forward minutes from the meeting to the President, Director and Assistant Director as part of official board business. All minutes are sent to committee members and filed.

### **UPCOMING EVENTS**

**Items to be added to next agenda:**

### **Action Items for Next Meeting :**

Jimmy will reach out to J-Co to set up the driveway sealing for the summertime.

Betty Sue will reach out to the vendors for the floors, to set up their re-sealing.

Finance committee will meet to earmark remaining budgetary funds for projects in the new year.

### **ADJOURNMENT @ 7:52**

**Motion by Kevin,**

**2nd by Jimmy- unanimous**

## 2024 - 2025

**President** - Linda Weller

**Vice President**- Mary Covell

**Secretary**- Dawn Squicciarini

**Treasurer**- Rachael Hicks

Carole Patterson - term exp 2028

Jim Babcock - term exp 2028

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Sandra Walter ~ Village Appointee

### **Committees**

#### **BUILDINGS and GROUNDS COMMITTEE**

Jim Babcock ~ Rachel Hicks ~ Allyson DeBoard  
Chair - Allyson DeBoard

~ This committee meets quarterly or as needed.

#### **FINANCE COMMITTEE**

Linda Weller (required) ~ Mary Covell ~Rachel Hicks  
Chair - Rachel Hicks

~ This committee will decide when to meet and how frequently.

#### **LOCAL HISTORY COMMITTEE**

Sandra Walter ~ no schedule

#### **NOMINATIONS and ELECTIONS COMMITTEE**

Sandra Walter

Chair ~

~ This committee meets January through April.

## **PERSONNEL COMMITTEE**

Dawn Squicciarini ~ Mary Covell ~ Carole Patterson

Chair - Mary Witkop

~ Meets as needed to review Director and job descriptions and develop pay schedule must be done before budget in fall

## **PLANNING COMMITTEE**

Dawn Squicciarini ~ Allyson ~Mary Covell

Chair - Mary Witkop

**DRAFT DRAFT DRAFT**

Agenda for the  
Meeting of the TRUSTEES OF THE HOAG LIBRARY  
of the Swan Library Association  
February 12th 2025 7:00 PM

*Welcome to 2025!*

**"Where minds wander freely, stories find their home."**

**CALL TO ORDER @**

**In attendance:**

Jim Babcock  
Rachel Hicks  
Linda Weller  
Betty Sue Miller

Mary Witkop  
Allyson DeBoard  
Sandra Walter  
Elizabeth Haibach

Carole Patterson  
Dawn Squicciarini  
Kevin Doherty

**REVIEW and ADOPT AGENDA**

**Motion**

**PUBLIC FORUM OPPORTUNITY**

Dirk Climinhaga 3D printer program

**REVIEW and POTENTIAL ADOPTION**

**Motion**

Motion to accept minutes from regular Meeting held on December 11th 2024

No meeting was held on January 8th 2024

**DIRECTOR'S REPORT**

**Information**

**REPORTS and REQUESTS FROM COMMITTEES**

**Information**

**FINANCE COMMITTEE**

**Information**

<b>PERSONNEL COMMITTEE</b>	<b>Information</b>
<b>LOCAL HISTORY COMMITTEE</b>	<b>Information</b>
<b>NOMINATIONS and ELECTIONS COMMITTEE</b>	<b>Information</b>
<b>PLANNING COMMITTEE</b>	<b>Information</b>
<b>BUILDING AND GROUNDS</b>	<b>Information</b>
<b>FRIENDS OF THE LIBRARY</b>	<b>Information</b>
<b>OLD BUSINESS</b>	<b>Information</b>

Print all meeting docs for Carole

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Betty Sue will reach out to the vendors for the floors, to set up their re-sealing.

Finance committee will meet to earmark remaining budgetary funds for projects in the new year.

Buildings and Grounds - will do a walk through

## **NEW BUSINESS**

Need to get update from Attorney in regards to the Policy and Handbook

Request from the Friends of the Library

FFRPL Annual Grant ~ sign and approve

Budget needs to be approved ~ needs a motion

Trustee Training in March

Bonadio Audit Presentation ~ March 12th at 6:15pm

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**UPCOMING EVENTS**

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March 26: Trustee Training, 6pm-8pm

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May 5: Hoag Library Annual Meeting, 7pm

**Items to be added to next agenda:**

**Action Items for Next Meeting :**

**ADJOURNMENT @**

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Kevin Doherty ~ term exp 2025

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must be done before budget in fall

**PLANNING COMMITTEE**

Dawn Squicciarini ~ Allyson ~Mary Covell

Chair - Mary Witkop



HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

Account QuickReport

As of January 31, 2025

02/05/25

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1050 · Community Bank - Steuben Trust</b>							624,286.55
Check	01/02/2025	5487	Leadership Orleans		6990 · Confere...	-1,950.00	622,336.55
Check	01/03/2025	EFT	Paychex - Payroll Pre...		-SPLIT-	-14,324.23	608,012.32
Check	01/03/2025	876	American Funds Ser...	Plan ID 59894...	-SPLIT-	-402.90	607,609.42
Deposit	01/06/2025			Deposit	-SPLIT-	10,000.00	617,609.42
Check	01/06/2025	5489	Midwest Tape	2000014535	-SPLIT-	-2,090.71	615,518.71
Check	01/06/2025	5490	Baker & Taylor, Inc.	L938324	-SPLIT-	-417.19	615,101.52
Check	01/06/2025	5491	NYSEG	1003-6500-337	6961 · Heat - 1...	-658.98	614,442.54
Check	01/06/2025	5492	Timothy Newton Ente...	Inv 25058	6451 · Plowing	-2,210.00	612,232.54
Check	01/06/2025	5493	Town of Albion Tax C...	342001 73.6-7...	6981 · Recyclin...	-225.00	612,007.54
Check	01/06/2025	5494	West Fire Systems, I...		-SPLIT-	-690.00	611,317.54
Check	01/06/2025	5495	Ricoh USA, Inc.	17318412	6975 · Service ...	-96.39	611,221.15
Check	01/06/2025	5496	Nioga Library System...	Inv. # 3583	6997 · ALMS U...	-1,148.25	610,072.90
Check	01/06/2025	5497	Book Page	Inv S84763	6380 · Serials	-420.00	609,652.90
Check	01/06/2025	EFT	Shelter Point Life Ins...		6190 · Insuranc...	-2,040.03	607,612.87
Check	01/08/2025	EFT	First National Bank		-SPLIT-	-149.24	607,463.63
Check	01/09/2025	EFT	Community Bank NA		1000 · Bank Fee	-32.50	607,431.13
Check	01/13/2025	EFT	Amazon.com		-SPLIT-	-1,588.82	605,842.31
Check	01/17/2025	EFT	Paychex - Payroll Pre...		-SPLIT-	-14,595.23	591,247.08
Check	01/17/2025	888	American Funds Ser...	Plan ID 59894...	-SPLIT-	-406.16	590,840.92
Check	01/20/2025	EFT	Paychex		6534 · Equipme...	-65.00	590,775.92
Deposit	01/28/2025			Deposit	-SPLIT-	821.98	591,597.90
Check	01/28/2025	5498	Info Advantage, Inc.	Inv 20250225M	6521 · Comput...	-25.00	591,572.90
Check	01/28/2025	5499	Millennium Roads LLC	Inv 11343	7200.2 · Accou...	-750.00	590,822.90
Check	01/28/2025	5500	Burriss Cleaning Servi...	Inv 44623	6992 · Contract...	-1,742.21	589,080.69
Check	01/28/2025	5501	Village of Albion	510019170.00...	6951 · Water & ...	-290.09	588,790.60
Check	01/28/2025	5502	Baker & Taylor, Inc.	L938324	-SPLIT-	-478.30	588,312.30
Check	01/28/2025	5503	Baker & Taylor, Inc.	L938324	6240 · Books	-48.11	588,264.19
Check	01/28/2025	5504	Baker & Taylor, Inc.	L938324	-SPLIT-	-446.67	587,817.52
Check	01/28/2025	5505	Baker & Taylor, Inc.	L938324	-SPLIT-	-437.79	587,379.73
Check	01/28/2025	5506	Hamilton Enterprises	Inv HO136	6992.4 · Hamilit...	-2,700.00	584,679.73
Check	01/28/2025	5507	Monroe Extinguisher	Inv I180660	6500 · Routine ...	-1,688.80	582,990.93
Check	01/28/2025	EFT	Univera Health Care	Group #00332...	-SPLIT-	-3,237.48	579,753.45
Check	01/28/2025	5508	Proquest LLC	Q-00709865 U...	6521.1 · Datab...	-3,569.61	576,183.84
Check	01/28/2025	5509	Info Advantage, Inc.	Inv CW20250...	6521 · Comput...	-1,267.52	574,916.32
Check	01/28/2025	EFT	Delta Dental	94-08371	6232 · Insuranc...	-89.34	574,826.98
Check	01/28/2025	EFT	The Hanover Insuran...	1527313552-0...	6220 · Insuranc...	-1,237.77	573,589.21
Check	01/28/2025	EFT	National Grid	09452-09138	6971 · Electricit...	-1,930.18	571,659.03
Check	01/28/2025	EFT	Wells Fargo	1486836-1042...	6533 · Equipme...	-240.23	571,418.80
Check	01/28/2025	EFT	Charter Communicati...	142188601	-SPLIT-	-399.93	571,018.87
Check	01/31/2025	901	American Funds Ser...	Plan ID 59894...	-SPLIT-	-408.83	570,610.04
Check	01/31/2025	EFT	Paychex - Payroll Pre...		-SPLIT-	-14,335.99	556,274.05
Total 1050 · Community Bank - Steuben Trust						-68,012.50	556,274.05
<b>TOTAL</b>						<b>-68,012.50</b>	<b>556,274.05</b>

## HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

## Account QuickReport

02/05/25

As of January 31, 2025

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1125 · Five Star - Daily Receipts</b>							
Deposit	01/02/2025		Library Income	Deposit	4020 · Misc & B...	1.85	14,385.45
Deposit	01/04/2025		Library Income	Deposit	-SPLIT-	69.91	14,387.30
Deposit	01/06/2025		Library Income	Deposit	4015 · Copier F...	0.87	14,458.08
Deposit	01/07/2025		Library Income	Deposit	4005 · Fax Fee...	1.85	14,459.93
Deposit	01/08/2025		Library Income	Deposit	-SPLIT-	50.83	14,510.76
Deposit	01/09/2025		Library Income	Deposit	-SPLIT-	19.86	14,530.62
Deposit	01/10/2025		Library Income	Deposit	4010 · Book Fin...	25.22	14,555.84
Deposit	01/11/2025		Library Income	Deposit	4015 · Copier F...	1.85	14,557.69
Deposit	01/15/2025		Library Income	Deposit	-SPLIT-	3.89	14,561.58
Deposit	01/16/2025		Library Income	Deposit	-SPLIT-	4.00	14,565.58
Deposit	01/17/2025		Library Income	Deposit	4015 · Copier F...	13.24	14,578.82
Deposit	01/21/2025		Library Income	Deposit	-SPLIT-	3.59	14,582.41
Deposit	01/22/2025		Library Income	Deposit	4005 · Fax Fee...	0.87	14,583.28
Deposit	01/23/2025		Library Income	Deposit	-SPLIT-	10.41	14,593.69
Deposit	01/24/2025		Library Income	Deposit	4020 · Misc & B...	0.87	14,594.56
Deposit	01/24/2025		Library Income	Deposit	-SPLIT-	1.74	14,596.30
Deposit	01/27/2025		Library Income	Deposit	4020 · Misc & B...	1.85	14,598.15
Deposit	01/29/2025		Library Income	Deposit	4015 · Copier F...	0.97	14,599.12
Deposit	01/30/2025		Library Income	Deposit	4015 · Copier F...	0.87	14,599.99
Deposit	01/31/2025		Library Income	Deposit	-SPLIT-	724.95	15,324.94
Deposit	01/31/2025		Library Income	Deposit	4015 · Copier F...	0.87	15,325.81
Total 1125 · Five Star - Daily Receipts						940.36	15,325.81
<b>TOTAL</b>						<b>940.36</b>	<b>15,325.81</b>

## HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

## Balance Sheet Prev Year Comparison

02/05/25

Cash Basis

As of January 31, 2025

	Jan 31, 25	Jan 31, 24	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1005 · Petty Cash	58.00	58.00	0.00	0.0%
1050 · Community Bank - Steuben Trust	556,274.05	497,092.46	59,181.59	11.9%
1125 · Five Star - Daily Receipts	15,325.81	4,053.26	11,272.55	278.1%
1220 · Capital Improvement- Passbk #3	0.00	0.00	0.00	0.0%
<b>Total Checking/Savings</b>	<u>571,657.86</u>	<u>501,203.72</u>	<u>70,454.14</u>	<u>14.1%</u>
<b>Total Current Assets</b>	<u>571,657.86</u>	<u>501,203.72</u>	<u>70,454.14</u>	<u>14.1%</u>
<b>Fixed Assets</b>				
1350 · Intangible Assets	0.50	0.50	0.00	0.0%
1400 · Fixed Assets	3,254,798.10	3,254,346.95	451.15	0.0%
1435 · Equipment & Computers	75,259.69	67,944.69	7,315.00	10.8%
<b>Total Fixed Assets</b>	<u>3,330,058.29</u>	<u>3,322,292.14</u>	<u>7,766.15</u>	<u>0.2%</u>
<b>Other Assets</b>				
45000 · Investments	217,836.84	206,742.22	11,094.62	5.4%
<b>Total Other Assets</b>	<u>217,836.84</u>	<u>206,742.22</u>	<u>11,094.62</u>	<u>5.4%</u>
<b>TOTAL ASSETS</b>	<u><b>4,119,552.99</b></u>	<u><b>4,030,238.08</b></u>	<u><b>89,314.91</b></u>	<u><b>2.2%</b></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Long Term Liabilities</b>				
2500 · Mortgage Payable-Dale's Plaza I	-5,148.00	-5,148.00	0.00	0.0%
2500.1 · Refundable advance	20,163.00	20,163.00	0.00	0.0%
<b>Total Long Term Liabilities</b>	<u>15,015.00</u>	<u>15,015.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Liabilities</b>	<u>15,015.00</u>	<u>15,015.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Equity</b>				
3000 · Opening Bal Equity	-189,127.00	-189,127.00	0.00	0.0%
3900 · Fund Balance	4,313,425.44	4,209,088.44	104,337.00	2.5%
3910 · Endowment Fund Balance	47,418.54	47,418.54	0.00	0.0%
3940 · Special Purpose Fund	-106.85	-106.85	0.00	0.0%
<b>Net Income</b>	<u>-67,072.14</u>	<u>-52,050.05</u>	<u>-15,022.09</u>	<u>-28.9%</u>
<b>Total Equity</b>	<u>4,104,537.99</u>	<u>4,015,223.08</u>	<u>89,314.91</u>	<u>2.2%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>4,119,552.99</b></u>	<u><b>4,030,238.08</b></u>	<u><b>89,314.91</b></u>	<u><b>2.2%</b></u>

## Profit &amp; Loss

January 2025

	<u>Jan 25</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4005 · Fax Fees Received	180.07
4010 · Book Fines Received	180.92
4015 · Copier Fees Received	454.16
4020 · Misc & Book Sales	91.09
4030 · Contributions Income	10,688.10
<b>Total Income</b>	<u>11,594.34</u>
<b>Gross Profit</b>	11,594.34
<b>Expense</b>	
1000 · Bank Fee	32.50
6018 · Payroll Expenses	48,949.59
6220 · Insurance - Building	1,237.77
6240 · Books	1,677.58
6380 · Serials	252.00
6400 · Audio Visual Materials	220.06
6442 · Hoopla - Online Services	2,090.71
6449 · Maintenance	4,588.80
6521 · Computers -Software & Equipment	4,935.03
6529 · Equipment Leases & Purchases	1,556.44
6550 · Office & Library Supplies	18.96
6560 · Postage & Freight	73.00
6940 · Utilities	3,504.18
6975 · Service Contract Expense	986.99
6979 · Adult Program	16.24
6980 · Juvenile Program	72.74
6990 · Conference & Professional Dues	1,950.00
6992 · Contractual Expenses	4,442.21
6997 · ALMS User Fees	1,148.25
7200 · Professional	750.00
<b>Total Expense</b>	<u>78,503.05</u>
<b>Net Ordinary Income</b>	-66,908.71
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
6003 · Grants Expense	163.43
<b>Total Other Expense</b>	<u>163.43</u>
<b>Net Other Income</b>	-163.43
<b>Net Income</b>	<u><u>-67,072.14</u></u>

HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

03/05/25

Account QuickReport

Accrual Basis

As of February 28, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1050 · Community Bank - Steuben Trust</b>							556,274.05
Deposit	02/05/2025			Deposit	4117 · Orleans ...	2,789.80	559,063.85
Check	02/10/2025	EFT	First National Bank		6980.1 · Juvenil...	-96.29	558,967.56
Check	02/11/2025	EFT	Community Bank NA		1000 · Bank Fee	-32.50	558,935.06
Check	02/12/2025	5510	Baker & Taylor, Inc.	L938324	6240 · Books	-62.40	558,872.66
Check	02/12/2025	5511	Baker & Taylor, Inc.	L938324	-SPLIT-	-648.22	558,224.44
Check	02/12/2025	5512	Baker & Taylor, Inc.	L938324	-SPLIT-	-409.31	557,815.13
Check	02/12/2025	5513	Info Advantage, Inc.	16-0778804	-SPLIT-	-331.96	557,483.17
Check	02/12/2025	5514	Timothy Newton Ente...	Inv 25126	6451 · Plowing	-2,740.00	554,743.17
Check	02/12/2025	5515	Midwest Tape	2000014535 1...	6442 · Hoopla -...	-1,218.70	553,524.47
Check	02/12/2025	5516	NYSEG	1003-6500-337	6961 · Heat - 1...	-605.10	552,919.37
Check	02/12/2025	5517	Nioga Library System...	Inv. # 3607	6997 · ALMS U...	-1,148.25	551,771.12
Check	02/12/2025	5518	Nioga Library System	Inv. # 3624	6521 · Comput...	-281.05	551,490.07
Check	02/12/2025	5519	Austin Hancock	Pennington P-...	6979 · Adult Pr...	-125.00	551,365.07
Check	02/12/2025	EFT	Bonadio & Co., LLP	HOA002001	7200.2 · Accou...	-7,000.00	544,365.07
Check	02/12/2025	EFT	Amazon.com		-SPLIT-	-299.72	544,065.35
Check	02/14/2025	913	American Funds Ser...	Plan ID 59894...	-SPLIT-	-404.55	543,660.80
Check	02/14/2025	EFT	Paychex - Payroll Pre...		-SPLIT-	-14,168.70	529,492.10
Check	02/17/2025	EFT	Paychex		6534 · Equipme...	-65.00	529,427.10
Deposit	02/24/2025			Deposit	-SPLIT-	4,385.00	533,812.10
Check	02/24/2025	EFT	Delta Dental	94-08371	6232 · Insuranc...	-89.34	533,722.76
Check	02/24/2025	EFT	National Grid	09452-09138	6971 · Electricit...	-1,867.80	531,854.96
Check	02/24/2025	EFT	The Hanover Insuran...	1527313552-0...	6220 · Insuranc...	-1,237.77	530,617.19
Check	02/24/2025	EFT	Univera Health Care	Group #00332...	-SPLIT-	-3,237.48	527,379.71
Check	02/26/2025	EFT	Wells Fargo	1486836-1042...	6533 · Equipme...	-240.23	527,139.48
Check	02/26/2025	EFT	Charter Communicati...	142188601	-SPLIT-	-399.93	526,739.55
Check	02/26/2025	5520	Trane U.S. Inc.	4123172	-SPLIT-	-7,942.00	518,797.55
Check	02/26/2025	5521	Nioga Library System...	Inv. # 3558	6997 · ALMS U...	-1,109.33	517,688.22
Check	02/26/2025	5522	Staples Contract & C...	RCH 1007869 ...	6550 · Office & ...	-185.26	517,502.96
Check	02/26/2025	5523	Millennium Roads LLC	Inv 11391	7200.2 · Accou...	-750.00	516,752.96
Check	02/26/2025	5524	Meghan Coyle		6992 · Contract...	-50.00	516,702.96
Check	02/26/2025	5525	Info Advantage, Inc.	16-0778804	6521 · Comput...	-30.13	516,672.83
Check	02/26/2025	5526	Orleans County Cha...	Inv 02449	4091 · Member...	-125.00	516,547.83
Check	02/26/2025	5527	Hamilton Enterprises	HO137	6992.4 · Hamilt...	-2,970.00	513,577.83
Check	02/26/2025	5528	Cassandra Harden		6980 · Juvenile ...	-360.00	513,217.83
Check	02/26/2025	5529	Baker & Taylor, Inc.	L938324	-SPLIT-	-234.90	512,982.93
Check	02/26/2025	5530	Baker & Taylor, Inc.	L938324	6241 · Books fr...	-602.62	512,380.31
Check	02/26/2025	5531	Baker & Taylor, Inc.	L938324	-SPLIT-	-332.26	512,048.05
Check	02/28/2025	EFT	Paychex - Payroll Pre...		-SPLIT-	-14,313.77	497,734.28
Check	02/28/2025	926	American Funds Ser...	Plan ID 59894...	-SPLIT-	-406.69	497,327.59
Total 1050 · Community Bank - Steuben Trust						-58,946.46	497,327.59
<b>TOTAL</b>						<b>-58,946.46</b>	<b>497,327.59</b>

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# HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

03/05/25

## Account QuickReport

Accrual Basis

As of February 28, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1125 · Five Star - Daily Receipts</b>							
Deposit	02/03/2025		Library Income	Deposit	4010 · Book Fin...	12.55	15,325.81
Deposit	02/04/2025		Library Income	Deposit	-SPLIT-	9.54	15,338.36
Deposit	02/05/2025		Library Income	Deposit	-SPLIT-	14.83	15,362.73
Deposit	02/06/2025		Library Income	Deposit	-SPLIT-	3.65	15,366.38
Deposit	02/07/2025		Library Income	Deposit	-SPLIT-	8.95	15,375.33
Deposit	02/10/2025		Library Income	Deposit	4015 · Copier F...	2.04	15,377.37
Deposit	02/12/2025		Library Income	Deposit	4005 · Fax Fee...	1.85	15,379.22
Deposit	02/13/2025		Library Income	Deposit	4010 · Book Fin...	5.74	15,384.96
Deposit	02/15/2025		Library Income	Deposit	4010 · Book Fin...	2.87	15,387.83
Deposit	02/19/2025		Library Income	Deposit	-SPLIT-	0.78	15,388.61
Deposit	02/24/2025		Library Income	Deposit	4015 · Copier F...	0.87	15,389.48
Deposit	02/25/2025		Library Income	Deposit	4005 · Fax Fee...	9.64	15,399.12
Deposit	02/27/2025		Library Income	Deposit	-SPLIT-	477.15	15,876.27
Total 1125 · Five Star - Daily Receipts						550.46	15,876.27
<b>TOTAL</b>						<b>550.46</b>	<b>15,876.27</b>

## HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

## Balance Sheet Prev Year Comparison

03/05/25

As of February 28, 2025

Cash Basis

	Feb 28, 25	Feb 29, 24	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1005 · Petty Cash	58.00	58.00	0.00	0.0%
1050 · Community Bank - Steuben Trust	497,327.59	427,527.86	69,799.73	16.3%
1125 · Five Star - Daily Receipts	15,876.27	4,846.99	11,029.28	227.6%
1220 · Capital Improvement- Passbk #3	0.00	0.00	0.00	0.0%
<b>Total Checking/Savings</b>	<u>513,261.86</u>	<u>432,432.85</u>	<u>80,829.01</u>	<u>18.7%</u>
<b>Total Current Assets</b>	<u>513,261.86</u>	<u>432,432.85</u>	<u>80,829.01</u>	<u>18.7%</u>
<b>Fixed Assets</b>				
1350 · Intangible Assets	0.50	0.50	0.00	0.0%
1400 · Fixed Assets	3,254,798.10	3,254,346.95	451.15	0.0%
1435 · Equipment & Computers	75,259.69	67,944.69	7,315.00	10.8%
<b>Total Fixed Assets</b>	<u>3,330,058.29</u>	<u>3,322,292.14</u>	<u>7,766.15</u>	<u>0.2%</u>
<b>Other Assets</b>				
45000 · Investments	220,478.82	208,231.22	12,247.60	5.9%
<b>Total Other Assets</b>	<u>220,478.82</u>	<u>208,231.22</u>	<u>12,247.60</u>	<u>5.9%</u>
<b>TOTAL ASSETS</b>	<b><u>4,063,798.97</u></b>	<b><u>3,962,956.21</u></b>	<b><u>100,842.76</u></b>	<b><u>2.5%</u></b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Long Term Liabilities</b>				
2500 · Mortgage Payable-Dale's Plaza I	-5,148.00	-5,148.00	0.00	0.0%
2500.1 · Refundable advance	20,163.00	20,163.00	0.00	0.0%
<b>Total Long Term Liabilities</b>	<u>15,015.00</u>	<u>15,015.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Liabilities</b>	<u>15,015.00</u>	<u>15,015.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Equity</b>				
3000 · Opening Bal Equity	-189,127.00	-189,127.00	0.00	0.0%
3900 · Fund Balance	4,313,425.44	4,209,088.44	104,337.00	2.5%
3910 · Endowment Fund Balance	47,418.54	47,418.54	0.00	0.0%
3940 · Special Purpose Fund	-106.85	-106.85	0.00	0.0%
<b>Net Income</b>	<u>-122,826.16</u>	<u>-119,331.92</u>	<u>-3,494.24</u>	<u>-2.9%</u>
<b>Total Equity</b>	<u>4,048,783.97</u>	<u>3,947,941.21</u>	<u>100,842.76</u>	<u>2.6%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>4,063,798.97</u></b>	<b><u>3,962,956.21</u></b>	<b><u>100,842.76</u></b>	<b><u>2.5%</u></b>

## HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

## Profit &amp; Loss Budget vs. Actual

January through February 2025

	TOTAL				
	Jan 25	Feb 25	Jan - Feb 25	2025 Budget	% of Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4005 · Fax Fees Received	180.07	161.14	341.21	2,000.00	17.06%
4010 · Book Fines Received	180.92	67.61	248.53	1,500.00	16.57%
4015 · Copier Fees Received	454.16	267.11	721.27	5,000.00	14.43%
4020 · Misc & Book Sales	91.09	31.75	122.84	500.00	24.57%
4030 · Contributions Income	10,688.10	122.85	10,810.95	14,000.00	77.22%
4110 · Public Funds Received	0.00	2,789.80	2,789.80	660,350.00	0.42%
4130 · NYS Local Library Aid	0.00	0.00	0.00	4,000.00	0.0%
<b>Total Income</b>	<b>11,594.34</b>	<b>3,440.26</b>	<b>15,034.60</b>	<b>687,350.00</b>	<b>2.19%</b>
<b>Gross Profit</b>	<b>11,594.34</b>	<b>3,440.26</b>	<b>15,034.60</b>	<b>687,350.00</b>	<b>2.19%</b>
<b>Expense</b>					
1000 · Bank Fee	32.50	32.50	65.00	450.00	14.44%
4091 · Membership Dues Expense	0.00	125.00	125.00	300.00	41.67%
6018 · Payroll Expenses	48,949.59	32,191.28	81,140.87	434,500.00	18.68%
6220 · Insurance - Building	1,237.77	1,237.77	2,475.54	15,000.00	16.5%
6240 · Books	1,677.58	2,134.41	3,811.99	27,000.00	14.12%
6260 · Local History Collection	0.00	0.00	0.00	500.00	0.0%
6380 · Serials	252.00	0.00	252.00	3,000.00	8.4%
6400 · Audio Visual Materials	220.06	139.70	359.76	4,000.00	8.99%
6442 · Hoopla - Online Services	2,090.71	1,218.70	3,309.41	11,000.00	30.09%
6449 · Maintenance	4,588.80	10,682.00	15,270.80	50,000.00	30.54%
6521 · Computers -Software & Equipment	4,935.03	643.14	5,578.17	10,000.00	55.78%
6529 · Equipment Leases & Purchases	1,556.44	305.23	1,861.67	5,000.00	37.23%
6550 · Office & Library Supplies	18.96	185.26	204.22	3,000.00	6.81%
6560 · Postage & Freight	73.00	0.00	73.00	300.00	24.33%
6940 · Utilities	3,504.18	2,872.83	6,377.01	21,000.00	30.37%
6975 · Service Contract Expense	986.99	429.25	1,416.24	7,000.00	20.23%
6979 · Adult Program	16.24	150.21	166.45	4,500.00	3.7%
6980 · Juvenile Program	72.74	591.10	663.84	3,000.00	22.13%
6985 · Publicity, Printing	0.00	0.00	0.00	1,000.00	0.0%
6990 · Conference & Professional Dues	1,950.00	0.00	1,950.00	2,500.00	78.0%
6991 · Mileage	0.00	0.00	0.00	300.00	0.0%
6992 · Contractual Expenses	4,442.21	3,020.00	7,462.21	40,000.00	18.66%
6997 · ALMS User Fees	1,148.25	2,257.58	3,405.83	13,800.00	24.68%
7000 · Investment Fees	0.00	0.00	0.00	100.00	0.0%
7001 · Debt Service	0.00	0.00	0.00	100.00	0.0%
7200 · Professional	750.00	7,750.00	8,500.00	25,000.00	34.0%
7300 · Contingency - Capital Repairs	0.00	0.00	0.00	5,000.00	0.0%
<b>Total Expense</b>	<b>78,503.05</b>	<b>65,965.96</b>	<b>144,469.01</b>	<b>687,350.00</b>	<b>21.02%</b>
<b>Net Ordinary Income</b>	<b>-66,908.71</b>	<b>-62,525.70</b>	<b>-129,434.41</b>	<b>0.00</b>	<b>100.0%</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
4100 · SB Investment Income	576.84	0.00	576.84		



## HOAG LIBRARY of the SWAN LIBRARY ASSOCIATION

## Profit &amp; Loss Budget vs. Actual

January through February 2025

	January through February 2025			TOTAL	
	Jan 25	Feb 25	Jan - Feb 25	2025 Budget	% of Budget
4190 - Grants	0.00	4,285.00	4,285.00		
4300 - Unrealized Gains & Losses	2,065.14	0.00	2,065.14		
Total Other Income	2,641.98	4,285.00	6,926.98		
Other Expense					
6003 - Grants Expense	163.43	155.30	318.73		
Total Other Expense	163.43	155.30	318.73		
Net Other Income	2,478.55	4,129.70	6,608.25		
Net Income	<b>-64,430.16</b>	<b>-58,396.00</b>	<b>-122,826.16</b>	<b>0.00</b>	<b>100.0%</b>



## CLIENT STATEMENT | For the Period January 1-31, 2025

**STATEMENT PACKAGE FOR:**  
HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

<b>Beginning Total Value (as of 1/1/25)</b>	<b>\$217,836.84</b>
<b>Ending Total Value (as of 1/31/25)</b>	<b>\$220,478.82</b>
<i>Includes Accrued Interest</i>	
<i>Excludes Bank Loan Balances (See detail on Overview page)</i>	

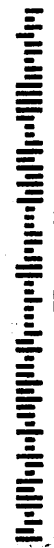
**Your Financial Advisor Team**  
LACROSSE/MOLL  
585-383-9270

**Your Branch**  
1250 PITTS-VIC RD, STE350,BLDG200  
PITTSFORD, NY 14534  
Telephone: 585-383-9270; Alt. Phone: 800-332-0274

*Handwritten notes:*  
LJF  
2/12/25  
RH  
2/12/25

Morgan Stanley Smith Barney LLC. Member SIPC.

#BWNJGWM



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HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS  
134 SOUTH MAIN STREET  
ALBION NY 14411-1624



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## Standard Disclosures

The following Disclosures are applicable to the enclosed statement(s). Expanded Disclosures are attached to your most recent June and December statement (or your first Statement if you have not received a statement for those months). The Expanded Disclosures are also available online or by contacting us by using the contact information on the statement cover page.

### Questions?

Questions regarding your account may be directed to us by using the contact information on the statement cover page.

### Errors and Inquiries

Be sure to review your statement promptly, and immediately address any concerns regarding entries that you do not understand or believe were made in error by contacting us by using the contact information on your statement cover page. Oral communications regarding any inaccuracy or discrepancy in this statement should be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act (SIPA). Your statement will be deemed correct unless we receive a written inquiry of a suspected error. See your account documentation for special rules regarding your rights and responsibilities with respect to erroneous electronic fund transfers, including a description of the transfers covered. For concerns or complaints, contact us.

### Senior Investor Helpline

Senior Investor clients or those acting on their behalf have a convenient way to communicate with our Firm by calling us at (800) 280-4534 Monday-Friday 9am-7pm Eastern Time.

### Availability of Free Credit Balances and Financial Statements

Under the customer protection rules of the SEC [17 CFR §240.15c3-3], we may use funds comprising free credit balances carried for customer accounts here, provided that these funds are payable to customers on demand (i.e., are free of a lien or right of set-off in our favor or on behalf of some third party to whom you have given control). A financial statement of this organization is available for your personal inspection at its offices, or a copy will be mailed to you upon your written request.

### Listed Options

Information with respect to commissions and other charges related to the execution of options transactions has been included in confirmations of such transactions previously furnished to you and such information will be made available to you promptly at your request. Promptly advise us of any material change in your investment objectives or financial situation.

**Important Information if You are a Margin Customer** (not available for certain retirement accounts)

If you have margin privileges, you may borrow money from us in

exchange for pledging assets in your accounts as collateral for any outstanding margin loan. The amount you may borrow is based on the value of the eligible securities in your margin accounts. If a security has eligible shares, the number of shares pledged as collateral will be indicated below the position.

### Margin Interest Charges

We calculate interest charges on margin loans as follows: (1) multiply the applicable margin interest rate by the daily close of business net settled debit balance, and (2) divide by 360 (days). Margin interest accrues daily throughout the month and is added to your debit balance at month-end. The month-end interest charge is the sum of the daily accrued interest calculations for the month. We add the accrued interest to your debit balance and start a new calculation each time the applicable interest rate changes and at the close of every statement month. For interest rate information, log into your account online and select your account with a Margin agreement to view more information.

### Information Regarding Special Memorandum Account

If you have a Margin Account, this is a combined statement of your Margin Account and Special Memorandum Account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the Special Memorandum Account as required by Regulation T is available for your inspection at your request.

### Important Information About Auction Rate Securities

For certain Auction Rate Securities there is no or limited liquidity. Therefore, the price(s) for these Auction Rate Securities are indicated by N/A (not available). There can be no assurance that a successful auction will occur or that a secondary market exists or will develop for a particular security.

### Structured Investments Risks and Considerations

Structured Investments (Structured Products) are complex products and may be subject to special risks. Investors should consider the concentration risk of owning the related security and their total exposure to any underlying asset. Structured Investments, which may appear in various statement product categories and are identified on the Position Description Details line as "Asset Class: Struct Inv," may not perform in a manner consistent with the statement product category where they appear and therefore may not satisfy portfolio asset allocation needs for that category. For information on the risks and conflicts of interest related to Structured Investments generally, log in to Morgan Stanley Online and go to [https://mso.morganstanleyclientserv.com/publiccontent/pdf/SI\\_Conflicts\\_and\\_Risks\\_3\\_15.pdf](https://mso.morganstanleyclientserv.com/publiccontent/pdf/SI_Conflicts_and_Risks_3_15.pdf).

### Security Measures

This statement features several embedded security elements to

safeguard its authenticity. One is a unique blue security rectangle, printed in heat-sensitive ink on the back of every page. When exposed to warmth, the color will disappear, and then reappear.

### SIPC Protection

We are a member of Securities Investor Protection Corporation (SIPC), which protects securities of its customers up to \$500,000 (including \$250,000 for claims for cash). An explanatory brochure is available upon request or at [www.sipc.org](http://www.sipc.org). Losses due to market fluctuation are not protected by SIPC and assets not held with us may not be covered by SIPC protection. To obtain information about SIPC, including an explanatory SIPC brochure, contact SIPC at 1-202-371-8300 or visit [www.sipc.org](http://www.sipc.org).

### Transaction Dates and Conditions

Upon written request, we will furnish the date and time of a transaction and the name of the other party to a transaction. We and/or our affiliates may accept benefits that constitute payment for order flow. Details regarding these benefits and the source and amount of any other remuneration received or to be received by us in connection with any transaction will be furnished upon written request.

### Equity Research Ratings Definitions and Global Investment Manager Analysis Status

Some equity securities may have research ratings from Morgan Stanley & Co. LLC or Morningstar, Inc. Research ratings are the research providers' opinions and not representations or guarantees of performance. For more information about each research provider's rating system, see the Research Ratings on your most recent June or December statement (or your first statement if you have not received a statement for those months), go online or refer to the research provider's research report. Research reports contain more complete information concerning the analyst's views and you should read the entire research report and not infer its contents from the rating alone. If your account contains an advisory component or is an advisory account, a GIMA status will apply.

### Credit Ratings from Moody's Investors Service and Standard & Poor's

The credit rating from Moody's Investors Service and Standard & Poor's may be shown for certain securities. All credit ratings represent the opinions of the provider and are not representations or guarantees of performance. Please contact us if you need further information or assistance in interpreting these credit ratings.

Revised 11/2022



Consolidated Summary

OVERVIEW OF YOUR ACCOUNTS (includes accrued interest)

Although only whole dollar amounts are displayed below, both dollars and cents are used to calculate all totals. Manually summing the individual line items may not equal the actual total displayed. Refer to Account Statements for details. Excludes Bank Loan Balances (including Liquidity Access Lines, Tailored Lending Loans and Mortgage Balances).

Account Number	Beginning Value (1/1/25)	Funds Credited/(Debited)	Security/Currency Transfers Rcvd/(Divd)	Change in Value	Ending Value (1/31/25)	Income/Dist This Period/YTD	YTD Realized Gain/(Loss) (Total ST/LT)	Unrealized Gain/(Loss) (Total ST/LT)	Page
<b>TOTAL FOR ALL ACCOUNTS</b>	<b>\$217,836</b>	—	—	<b>\$2,641</b>	<b>\$220,478</b>	<b>\$686</b>	—	—	
<b>Business Accounts</b>									
HOAG LIBR OF SWAN LIBR ASSOC C/O LINDA J WELLER & RACHEL HICKS	619-041812-334	44,920	—	—	2,065	46,985	109	—	7
							109	—	21,990
HOAG LIBR OF SWAN LIBR ASSOC C/O LINDA J WELLER & RACHEL HICKS	619-041804-334	123,144	—	—	410	123,554	410	—	13
							410	—	—
HOAG LIBR OF SWAN LIBR ASSOC C/O LINDA J WELLER & RACHEL HICKS	619-041810-334	49,772	—	—	166	49,938	166	—	19
							166	—	—
<b>Total Business Accounts</b>	<b>\$217,836</b>	—	—	<b>\$2,641</b>	<b>\$220,478</b>	<b>\$686</b>	—	—	
						<b>\$686</b>	—	<b>\$21,990</b>	

This summary may include assets held in either brokerage and/or advisory accounts. Visit <https://www.morganstanley.com/wealth-relationshipwithms/pdfs/understandingyourrelationship.pdf> to understand the differences between brokerage and advisory accounts. Refer to individual Account Gain/(Loss) Summary and Expanded Disclosures for additional information. Accounts with no balances, holdings or activity year-to-date are not displayed on this page.

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## Consolidated Summary

### CHANGE IN VALUE OF YOUR ACCOUNTS (includes accrued interest)

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>TOTAL BEGINNING VALUE</b>	<b>\$217,836.84</b>	<b>\$217,836.84</b>
Credits	—	—
Debits	—	—
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>—</b>	<b>—</b>
<b>Change in Value</b>	<b>2,641.98</b>	<b>2,641.98</b>
<b>TOTAL ENDING VALUE</b>	<b>\$220,478.82</b>	<b>\$220,478.82</b>

Net Credits / Debits include investment advisory fees as applicable. See Activity section for details.

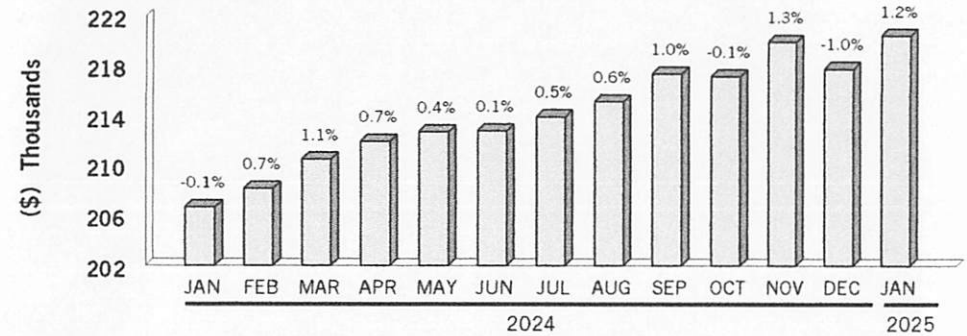
### ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$182,998.08	83.00
Equities	28,089.24	12.74
Alternatives	9,391.50	4.26
<b>TOTAL VALUE</b>	<b>\$220,478.82</b>	<b>100.00%</b>

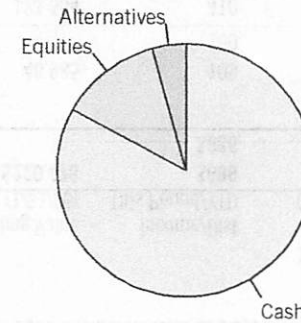
FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.

### MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.



The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.



Consolidated Summary

BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 12/31/24)	This Period (as of 1/31/25)
Cash, BDP, MMFs	\$9,429.46	\$9,539.15
Savings and Time Deposits	172,882.09	173,458.93
Stocks	35,525.29	37,480.74
<b>Total Assets</b>	<b>\$217,836.84</b>	<b>\$220,478.82</b>
<b>Total Liabilities (outstanding balance)</b>	<b>—</b>	<b>—</b>
<b>TOTAL VALUE</b>	<b>\$217,836.84</b>	<b>\$220,478.82</b>

Total liabilities excludes Bank Loan Balances (including Liquidity Access Lines, Tailored Lending Loans and Mortgage Balances).

CASH FLOW

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$9,429.46</b>	<b>\$9,429.46</b>
Purchases	(576.84)	(576.84)
Income and Distributions	686.53	686.53
<b>Total Investment Related Activity</b>	<b>\$109.69</b>	<b>\$109.69</b>
<b>Total Cash Related Activity</b>	<b>—</b>	<b>—</b>
<b>Total Card/Check Activity</b>	<b>—</b>	<b>—</b>
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$9,539.15</b>	<b>\$9,539.15</b>

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## Account Summary

Active Assets Account  
619-041812-334

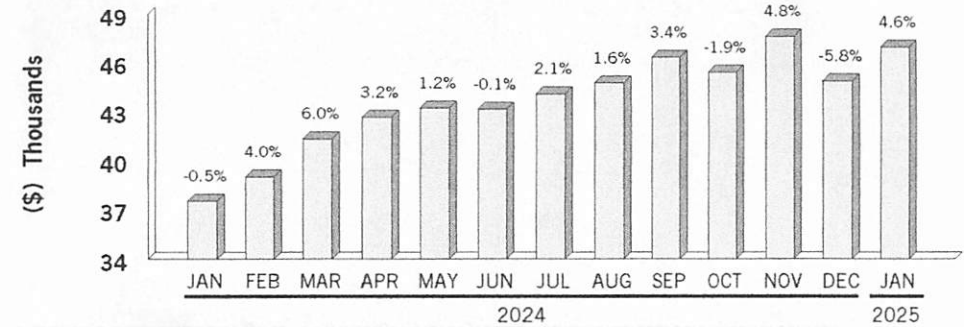
HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>TOTAL BEGINNING VALUE</b>	<b>\$44,920.57</b>	<b>\$44,920.57</b>
Credits	—	—
Debits	—	—
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>—</b>	<b>—</b>
<b>Change in Value</b>	<b>2,065.14</b>	<b>2,065.14</b>
<b>TOTAL ENDING VALUE</b>	<b>\$46,985.71</b>	<b>\$46,985.71</b>

### MARKET VALUE OVER TIME

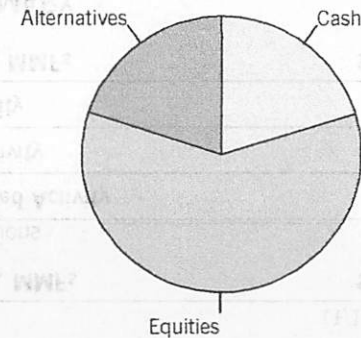
The below chart displays the most recent thirteen months of Market Value.



The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.

### ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$9,504.97	20.23
Equities	28,089.24	59.78
Alternatives	9,391.50	19.99
<b>TOTAL VALUE</b>	<b>\$46,985.71</b>	<b>100.00%</b>



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.

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## Account Summary

Active Assets Account  
619-041812-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 12/31/24)	This Period (as of 1/31/25)
Cash, BDP, MMFs	\$9,395.28	\$9,504.97
Stocks	35,525.29	37,480.74
<b>Total Assets</b>	<b>\$44,920.57</b>	<b>\$46,985.71</b>
<b>Total Liabilities (outstanding balance)</b>	<b>—</b>	<b>—</b>
<b>TOTAL VALUE</b>	<b>\$44,920.57</b>	<b>\$46,985.71</b>

### INCOME AND DISTRIBUTION SUMMARY

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
Qualified Dividends	\$13.98	\$13.98
Other Dividends	95.63	95.63
Interest	0.08	0.08
<b>Income And Distributions</b>	<b>\$109.69</b>	<b>\$109.69</b>
<b>Tax-Exempt Income</b>	<b>—</b>	<b>—</b>
<b>TOTAL INCOME AND DISTRIBUTIONS</b>	<b>\$109.69</b>	<b>\$109.69</b>

*Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.*

### CASH FLOW

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$9,395.28</b>	<b>\$9,395.28</b>
Income and Distributions	109.69	109.69
<b>Total Investment Related Activity</b>	<b>\$109.69</b>	<b>\$109.69</b>
<b>Total Cash Related Activity</b>	<b>—</b>	<b>—</b>
<b>Total Card/Check Activity</b>	<b>—</b>	<b>—</b>
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$9,504.97</b>	<b>\$9,504.97</b>

### GAIN/(LOSS) SUMMARY

	Realized This Period (1/1/25-1/31/25)	Realized This Year (1/1/25-1/31/25)	Unrealized Inception to Date (as of 1/31/25)
Long-Term Gain	—	—	\$21,990.62

*This Summary is for informational purposes only and should not be used for tax preparation. Refer to the Expanded Disclosures or go to [www.morganstanley.com/wealth/disclosures/disclosures.asp](http://www.morganstanley.com/wealth/disclosures/disclosures.asp).*



Account Detail

Active Assets Account  
619-041812-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELER & RACHEL HICKS

Investment Objectives (in order of priority): Capital Appreciation, Income, Aggressive Income, Speculation  
Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

Brokerage Account

HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield is an estimate for informational purposes only. It reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period. For more information on how we price securities, go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions. Under the Bank Deposit Program, free credit balances held in an account(s) at Morgan Stanley Smith Barney LLC are automatically deposited into an interest-bearing deposit account(s), at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, each a national bank, FDIC member and an affiliate of Morgan Stanley. Under certain circumstances, deposits may be held at other FDIC insured Program Banks. For more information regarding the Bank Deposit Program and the Program Banks, go to https://www.morganstanley.com/content/dam/msdotcom/en/wealth-disclosures/pdfs/BDP\_disclosure.pdf

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MORGAN STANLEY BANK N.A.	\$9,504.97	—	\$0.95	0.010

	Percentage of Holdings	Market Value	Est Ann Income
CASH, BDP, AND MMFs	20.23%	\$9,504.97	\$0.95

STOCKS

COMMON STOCKS

Morgan Stanley & Co. LLC (Morgan Stanley) and Morningstar, Inc.'s equity research ratings are shown for certain securities. These ratings represent the opinions of the research provider and are not representations or guarantees of performance. The applicable research report contains more information regarding the analyst's opinions, analysis, and rating, and you should read the entire research report and not infer its contents. For ease of comparison, Morgan Stanley and Morningstar, Inc.'s equity research ratings have been normalized to a 1 (Buy), 2 (Hold), and 3 (Sell). Refer to your June or December statement for a summary guide describing the ratings. We do not take responsibility for, nor guarantee the accuracy, completeness, or timeliness of research prepared for Morningstar, Inc.

Security Description	Trade Date	Quantity	Unit Cost	Share Price	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
CHEVRON CORP (CVX)	11/7/13	55.000	\$120.650	\$149.190	\$6,635.75	\$8,205.45	\$1,569.70 LT 1	\$376.20	4.58
<i>Rating: Morningstar: 2; Next Dividend Payable 03/2025; Asset Class: Equities</i>									
EXXON MOBIL CORP (XOM)	8/26/96	55.000	20.640	106.830	1,135.20	5,875.65	4,740.45 LT A	217.80	3.71

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## Account Detail

Active Assets Account  
619-041812-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELER & RACHEL HICKS

Security Description	Trade Date	Quantity	Unit Cost	Share Price	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
<i>Rating: Morgan Stanley: 1, Morningstar: 1; Next Dividend Payable 03/2025; Asset Class: Equities</i>									
GE AEROSPACE NEW (GE)	8/26/96	41.000	71.718	203.570	2,940.42	8,346.37	5,405.95 LT A	45.92	0.55
<i>Next Dividend Payable 04/2025; Asset Class: Equities</i>									
GE HEALTHCARE TECHNOLOGIES INC (GEHC)	8/26/96	13.000	71.166	88.300	925.16	1,147.90	222.74 LT A	1.82	0.16
<i>Rating: Morgan Stanley: 2, Morningstar: 1; Next Dividend Payable 02/14/25; Asset Class: Equities</i>									
GE VERNOVA INC (GEV)	8/26/96	10.000	72.901	372.880	729.01	3,728.80	2,999.79 LT A	10.00	0.27
<i>Rating: Morgan Stanley: 1, Morningstar: 3; Next Dividend Payable 04/2025; Asset Class: Equities</i>									
PRINCIPAL FINL GROUP INC (PFG)	—	7.000	—	82.450	Please Provide	577.15	N/A	20.44	3.54
<i>Rating: Morgan Stanley: 3; Next Dividend Payable 03/2025; Asset Class: Equities</i>									
UDR INC COM (UDR)	10/28/99	225.000	10.975	41.740	2,469.37	9,391.50	6,922.13 LT A	382.50	4.07
<i>Rating: Morgan Stanley: 2; Next Dividend Payable 04/2025; Asset Class: Alt</i>									
WABTEC CORP (WAB)	2/25/19	1.000	78.060	207.920	78.06	207.92	129.86 LT	0.80	0.38
<i>Rating: Morgan Stanley: 1; Next Dividend Payable 02/2025; Asset Class: Equities</i>									
					Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
STOCKS	Percentage of Holdings				\$14,912.97	\$37,480.74	\$21,990.62 LT	\$1,055.48	2.82%
					Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income	Current Yield %
TOTAL VALUE	Percentage of Holdings				\$14,912.97	\$46,985.71	\$21,990.62 LT	\$1,056.43	2.25%

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

1 - The tax lot information was updated as a result of an internal adjustment and/or information provided by you or a third party.

A - You executed this transaction elsewhere and later transferred the security to this account. Another financial institution has provided the transaction detail for this position.

## ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$9,504.97	—	—	—	—	—
Stocks	—	\$28,089.24	—	\$9,391.50	—	—
<b>TOTAL ALLOCATION OF ASSETS</b>	<b>\$9,504.97</b>	<b>\$28,089.24</b>	<b>—</b>	<b>\$9,391.50</b>	<b>—</b>	<b>—</b>



Account Detail

Active Assets Account  
619-041812-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

ACTIVITY

INVESTMENT RELATED ACTIVITY

TAXABLE INCOME AND DISTRIBUTIONS

Activity Date	Activity Type	Description	Comments	Credits/(Debits)
1/27	Qualified Dividend	GE AEROSPACE NEW		\$11.48
1/28	Qualified Dividend	GE VERNOVA INC		2.50
1/31	Dividend	UDR INC COM		95.63
1/31	Interest Income	MORGAN STANLEY BANK N.A.	(Period 01/01-01/31)	0.08
<b>TOTAL TAXABLE INCOME AND DISTRIBUTIONS</b>				<b>\$109.69</b>
TOTAL QUALIFIED DIVIDENDS				\$13.98
TOTAL OTHER DIVIDENDS				\$95.63
TOTAL INTEREST				\$0.08

MONEY MARKET FUND (MMF) AND BANK DEPOSIT PROGRAM ACTIVITY

Date	Activity Type	Description	Credits/(Debits)
1/27	Automatic Investment	BANK DEPOSIT PROGRAM	\$11.48
1/28	Automatic Investment	BANK DEPOSIT PROGRAM	2.50
1/31	Automatic Investment	BANK DEPOSIT PROGRAM	95.63
1/31	Automatic Investment	BANK DEPOSIT PROGRAM	0.08
<b>NET ACTIVITY FOR PERIOD</b>			<b>\$109.69</b>

MESSAGES

Senior Investor Helpline

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

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Account Summary

Active Assets Account  
619-041804-334

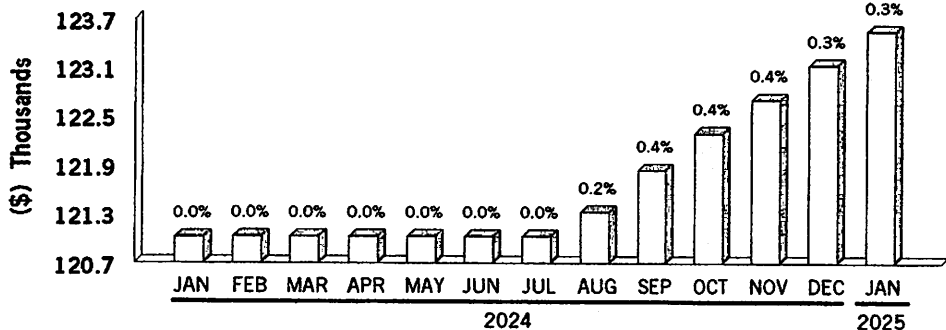
HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>TOTAL BEGINNING VALUE</b>	<b>\$123,144.08</b>	<b>\$123,144.08</b>
Credits	—	—
Debits	—	—
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>—</b>	<b>—</b>
<b>Change in Value</b>	<b>410.77</b>	<b>410.77</b>
<b>TOTAL ENDING VALUE</b>	<b>\$123,554.85</b>	<b>\$123,554.85</b>

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

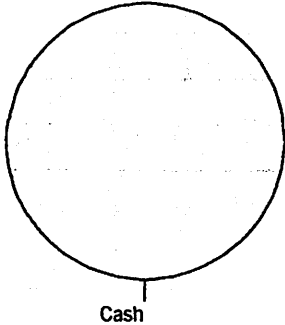


The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$123,554.85	100.00
<b>TOTAL VALUE</b>	<b>\$123,554.85</b>	<b>100.00%</b>

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

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## Account Summary

Active Assets Account  
619-041804-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### BALANCE SHEET (^ includes accrued interest)

	Last Period (as of 12/31/24)	This Period (as of 1/31/25)
Cash, BDP, MMFs	\$34.00	\$34.00
Savings and Time Deposits	123,110.08	123,520.85
<b>Total Assets</b>	<b>\$123,144.08</b>	<b>\$123,554.85</b>
<b>Total Liabilities</b> (outstanding balance)	—	—
<b>TOTAL VALUE</b>	<b>\$123,144.08</b>	<b>\$123,554.85</b>

### INCOME AND DISTRIBUTION SUMMARY

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
Interest	\$410.77	\$410.77
<b>Income And Distributions</b>	<b>\$410.77</b>	<b>\$410.77</b>
<b>Tax-Exempt Income</b>	—	—
<b>TOTAL INCOME AND DISTRIBUTIONS</b>	<b>\$410.77</b>	<b>\$410.77</b>

*Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.*

### CASH FLOW

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$34.00</b>	<b>\$34.00</b>
Purchases	(410.77)	(410.77)
Income and Distributions	410.77	410.77
<b>Total Investment Related Activity</b>	—	—
<b>Total Cash Related Activity</b>	—	—
<b>Total Card/Check Activity</b>	—	—
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$34.00</b>	<b>\$34.00</b>

### GAIN/(LOSS) SUMMARY

	Realized This Period (1/1/25-1/31/25)	Realized This Year (1/1/25-1/31/25)	Unrealized Inception to Date (as of 1/31/25)
<b>TOTAL GAIN/(LOSS)</b>	—	—	—

*This Summary is for informational purposes only and should not be used for tax preparation. Refer to the Expanded Disclosures or go to [www.morganstanley.com/wealth/disclosures/disclosures.asp](http://www.morganstanley.com/wealth/disclosures/disclosures.asp).*

Account Detail

Active Assets Account  
619-041804-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

**Investment Objectives (in order of priority):** Capital Appreciation, Income, Speculation, Aggressive Income  
Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

Brokerage Account

**HOLDINGS**

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield is an estimate for informational purposes only. It reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period. For more information on how we price securities, go to [www.morganstanley.com/wealth/disclosures/disclosures.asp](http://www.morganstanley.com/wealth/disclosures/disclosures.asp).

**CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS**

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions. Under the Bank Deposit Program, free credit balances held in an account(s) at Morgan Stanley Smith Barney LLC are automatically deposited into an interest-bearing deposit account(s), at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, each a national bank, FDIC member and an affiliate of Morgan Stanley. Under certain circumstances, deposits may be held at other FDIC insured Program Banks. For more information regarding the Bank Deposit Program and the Program Banks, go to [https://www.morganstanley.com/content/dam/msdotcom/en/wealth-disclosures/pdfs/BDP\\_disclosure.pdf](https://www.morganstanley.com/content/dam/msdotcom/en/wealth-disclosures/pdfs/BDP_disclosure.pdf)

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MORGAN STANLEY BANK N.A.	\$34.00	—	—	0.010
<hr/>				
	Market Value		Est Ann Income	
CASH, BDP, AND MMFs	\$34.00		—	

Percentage of Holdings  
0.03%

053759 MSGDD117 022880



## Account Detail

Active Assets Account  
619-041804-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### SAVINGS AND TIME DEPOSITS

USD Savings and Foreign Currency Deposits are eligible for FDIC insurance up to applicable USD equivalent limits. Deposits are not SIPC insured. For more information about FDIC insurance, visit [www.fdic.gov](http://www.fdic.gov). Deposit and Withdrawal activity for Savings and Time Deposits holdings will appear in the CASH FLOW ACTIVITY BY DATE or in the PURCHASES, DIVIDENDS REINVESTMENTS, and SALES AND REDEMPTIONS section of the statement.

#### USD SAVINGS AND TIME DEPOSITS

Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions; Estimated Annual Income and Accrued Interest are not available for USD Time Deposits that require advance notice for withdrawal. Excessive withdrawals from Savings Deposit accounts that are in excess of applicable limits within a given month are subject to fees. All Savings Deposits are held at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, both FDIC members and affiliates of Morgan Stanley Smith Barney LLC.

#### USD SAVINGS DEPOSITS

Description	Value	Est Ann Income	APY %
MSBNA PREFERRED SAVINGS- QC	\$123,520.85	\$4,940.83	4.00
<i>Asset Class: Cash</i>			

	Percentage of Holdings	Value	Est Ann Income Accrued Interest
<b>SAVINGS AND TIME DEPOSITS</b>	<b>99.97%</b>	<b>\$123,520.85</b>	<b>\$4,940.83</b>

	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
<b>TOTAL VALUE</b>	<b>100.00%</b>	—	<b>\$123,554.85</b>	N/A	<b>\$4,940.83</b>	<b>4.00%</b>

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

### ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$34.00	—	—	—	—	—
Savings and Time Deposits	123,520.85	—	—	—	—	—
<b>TOTAL ALLOCATION OF ASSETS</b>	<b>\$123,554.85</b>	—	—	—	—	—



Account Detail

Active Assets Account  
619-041804-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

ACTIVITY

INVESTMENT RELATED ACTIVITY

PURCHASES, DIVIDEND REINVESTMENTS, SALES AND REDEMPTIONS

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
1/31	1/31	Auto Bank Product Deposit	MSBNA PREFERRED SAVINGS- QC				\$(410.77)
<b>TOTAL PURCHASES, DIVIDEND REINVESTMENTS, SALES AND REDEMPTIONS</b>							<b>\$(410.77)</b>
TOTAL PURCHASES							\$(410.77)

TAXABLE INCOME AND DISTRIBUTIONS

Activity Date	Activity Type	Description	Comments	Credits/(Debits)
1/31	Interest Income	MSBNA PREFERRED SAVINGS- QC	(Period 01/01-01/31) CUSIP: 99YA78EBO	\$410.77
<b>TOTAL TAXABLE INCOME AND DISTRIBUTIONS</b>				<b>\$410.77</b>
TOTAL INTEREST				\$410.77

MESSAGES

Senior Investor Helpline

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

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SECURITY MARK AT RISK





Account Summary

Basic Securities Account  
619-041810-334

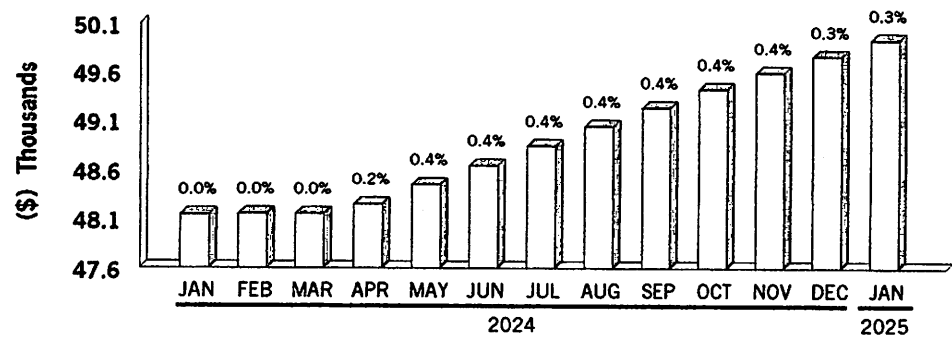
HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

CHANGE IN VALUE OF YOUR ACCOUNT (includes accrued interest)

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>TOTAL BEGINNING VALUE</b>	<b>\$49,772.19</b>	<b>\$49,772.19</b>
Credits	—	—
Debits	—	—
Security Transfers	—	—
<b>Net Credits/Debits/Transfers</b>	<b>—</b>	<b>—</b>
<b>Change in Value</b>	<b>166.07</b>	<b>166.07</b>
<b>TOTAL ENDING VALUE</b>	<b>\$49,938.26</b>	<b>\$49,938.26</b>

MARKET VALUE OVER TIME

The below chart displays the most recent thirteen months of Market Value.

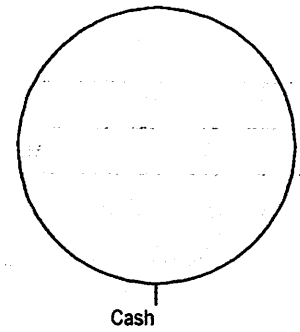


The percentages above represent the change in dollar value from the prior period. They do not represent account investment performance, as they do not consider the impact of contributions and withdrawals, nor other factors that may have affected performance calculations. No percentage will be displayed when the previous month reflected no value.

ASSET ALLOCATION (includes accrued interest)

	Market Value	Percentage
Cash	\$49,938.26	100.00
<b>TOTAL VALUE</b>	<b>\$49,938.26</b>	<b>100.00%</b>

FDIC rules apply and Bank Deposits are eligible for FDIC insurance but are not covered by SIPC. Cash and securities (including MMFs) are eligible for SIPC coverage. See Expanded Disclosures. Values may include assets externally held, as a courtesy, and may not be covered by SIPC. Foreign Exchange (FX) is neither FDIC nor SIPC insured. For additional information, refer to the corresponding section of this statement.



This asset allocation represents holdings on a trade date basis, and projected settled Cash/BDP and MMF balances. These classifications do not constitute a recommendation and may differ from the classification of instruments for regulatory or tax purposes.

053758 MSGDD117 022882

## Account Summary

Basic Securities Account  
619-041810-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### BALANCE SHEET <sup>(^ includes accrued interest)</sup>

	Last Period (as of 12/31/24)	This Period (as of 1/31/25)
Cash, BDP, MMFs	\$0.18	\$0.18
Savings and Time Deposits	49,772.01	49,938.08
<b>Total Assets</b>	<b>\$49,772.19</b>	<b>\$49,938.26</b>
<b>Total Liabilities (outstanding balance)</b>	<b>—</b>	<b>—</b>
<b>TOTAL VALUE</b>	<b>\$49,772.19</b>	<b>\$49,938.26</b>

### INCOME AND DISTRIBUTION SUMMARY

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
Interest	\$166.07	\$166.07
<b>Income And Distributions</b>	<b>\$166.07</b>	<b>\$166.07</b>
<b>Tax-Exempt Income</b>	<b>—</b>	<b>—</b>
<b>TOTAL INCOME AND DISTRIBUTIONS</b>	<b>\$166.07</b>	<b>\$166.07</b>

*Taxable and tax exempt income classifications are based on the characteristics of the underlying securities and not the taxable status of the account.*

### CASH FLOW

	This Period (1/1/25-1/31/25)	This Year (1/1/25-1/31/25)
<b>OPENING CASH, BDP, MMFs</b>	<b>\$0.18</b>	<b>\$0.18</b>
Purchases	(166.07)	(166.07)
Income and Distributions	166.07	166.07
<b>Total Investment Related Activity</b>	<b>—</b>	<b>—</b>
<b>Total Cash Related Activity</b>	<b>—</b>	<b>—</b>
<b>CLOSING CASH, BDP, MMFs</b>	<b>\$0.18</b>	<b>\$0.18</b>

### GAIN/(LOSS) SUMMARY

	Realized This Period (1/1/25-1/31/25)	Realized This Year (1/1/25-1/31/25)	Unrealized Inception to Date (as of 1/31/25)
<b>TOTAL GAIN/(LOSS)</b>	<b>—</b>	<b>—</b>	<b>—</b>

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Account Detail

Basic Securities Account  
619-041810-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

Investment Objectives (in order of priority): Capital Appreciation, Income, Speculation, Aggressive Income  
Inform us if your investment objectives, as defined in the Expanded Disclosures, change.

Brokerage Account

HOLDINGS

This section reflects positions purchased/sold on a trade date basis. "Market Value" and "Unrealized Gain/(Loss)" may not reflect the value that could be obtained in the market. Your actual investment return may differ from the unrealized gain/(loss) displayed. Fixed Income securities are sorted by maturity or pre-refunding date, and alphabetically within date. Estimated Annual Income a) is calculated on a pre-tax basis, b) does not include any reduction for applicable non-US withholding taxes, c) may include return of principal or capital gains which could overstate such estimates, and d) for holdings that have a defined maturity date within the next 12 months, is reflected only through maturity date. Actual income or yield may be lower or higher than the estimates. Current Yield is an estimate for informational purposes only. It reflects the income generated by an investment, and is calculated by dividing the total estimated annual income by the current market value of the entire position. It does not reflect changes in its price. Structured Investments, identified on the Position Description Details line as "Asset Class: Struct Inv," may appear in various statement product categories. When displayed, the accrued interest, annual income and current yield for those with a contingent income feature (e.g., Range Accrual Notes or Contingent Income Notes) are estimates and assume specified accrual conditions are met during the relevant period and payment in full of all contingent interest. For Floating Rate Securities, the accrued interest, annual income and current yield are estimates based on the current floating coupon rate and may not reflect historic rates within the accrual period. For more information on how we price securities, go to www.morganstanley.com/wealth/disclosures/disclosures.asp.

CASH, BANK DEPOSIT PROGRAM AND MONEY MARKET FUNDS

Cash, Bank Deposit Program, and Money Market Funds are generally displayed on a settlement date basis. You have the right to instruct us to liquidate your bank deposit balance(s) or shares of any money market fund balance(s) at any time and have the proceeds of such liquidation remitted to you. Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions. Under the Bank Deposit Program, free credit balances held in an account(s) at Morgan Stanley Smith Barney LLC are automatically deposited into an interest-bearing deposit account(s), at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, each a national bank, FDIC member and an affiliate of Morgan Stanley. Under certain circumstances, deposits may be held at other FDIC insured Program Banks. For more information regarding the Bank Deposit Program and the Program Banks, go to https://www.morganstanley.com/content/dam/msdotcom/en/wealth-disclosures/pdfs/BDP\_disclosure.pdf

Description	Market Value	7-Day Current Yield %	Est Ann Income	APY %
MORGAN STANLEY PRIVATE BANK NA	\$0.18	—	—	0.010
<hr/>				
CASH, BDP, AND MMFs	Market Value	Percentage of Holdings	Est Ann Income	
	\$0.18	0.00%	—	

053759 MSGDD117 022883

## Account Detail

Basic Securities Account  
619-041810-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

### SAVINGS AND TIME DEPOSITS

USD Savings and Foreign Currency Deposits are eligible for FDIC insurance up to applicable USD equivalent limits. Deposits are not SIPC insured. For more information about FDIC insurance, visit [www.fdic.gov](http://www.fdic.gov). Deposit and Withdrawal activity for Savings and Time Deposits holdings will appear in the CASH FLOW ACTIVITY BY DATE or in the PURCHASES, DIVIDENDS REINVESTMENTS, and SALES AND REDEMPTIONS section of the statement.

#### USD SAVINGS AND TIME DEPOSITS

Estimated Annual Income, Accrued Interest, and APY% will only be displayed for fully settled positions; Estimated Annual Income and Accrued Interest are not available for USD Time Deposits that require advance notice for withdrawal. Excessive withdrawals from Savings Deposit accounts that are in excess of applicable limits within a given month are subject to fees. All Savings Deposits are held at Morgan Stanley Bank, N.A. and/or Morgan Stanley Private Bank, National Association, both FDIC members and affiliates of Morgan Stanley Smith Barney LLC.

#### USD SAVINGS DEPOSITS

Description	Value	Est Ann Income	APY %
MSPBNA PREFERRED SAVINGS- QC	\$49,938.08	\$1,997.52	4.00
<i>Asset Class: Cash</i>			

	Percentage of Holdings	Value	Est Ann Income Accrued Interest
SAVINGS AND TIME DEPOSITS	100.00%	\$49,938.08	\$1,997.52

	Percentage of Holdings	Total Cost	Market Value	Unrealized Gain/(Loss)	Est Ann Income Accrued Interest	Current Yield %
TOTAL VALUE	100.00%	—	\$49,938.26	N/A	\$1,997.52	4.00%

Unrealized Gain/(Loss) totals only reflect positions that have both cost basis and market value information available. Cash, MMF, Deposits and positions stating 'Please Provide' or 'Pending Corporate Actions' are not included.

### ALLOCATION OF ASSETS

	Cash	Equities	Fixed Income & Preferred Securities	Alternatives	Structured Investments	Other
Cash, BDP, MMFs	\$0.18	—	—	—	—	—
Savings and Time Deposits	49,938.08	—	—	—	—	—
<b>TOTAL ALLOCATION OF ASSETS</b>	<b>\$49,938.26</b>	—	—	—	—	—



Account Detail

Basic Securities Account  
619-041810-334

HOAG LIBR OF SWAN LIBR ASSOC  
C/O LINDA J WELLER & RACHEL HICKS

ACTIVITY

INVESTMENT RELATED ACTIVITY

PURCHASES, DIVIDEND REINVESTMENTS, SALES AND REDEMPTIONS

Activity Date	Settlement Date	Activity Type	Description	Comments	Quantity	Price	Credits/(Debits)
1/31	1/31	Auto Bank Product Deposit	MSPBNA PREFERRED SAVINGS- QC				\$(166.07)
<b>TOTAL PURCHASES, DIVIDEND REINVESTMENTS, SALES AND REDEMPTIONS</b>							<b>\$(166.07)</b>
TOTAL PURCHASES							\$(166.07)

TAXABLE INCOME AND DISTRIBUTIONS

Activity Date	Activity Type	Description	Comments	Credits/(Debits)
1/31	Interest Income	MSPBNA PREFERRED SAVINGS- QC	(Period 01/01-01/31) CUSIP: 99YA78GU6	\$166.07
<b>TOTAL TAXABLE INCOME AND DISTRIBUTIONS</b>				<b>\$166.07</b>
TOTAL INTEREST				\$166.07

MESSAGES

Senior Investor Helpline

For any inquiries or potential concerns, senior investors or someone acting on their behalf may contact our Firm by calling (800) 280-4534.

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# FRIENDS MINUTES FEBRUARY 12, 2025

Attending: Roz Starkweather, Kim Charron, Christie King, Catherine Moore

The meeting was called to order. Christie King was welcomed as a new member. Minutes from the December 2024 meeting were reviewed and approved. There was no current financial report.

Cathy Moore made a motion to purchase a memorial brick in honor of Mary Anne Braunbach. Roz seconded the motion, and it was passed.

Cathy Moore passed on a request made by Mike Magnusen for \$25 scholarships for the next two classes of 15 people making dulcimers. It would total \$750. Christie King seconded the motion made by Cathy Moore. Ayes passed.

Christie King volunteered to take over as the volunteer coordinator. Kim Charron will do the bulletin boards in the Friends room. Christie will be on the Friends Room schedule for the first and third Saturdays,

The meeting was adjourned.

Audit Practice



## Report to the Board of Trustees 2024 Audit Results

.....  
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.....

**Bonadio & Co., LLP**  
Accounting, Consulting & More

March 12, 2025

Dear Members of the Board of Trustees of the Hoag Library of the Swan Library Association:

We are pleased to submit our Report to the Board of Trustees related to the results of our 2024 audit of the Hoag Library of the Swan Library Association (the Library). Our report includes a summary of the results of our audit work and other required communications.

We look forward to presenting this report, addressing your questions and discussing any other matters of interest. Please feel free to contact me at 585-662-2265.

Very truly yours,

Chelsey Wyant, CPA

Engagement Principal

**Albany Office**

6 Wembley Court  
Albany, NY 12205  
p (518) 464-4080  
f (518) 464-4087

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f (716) 250-6605

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Dallas, TX 75231  
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f (214) 346-0784

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**Rochester Office**

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Pittsford, NY 14534  
p (585) 381-1000  
f (585) 381-3131

**Rutland, Vermont Office**

135 North Main Street, Suite 10  
Rutland, VT 05701  
p (802) 775-8970  
f (802) 775-0863

**Syracuse Office**

432 North Franklin Street, #60  
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f (315) 254-2384

**Utica Office**

7936 Seneca Turnpike  
Clinton, NY 13323  
p (315) 797-7781  
f (315) 797-0305

[www.bonadio.com](http://www.bonadio.com)

# 01

## Executive Summary

# Executive Summary

We have performed our audit of the financial statements of Hoag Library of the Swan Association (the Library) for the year ended December 31, 2024. The results of our audit procedures and the required communications at the conclusion of an audit are detailed in this package. The key outcomes from the audit are as follows:

<b>Audit Opinion</b>	We plan to issue an unmodified opinion on the financial statements of the Library on the modified cash basis of accounting.
<b>Internal Control</b>	We did not identify material weaknesses in internal control in connection with our audit. However, we did note internal control improvement opportunities discussed in the management letter.
<b>Audit Adjustments</b>	As part of the audit process, adjustments were recorded related to the Library's capital transactions consistent with the previous year.
<b>Remaining Items to be Completed</b>	<ul style="list-style-type: none"><li>• Approval of the audited financial statements by Governance.</li><li>• Receipt of the signed representation letters from management.</li><li>• Receipt of signed e-file authorization form from management for Form 990.</li></ul>
<b>Accounting Policies</b>	<ul style="list-style-type: none"><li>• The Library adopted no new accounting standards in 2024.</li></ul>

# 02

## Audit Results

## Statement of Activities

(Condensed historical information for the years ended December 31)

	<u>2022</u>	<u>2023</u>	<u>2024</u>
Operating revenue -			
Public funds	\$ 651,754	\$ 657,300	\$ 667,300
Contributions	13,748	25,609	35,929
Grants	13,847	15,069	22,887
User fees and book sales	10,211	10,494	13,283
Local Library aid	4,453	4,453	4,612
Total public support and revenue	<u>694,013</u>	<u>712,925</u>	<u>744,011</u>
Operating expenses -			
Program	576,759	638,953	628,606
Administration	<u>157,574</u>	<u>165,495</u>	<u>169,236</u>
Total operating expenses	<u>734,333</u>	<u>804,448</u>	<u>797,842</u>
Loss from operations	(40,320)	(91,523)	(53,831)
Investment income, net	<u>1,416</u>	<u>2,434</u>	<u>10,965</u>
Change net assets	<u>\$ (38,904)</u>	<u>\$ (89,089)</u>	<u>\$ (42,866)</u>

### Explanations -

- Total public support and revenue increased \$31k primarily due to increases in public funds of \$10k and contributions of \$10k. There was a 2% approved budget increase in public funds from the District for 2024. Contributions increased primarily due to a \$10k contribution from the Child Welfare Association that was not present in the prior year.
- Total expenses decreased \$7k primarily due to a decrease in maintenance supplies and repairs of \$21k offset by an increase in salaries, payroll taxes and benefits of \$15k. There were several maintenance and repairs in the prior year including recoating the floors and exterior washing of the building that did not reoccur in the current year. Salaries, payroll taxes and benefits increased primarily due to current year cost of living adjustments.
- Net investment income in 2024 was \$11k compared to \$2k in 2023 due to market fluctuations and the transfer of money market funds to savings accounts incurring a higher interest rate during 2024.



## Balance Sheet

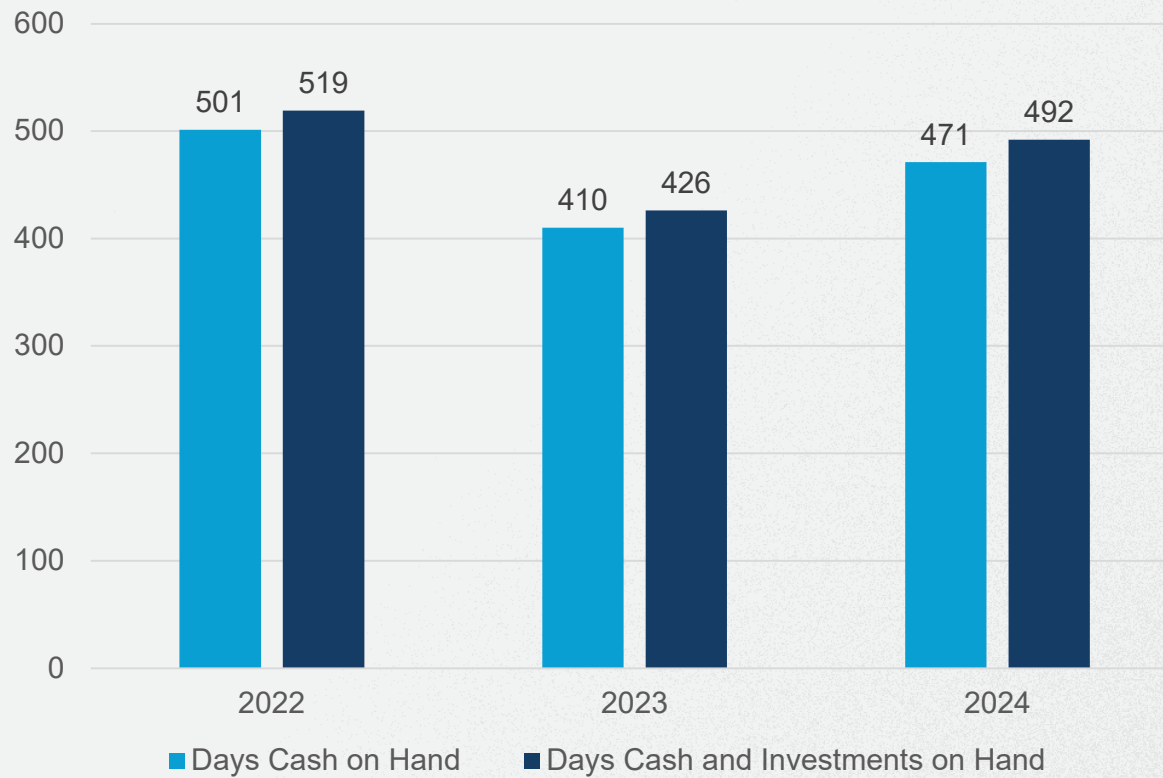
(Condensed historical information as of December 31)

	<u>2022</u>	<u>2023</u>	<u>2024</u>
<b>Assets:</b>			
Cash in bank	\$ 789,302	\$ 731,270	\$ 821,468
Investments	28,775	29,234	35,525
Property and equipment, net	<u>3,358,956</u>	<u>3,322,292</u>	<u>3,177,789</u>
<b>Total assets</b>	<b><u>\$ 4,177,033</u></b>	<b><u>\$ 4,082,796</u></b>	<b><u>\$ 4,034,782</u></b>
<b>Liabilities and net assets:</b>			
Liabilities -			
Refundable advance	<u>\$ 20,163</u>	<u>\$ 15,015</u>	<u>\$ 9,867</u>
<b>Total liabilities</b>	<b><u>20,163</u></b>	<b><u>15,015</u></b>	<b><u>9,867</u></b>
Net assets -			
Without donor restrictions	4,109,451	4,020,362	3,977,496
With donor restrictions	<u>47,419</u>	<u>47,419</u>	<u>47,419</u>
<b>Total net assets</b>	<b><u>4,156,870</u></b>	<b><u>4,067,781</u></b>	<b><u>4,024,915</u></b>
<b>Total liabilities and net assets</b>	<b><u>\$ 4,177,033</u></b>	<b><u>\$ 4,082,796</u></b>	<b><u>\$ 4,034,782</u></b>

### Explanations -

- Cash increased \$86k primarily due to timing of expenses. In the prior year there was a significant capital expense related to the parking lot of \$82k and there were no significant capital expenses in the current year. Additionally public funding from the District increased \$10k, or 2%, in 2024.
- Property and equipment decreased \$145k due to current year depreciation of \$162k, slightly offset by additions of \$17k. Additions consisted primarily of roller shades and a book scanner.
- Refundable advance decreased \$5k due to recognition of revenue related to the conditional grants from NYSERDA and National Grid related to the EV Chargers. The advance is being recognized as revenue over a five-year period with proper operation of the charging equipment as outlined in the grant documents.

## Days Cash and Investments on Hand



## Internal Control Considerations

- Current year recommendations:
  - Review of Amazon Statements
  - Perform Fixed Asset Inventory
- Status of prior year recommendations:
  - Year End Closing Procedures – In process

## Required Communications

<b>Auditor's Responsibility</b>	Our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the modified cash basis of accounting.
<b>Accounting Policies</b>	Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Library are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2024.
<b>Accounting Estimates</b>	<p>Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.</p> <p>We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the financial statements taken as a whole.</p>
<b>Accounting Transactions</b>	We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.
<b>Financial Statement Disclosures</b>	Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. We deem the Library's disclosures of liquidity in Note 3 to be sensitive.

## Required Communications

<b>Corrected and Uncorrected Misstatements</b>	Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. See Exhibit A for a summary of adjustments, and their effect on net assets.
<b>Management Representations</b>	We will request certain representations from management that will be included in the management representation letter.
<b>Disagreements with management</b>	There were no disagreements with management.
<b>Consultation with other accountants</b>	We are not aware of any consultation's management has had with other accountants about significant accounting or auditing matters.
<b>Difficulties encountered during the audit</b>	There were no significant difficulties encountered during the audit.
<b>Other Audit Findings or Issues</b>	We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

## Required Communications – Exhibit A

- The following adjustments arose in connection with our audit, both from client analysis and from our audit procedures, that were recorded after the commencement of our audit:

Change in net assets – unaudited	\$ 104,763
• To record current year depreciation expense	(161,727)
• To capitalize current year fixed asset purchases	9,458
• To properly state beginning of year net assets	(508)
• To properly state grant revenue for conditional grants	<u>5,148</u>
Change in net assets – audited	<u>\$ (42,866)</u>

- This information is intended solely for the use of the Board of Trustees and management of the Library, and is not intended to be, and should not be, used by anyone other than these specified parties.

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**HOAG LIBRARY OF THE  
SWAN LIBRARY ASSOCIATION**

**Financial Statements as of  
December 31, 2024  
Together with  
Independent Auditor's Report**

*Draft - Subject to Change*



## INDEPENDENT AUDITOR'S REPORT

March XX, 2025

To the Board of Trustees of the  
Hoag Library of the Swan Library Association:

### Opinion

We have audited the accompanying financial statements of Hoag Library of the Swan Library Association (the Library) (a New York not-for-profit corporation), which comprise the statement of assets, liabilities, and net assets - modified cash basis as of December 31, 2024, and the related statements of revenue and expenses and change in net assets - modified cash basis, functional expenses - modified cash basis, and cash flows - modified cash basis for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, and net assets of the Library as of December 31, 2024, and its revenue and expenses and change in net assets for the year then ended, in accordance with the modified cash basis of accounting as described in Note 2.

### Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Basis of Accounting

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 2; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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(Continued)

## **INDEPENDENT AUDITOR'S REPORT**

(Continued)

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Report on Summarized Comparative Information**

We have previously audited the Library's 2023 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated March 14, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2023 is consistent, in all material respects, with the audited financial statements from which it has been derived.

# HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION

## STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - MODIFIED CASH BASIS

DECEMBER 31, 2024

(With Comparative Totals for 2023)

	<u>2024</u>	<u>2023</u>
<b>ASSETS</b>		
CURRENT ASSETS:		
Cash in bank -		
Checking	\$ 639,156	\$ 553,445
Savings	172,916	-
Money market funds	<u>9,396</u>	<u>177,825</u>
Total cash in bank	821,468	731,270
Investments	<u>35,525</u>	<u>29,234</u>
Total current assets	856,993	760,504
PROPERTY AND EQUIPMENT, net	3,177,789	3,322,292
COLLECTIONS (Note 2)	<u>-</u>	<u>-</u>
Total assets	<u>\$ 4,034,782</u>	<u>\$ 4,082,796</u>
<b>LIABILITIES AND NET ASSETS</b>		
CURRENT LIABILITIES:		
Refundable advance	<u>\$ 9,867</u>	<u>\$ 15,015</u>
Total current liabilities	<u>9,867</u>	<u>15,015</u>
NET ASSETS:		
Without donor restrictions	3,977,496	4,020,362
With donor restrictions	<u>47,419</u>	<u>47,419</u>
Total net assets	<u>4,024,915</u>	<u>4,067,781</u>
Total liabilities and net assets	<u>\$ 4,034,782</u>	<u>\$ 4,082,796</u>

The accompanying notes are an integral part of these statements.

**HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION**

**STATEMENT OF REVENUE AND EXPENSES AND CHANGE IN NET ASSETS - MODIFIED CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2024**  
(With Comparative Totals for 2023)

	Without Donor Restrictions	With Donor Restrictions	Total	
			2024	2023
<b>OPERATING REVENUE:</b>				
Public funds	\$ 667,300	\$ -	\$ 667,300	\$ 657,300
Contributions	35,929	-	35,929	25,609
Grants	22,887	-	22,887	15,069
User fees and book sales	13,283	-	13,283	10,494
Local library aid	4,612	-	4,612	4,453
<b>Total operating revenue</b>	<b>744,011</b>	<b>-</b>	<b>744,011</b>	<b>712,925</b>
<b>OPERATING EXPENSES:</b>				
Program	628,606	-	628,606	638,953
Management and general	169,236	-	169,236	165,495
<b>Total operating expenses</b>	<b>797,842</b>	<b>-</b>	<b>797,842</b>	<b>804,448</b>
<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>(53,831)</b>	<b>-</b>	<b>(53,831)</b>	<b>(91,523)</b>
<b>INVESTMENT INCOME, net</b>	<b>10,965</b>	<b>-</b>	<b>10,965</b>	<b>2,434</b>
<b>CHANGE IN NET ASSETS</b>	<b>(42,866)</b>	<b>-</b>	<b>(42,866)</b>	<b>(89,089)</b>
<b>NET ASSETS - beginning of year</b>	<b>4,020,362</b>	<b>47,419</b>	<b>4,067,781</b>	<b>4,156,870</b>
<b>NET ASSETS - end of year</b>	<b>\$ 3,977,496</b>	<b>\$ 47,419</b>	<b>\$ 4,024,915</b>	<b>\$ 4,067,781</b>

The accompanying notes are an integral part of these statements.

**HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION**

**STATEMENT OF FUNCTIONAL EXPENSES - MODIFIED CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2024  
(With Comparative Totals for 2023)**

	Program	Management and General	Total	
			2024	2023
Salaries	\$ 226,439	\$ 112,441	\$ 338,880	\$ 327,379
Benefits	29,511	14,654	44,165	41,663
Payroll taxes	18,857	9,364	28,221	27,074
<b>Total personnel costs</b>	<b>274,807</b>	<b>136,459</b>	<b>411,266</b>	<b>396,116</b>
Depreciation	150,945	10,782	161,727	153,246
Library books and materials	51,877	-	51,877	45,074
Service contracts	46,292	-	46,292	45,926
Maintenance supplies and repairs	30,148	2,153	32,301	53,618
Professional fees	-	18,000	18,000	17,908
ALMS user fees and communications	17,098	-	17,098	17,229
Utilities	14,674	1,048	15,722	16,550
Library and office supplies	15,065	-	15,065	18,111
Insurance	11,111	794	11,905	15,086
Program supplies	8,872	-	8,872	14,074
Equipment leases	3,684	-	3,684	4,055
Other	4,033	-	4,033	7,455
<b>Total expenses</b>	<b>\$ 628,606</b>	<b>\$ 169,236</b>	<b>\$ 797,842</b>	<b>\$ 804,448</b>

The accompanying notes are an integral part of these statements.

# HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION

## STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS FOR THE YEAR ENDED DECEMBER 31, 2024 (With Comparative Totals for 2023)

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	<u>2024</u>	<u>2023</u>
CASH FLOW FROM OPERATING ACTIVITIES:		
Change in net assets	\$ (42,866)	\$ (89,089)
Adjustments to reconcile change in net assets to net cash flow from operating activities:		
Unrealized gain on investments, net	(7,335)	(1,295)
Depreciation	161,727	153,246
Changes in:		
Refundable advance	<u>(5,148)</u>	<u>(5,148)</u>
Net cash flow from operating activities	<u>106,378</u>	<u>57,714</u>
CASH FLOW FROM INVESTING ACTIVITIES:		
Proceeds from sale of investments, net	1,044	836
Purchases of property and equipment	<u>(17,224)</u>	<u>(116,582)</u>
Net cash flow from investing activities	<u>(16,180)</u>	<u>(115,746)</u>
CASH FLOW FROM FINANCING ACTIVITIES:		
Borrowings on line of credit	-	81,500
Repayments on line of credit	<u>-</u>	<u>(81,500)</u>
Net cash flow from financing activities	<u>-</u>	<u>-</u>
CHANGE IN CASH IN BANK	90,198	(58,032)
CASH IN BANK - beginning of year	<u>731,270</u>	<u>789,302</u>
CASH IN BANK - end of year	<u>\$ 821,468</u>	<u>\$ 731,270</u>

The accompanying notes are an integral part of these statements.

# HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2024

---

### 1. THE ORGANIZATION

The Hoag Library of the Swan Library Association (the Library) located in Albion, New York enriches and empowers the people of its community by promoting access to ideas and information and the support of lifelong learning and the love of reading. The Library provides relevant materials, ensures equal access to information services, and promotes cultural and learning experiences through programming.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **Basis of Accounting**

The accompanying financial statements have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America (GAAP). Under the modified cash basis of accounting, certain revenue and the related assets are recognized when received rather than when earned and certain expenditures and the related liabilities are recognized when cash is disbursed rather than when the obligation is incurred. Consequently, the Library has not recognized accounts receivables from patrons, accounts payable to vendors, and accrued payroll to employees, or their related effects on the change in net assets in the accompanying financial statements.

#### **Financial Reporting**

The Library reports its net assets and changes therein in the following classifications:

- Net assets without donor restrictions are not subject to donor imposed stipulations.
- Net assets with donor restrictions are net assets whose use by the Library is limited by donor imposed stipulations. This includes stipulations that can be fulfilled or removed by actions of the Library pursuant to the stipulations, as well as donor-imposed stipulations that do not expire. Donor restricted contributions whose restrictions are met within the same year as received are reflected as contributions without donor restrictions in the accompanying financial statements. In cases where the donor-imposed stipulation does not expire, generally the donor permits the Library to use all or part of the investment return on the related assets to support collection acquisitions or other program activities.

#### **Operations**

The statement of revenue and expenses and change in net assets – modified cash basis presents the change in net assets of the Library from operating activities and from non-operating activities. Operating revenues and expenses relate primarily to the services provided by the Library, including funding from the Albion Central School District (the District) and contributions and grants in support of those services.

Non-operating activities reflect transactions not related to current year operations. These include net gains or losses on the Library's investments.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Cash in Bank**

The Library maintains its cash in bank demand deposit accounts and money market accounts. The balances in demand deposit accounts may, at times, exceed federally insured limits. The Library has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk with respect to any cash in bank.

### **Investments**

Investments are recorded at fair value based on quoted market prices. Investments are exposed to various risks, such as interest rate, market, and credit risk. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect the amount reported in the accompanying financial statements.

### **Property and Equipment**

Property and equipment are stated at cost if purchased or at fair value at the date of donation. Depreciation is provided using the straight-line method based on the estimated useful lives of the assets which range from 3 to 40 years. The Library capitalizes all expenditures for property and equipment that are considered significant improvements of the related asset.

The Library reviews its investment in property and equipment for impairment whenever events or changes in circumstances indicate that the carrying value of such property may not be recoverable. Recoverability is measured by a comparison of the carrying amount of the property and equipment to the future net undiscounted cash flow expected to be generated by the property and equipment. If the property and equipment is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying amount of the property and equipment exceeds the fair value of such property. There were no impairment losses recognized in 2024 and 2023.

### **Collections**

In accordance with common library practice, the Library has not reflected the value of collections on its financial statements. Purchases of or proceeds from the sale of collection items are recorded as changes in net assets without donor restrictions in the year the transaction occurs. Collection items received as donations are not recorded as revenue in the statement of revenue and expenses and change in net assets - modified cash basis. The Library's policy requires that proceeds from the sale of collection items must be used to acquire other items for the collection. In no case are the proceeds from the sale of collection items used for general operating costs.

### **Fair Value Measurement - Definition and Hierarchy**

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

The Library uses various valuation techniques in determining fair value. A hierarchy for inputs is used in measuring fair value that maximizes the use of observable inputs and minimizes the use of unobservable inputs by requiring that the observable inputs be used when available. Observable inputs are inputs that market participants would use in pricing the asset or liability, developed based on market data obtained from sources independent of the Library. Unobservable inputs are inputs that reflect the Library's assumptions about the assumptions that market participants would use in pricing the asset or liability, developed based on the best information available in the circumstances. The input hierarchy is broken down into three levels based on the reliability of inputs as follows:



## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Fair Value Measurement - Definition and Hierarchy (Continued)**

- Level 1 - Valuations are based on quoted prices in active markets for identical assets or liabilities that the Library has the ability to access. Valuation adjustments are not applied to Level 1 instruments. Since valuations are based on quoted prices that are readily and regularly available in an active market, valuation of these products does not entail a significant degree of judgment.

The Library's common stocks and money market funds are valued using Level 1 inputs.

- Level 2 - Valuations are based on quoted prices in markets that are not active or for which all significant inputs are observable, directly or indirectly.
- Level 3 - Valuations are based on inputs that are unobservable and significant to the overall fair value measurement.

### **Public Funds**

Public funds include revenue received from the District. These funds are received on an annual basis and recognized as revenue in the year of receipt. These funds require annual approval by the Board of Education of the District. The Library funding is included in the District's annual budget and raised by tax levy during the District's school year. In the event that the District excludes the Library funding from the annual budget or the District's annual budget does not pass, the Library may not receive these funds.

### **Grants**

The Library receives grants to assist in carrying out its programs and provide for capital purchases. Grant revenue is recognized when received to the extent that any stated barriers in the grant contract have been overcome. A refundable advance, a liability, is recorded when funds are received before conditions of the contract are met.

### **Donated Services**

Volunteers have donated significant amounts of time in support of the Library's activities. The value of these services is not reflected in the accompanying financial statements, as they do not meet the criteria for recognition as set forth under GAAP.

### **Allocation of Certain Expenses**

The statement of functional expenses – modified cash basis reports expenses by both functional and natural classification. Certain categories of expenses are attributable to program or supporting functions. The expenses that are allocated include depreciation, interest, repairs and maintenance, insurance, and utilities, which are allocated on a square-footage basis, as well as salaries and benefits, which are allocated on the basis of estimates of time and effort. Expenses not mentioned above are directly charged to the appropriate function on a transactional basis.

### **Income Taxes**

The Library is a not-for-profit organization exempt from income taxes as an organization qualified under Section 501(c)(3) of the Internal Revenue Code. The Library has also been classified by the Internal Revenue Service as an entity that is not a private foundation.

### **Estimates**

The preparation of financial statements in accordance with the modified cash basis of accounting requires management to make estimates and assumptions that affect the amounts reported in the financial statements and notes. Actual results could differ from those estimates.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### Comparative Information

The financial statements include certain prior year summarized comparative information in total, but not by functional or net asset class. Such information does not include sufficient detail to constitute a presentation in accordance with the modified cash basis of accounting. Accordingly, such information should be read in conjunction with the Library's financial statements as of and for the year ended December 31, 2023, from which the summarized information was obtained.

## 3. LIQUIDITY

The Library is substantially supported by public funds, contributions without donor restrictions, grants, and other revenue generated by its operations. In addition, some support is received in the form of restricted contributions from donors. Because a donor restriction requires resources to be used in a particular manner or in a future period, the Library must maintain sufficient resources to meet those responsibilities to its donors. Thus, financial assets may not be available for general expenditure within one year of the statement of assets, liabilities, and net assets – modified cash basis date. As part of the Library's liquidity management, it structures its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

The Library's financial assets, including cash in bank and investments, available to meet cash needs for general expenditures within one year of the statement of assets, liabilities, and net assets – modified cash basis date are as follows at December 31:

	<u>2024</u>	<u>2023</u>
Financial assets at December 31	\$ 856,993	\$ 760,504
Less: Financial assets unavailable for general expenditures within one year due to donor restrictions	<u>(47,419)</u>	<u>(47,419)</u>
	<u>\$ 809,574</u>	<u>\$ 713,085</u>

As of December 31, 2024 and 2023, the Library had a line of credit arrangement with a bank that allowed for borrowings up to \$100,000 that could be utilized in the event there was a need for additional cash. There were no amounts outstanding on the line of credit at December 31, 2024 and 2023.

## 4. INVESTMENTS

Investments consisted of the following at December 31:

	<u>2024</u>	<u>2023</u>
Common stocks	<u>\$ 35,525</u>	<u>\$ 29,234</u>

## 5. FAIR VALUE OF FINANCIAL INSTRUMENTS

Financial assets measured at fair value on a recurring basis within the fair value hierarchy were as follows at December 31, 2024:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Money market funds	\$ 9,396	\$ -	\$ -	\$ 9,396
Common stocks	<u>35,525</u>	<u>-</u>	<u>-</u>	<u>35,525</u>
	<u>\$ 44,921</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 44,921</u>

Financial assets measured at fair value on a recurring basis within the fair value hierarchy were as follows at December 31, 2023:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
Money market funds	\$ 177,825	\$ -	\$ -	\$ 177,825
Common stocks	<u>29,234</u>	<u>-</u>	<u>-</u>	<u>29,234</u>
	<u>\$ 207,059</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 207,059</u>

There were no changes to the Library's valuation techniques during 2024 or 2023.

## 6. PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at December 31:

	<u>2024</u>	<u>2023</u>
Land	\$ 486,258	\$ 486,258
Building	3,625,000	3,625,000
Building improvements	362,306	362,306
Library and office equipment	<u>502,941</u>	<u>485,717</u>
	4,976,505	4,959,281
Less: Accumulated depreciation	<u>(1,798,716)</u>	<u>(1,636,989)</u>
	<u>\$ 3,177,789</u>	<u>\$ 3,322,292</u>

## 7. LINE OF CREDIT

The Library has a revolving line of credit agreement with a bank in the amount of \$100,000. Amounts borrowed bear interest at the prime rate plus 3.00% (10.50% and 11.50% at December 31, 2024 and 2023, respectively), with a floor of 6.25% and are collateralized by cash in bank, investments, and property and equipment. No amounts were outstanding under the terms of this line of credit as of December 31, 2024 and 2023.

**8. NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions in the amount of \$47,419 at December 31, 2024 and 2023 were perpetually restricted by a donor. The donor stipulated that the principal remain in perpetuity while any investment earnings on the related assets be used to support collection acquisitions or other program activities. There were no net assets released from restrictions for the years ended December 31, 2024 and 2023.

**9. EMPLOYEE BENEFIT PLAN**

The Library sponsors a SIMPLE IRA tax-deferred retirement plan that covers substantially all employees who meet certain eligibility requirements. The Library matches participant contributions made to the plan up to 3% of eligible compensation. Retirement expense was approximately \$6,700 and \$5,900 for the years ended December 31, 2024 and 2023, respectively.

**10. SUBSEQUENT EVENTS**

Subsequent events have been evaluated through **March XX, 2025** which is the date the financial statements were available to be issued.

**HOAG LIBRARY OF THE  
SWAN LIBRARY ASSOCIATION**

**Communication of Matters Related to Internal Control  
Over Financial Reporting and Other Matters  
March 2025**

*Draft - Subject to Change*

March 2025

To the Board of Trustees of the  
Hoag Library of the Swan Library Association:

In planning and performing our audit of the financial statements of the Hoag Library of the Swan Library Association (the Library) as of and for the year ended December 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Library's internal control over financial reporting (internal control) as a basis for designing our audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Library's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of the Board of Trustees, management, others within the Library, and is not intended to be, and should not be, used by anyone other than these specified parties.

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[www.bonadio.com](http://www.bonadio.com)

# HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION

## COMMUNICATIONS OF MATTERS RELATED TO INTERNAL CONTROL OVER FINANCIAL REPORTING AND OTHER MATTERS MARCH 2025

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### INTERNAL CONTROL RELATED MATTERS

We have identified the following deficiencies in internal control that we consider to be neither material weaknesses nor significant deficiencies as part of our current year audit:

#### 1. FIXED ASSET INVENTORY

##### **Observation**

As of December 31, 2024, the Library recorded fixed assets with a total cost of approximately \$5.0 million with corresponding accumulated depreciation of approximately \$1.8 million. We noted approximately \$170k in fully depreciated assets related to furniture and equipment included in that amount. We also noted that an inventory of fixed assets has not been completed in a number of years. It is important to maintain a current physical inventory of fixed assets to ensure that all assets are properly accounted for.

##### **Recommendation**

We recommend the Library establish a policy for performing a physical inventory of fixed assets on a scheduled basis. We recommend that the fixed asset detail be reviewed to identify fully depreciated assets no longer in service. These assets should be removed from the asset detail in addition to a journal entry adjustment to the general ledger, as applicable.

#### 2. REVIEW OF AMAZON STATEMENTS

##### **Observation**

During our current year audit procedures, we noted that the same individual making the purchases on the Amazon account was also approving the purchases. This does not demonstrate an appropriate level of segregation of duties.

##### **Recommendation**

While there were no improprieties found regarding Amazon spending during our audit process, we recommend that a member of the Board of Trustees complete a monthly review of the Amazon statement. This can be performed in conjunction with monthly review of the corporate credit card statement. This reduces risk of inappropriate expenses and demonstrates an appropriate level of segregation of duties within the process.

In connection with our audit of the financial statements of Hoag Library of the Swan Library Association (the Library) for the year ended December 31, 2024, we reviewed the status of the suggestions we made in prior years. Our suggestions resulting from the 2023 financial statement audit process and their current status are as follows:

## 1. YEAR END CLOSING PROCEDURES

### **Observation**

As part of our audit procedures, we identified that the Library does not have a formal procedure in place for making their annual closing entries. While the Library does report on the modified cash basis of accounting, there are still closing entries related to capital transactions that must be adjusted on at least an annual basis. During the current and previous audit cycle, journal entries related to capital transactions have been made as adjusting entries during the audit process based on information provided by management.

### **Current Status**

We continue to recommend the Library implement a formal year end closing process that includes recording of capital transactions.



Form **990**

# Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

# 2024

Open to Public Inspection

## A For the 2024 calendar year, or tax year beginning and ending

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> Name of organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>		<b>D</b> Employer identification number <b>16-0778804</b>
	Doing business as		<b>E</b> Telephone number <b>585-589-4246</b>
	Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	<b>G</b> Gross receipts \$ <b>747,816.</b>
	<b>134 SOUTH MAIN STREET</b>		<b>H(a)</b> Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	City or town, state or province, country, and ZIP or foreign postal code <b>ALBION, NY 14411</b>		<b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>F</b> Name and address of principal officer: <b>BETTY SUE MILLER</b> <b>SAME AS C ABOVE</b>		If "No," attach a list. See instructions	
<b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527			
<b>J</b> Website: <b>HOAGLIBRARY.ORG</b>			
<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		<b>L</b> Year of formation: <b>1900</b>	<b>M</b> State of legal domicile: <b>NY</b>

### Part I Summary

<b>Activities &amp; Governance</b>	<b>1</b> Briefly describe the organization's mission or most significant activities: <b>SUPPORTS LIFELONG LEARNING, LOVE OF READING AND EQUAL ACCESS TO INFORMATION SERVICES AND MEDIA.</b>		
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>11</b>
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>11</b>
	<b>5</b> Total number of individuals employed in calendar year 2024 (Part V, line 2a)	<b>5</b>	<b>14</b>
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	<b>13</b>
	<b>7 a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>0.</b>
<b>b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	<b>0.</b>	
<b>Revenue</b>	<b>8</b> Contributions and grants (Part VIII, line 1h)	<b>Prior Year</b> 702,431.	<b>Current Year</b> 730,728.
	<b>9</b> Program service revenue (Part VIII, line 2g)	10,494.	13,283.
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	1,489.	3,805.
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0.	0.
	<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<b>714,414.</b>	<b>747,816.</b>
<b>Expenses</b>	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	396,116.	411,266.
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25)	0.	
	<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	408,682.	386,751.
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<b>804,798.</b>	<b>798,017.</b>	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12	<b>-90,384.</b>	<b>-50,201.</b>	
<b>Net Assets or Fund Balances</b>	<b>20</b> Total assets (Part X, line 16)	<b>Beginning of Current Year</b> 4,082,796.	<b>End of Year</b> 4,034,782.
	<b>21</b> Total liabilities (Part X, line 26)	15,015.	9,867.
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	<b>4,067,781.</b>	<b>4,024,915.</b>

### Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer		Date		
	<b>LINDA WELLER, PRESIDENT</b> Type or print name and title				
<b>Paid Preparer Use Only</b>	Preparer's name <b>CHELSEY WYANT</b>	Preparer's signature <b>CHELSEY WYANT</b>	Date <b>03/07/25</b>	Check if self-employed <input type="checkbox"/>	PTIN <b>P01336644</b>
	Firm's name <b>BONADIO &amp; CO., LLP</b>	Firm's address <b>171 SULLY'S TRAIL PITTSFORD, NY 14534</b>	Firm's EIN <b>16-1131146</b>	Phone no. (585) 381-1000	

May the IRS discuss this return with the preparer shown above? See instructions  Yes  No

HOAG LIBRARY OF THE SWAN LIBRARY  
ASSOCIATION

Form 990 (2024)

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**Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

**1** Briefly describe the organization's mission:  
**HOAG LIBRARY ENRICHES AND EMPOWERS THE PEOPLE OF ITS COMMUNITY BY PROMOTING ACCESS TO IDEAS AND INFORMATION AND BY SUPPORTING LIFELONG LEARNING AND LOVE OF READING. THE LIBRARY PROVIDES RELEVANT MATERIALS, ENSURES EQUAL ACCESS TO INFORMATION SERVICES, AND PROMOTES CULTURAL**

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: \_\_\_\_\_) (Expenses \$ **628,606.** including grants of \$ \_\_\_\_\_) (Revenue \$ **13,283.**)  
**CIRCULATE BOOKS AND OTHER LIBRARY MATERIALS, HOLD CHILD AND ADULT PROGRAMS TO ENCOURAGE READING AND RESEARCH.**

**4b** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4c** (Code: \_\_\_\_\_) (Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4d** Other program services (Describe on Schedule O.)  
(Expenses \$ \_\_\_\_\_ including grants of \$ \_\_\_\_\_) (Revenue \$ \_\_\_\_\_)

**4e** Total program service expenses **628,606.**

Form **990** (2024)

**HOAG LIBRARY OF THE SWAN LIBRARY  
ASSOCIATION**

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**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i> .....	<b>X</b>	
<b>2</b> Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions .....	<b>X</b>	
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i> .....		<b>X</b>
<b>4 Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i> .....		<b>X</b>
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i> .....		<b>X</b>
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i> .....		<b>X</b>
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i> .....		<b>X</b>
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i> .....	<b>X</b>	
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i> .....		<b>X</b>
<b>10</b> Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i> .....	<b>X</b>	
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i> .....	<b>X</b>	
<b>b</b> Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i> .....		<b>X</b>
<b>c</b> Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i> .....		<b>X</b>
<b>d</b> Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i> .....		<b>X</b>
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i> .....		<b>X</b>
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i> .....		<b>X</b>
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i> .....	<b>X</b>	
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i> .....		<b>X</b>
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i> .....		<b>X</b>
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States? .....		<b>X</b>
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i> .....		<b>X</b>
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i> .....		<b>X</b>
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i> .....		<b>X</b>
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions .....		<b>X</b>
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i> .....		<b>X</b>
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i> .....		<b>X</b>
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i> .....		<b>X</b>
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return? .....		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i> .....		<b>X</b>

**HOAG LIBRARY OF THE SWAN LIBRARY  
ASSOCIATION**

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**Part IV Checklist of Required Schedules** *(continued)*

	Yes	No
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i> .....	22	X
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i> .....	23	X
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i> .....	24a	X
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? .....	24b	
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? .....	24c	
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? .....	24d	
<b>25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i> .....	25a	X
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i> .....	25b	X
<b>26</b> Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i> .....	26	X
<b>27</b> Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i> .....	27	X
<b>28</b> Was the organization a party to a business transaction with one of the following parties? (See the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i> .....	28a	X
<b>b</b> A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i> .....	28b	X
<b>c</b> A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i> .....	28c	X
<b>29</b> Did the organization receive more than \$25,000 in noncash contributions? <i>If "Yes," complete Schedule M</i> .....	29	X
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i> .....	30	X
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i> .....	31	X
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i> .....	32	X
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i> .....	33	X
<b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i> .....	34	X
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? .....	35a	X
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i> .....	35b	
<b>36 Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i> .....	36	X
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i> .....	37	X
<b>38</b> Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19? <b>Note:</b> All Form 990 filers are required to complete Schedule O .....	38	X

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
<b>1a</b> Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable .....	1a	9
<b>b</b> Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable .....	1b	0
<b>c</b> Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? .....	1c	

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**Part V Statements Regarding Other IRS Filings and Tax Compliance** (continued)

		Yes	No
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
	2a		14
<b>b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	X	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
<b>b</b>	If "Yes," has it filed a Form 990-T for this year? <i>If "No" to line 3b, provide an explanation on Schedule O</i>		
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
<b>b</b>	If "Yes," enter the name of the foreign country See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
<b>b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
<b>c</b>	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?		
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
<b>b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
<b>b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
<b>c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
<b>d</b>	If "Yes," indicate the number of Forms 8282 filed during the year		
	7d		
<b>e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
<b>f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
<b>g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
<b>h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>a</b>	Did the sponsoring organization make any taxable distributions under section 4966?		
<b>b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>a</b>	Initiation fees and capital contributions included on Part VIII, line 12	10a	
<b>b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>a</b>	Gross income from members or shareholders	11a	
<b>b</b>	Gross income from other sources. (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?	12a	
<b>b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
<b>a</b>	Is the organization licensed to issue qualified health plans in more than one state? <b>Note:</b> See the instructions for additional information the organization must report on Schedule O.	13a	
<b>b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
<b>c</b>	Enter the amount of reserves on hand	13c	
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
<b>b</b>	If "Yes," has it filed a Form 720 to report these payments? <i>If "No," provide an explanation on Schedule O</i>	14b	
<b>15</b>	Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? If "Yes," see the instructions and file Form 4720, Schedule N.	15	X
<b>16</b>	Is the organization an educational institution subject to the section 4968 excise tax on net investment income? If "Yes," complete Form 4720, Schedule O.	16	X
<b>17</b>	<b>Section 501(c)(21) organizations.</b> Did the trust, or any disqualified or other person engage in any activities that would result in the imposition of an excise tax under section 4951, 4952 or 4953? If "Yes," complete Form 6069.	17	

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**Part VI Governance, Management, and Disclosure.** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

**Section A. Governing Body and Management**

			Yes	No
<b>1a</b> Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.	<b>1a</b>	11		
<b>b</b> Enter the number of voting members included on line 1a, above, who are independent	<b>1b</b>	11		
<b>2</b> Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	<b>2</b>			<b>X</b>
<b>3</b> Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?	<b>3</b>			<b>X</b>
<b>4</b> Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	<b>4</b>			<b>X</b>
<b>5</b> Did the organization become aware during the year of a significant diversion of the organization's assets?	<b>5</b>			<b>X</b>
<b>6</b> Did the organization have members or stockholders?	<b>6</b>			<b>X</b>
<b>7a</b> Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	<b>7a</b>			<b>X</b>
<b>b</b> Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	<b>7b</b>			<b>X</b>
<b>8</b> Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
<b>a</b> The governing body?	<b>8a</b>		<b>X</b>	
<b>b</b> Each committee with authority to act on behalf of the governing body?	<b>8b</b>		<b>X</b>	
<b>9</b> Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O	<b>9</b>			<b>X</b>

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

			Yes	No
<b>10a</b> Did the organization have local chapters, branches, or affiliates?	<b>10a</b>			<b>X</b>
<b>b</b> If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	<b>10b</b>			
<b>11a</b> Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	<b>11a</b>		<b>X</b>	
<b>b</b> Describe on Schedule O the process, if any, used by the organization to review this Form 990.				
<b>12a</b> Did the organization have a written conflict of interest policy? If "No," go to line 13	<b>12a</b>		<b>X</b>	
<b>b</b> Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	<b>12b</b>		<b>X</b>	
<b>c</b> Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	<b>12c</b>		<b>X</b>	
<b>13</b> Did the organization have a written whistleblower policy?	<b>13</b>		<b>X</b>	
<b>14</b> Did the organization have a written document retention and destruction policy?	<b>14</b>		<b>X</b>	
<b>15</b> Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?				
<b>a</b> The organization's CEO, Executive Director, or top management official	<b>15a</b>		<b>X</b>	
<b>b</b> Other officers or key employees of the organization If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.	<b>15b</b>			<b>X</b>
<b>16a</b> Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	<b>16a</b>			<b>X</b>
<b>b</b> If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	<b>16b</b>			

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed NONE
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
 Own website     Another's website     Upon request     Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records  
**BETTY SUE MILLER - 585-589-4246**  
**134 SOUTH MAIN STREET, ALBION, NY 14411**

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**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
  - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
  - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
  - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) BETTY SUE MILLER EXECUTIVE DIRECTOR	40.00			X			74,722.	0.	0.	
(2) LINDA WELLER PRESIDENT	1.00	X		X			0.	0.	0.	
(3) MARY COVELL VICE PRESIDENT	1.00	X		X			0.	0.	0.	
(4) DAWN SQUICCIARINI SECRETARY	1.00	X		X			0.	0.	0.	
(5) RACHEL HICKS TREASURER	1.00	X		X			0.	0.	0.	
(6) JIM BABCOCK TRUSTEE	1.00	X					0.	0.	0.	
(7) VERONICA MORGAN TRUSTEE	1.00	X					0.	0.	0.	
(8) WAYNE WADHAMS TRUSTEE	1.00	X					0.	0.	0.	
(9) CAROLE PATTERSON TRUSTEE	1.00	X					0.	0.	0.	
(10) ANGEL JAVIER TRUSTEE	1.00	X					0.	0.	0.	
(11) ALLYSON DEBOARD TRUSTEE	1.00	X					0.	0.	0.	
(12) SANDRA WALTER TRUSTEE	1.00	X					0.	0.	0.	
(13) KEVIN DOHERTY TRUSTEE	1.00	X					0.	0.	0.	

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**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
<b>1b Subtotal</b> .....							74,722.	0.	0.	
<b>c Total from continuation sheets to Part VII, Section A</b> .....							0.	0.	0.	
<b>d Total (add lines 1b and 1c)</b> .....							74,722.	0.	0.	

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 0

	Yes	No
<b>3</b> Did the organization list any <b>former</b> officer, director, trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i> .....		<b>X</b>
<b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i> .....		<b>X</b>
<b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i> .....		<b>X</b>

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
<b>NONE</b>		

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization 0



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**Part VIII Statement of Revenue**

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1 a</b> Federated campaigns .....	<b>1a</b>					
	<b>b</b> Membership dues .....	<b>1b</b>					
	<b>c</b> Fundraising events .....	<b>1c</b>					
	<b>d</b> Related organizations .....	<b>1d</b>					
	<b>e</b> Government grants (contributions)	<b>1e</b>	694,799.				
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above ...	<b>1f</b>	35,929.				
	<b>g</b> Noncash contributions included in lines 1a-1f	<b>1g</b>	\$				
	<b>h Total.</b> Add lines 1a-1f .....			730,728.			
<b>Program Service Revenue</b>	<b>2 a</b> <b>COPIER FEES</b>	<b>Business Code</b>					
		900099	5,438.	5,438.			
	<b>b</b> <b>PROGRAM FEES</b>	900099	2,501.	2,501.			
	<b>c</b> <b>FAX FEES</b>	900099	2,295.	2,295.			
	<b>d</b> <b>BOOK FINES</b>	900099	1,784.	1,784.			
	<b>e</b> <b>BOOK SALES</b>	900099	1,265.	1,265.			
	<b>f</b> All other program service revenue .....						
<b>g Total.</b> Add lines 2a-2f .....			13,283.				
<b>Other Revenue</b>	<b>3</b> Investment income (including dividends, interest, and other similar amounts) .....		3,805.			3,805.	
	<b>4</b> Income from investment of tax-exempt bond proceeds						
	<b>5</b> Royalties .....						
	<b>6 a</b> Gross rents .....	<b>6a</b>	(i) Real				
			(ii) Personal				
	<b>b</b> Less: rental expenses ...	<b>6b</b>					
	<b>c</b> Rental income or (loss)	<b>6c</b>					
	<b>d</b> Net rental income or (loss) .....						
	<b>7 a</b> Gross amount from sales of assets other than inventory	<b>7a</b>	(i) Securities				
			(ii) Other				
	<b>b</b> Less: cost or other basis and sales expenses .....	<b>7b</b>					
	<b>c</b> Gain or (loss) .....	<b>7c</b>					
	<b>d</b> Net gain or (loss) .....						
<b>8 a</b> Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18 .....	<b>8a</b>						
<b>b</b> Less: direct expenses .....	<b>8b</b>						
<b>c</b> Net income or (loss) from fundraising events .....							
<b>9 a</b> Gross income from gaming activities. See Part IV, line 19 .....	<b>9a</b>						
<b>b</b> Less: direct expenses .....	<b>9b</b>						
<b>c</b> Net income or (loss) from gaming activities .....							
<b>10 a</b> Gross sales of inventory, less returns and allowances .....	<b>10a</b>						
<b>b</b> Less: cost of goods sold .....	<b>10b</b>						
<b>c</b> Net income or (loss) from sales of inventory .....							
<b>Miscellaneous Revenue</b>	<b>11 a</b> _____	<b>Business Code</b>					
	<b>b</b> _____						
	<b>c</b> _____						
	<b>d</b> All other revenue .....						
	<b>e Total.</b> Add lines 11a-11d .....						
<b>12 Total revenue.</b> See instructions .....			747,816.	13,283.	0.	3,805.	

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**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<b>1</b> Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
<b>2</b> Grants and other assistance to domestic individuals. See Part IV, line 22 .....				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16 .....				
<b>4</b> Benefits paid to or for members .....				
<b>5</b> Compensation of current officers, directors, trustees, and key employees .....	74,722.	7,472.	67,250.	
<b>6</b> Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) .....				
<b>7</b> Other salaries and wages .....	264,158.	218,967.	45,191.	
<b>8</b> Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) .....	6,748.	4,509.	2,239.	
<b>9</b> Other employee benefits .....	37,417.	25,002.	12,415.	
<b>10</b> Payroll taxes .....	28,221.	18,857.	9,364.	
<b>11</b> Fees for services (nonemployees):				
<b>a</b> Management .....				
<b>b</b> Legal .....				
<b>c</b> Accounting .....	18,000.		18,000.	
<b>d</b> Lobbying .....				
<b>e</b> Professional fundraising services. See Part IV, line 17				
<b>f</b> Investment management fees .....	175.		175.	
<b>g</b> Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	46,292.	46,292.		
<b>12</b> Advertising and promotion .....				
<b>13</b> Office expenses .....	27,154.	25,001.	2,153.	
<b>14</b> Information technology .....				
<b>15</b> Royalties .....				
<b>16</b> Occupancy .....	15,722.	14,674.	1,048.	
<b>17</b> Travel .....	353.	353.		
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
<b>19</b> Conferences, conventions, and meetings .....	2,012.	2,012.		
<b>20</b> Interest .....				
<b>21</b> Payments to affiliates .....				
<b>22</b> Depreciation, depletion, and amortization .....	161,727.	150,945.	10,782.	
<b>23</b> Insurance .....	11,905.	11,111.	794.	
<b>24</b> Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
<b>a</b> <u>LIBRARY BOOKS AND MATER</u>	51,877.	51,877.		
<b>b</b> <u>MAINTENANCE SUPPLIES AN</u>	33,832.	33,832.		
<b>c</b> <u>ALMS USER FEES AND COMM</u>	17,098.	17,098.		
<b>d</b> _____				
<b>e</b> All other expenses _____	604.	604.		
<b>25</b> <b>Total functional expenses.</b> Add lines 1 through 24e	798,017.	628,606.	169,411.	0.
<b>26</b> <b>Joint costs.</b> Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

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**Part X Balance Sheet**

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year	
<b>Assets</b>	<b>1</b> Cash - non-interest-bearing .....	553,445.	<b>1</b>	639,156.	
	<b>2</b> Savings and temporary cash investments .....	177,825.	<b>2</b>	182,312.	
	<b>3</b> Pledges and grants receivable, net .....		<b>3</b>		
	<b>4</b> Accounts receivable, net .....		<b>4</b>		
	<b>5</b> Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>5</b>		
	<b>6</b> Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B) .....		<b>6</b>		
	<b>7</b> Notes and loans receivable, net .....		<b>7</b>		
	<b>8</b> Inventories for sale or use .....		<b>8</b>		
	<b>9</b> Prepaid expenses and deferred charges .....		<b>9</b>		
	<b>10a</b> Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....	<b>10a</b> 4,976,505.			
	<b>b</b> Less: accumulated depreciation .....	<b>10b</b> 1,798,716.	3,322,292.	<b>10c</b>	3,177,789.
	<b>11</b> Investments - publicly traded securities .....	29,234.	<b>11</b>	35,525.	
	<b>12</b> Investments - other securities. See Part IV, line 11 .....		<b>12</b>		
	<b>13</b> Investments - program-related. See Part IV, line 11 .....		<b>13</b>		
	<b>14</b> Intangible assets .....		<b>14</b>		
	<b>15</b> Other assets. See Part IV, line 11 .....		<b>15</b>		
<b>16 Total assets.</b> Add lines 1 through 15 (must equal line 33) .....		4,082,796.	<b>16</b>	4,034,782.	
<b>Liabilities</b>	<b>17</b> Accounts payable and accrued expenses .....		<b>17</b>		
	<b>18</b> Grants payable .....		<b>18</b>		
	<b>19</b> Deferred revenue .....	15,015.	<b>19</b>	9,867.	
	<b>20</b> Tax-exempt bond liabilities .....		<b>20</b>		
	<b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D .....		<b>21</b>		
	<b>22</b> Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons .....		<b>22</b>		
	<b>23</b> Secured mortgages and notes payable to unrelated third parties .....		<b>23</b>		
	<b>24</b> Unsecured notes and loans payable to unrelated third parties .....		<b>24</b>		
	<b>25</b> Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....		<b>25</b>		
	<b>26 Total liabilities.</b> Add lines 17 through 25 .....		15,015.	<b>26</b>	9,867.
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow FASB ASC 958, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27, 28, 32, and 33.</b>				
	<b>27</b> Net assets without donor restrictions .....	4,020,362.	<b>27</b>	3,977,496.	
	<b>28</b> Net assets with donor restrictions .....	47,419.	<b>28</b>	47,419.	
	<b>Organizations that do not follow FASB ASC 958, check here</b> <input type="checkbox"/> <b>and complete lines 29 through 33.</b>				
	<b>29</b> Capital stock or trust principal, or current funds .....		<b>29</b>		
	<b>30</b> Paid-in or capital surplus, or land, building, or equipment fund .....		<b>30</b>		
	<b>31</b> Retained earnings, endowment, accumulated income, or other funds .....		<b>31</b>		
	<b>32</b> Total net assets or fund balances .....	4,067,781.	<b>32</b>	4,024,915.	
	<b>33</b> Total liabilities and net assets/fund balances .....		4,082,796.	<b>33</b>	4,034,782.

Form **990** (2024)

**Part XI Reconciliation of Net Assets**

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	747,816.
2	Total expenses (must equal Part IX, column (A), line 25)	2	798,017.
3	Revenue less expenses. Subtract line 2 from line 1	3	-50,201.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	4,067,781.
5	Net unrealized gains (losses) on investments	5	7,335.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	4,024,915.

**Part XII Financial Statements and Reporting**

Check if Schedule O contains a response or note to any line in this Part XII

- 1 Accounting method used to prepare the Form 990:  Cash  Accrual  Other **SEE SCH O**  
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant?  Yes  No  
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:  
 Separate basis  Consolidated basis  Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant?  Yes  No  
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:  
 Separate basis  Consolidated basis  Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?  Yes  No  
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F?  Yes  No
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits

	Yes	No
1		
2a		X
2b	X	
2c	X	
3a		X
3b		

Form 990 (2024)

SCHEDULE A (Form 990)

Department of the Treasury Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust. Attach to Form 990 or Form 990-EZ.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2024

Open to Public Inspection

Name of the organization HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION

Employer identification number 16-0778804

Part I Reason for Public Charity Status. (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
2 A school described in section 170(b)(1)(A)(ii). (Attach Schedule E (Form 990).)
3 A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state:
5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II.)
6 A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
7 X An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II.)
8 A community trust described in section 170(b)(1)(A)(vi). (Complete Part II.)
9 An agricultural research organization described in section 170(b)(1)(A)(ix) operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university:
10 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions, subject to certain exceptions; and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See section 509(a)(2). (Complete Part III.)
11 An organization organized and operated exclusively to test for public safety. See section 509(a)(4).
12 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See section 509(a)(3). Check the box on lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
a Type I. A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. You must complete Part IV, Sections A and B.
b Type II. A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). You must complete Part IV, Sections A and C.
c Type III functionally integrated. A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). You must complete Part IV, Sections A, D, and E.
d Type III non-functionally integrated. A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). You must complete Part IV, Sections A and D, and Part V.
e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
f Enter the number of supported organizations

Box for number of supported organizations

Table with 6 columns: (i) Name of supported organization, (ii) EIN, (iii) Type of organization, (iv) Is the organization listed in your governing document?, (v) Amount of monetary support, (vi) Amount of other support. Includes a Total row at the bottom.

**HOAG LIBRARY OF THE SWAN LIBRARY  
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**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....	755,137.	966,126.	683,802.	702,431.	730,728.	3838224.
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>4 Total.</b> Add lines 1 through 3 .....	755,137.	966,126.	683,802.	702,431.	730,728.	3838224.
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						123,005.
<b>6 Public support.</b> Subtract line 5 from line 4.						3715219.

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
<b>7</b> Amounts from line 4 .....	755,137.	966,126.	683,802.	702,431.	730,728.	3838224.
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....	14.	874.	900.	1,489.	3,805.	7,082.
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on .....						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....	4,450.					4,450.
<b>11 Total support.</b> Add lines 7 through 10						3849756.
<b>12</b> Gross receipts from related activities, etc. (see instructions) .....				12		49,786.
<b>13 First 5 years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> .....						<input type="checkbox"/>

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2024 (line 6, column (f), divided by line 11, column (f)) .....	<b>14</b>	96.51	%
<b>15</b> Public support percentage from 2023 Schedule A, Part II, line 14 .....	<b>15</b>	94.23	%
<b>16a 33 1/3% support test - 2024.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....			<input checked="" type="checkbox"/>
<b>b 33 1/3% support test - 2023.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>17a 10% -facts-and-circumstances test - 2024.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>b 10% -facts-and-circumstances test - 2023.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and <b>stop here.</b> Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization .....			<input type="checkbox"/>
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....			<input type="checkbox"/>

**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose .....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 .....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>6 Total.</b> Add lines 1 through 5 .....						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons .....						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year .....						
<b>c</b> Add lines 7a and 7b .....						
<b>8 Public support.</b> (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in)	(a) 2020	(b) 2021	(c) 2022	(d) 2023	(e) 2024	(f) Total
<b>9</b> Amounts from line 6 .....						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .....						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 .....						
<b>c</b> Add lines 10a and 10b .....						
<b>11</b> Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on .....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.) .....						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)						

**14 First 5 years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2024 (line 8, column (f), divided by line 13, column (f)) .....	<b>15</b>	%
<b>16</b> Public support percentage from 2023 Schedule A, Part III, line 15 .....	<b>16</b>	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2024 (line 10c, column (f), divided by line 13, column (f)) .....	<b>17</b>	%
<b>18</b> Investment income percentage from 2023 Schedule A, Part III, line 17 .....	<b>18</b>	%

**19a 33 1/3% support tests - 2024.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests - 2023.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Part IV Supporting Organizations**

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		



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**Part IV Supporting Organizations** *(continued)*

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
<b>b</b> A family member of a person described on line 11a above?		
<b>c</b> A 35% controlled entity of a person described on line 11a or 11b above? <i>If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI.</i>		
<b>11a</b>		
<b>11b</b>		
<b>11c</b>		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? <i>If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.</i>		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? <i>If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.</i>		
<b>1</b>		
<b>2</b>		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? <i>If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).</i>		
<b>1</b>		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? <i>If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).</i>		
<b>3</b> By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? <i>If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.</i>		
<b>1</b>		
<b>2</b>		
<b>3</b>		

**Section E. Type III Functionally Integrated Supporting Organizations**

<b>1</b> Check the box next to the method that the organization used to satisfy the Integral Part Test during the year <b>(see instructions)</b> .		
<b>a</b> <input type="checkbox"/> The organization satisfied the Activities Test. <i>Complete line 2 below.</i>		
<b>b</b> <input type="checkbox"/> The organization is the parent of each of its supported organizations. <i>Complete line 3 below.</i>		
<b>c</b> <input type="checkbox"/> The organization supported a governmental entity. <i>Describe in Part VI how you supported a governmental entity (see instructions).</i>		
<b>2</b> Activities Test. <b>Answer lines 2a and 2b below.</b>		
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? <i>If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.</i>		
<b>b</b> Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? <i>If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.</i>		
<b>3</b> Parent of Supported Organizations. <b>Answer lines 3a and 3b below.</b>		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? <i>If "Yes" or "No," provide details in Part VI.</i>		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? <i>If "Yes," describe in Part VI the role played by the organization in this regard.</i>		
<b>2a</b>		
<b>2b</b>		
<b>3a</b>		
<b>3b</b>		

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**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

1  Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 ( *explain in Part VI*). See instructions.  
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income	(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1	
2 Recoveries of prior-year distributions	2	
3 Other gross income (see instructions)	3	
4 Add lines 1 through 3.	4	
5 Depreciation and depletion	5	
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7 Other expenses (see instructions)	7	
8 <b>Adjusted Net Income</b> (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount	(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a Average monthly value of securities	1a	
b Average monthly cash balances	1b	
c Fair market value of other non-exempt-use assets	1c	
d <b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e <b>Discount</b> claimed for blockage or other factors ( <i>explain in detail in Part VI</i> ):		
2 Acquisition indebtedness applicable to non-exempt-use assets	2	
3 Subtract line 2 from line 1d.	3	
4 Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6 Multiply line 5 by 0.035.	6	
7 Recoveries of prior-year distributions	7	
8 <b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

Section C - Distributable Amount		Current Year
1 Adjusted net income for prior year (from Section A, line 8, column A)	1	
2 Enter 0.85 of line 1.	2	
3 Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4 Enter greater of line 2 or line 3.	4	
5 Income tax imposed in prior year	5	
6 <b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7 <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

**HOAG LIBRARY OF THE SWAN LIBRARY  
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**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

<b>Section D - Distributions</b>		<b>Current Year</b>
<b>1</b>	Amounts paid to supported organizations to accomplish exempt purposes	<b>1</b>
<b>2</b>	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	<b>2</b>
<b>3</b>	Administrative expenses paid to accomplish exempt purposes of supported organizations	<b>3</b>
<b>4</b>	Amounts paid to acquire exempt-use assets	<b>4</b>
<b>5</b>	Qualified set-aside amounts (prior IRS approval required - <i>provide details in Part VI</i> )	<b>5</b>
<b>6</b>	Other distributions (describe in <b>Part VI</b> ). See instructions.	<b>6</b>
<b>7</b>	<b>Total annual distributions.</b> Add lines 1 through 6.	<b>7</b>
<b>8</b>	Distributions to attentive supported organizations to which the organization is responsive ( <i>provide details in Part VI</i> ). See instructions.	<b>8</b>
<b>9</b>	Distributable amount for 2024 from Section C, line 6	<b>9</b>
<b>10</b>	Line 8 amount divided by line 9 amount	<b>10</b>

<b>Section E - Distribution Allocations</b> (see instructions)	<b>(i) Excess Distributions</b>	<b>(ii) Underdistributions Pre-2024</b>	<b>(iii) Distributable Amount for 2024</b>
<b>1</b> Distributable amount for 2024 from Section C, line 6			
<b>2</b> Underdistributions, if any, for years prior to 2024 (reasonable cause required - <i>explain in Part VI</i> ). See instructions.			
<b>3</b> Excess distributions carryover, if any, to 2024			
<b>a</b> From 2019			
<b>b</b> From 2020			
<b>c</b> From 2021			
<b>d</b> From 2022			
<b>e</b> From 2023			
<b>f</b> <b>Total</b> of lines 3a through 3e			
<b>g</b> Applied to under distributions of prior years			
<b>h</b> Applied to 2024 distributable amount			
<b>i</b> Carryover from 2019 not applied (see instructions)			
<b>j</b> Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
<b>4</b> Distributions for 2024 from Section D, line 7: \$			
<b>a</b> Applied to underdistributions of prior years			
<b>b</b> Applied to 2024 distributable amount			
<b>c</b> Remainder. Subtract lines 4a and 4b from line 4.			
<b>5</b> Remaining underdistributions for years prior to 2024, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>6</b> Remaining underdistributions for 2024. Subtract lines 3h and 4b from line 1. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
<b>7</b> <b>Excess distributions carryover to 2025.</b> Add lines 3j and 4c.			
<b>8</b> Breakdown of line 7:			
<b>a</b> Excess from 2020			
<b>b</b> Excess from 2021			
<b>c</b> Excess from 2022			
<b>d</b> Excess from 2023			
<b>e</b> Excess from 2024			

HOAG LIBRARY OF THE SWAN LIBRARY  
ASSOCIATION

**Part VI**

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Lined area for supplemental information.

Draft - Subject to Change

**Schedule B  
(Form 990)**

(Rev. December 2024)  
Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

Attach to Form 990, 990-EZ, or 990-PF.  
Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

Name of the organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>	Employer identification number <b>16-0778804</b>
---	---

Organization type (check one):

**Filers of:**

**Section:**

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ..... \$ \_\_\_\_\_

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (Rev. 12-2024)

Name of organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>	Employer identification number <b>16-0778804</b>
---	---

**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	ALBION CENTRAL SCHOOL DISTRICT  324 EAST AVENUE  ALBION, NY 14411	\$ 664,510.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>	Employer identification number <b>16-0778804</b>
---	---

**Part II Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	_____ _____ _____	\$ _____	
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____
	_____ _____ _____	\$ _____	_____

Name of organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>	Employer identification number <b>16-0778804</b>
---	---

**Part III** Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this info. once.) \$ \_\_\_\_\_  
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
(e) Transfer of gift			
Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee	



**SCHEDULE D**  
**(Form 990)**

(Rev. December 2024)

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

Complete if the organization answered "Yes" on Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

Attach to Form 990.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**Open to Public Inspection**

Name of the organization **HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION** Employer identification number **16-0778804**

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate value of contributions to (during year) .....		
3 Aggregate value of grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Part II Conservation Easements.** Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).  
 Preservation of land for public use (for example, recreation or education)  Preservation of a historically important land area  
 Protection of natural habitat  Preservation of a certified historic structure  
 Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included on line 2a .....	2c
d Number of conservation easements included on line 2c acquired after July 25, 2006, and not on a historic structure listed in the National Register .....	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year \_\_\_\_\_

4 Number of states where property subject to conservation easement is located \_\_\_\_\_

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year \_\_\_\_\_

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year \_\_\_\_\_

8 Does each conservation easement reported on line 2d above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items.

(i) Revenue included on Form 990, Part VIII, line 1 ..... \$ \_\_\_\_\_

(ii) Assets included in Form 990, Part X ..... \$ \_\_\_\_\_

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 ..... \$ \_\_\_\_\_

b Assets included in Form 990, Part X ..... \$ \_\_\_\_\_

For Paperwork Reduction Act Notice, see the Instructions for Form 990. Schedule D (Form 990) (Rev. 12-2024)

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply).

- a  Public exhibition
- b  Scholarly research
- c  Preservation for future generations
- d  Loan or exchange program
- e  Other \_\_\_\_\_

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements** Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian, or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?  Yes  No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII

**Part V Endowment Funds** Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	47,419.	47,419.	47,419.	47,419.	47,419.
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance	47,419.	47,419.	47,419.	47,419.	47,419.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment \_\_\_\_\_ %
- b Permanent endowment 100 %
- c Term endowment \_\_\_\_\_ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) Unrelated organizations? \_\_\_\_\_
- (ii) Related organizations? \_\_\_\_\_

	Yes	No
3a(i)		X
3a(ii)		X
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? \_\_\_\_\_

4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		486,258.		486,258.
b Buildings		3,987,306.	1,408,962.	2,578,344.
c Leasehold improvements				
d Equipment		274,501.	220,980.	53,521.
e Other		228,440.	168,774.	59,666.
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, line 10c, column (B))				3,177,789.

**Part VII Investments - Other Securities**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives .....		
(2) Closely held equity interests .....		
(3) Other .....		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, line 12, col. (B))		

**Part VIII Investments - Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Col. (b) must equal Form 990, Part X, line 13, col. (B))		

**Part IX Other Assets**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, line 15, col. (B))	

**Part X Other Liabilities**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, line 25, col. (B))	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ...

**Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	754,976.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a	7,335.	
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d	2e	7,335.	
3	Subtract line 2e from line 1	3	747,641.	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	175.	
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c	175.	
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	747,816.	

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return**

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	797,842.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d		
e	Add lines 2a through 2d	2e	0.	
3	Subtract line 2e from line 1	3	797,842.	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	175.	
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c	175.	
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	798,017.	

**Part XIII Supplemental Information**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**PART III, LINE 1A:**

IN ACCORDANCE WITH COMMON LIBRARY PRACTICE, THE LIBRARY HAS NOT REFLECTED THE VALUE OF COLLECTIONS ON ITS FINANCIAL STATEMENTS. PURCHASES OF OR PROCEEDS FROM THE SALE OF COLLECTION ITEMS ARE RECORDED AS CHANGES IN UNRESTRICTED NET ASSETS IN THE YEAR THE TRANSACTION OCCURS. COLLECTION ITEMS RECEIVED AS DONATIONS ARE NOT RECORDED AS INCOME IN THE STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS.

**PART III, LINE 4:**

THE LIBRARY'S COLLECTION CONSISTS OF BOOKS AND OTHER MEDIA ITEMS FOR COMMUNITY MEMBERS TO UTILIZE.

**PART V, LINE 4:**

TO PROVIDE INCOME TO BE USED ON AN ANNUAL BASIS FOR THE OPERATIONS OF THE LIBRARY.

**Part XIII** Supplemental Information *(continued)*

Draft- Subject to Change

**SCHEDULE O  
(Form 990)**

(Rev. December 2024)

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

Attach to Form 990 or Form 990-EZ.

Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**Open to Public  
Inspection**

Name of the organization <b>HOAG LIBRARY OF THE SWAN LIBRARY ASSOCIATION</b>	Employer identification number <b>16-0778804</b>
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**FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:  
AND LEARNING EXPERIENCES THROUGH PROGRAMMING.**

**FORM 990, PART VI, SECTION B, LINE 11B:  
THE FORM 990 IS PRESENTED TO THE ENTIRE BOARD AT A REGULAR MONTHLY MEETING  
FOR THEIR REVIEW PRIOR TO THE FILING OF THE FORM 990 WITH THE IRS.**

**FORM 990, PART VI, SECTION B, LINE 12C:  
ON AN ANNUAL BASIS, EACH BOARD MEMBER REVIEWS AND SIGNS THE ADOPTED  
CONFLICT OF INTEREST POLICY.**

**FORM 990, PART VI, SECTION B, LINE 15A:  
AS PART OF THE ANNUAL REVIEW PROCESS, THE BOARD REVIEWS AND APPROVES THE  
EXECUTIVE DIRECTOR'S SALARY.**

**FORM 990, PART VI, SECTION C, LINE 19:  
THE DOCUMENTS ARE AVAILABLE TO THE PUBLIC UPON WRITTEN REQUEST TO THE  
EXECUTIVE DIRECTOR. THIS AVAILABILITY IS NOT PUBLICIZED.**

**FORM 990, PART XII, LINE 1:  
THE FINANCIAL STATEMENTS AND FORM 990 OF THE LIBRARY HAVE BEEN PREPARED  
ON THE MODIFIED CASH BASIS OF ACCOUNTING.**

**FORM 990, PART XII, LINE 2C:  
THE BOARD OF TRUSTEES REVIEWS THE RESULTS OF THE AUDIT WITH THE  
INDEPENDENT AUDITOR AT A REGULARLY SCHEDULED BOARD MEETING.**

## Director's report March 12, 2025

### Policy Handbook

This is nearly done! Ibrahim Tariq of Harris Beach Murtha, has sent me a completed version based on all of the work from the past two years starting with John Nutter of Woods Oviatt, who inherited this project when Ms Kolcon left Woods Oviatt.

I have gone over the revamped Policy Handbook, compared it with the old, and returned it to Mr. Tariq. He and I worked through this with emails and phone conversations and I have very pleased with our progress and his diligence. I have kept detailed log of our progress since September making up for the over 1 ½ years of little progress. Our previous lawyer, Greta Kolcon, recommended Mr. Tariq when I reached out to her for recommendations. Ms Kolcon revised the Employee Handbook in 2016 and the board was very pleased with the result.

### 3-D Printing

Elizabeth produced a contract for Dirk regarding the loan and use of his 3D printer at the library. The three of us will review it together and Dirk will then sign it and I will bring it to the board. The set up of the printer will not take place until that is done.

### Lighting Control Panel.

The lights in the main part of the library stopped working last week. Goforth Electric re wired from the main panel so the lights could be turned on. The problem is that they can not be turned off. Nathan London has ordered a replacement panel box because ours is no longer in production and repair parts are not available. The switch will be rewired until the repair is made so that the lights can be turned on and off from the circuit box. The cost of the replacement is \$3,040.

The meeting room floors will be refinished on Friday, March 14<sup>th</sup>

## FFRLP

The grant for this year provides \$6270.15 based on our circulation from last year and represents an increase of \_\_\_\_\_. This money must be used for supplemental purchases and can not be used to decrease our budgeted expenditure. Employees are discussing what area(s) of our collection could use and influx of new materials. The board needs to approve this grant.

## Outreach

On Saturday, March 8<sup>th</sup> I attended “Baby Shower” for new and expectant mothers at the Elk’s Club in. It was funded through the Elks Foundation and I was asked if the library would like to participate. Elizabeth Tuttle made a display board and I took card applications, Birth to 5 pamphlets, and other hand out material. I think it was very worthwhile.

Orly the Ox was again a visitor to the library and was featured that evening on WROC Rochester that night.

Mike Magnuson will be visiting the HS to make four presentations to the second half of the ninth-grade class in their library. This replaces the walking field trips which had been done in the past. With each student following the tour and info on their own computer it is a much better way to convey information about how Hoag Library can supplement school library information and be useful for school projects. In the fall Mike and I did the first round of talks together.

On March 20<sup>th</sup> the library will again take part in the Middle School Literacy Night where we will provide a fun activity and interact with students and their families. Again, this is a valuable opportunity to interact with both students and adults.

Our NYS Annual report has been completed, submitted and accepted. This was achieved through the hard work of Elizabeth Haibach, Assistant director and Johanna Follman, our Bookkeeper. Every year this has gotten easier due to improvements to our budget and book keeping processes.



