

# ANDERSON-LEE LIBRARY

Board of Trustees Meeting

January 24, 2022

7:00 P.M.

- I. Call to Order
- II. Attendance
- III. Annis, Barber, Bowers, Cole, ~~Falcone~~, Morabito, O'Connell, & Woolley  
Excused- Falcone + Bowers
- IIIA Friends Report-
- IV. Secretary's Report-
- V. Treasurer's Report-
- VI. Librarian's Report- Digitizing service
- VII. Old Business
  - A. Replace Trustee Sheldon- Class of 2024- Fiebelkorn
  - B. Budget questions- minimum wage \$13.20/hr
  - C. Masonry repair
  - D. Generator quote
  - E.
- VIII. New Business
  - A.
  - B.
  - C.
  - D.
  - E.
  - F.
  - G.
  - H.
- VIII. Adjournment

Next Meeting: Monday, February 28, 2022 at 7 pm

Anderson-Lee Library  
Board of Trustees Meeting  
November 15, 2021

**Call to Order:** 7:02 PM

**Attendance:** M. Morabito, M. Bowers, M. Woolley, G. Cole, T. Annis, G. Barber , R. Falcone

**Excused:** B. O'Connell

**Secretary's Report:** G. Cole reviewed the Secretary's Report for Septembert. Motion made by M. Bowers to accept the report. Seconded by G. Barber. Motion carried.

**Treasurer's Report:** M. Morabito delivered the Treasurer's Report. Motion made by R. Falcone to accept the report. Seconded by M. Bowers, Motion carried.

**Librarian's Report:**

Tyler presented the Library Director Report. Tyler informed us that the Boy Scout Troop in Silver Creek is interested in erecting a flagpole outside of the library as an Eagle Scout project. We discussed the need for the Scouts to get the required permits from the village and state.

We have received a quote for the renovation project. The basic estimate is \$595,000 and that does not include furniture or bookshelves. We are still looking for additional information and possible other quotes for the project.

The state has placed minimum standard rules upon library websites. Tyler has been gathering the information needed in order to meet these new standards.

Tyler was contacted by a company offering a free digitizing service for one year. The board had some questions about this free service and Tyler will conduct more research on the company and the terms of the contract.

The masonry company has placed their equipment at the library but they have not yet begun to work on the repairs. Tyler will be meeting with JD's Landscaping Service for a snow removal equipment quote.

Motion made by M. Bowers to accept the report. Seconded by M. Morabito. Motion carried.

**Old Business:**

- Maureen and Marianne have a potential candidate for the opening on our board. They will approach the candidate to see if they're interested in joining us. ✓

**New Business:**

- We worked on creating the budget. The minimum wage is now \$13.20 per hour.
- The budget for 2022 is set at \$137,350. A motion to approve the budget was made by R. Falcone and seconded by G. Barber. Motion carried.
- A motion was made by G. Cole and seconded by M. Bowers to purchase \$30 gift cards for our employees. Motion carried.
- Tyler will be meeting with JD Landscaping to discuss snow removal.

**Adjournment:** 8:43 PM

Next Meeting: Monday, January 24, 2022 at 7:00 PM

Respectfully Submitted by Gregory Cole



# Director's Report

*January - 2022*



## NEW INFORMATION

Our fire extinguishers were serviced and inspected.

The books from the NCCF/Silver Creek - Irving Heritage fund Grant have come in. We were able to order 343 new titles. All of these are non-fiction, current, and quality items that we will add to our Junior Non-Fiction section. Processing these will take time, but we are excited to have them here and ready to go.

There is/was a leak in the bathroom, coming down from the ceiling. I called Farrell Roofing to come and take a look. They found a few issues, but the short version is the roof is leaking in two places. They can fix the leak near the vent, but the outside leak may be condensation created from masonry work or a part that still needs work. They will be able to return when either the roof is totally ice or totally thawed and get to work.



One of Jill Meyer's children was diagnosed with brain cancer recently. They're beginning treatments this week. She will need time to be with him during the treatments, so Story Time will be on hold for a while. Amy can continue with the older group in the meantime. We'll see where things go from here.

The system is interested in increasing the speed of our internet connection. This increase should be enough to keep up with speeds over about a five year period. The system is hoping that a majority of the libraries will join in to drive costs down. I've agreed to join in. Costs should be around ~\$60 a month or lower, depending on how much collective bargaining power we can muster.

We've had a lot of donations come in for Donna Wilson, to the total of ~1,300. \$

No word from the school on any projects or Story Time yet.

The library system was able to partner with the Mid-York Library system in order to share our digital collections. This partnership allows our patrons to access e-books, e-magazines and other digital materials, at no extra cost or trouble. These new materials are accessible through the Libby app that everyone is already familiar with.

Minimum wage has been updated, posted to the office wall and sent off to our accountant.

The annual report approaches. No word yet on when we can start or when exactly it will be due. But, there shouldn't be any big surprises this year when it comes to new things being added to it.

All of the minimum standards have been sent out to you all and I've got them on the website. We are now in-line with the State standards. I'll be posting our minutes as well going forward this year so those will also be up to date and available to anyone who wants them.

7:44 PM

01/19/22

Cash Basis

Anderson-Lee Library  
Balance Sheet  
As of December 31, 2021

	Dec 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
102 · M&T Bank Checking	2,610.56
Total Checking/Savings	2,610.56
Other Current Assets	
105 · Petty Cash	100.00
204 · Vanguard GNMA	155,023.39
Total Other Current Assets	155,123.39
Total Current Assets	157,733.95
Other Assets	
1347 · Capital Fund	100,000.00
Total Other Assets	100,000.00
<b>TOTAL ASSETS</b>	<b>257,733.95</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
3000 · Opening Bal Equity	33,678.03
3900 · Retained Earnings	228,858.02
Net Income	-4,802.10
Total Equity	257,733.95
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>257,733.95</b>

# Anderson-Lee Library

## Balance Sheet Prev Year Comparison

As of December 31, 2021

	Dec 31, 21	Dec 31, 20	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
102 · M&T Bank Checking	2,610.56	9,983.22	-7,372.66	-73.9%
Total Checking/Savings	2,610.56	9,983.22	-7,372.66	-73.9%
Other Current Assets				
105 · Petty Cash	100.00	100.00	0.00	0.0%
204 · Vanguard GNMA	155,023.39	162,452.83	-7,429.44	-4.6%
Total Other Current Assets	155,123.39	162,552.83	-7,429.44	-4.6%
Total Current Assets	157,733.95	172,536.05	-14,802.10	-8.6%
Other Assets				
1347 · Capital Fund	100,000.00	90,000.00	10,000.00	11.1%
Total Other Assets	100,000.00	90,000.00	10,000.00	11.1%
<b>TOTAL ASSETS</b>	<b>257,733.95</b>	<b>262,536.05</b>	<b>-4,802.10</b>	<b>-1.8%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
3000 · Opening Bal Equity	33,678.03	33,678.03	0.00	0.0%
3900 · Retained Earnings	228,858.02	216,756.49	12,101.53	5.6%
Net Income	-4,802.10	12,101.53	-16,903.63	-139.7%
Total Equity	257,733.95	262,536.05	-4,802.10	-1.8%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>257,733.95</b>	<b>262,536.05</b>	<b>-4,802.10</b>	<b>-1.8%</b>

7:40 PM

01/19/22

Cash Basis

Anderson-Lee Library  
Profit & Loss  
December 2021

	Dec. 21
Ordinary Income/Expense	
Income	
1121 · Interest	225.78
1122 · Fines	52.00
1123 · Copier	185.14
1124 · Fax	40.00
1126 · Misc Income	0.00
1130 · Donations General	219.32
1150 · Best Sellers	61.19
1230 · Memorials Unspecified	750.00
Total Income	1,533.43
Expense	
1260 · Books	885.58
1290 · e book/overdrive	125.00
1310 · Payroll	6,085.98
1311 · Payroll Taxes	1,760.26
1312 · Compensation Ins	628.50
1316 · Building Maint	8,181.25
1320 · Insurance	267.00
1321 · Electric	194.13
1322 · Copier Expense	161.66
1324 · Water & Sewer	189.98
1325 · Gas	217.04
1326 · Telephone	59.98
1327 · Computer Exp	69.00
1336 · Library Supplies	36.92
1402 · BOOK CLUB EXPENSES	54.83
1403 · children's program	499.86
Total Expense	19,416.97
Net Ordinary Income	-17,883.54
Net Income	-17,883.54



# Anderson-Lee Library

## Profit & Loss YTD Comparison

### December 2021

	Dec 21	Jan - Dec 21
Ordinary Income/Expense		
Income		
1000 · PAYROLL PROTECTION PROGRAM	0.00	18,647.50
1009 · Books -Donation	0.00	20.00
1115 · NYS Library Service Aid	0.00	793.00
1118 · No Chau Comm Foundation	0.00	8,788.00
1119 · summer reading program	0.00	50.00
1120 · Fund Raisers	0.00	1,743.00
1121 · Interest	225.78	2,965.07
1122 · Fines	52.00	908.94
1123 · Copier	185.14	1,063.68
1124 · Fax	40.00	634.85
1125 · Dues	0.00	35.00
1126 · Misc Income	0.00	236.18
1130 · Donations General	219.32	1,757.82
1132 · Northern Chaut Comm Foundation	0.00	0.00
1133 · Library System Book Plan	0.00	5,676.15
1140 · Federal & State Grant	0.00	1,000.00
1150 · Best Sellers	61.19	810.69
1220 · Donations Unspecified	0.00	5.00
1230 · Memorials Unspecified	750.00	750.00
1240 · Library Proposition	0.00	98,750.00
1348 · recycling income	0.00	36.00
Total Income	1,533.43	144,670.88
Expense		
1260 · Books	885.58	8,739.21
1270 · Serials	0.00	1,151.37
1280 · Cd/audio/Cassettes	0.00	817.08
1290 · e book/overdrive	125.00	819.00
1310 · Payroll	6,085.98	68,553.01
1311 · Payroll Taxes	1,760.26	19,541.46
1312 · Compensation Ins	628.50	1,659.50
1315 · Cleaning	0.00	629.93
1316 · Building Maint	8,181.25	27,531.42
1317 · Entertainment	0.00	503.79
1318 · POSTAGE / SHIPPING	0.00	192.76
1320 · Insurance	267.00	3,230.81
1321 · Electric	194.13	2,251.60
1322 · Copier Expense	161.66	2,389.55
1323 · Office Supplies	0.00	453.47
1324 · Water & Sewer	189.98	766.94
1325 · Gas	217.04	2,173.48
1326 · Telephone	59.98	1,511.96
1327 · Computer Exp	69.00	1,260.38
1330 · Misc Expenses	0.00	756.11
1336 · Library Supplies	36.92	150.99
1340 · Staff	0.00	780.00
1341 · Library Staff Training	0.00	189.00
1343 · SUMMER READING EXPENSES	0.00	1,203.91
1401 · program expenses	0.00	690.00
1402 · BOOK CLUB EXPENSES	54.83	267.59
1403 · children's program	499.86	1,242.51
1404 · board games	0.00	16.15
Total Expense	19,416.97	149,472.98
Net Ordinary Income	-17,883.54	-4,802.10
Net Income	-17,883.54	-4,802.10

7:06 PM  
01/12/22  
Cash Basis

Anderson-Lee Library  
**Balance Sheet**  
As of November 30, 2021

	Nov 30, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
102 · M&T Bank Checking	719.88
Total Checking/Savings	719.88
Other Current Assets	
105 · Petty Cash	100.00
204 · Vanguard GNMA	174,581.68
Total Other Current Assets	174,681.68
Total Current Assets	175,401.56
Other Assets	
1347 · Capital Fund	100,000.00
Total Other Assets	100,000.00
<b>TOTAL ASSETS</b>	<b>275,401.56</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
3000 · Opening Bal Equity	33,678.03
3900 · Retained Earnings	228,858.02
Net Income	12,865.51
Total Equity	275,401.56
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>275,401.56</b>

7:07 PM

01/12/22

Cash Basis

# Anderson-Lee Library

## Balance Sheet Prev Year Comparison

As of November 30, 2021

	Nov 30, 21	Nov 30, 20	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
102 - M&T Bank Checking	719.88	3,272.86	-2,552.98	-78.0%
Total Checking/Savings	719.88	3,272.86	-2,552.98	-78.0%
Other Current Assets				
105 - Petty Cash	100.00	100.00	0.00	0.0%
204 - Vanguard GNMA	174,581.68	182,041.83	-7,460.15	-4.1%
Total Other Current Assets	174,681.68	182,141.83	-7,460.15	-4.1%
Total Current Assets	175,401.56	185,414.69	-10,013.13	-5.4%
Other Assets				
1347 - Capital Fund	100,000.00	90,000.00	10,000.00	11.1%
Total Other Assets	100,000.00	90,000.00	10,000.00	11.1%
<b>TOTAL ASSETS</b>	<b>275,401.56</b>	<b>275,414.69</b>	<b>-13.13</b>	<b>0.0%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
3000 - Opening Bal Equity	33,678.03	33,678.03	0.00	0.0%
3900 - Retained Earnings	228,858.02	216,756.49	12,101.53	5.6%
Net Income	12,865.51	24,980.17	-12,114.66	-48.5%
Total Equity	275,401.56	275,414.69	-13.13	0.0%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>275,401.56</b>	<b>275,414.69</b>	<b>-13.13</b>	<b>0.0%</b>

7:04 PM

01/12/22

Cash Basis

Anderson-Lee Library  
Profit & Loss  
November 2021

	Nov 21
Ordinary Income/Expense	
Income	
1118 · No Chau Comm Foundation	3,400.00
1122 · Fines	148.65
1123 · Copier	95.00
1124 · Fax	104.00
1126 · Misc Income	100.85
1130 · Donations General	100.00
1133 · Library System Book Plan	781.83
1150 · Best Sellers	126.72
Total Income	4,857.05
Expense	
1260 · Books	709.12
1280 · Cd/audio/Cassettes	19.96
1290 · e book/overdrive	62.50
1310 · Payroll	6,287.40
1311 · Payroll Taxes	1,829.13
1315 · Cleaning	72.56
1316 · Building Maint	184.00
1317 · Entertainment	49.79
1320 · Insurance	267.00
1321 · Electric	233.06
1322 · Copier Expense	457.67
1323 · Office Supplies	131.97
1325 · Gas	66.08
1326 · Telephone	59.98
1340 · Staff	180.00
1401 · program expenses	350.00
1402 · BOOK CLUB EXPENSES	18.41
Total Expense	10,978.63
Net Ordinary Income	-6,121.58
Net Income	-6,121.58



7:05 PM

01/12/22

Cash Basis

# Anderson-Lee Library

## Profit & Loss YTD Comparison

### November 2021

	Nov 21	Jan - Nov 21
Ordinary Income/Expense		
Income		
1000 · PAYROLL PROTECTION PROGRAM	0.00	18,647.50
1009 · Books -Donation	0.00	20.00
1115 · NYS Library Service Aid	0.00	793.00
1118 · No Chau Comm Foundation	3,400.00	8,788.00
1119 · summer reading program	0.00	50.00
1120 · Fund Raisers	0.00	1,743.00
1121 · Interest	0.00	2,523.36
1122 · Fines	148.65	856.94
1123 · Copier	95.00	878.54
1124 · Fax	104.00	594.85
1125 · Dues	0.00	35.00
1126 · Misc Income	100.85	236.18
1130 · Donations General	100.00	1,538.50
1132 · Northern Chaut Comm Foundation	0.00	0.00
1133 · Library System Book Plan	781.83	5,676.15
1140 · Federal & State Grant	0.00	1,000.00
1150 · Best Sellers	126.72	749.50
1220 · Donations Unspecified	0.00	5.00
1240 · Library Proposition	0.00	98,750.00
1348 · recycling income	0.00	36.00
Total Income	4,857.05	142,921.52
Expense		
1260 · Books	709.12	7,853.63
1270 · Serials	0.00	1,151.37
1280 · Cd/audio/Cassettes	19.96	817.08
1290 · e book/overdrive	62.50	694.00
1310 · Payroll	6,287.40	62,467.03
1311 · Payroll Taxes	1,829.13	17,781.20
1312 · Compensation Ins	0.00	1,031.00
1315 · Cleaning	72.56	629.93
1316 · Building Maint	184.00	19,350.17
1317 · Entertainment	49.79	503.79
1318 · POSTAGE / SHIPPING	0.00	192.76
1320 · Insurance	267.00	2,963.81
1321 · Electric	233.06	2,057.47
1322 · Copier Expense	457.67	2,227.89
1323 · Office Supplies	131.97	453.47
1324 · Water & Sewer	0.00	576.96
1325 · Gas	66.08	1,956.44
1326 · Telephone	59.98	1,451.98
1327 · Computer Exp	0.00	1,191.38
1330 · Misc Expenses	0.00	756.11
1336 · Library Supplies	0.00	114.07
1340 · Staff	180.00	780.00
1341 · Library Staff Training	0.00	189.00
1343 · SUMMER READING EXPENSES	0.00	1,203.91
1401 · program expenses	350.00	690.00
1402 · BOOK CLUB EXPENSES	18.41	212.76
1403 · children's program	0.00	742.65
1404 · board games	0.00	16.15
Total Expense	10,978.63	130,056.01
Net Ordinary Income	-6,121.58	12,865.51
Net Income	<b>-6,121.58</b>	<b>12,865.51</b>

Treasurers end of the year report

Dec 2021

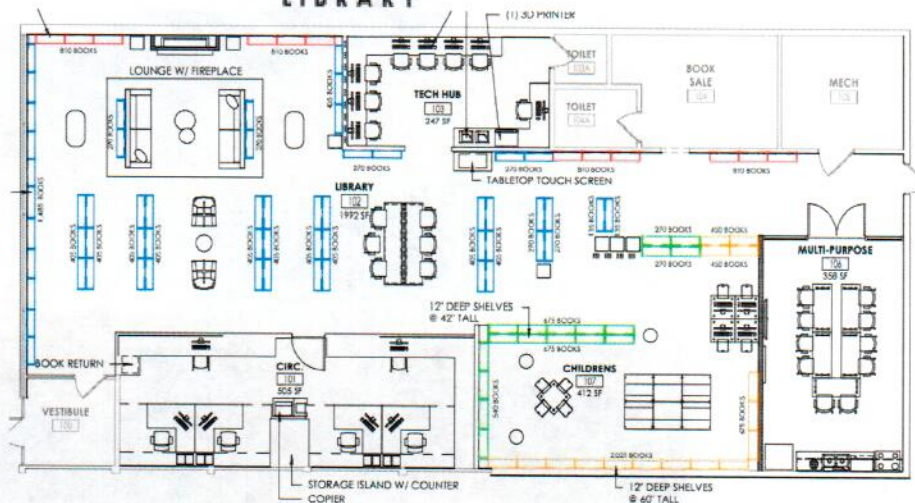
beginning balance 1/1/2021	262,536.05
ending balance 12/31/2021	257733.95

major expenses

books	8739.21
serials	151.37
cd/audio	817.08
e books/overdrive	819.00
payroll	68553.01
payroll taxes	19541.46
workers comp	1659.50
cleaning	629.93
building maint	27531.42
insurance	3230.81
electric	2251.60
gas	2173.48
phone /fax	1511.96
copier	2389.55
water / sewer	766.94
summer reading	1203.91
program expenses	690.00
book club	267.59
children's programs	1242.51

revenue 2021

Library Proposition	98,750.00
PPP	18647.50
NYS LIBRARY SERVICE AID	793.00
NCCF	8788.00
FUND RAISERS	1743.00
INTEREST	2965.07
FINES	908.94
COPIER	1063.68
FAX	634.85
MISC INCOME	236.18
GENERAL DONATIONS	1757.82
LIBRARY MATERIAL GRANT	5676.15
FEDERAL GRANT	1000.00
BEST SELLERS	810.69
MEMORIALS	750.00
RECYCLING	36.00



- **November**
  - We were offered a free, full size flag pole and installation of it by Kurt Meyer as a project for Boy Scouts.
  - Our renovation project was expected to cost somewhere around \$595,000, not including shelving/furniture.
  - We had 5 Native American presenters come in for November and all were extremely well attended. Thanks to everyone who came out.
- **December**
  - We had some Masonry work done to the exterior of our building as well as the office.
  - Online minimum standards were met and posted on our website.





- **October**

- Printer troubles arose with our main machine but they were resolved quickly and for much less than anticipated.
- Lego Club began again.
- A grant from NCCF for \$3,500 enabled us to update our junior non-fiction.
- The library attended the Forestville Fall Festival
- Preliminary layout of the renovation came in this month.



Here is a recap of 2021 at Anderson-Lee Library.  
Thank you all for your support and we hope you have a wonderful 2022!

- **January**
  - We held virtual story times due to covid-19. It was great to see everyone virtually and to read your comments on the videos posted. The average video reached over 1,000 people!
  - We switched our periodical suppliers to help save funding and at the same time bring even more magazines into the library.
- **February**
  - Virtual meetings and story times continued.
  - Make-and-take kits were offered and were immediately taken home. These were a great way for us to offer an "event" that was a blend of remote and in-person activity.
- **March**
  - Director on Paternity Leave
- **April**
  - Director on Paternity Leave
- **May**
  - We had our new security cameras installed. These were put in place to help protect patrons and staff in the event of an emergency or other serious matter.
  - Summer reading planning had begun at this time.
  - Work began to reboot our book clubs after the pandemic shutdown.
  - Planning for our Native American presenters also began this month.
- **June**
  - The Friends of the Library held their annual book sale, which was a big success thanks to everyone who came by and picked up some tasty treats.
  - We began consulting with CPL architects about doing a feasibility study, regarding the renovation of our library space.
  - Summer reading began with a great turnout for signups.
  - Many Covid restrictions were lifted during this month and most of our activities were able to return to what they were.
- **July**
  - Due to a vacancy on the Board of Trustees, we began the search for a new member.
  - Mold remediation company SERVPRO was contacted to help us remove our mold problem. They gave a start date of mid-august.
  - Our front door was repaired as it was sticking.
  - Summer Reading was well attended. Thank you to everyone who came out.
  - Book Clubs resumed.
- **August**
  - Our Airborne Infections Disease Prevention Plan was drafted and filed, as required by the HERO act of NY State.
  - We were closed for a few weeks so SERVPRO could remove the mold in our building, which was completed without issue.
  - We made contact with CPL Architects and began working with them.





- We began working with the school to learn more about which subject areas suffer most from Summer Learning loss, in an effort to cater our junior non-fiction to those areas.
- **September**
  - The mold project was fully wrapped up and the library was officially clear.
  - Summer reading report was filed. We had 78 children, 7 teens and 41 adults sign up.
  - The library attended the Festival of the Grapes.
  - Trick or Read planning began.
  - Initial renderings of our renovation study came in.



# ANDERSON-LEE LIBRARY

Annual Meeting Agenda

January 24, 2022

8:00 P.M.

- I. Call to Order
- II. Attendance- collection of voting dues (\$5)  
Annis, Barber, Bowers, Cole, Falcone, Morabito, O'Connell & ~~Woolley~~
- III. Proof of Proper Notice of Meeting
- IV. Report of President
- V. Report of Treasurer
- VI. Report of Secretary
- VII. Report of Librarian
- VIII. Election of Officers and Trustees
  - A. Replace Trustee Sheldon- Class of 2024- Fiebelkorn
  - B. Class 2025 Trustees- Barber, Cole & Woolley
  - C. President- current Woolley
  - D. Vice-President- current Bowers
  - E. Secretary- current Cole
  - F. Treasurer- current Morabito
- IX. Miscellaneous Business
- X. Adjournment



7:44 PM  
01/19/22  
Cash Basis

Anderson-Lee Library  
**Balance Sheet**  
As of December 31, 2021

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<b>TOTAL ASSETS</b>	<b>257,733.95</b>
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Net Income	-4,802.10
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>257,733.95</b>

# Anderson-Lee Library

## Balance Sheet Prev Year Comparison

As of December 31, 2021

	Dec 31, 21	Dec 31, 20	\$ Change	% Change
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
102 · M&T Bank Checking	2,610.56	9,983.22	-7,372.66	-73.9%
Total Checking/Savings	2,610.56	9,983.22	-7,372.66	-73.9%
Other Current Assets				
105 · Petty Cash	100.00	100.00	0.00	0.0%
204 · Vanguard GNMA	155,023.39	162,452.83	-7,429.44	-4.6%
Total Other Current Assets	155,123.39	162,552.83	-7,429.44	-4.6%
Total Current Assets	157,733.95	172,536.05	-14,802.10	-8.6%
Other Assets				
1347 · Capital Fund	100,000.00	90,000.00	10,000.00	11.1%
Total Other Assets	100,000.00	90,000.00	10,000.00	11.1%
<b>TOTAL ASSETS</b>	<b>257,733.95</b>	<b>262,536.05</b>	<b>-4,802.10</b>	<b>-1.8%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
3000 · Opening Bal Equity	33,678.03	33,678.03	0.00	0.0%
3900 · Retained Earnings	228,858.02	216,756.49	12,101.53	5.6%
Net Income	-4,802.10	12,101.53	-16,903.63	-139.7%
Total Equity	257,733.95	262,536.05	-4,802.10	-1.8%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>257,733.95</b>	<b>262,536.05</b>	<b>-4,802.10</b>	<b>-1.8%</b>

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01/19/22

Cash Basis

**Anderson-Lee Library**  
**Profit & Loss**  
**December 2021**

	Dec 21
Ordinary Income/Expense	
Income	
1121 · Interest	225.78
1122 · Fines	52.00
1123 · Copier	185.14
1124 · Fax	40.00
1126 · Misc Income	0.00
1130 · Donations General	219.32
1150 · Best Sellers	61.19
1230 · Memorials Unspecified	750.00
Total Income	1,533.43
Expense	
1260 · Books	885.58
1290 · e book/overdrive	125.00
1310 · Payroll	6,085.98
1311 · Payroll Taxes	1,760.26
1312 · Compensation Ins	628.50
1316 · Building Maint	8,181.25
1320 · Insurance	267.00
1321 · Electric	194.13
1322 · Copier Expense	161.66
1324 · Water & Sewer	189.98
1325 · Gas	217.04
1326 · Telephone	59.98
1327 · Computer Exp	69.00
1336 · Library Supplies	36.92
1402 · BOOK CLUB EXPENSES	54.83
1403 · children's program	499.86
Total Expense	19,416.97
Net Ordinary Income	-17,883.54
Net Income	-17,883.54

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Cash Basis

# Anderson-Lee Library

## Profit & Loss YTD Comparison

### December 2021

	Dec 21	Jan - Dec 21
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
1000 · PAYROLL PROTECTION PROGRAM	0.00	18,647.50
1009 · Books -Donation	0.00	20.00
1115 · NYS Library Service Aid	0.00	793.00
1118 · No Chau Comm Foundation	0.00	8,788.00
1119 · summer reading program	0.00	50.00
1120 · Fund Raisers	0.00	1,743.00
1121 · Interest	225.78	2,965.07
1122 · Fines	52.00	908.94
1123 · Copier	185.14	1,063.68
1124 · Fax	40.00	634.85
1125 · Dues	0.00	35.00
1126 · Misc Income	0.00	236.18
1130 · Donations General	219.32	1,757.82
1132 · Northern Chaut Comm Foundation	0.00	0.00
1133 · Library System Book Plan	0.00	5,676.15
1140 · Federal & State Grant	0.00	1,000.00
1150 · Best Sellers	61.19	810.69
1220 · Donations Unspecified	0.00	5.00
1230 · Memorials Unspecified	750.00	750.00
1240 · Library Proposition	0.00	98,750.00
1348 · recycling income	0.00	36.00
<b>Total Income</b>	<b>1,533.43</b>	<b>144,670.88</b>
<b>Expense</b>		
1260 · Books	885.58	8,739.21
1270 · Serials	0.00	1,151.37
1280 · Cd/audio/Cassettes	0.00	817.08
1290 · e book/overdrive	125.00	819.00
1310 · Payroll	6,085.98	68,553.01
1311 · Payroll Taxes	1,760.26	19,541.46
1312 · Compensation Ins	628.50	1,659.50
1315 · Cleaning	0.00	629.93
1316 · Building Maint	8,181.25	27,531.42
1317 · Entertainment	0.00	503.79
1318 · POSTAGE / SHIPPING	0.00	192.76
1320 · Insurance	267.00	3,230.81
1321 · Electric	194.13	2,251.60
1322 · Copier Expense	161.66	2,389.55
1323 · Office Supplies	0.00	453.47
1324 · Water & Sewer	189.98	766.94
1325 · Gas	217.04	2,173.48
1326 · Telephone	59.98	1,511.96
1327 · Computer Exp	69.00	1,260.38
1330 · Misc Expenses	0.00	756.11
1336 · Library Supplies	36.92	150.99
1340 · Staff	0.00	780.00
1341 · Library Staff Training	0.00	189.00
1343 · SUMMER READING EXPENSES	0.00	1,203.91
1401 · program expenses	0.00	690.00
1402 · BOOK CLUB EXPENSES	54.83	267.59
1403 · children's program	499.86	1,242.51
1404 · board games	0.00	16.15
<b>Total Expense</b>	<b>19,416.97</b>	<b>149,472.98</b>
<b>Net Ordinary Income</b>	<b>-17,883.54</b>	<b>-4,802.10</b>
<b>Net Income</b>	<b>-17,883.54</b>	<b>-4,802.10</b>