

ANDERSON-LEE LIBRARY

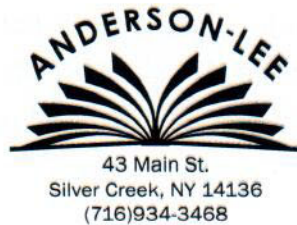
Board of Trustees Meeting

April 18, 2022

7:00 P.M.

- I. Call to Order
- II. Attendance
- III. Annis, Barber, Bowers, Cole, Falcone, Fiebelkorn, Morabito, O'Connell, & Woolley
Excused- Fiebelkorn
- IIIA Friends Report-
- IV. Secretary's Report-
- V. Treasurer's Report-
- VI. Librarian's Report-
- VII. Old Business
 - A. Generator Quote
 - B. Children's Day, June 4th - need supplies?
 - C. Summer Schedule
 - D.
 - E.
- VIII. New Business
 - A.
 - B.
 - C
 - D.
 - E.
 - F.
 - G.
 - H.
- VIII. Adjournment

Next Meeting: Monday, May 23, 2022 at 7 pm



Director's Report

April - 2022

NEW INFORMATION

We have a student intern working with us from the school. He's coming in once a week, for 2 hours, over 8 weeks. We'll be able to get him some experience and also get some help with a few of the tasks we have.

We also have another young lady who has signed up to come and volunteer starting June, 2022. Kyla Ziegler was looking for ways to help out in the community and thought of us. And so, we'll come up with some tasks for her to help us with for about four hours a month.

I contacted a Silver Creek painter to come in and take care of the office wall. However, he too, never called again or showed up. So I contacted another, Sue Seegert. She came in immediately and took a look. She'll be able to get it done, but not until August. We went with a glacial blue accent wall.

We had a great turnout for our Baby Animals event. We had to put a limit to the amount of people attending as we would have broken the fire code otherwise. It's good to see so many people coming in again and we have rebooked for our Summer Reading program.

We have a few programs booked already for Summer Reading, including a petting zoo. We're hoping that this year we can get even more people involved and offer more in person events than previous years.

We also had some interest in the 3d printer. I demonstrated it during an event we had and a lot of kids were excited about it. They've been coming in asking for things to be printed (little toys and things). They're also showing an interest in learning how to make their own 3d models and a larger interest in how it all works. Hopefully the trend continues.

News from the system about the State Budget and funding for libraries....

“NYS has passed the 2022-2023 budget. Libraries will be receiving \$99.6, which is a \$5.5M increase from the funding in last year's budget. Construction Aid is remaining at \$34M. There will also be \$150,000 released from the Love Your Library fund that is earmarked for summer reading. I will share more information on this funding as it becomes available. — We do not have any information on bullet aid yet.”

I sent off another email to Michelle at the school about restarting the UPK program. I also called and left a message. Haven't yet gotten any reply back. I'm going through our old contacts and seeing if there's someone else I can reach out to.

Likewise, I've been trying to contact the company that was going to digitize our yearbooks, but I'm not hearing anything back. Email and phone calls were sent out to the contact there, but he's yet to return either. If we don't hear back soon, we'll put the yearbooks back and look for another possible company to work with.

We have switched to a new audiobook provider officially. Our first materials will arrive at the start of next month. We'll compare the quality and service against our old one, to make sure the switch is something we want to keep. So far, prices are a bit lower but we have more control over what we order and when we want it. *same*

Our new magazine service is working well, renewal was a breeze and our subscriptions have been renewed without any delays. *same*

Friends of the Library has confirmed their bake sale will take place on the 3rd or June, Friday.

So far so good with Jill and her family. Vigo did have a few issues but it seems they were caused by dehydration. Jill is enjoying getting back in and picking story time and library life back up and everyone is glad to have her back. *5*

Christine is likewise feeling better and is happy to be able to get her book clubs back the way she likes. We are all thankful for her dedication and hard work! *16*

Anderson-Lee Library
Board of Trustees Meeting
March 21, 2022 -

Call to Order: 7:01 PM

Attendance: M. Morabito, G. Cole, G. Barber, B. O'Connell, M. Bowers, R. Falcone, T. Annis

Excused: Fr. Dan Fiebelkorn, M. Woolley

Secretary's Report: G. Cole reviewed the Secretary's Report for March. Motion made by R. Falcone to accept the report. Seconded by B. O'Connell. Motion carried.

Treasurer's Report: M. Morabito delivered the Treasurer's Report. We were notified that the Proposition Money has been received and deposited. Motion made by G. Cole to accept the report. Seconded by R. Falcone, Motion carried.

Director's Report:

We learned that all of our yearbooks will be converted in to Searchable PDF's by OCI Records. This will be done free of charge. We will be getting a new computer from the Library System. The computer is free of charge and funded by an ARPA grant.

Tyler has signed up for a Library Design class. Tyler has been reaching out to SCCS for an update about the Pre-K program. So far he has not received a call-back.

Tyler has been working with a student from SCCS about starting the gaming club back up. We also learned about upcoming programs to include a baby animal program and a petting zoo.

The new J Nonfiction books are in and Tyler will be closing out the grant with the purchase invoices. We learned that both the Assembly and Senate have increased Library funding in the current state budget. We are waiting for more information about our funding.

We have been enrolled with Northstar Online Databases. This is an online database of digital literacy programs that can unlock certifications for those who complete the courses.

Motion made by G. Barber to accept the report. Seconded by R. Falcone. Motion carried.

Old Business:

- We are awaiting a quote on the purchase of a generator.
- We received proposition funds of \$98,750. Of this money we deposited \$20,000 in M&T Bank and \$78,750 in to the GNMA account.
- We are waiting for the contractor to paint the office walls. ✓
- Greg has reached out to 3 Petes Masonry to look at the condensation issue. ✓

New Business:

- Children's Day is June 4. We are waiting for more details.
- The Summer Schedule is being developed. Amy has begun setting up the performer and activity schedule.
- Clean Up Day: We are waiting for more details.
- Sherman Library: They are seeking information about the proposition process. Greg and Maureen will meet with this group at 10 am on Saturday, May 14. The meeting will be held at SUNY Fredonia. All board member are welcome to attend. (see Greg for details).

Adjournment: 7:57 PM

Next Meeting: Monday, April 18 at 7:00 PM

Respectfully Submitted by Gregory Cole

5:07 PM

04/13/22

Cash Basis

Anderson-Lee Library

Balance Sheet

As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
102 · M&T Bank Checking	15,758.50
Total Checking/Savings	15,758.50
Other Current Assets	
105 · Petty Cash	100.00
204 · Vanguard GNMA	200,769.38
Total Other Current Assets	200,869.38
Total Current Assets	216,627.88
Other Assets	
1347 · Capital Fund	110,000.00
Total Other Assets	110,000.00
TOTAL ASSETS	<u>326,627.88</u>
LIABILITIES & EQUITY	
Equity	
3000 · Opening Bal Equity	33,678.03
3900 · Retained Earnings	224,055.92
Net Income	68,893.93
Total Equity	326,627.88
TOTAL LIABILITIES & EQUITY	<u>326,627.88</u> ✓

Anderson-Lee Library
Balance Sheet Prev Year Comparison
As of March 31, 2022

	Mar 31, 22	Mar 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings	15,758.50	19,719.31	-3,960.81	-20.1%
102 - M&T Bank Checking				
Total Checking/Savings	15,758.50	19,719.31	-3,960.81	-20.1%
Other Current Assets				
105 - Petty Cash	100.00	100.00	0.00	0.0%
204 - Vanguard GNMA	200,769.38	153,130.89	47,638.49	31.1%
Total Other Current Assets	200,869.38	153,230.89	47,638.49	31.1%
Total Current Assets	216,627.88	172,950.20	43,677.68	25.3%
Other Assets				
1347 - Capital Fund	110,000.00	90,000.00	20,000.00	22.2%
Total Other Assets	110,000.00	90,000.00	20,000.00	22.2%
TOTAL ASSETS	326,627.88	262,950.20	63,677.68	24.2%
LIABILITIES & EQUITY				
Equity				
3000 - Opening Bal Equity	33,678.03	33,678.03	0.00	0.0%
3900 - Retained Earnings	224,055.92	228,858.02	-4,802.10	-2.1%
Net Income	68,893.93	414.15	68,479.78	16,535.0%
Total Equity	326,627.88	262,950.20	63,677.68	24.2%
TOTAL LIABILITIES & EQUITY	326,627.88	262,950.20	63,677.68	24.2%

5:04 PM

04/13/22

Cash Basis

Anderson-Lee Library

Profit & Loss

March 2022

	Mar 22
Ordinary Income/Expense	
Income	
1112 · Friends	500.00
1115 · NYS Library Service Aid	283.20
1121 · Interest	267.24
1122 · Fines	81.20
1123 · Copier	161.00
1124 · Fax	107.04
1125 · Dues	10.00
1130 · Donations General	59.00
1133 · Library System Book Plan	815.78
1150 · Best Sellers	112.44
1230 · Memorials Unspecified	55.00
1240 · Library Proposition	98,750.00
1348 · recycling income	8.00
Total Income	101,209.90
Expense	
1260 · Books	1,751.67
1280 · Cd/audio/Cassettes	480.56
1290 · e book/overdrive	62.50
1310 · Payroll	6,686.29
1311 · Payroll Taxes	1,967.85
1312 · Compensation Ins	78.00
1315 · Cleaning	173.73
1316 · Building Maint	193.13
1320 · Insurance	267.00
1321 · Electric	252.65
1324 · Water & Sewer	188.38
1325 · Gas	334.72
1326 · Telephone	59.98
1330 · Misc Expenses	201.00
1403 · children's program	195.64
Total Expense	12,893.10
Net Ordinary Income	88,316.80
Net Income	88,316.80

Anderson-Lee Library
Profit & Loss YTD Comparison
 March 2022

	Mar 22	Jan - Mar 22
Ordinary Income/Expense		
Income		
1112 · Friends	500.00	500.00
1115 · NYS Library Service Aid	283.20	283.20
1121 · Interest	267.24	745.99
1122 · Fines	81.20	198.15
1123 · Copier	161.00	310.00
1124 · Fax	107.04	207.04
1125 · Dues	10.00	35.00
1130 · Donations General	59.00	309.52
1132 · Northern Chaut Comm Foundation	0.00	5,480.00
1133 · Library System Book Plan	815.78	815.78
1150 · Best Sellers	112.44	364.82
1230 · Memorials Unspecified	55.00	791.12
1240 · Library Proposition	98,750.00	98,750.00
1348 · recycling income	8.00	8.00
Total Income	101,209.90	108,798.62
Expense		
1260 · Books	1,751.67	7,903.49
1270 · Serials	0.00	694.42
1280 · Cd/audio/Cassettes	480.56	480.56
1290 · e book/overdrive	62.50	125.00
1310 · Payroll	6,686.29	18,719.38
1311 · Payroll Taxes	1,967.85	5,470.12
1312 · Compensation Ins	78.00	330.00
1315 · Cleaning	173.73	237.73
1316 · Building Maint	193.13	1,756.33
1317 · Entertainment	0.00	100.00
1320 · Insurance	267.00	801.00
1321 · Electric	252.65	585.23
1322 · Copier Expense	0.00	659.98
1323 · Office Supplies	0.00	308.87
1324 · Water & Sewer	188.38	188.38
1325 · Gas	334.72	610.21
1326 · Telephone	59.98	179.94
1327 · Computer Exp	0.00	48.20
1330 · Misc Expenses	201.00	201.55
1336 · Library Supplies	0.00	44.93
1402 · BOOK CLUB EXPENSES	0.00	42.92
1403 · children's program	195.64	416.45
Total Expense	12,893.10	39,904.69
Net Ordinary Income	88,316.80	68,893.93
Net Income	88,316.80	68,893.93

Anderson-Lee Library
Profit & Loss Prev Year Comparison
 January through March 2022

	Jan - Mar 22	Jan - Mar 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
1000 · PAYROLL PROTECTION PROGRAM	0.00	18,647.50	-18,647.50	-100.0%
1009 · Books -Donation	0.00	20.00	-20.00	-100.0%
1112 · Friends	500.00	0.00	500.00	100.0%
1115 · NYS Library Service Aid	283.20	226.67	56.53	24.9%
1120 · Fund Raisers	0.00	470.00	-470.00	-100.0%
1121 · Interest	745.99	678.06	67.93	10.0%
1122 · Fines	198.15	223.58	-25.43	-11.4%
1123 · Copier	310.00	154.75	155.25	100.3%
1124 · Fax	207.04	170.36	36.68	21.5%
1125 · Dues	35.00	35.00	0.00	0.0%
1126 · Misc Income	0.00	38.46	-38.46	-100.0%
1130 · Donations General	309.52	166.00	143.52	86.5%
1132 · Northern Chaut Comm Foundation	5,480.00	5,388.00	92.00	1.7%
1133 · Library System Book Plan	815.78	781.84	33.94	4.3%
1150 · Best Sellers	364.82	139.94	224.88	160.7%
1220 · Donations Unspecified	0.00	5.00	-5.00	-100.0%
1230 · Memorials Unspecified	791.12	0.00	791.12	100.0%
1240 · Library Proposition	98,750.00	0.00	98,750.00	100.0%
1348 · recycling income	8.00	0.00	8.00	100.0%
Total Income	108,798.62	27,145.16	81,653.46	300.8%
Expense				
1260 · Books	7,903.49	1,284.82	6,618.67	515.1%
1270 · Serials	694.42	0.00	694.42	100.0%
1280 · Cd/audio/Cassettes	480.56	284.82	195.74	68.7%
1290 · e book/overdrive	125.00	187.50	-62.50	-33.3%
1310 · Payroll	18,719.38	14,940.85	3,778.53	25.3%
1311 · Payroll Taxes	5,470.12	4,012.09	1,458.03	36.3%
1312 · Compensation Ins	330.00	472.00	-142.00	-30.1%
1315 · Cleaning	237.73	278.37	-40.64	-14.6%
1316 · Building Maint	1,756.33	600.16	1,156.17	192.6%
1317 · Entertainment	100.00	0.00	100.00	100.0%
1318 · POSTAGE / SHIPPING	0.00	27.76	-27.76	-100.0%
1320 · Insurance	801.00	759.00	42.00	5.5%
1321 · Electric	585.23	389.52	195.71	50.2%
1322 · Copier Expense	659.98	324.91	335.07	103.1%
1323 · Office Supplies	308.87	143.36	165.51	115.5%
1324 · Water & Sewer	188.38	202.00	-13.62	-6.7%
1325 · Gas	610.21	926.96	-316.75	-34.2%
1326 · Telephone	179.94	903.66	-723.72	-80.1%
1327 · Computer Exp	48.20	0.00	48.20	100.0%
1330 · Misc Expenses	201.55	127.24	74.31	58.4%
1336 · Library Supplies	44.93	49.07	-4.14	-8.4%
1340 · Staff	0.00	600.00	-600.00	-100.0%
1402 · BOOK CLUB EXPENSES	42.92	0.00	42.92	100.0%
1403 · children's program	416.45	200.77	215.68	107.4%
1404 · board games	0.00	16.15	-16.15	-100.0%
Total Expense	39,904.69	26,731.01	13,173.68	49.3%
Net Ordinary Income	68,893.93	414.15	68,479.78	16,535.0%
Net Income	68,893.93	414.15	68,479.78	16,535.0%