

ANDERSON-LEE LIBRARY

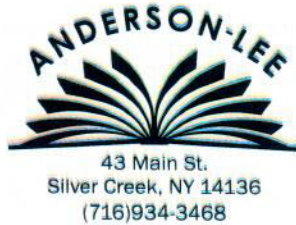
Board of Trustees Meeting

May 16, 2022

7:00 P.M.

- I. Call to Order
- II. Attendance
- III. Annis, Barber, Bowers, Cole, ~~Falcone~~, Fiebelkorn, Morabito, O'Connell, & Woolley
Excused- Falcone
- 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 - work shifts
 - C.
 - D.
 - E.
- VIII. New Business
 - A. Sherman Library review results
 - B.
 - C.
 - D.
 - E.
 - F.
 - G.
 - H.
- VIII. Adjournment

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



Director's Report

May - 2022

NEW INFORMATION

I made contact with someone at SCCS. Michelle Helmer got back to me and apologized as for some reason our emails were going to her spam and she missed the last call. Amanda Blette got in touch with us and wanted to set up some field trips down to the library. She was hoping to schedule 3 visits to the library between now and the end of the school year. I gave her a call back but now we're playing phone tag. We can easily set up these visits now. However, it didn't seem like PRE-K was something they were interested in, as it didn't come up yet. I'll ask directly when we speak next.

Bob is working on the 3d printing class. He's planning on covering what the machine is, how it works, what you can do with it, demonstrating how to use it, what we can and cannot print for people, the cost and where you can find or make your own models. It's scheduled for June 2nd. .

Speaking of the 3d printer, it broke. However myself and Bob were able to take it apart and fix the part that was giving us trouble. A quick rebuild and it's good as new.

Our front door handicap button has stopped working. There is a 9v battery that can be replaced. However, due to the button's age and weathering, the wires had also corroded and broke off inside the switch. With no way to fix it, I've called the Imperial Door Company, who has done work on our doors in the past, to come and bring a new button and install it for us.

The carpets have been cleaned. I was originally going to wait a bit longer till the mud of spring had passed us by, however, when moving some of the tables for an event, the carpets were too messy to really be presentable. So the cleaners came and did their magic and they've never looked better.

Mike Jones from the system has informed us that our phone bill will soon increase. He didn't mention when exactly. The price is expected to go up to 39.99 or 49.99, per line. This is from our current price of 29.99. Mike has asked us all to send in our phone bills to help negotiate and has plans to build their own CCLS phone system, but I have no details on that.

The kick balls have been ordered. They are currently in production and will ship shortly. We'll have plenty for the upcoming Children's Fair. Unfortunately, they were out of blue, so we got the same orange ones as last time. The kick balls will have our library name, address and phone number on them.

We are doing our mini-canvas art program again. We've ordered the supplies and will be setting it up for the summer. This will be aimed at teens and adults. Each person will get a mini canvas, paint brushes, paint pots and will have everything they need to paint their own masterpiece. We'll have an art show when we collect all the paintings. This was a big hit last time we did this so we're looking forward to it.

My librarian certificate was up for renewal. This means 5 years have passed already since I'd gotten it. I was able to renew with no problem and it will come into effect when my old certificate expires and we'll be good for another 5 years.

The system was discussing signing up for Mango Language. This is similar to when we had Transparent Language. It's a learning platform with a lot of languages to select from. The price would be \$1,150 a year (\$95 a month), but may be lower depending on a few things. We didn't have much success with Transparent Language(\$750/yr) and only a few people asked about Rosetta Stone when it was offered by the system. So I think we may want to pass for now.

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05/11/22

Cash Basis

Anderson-Lee Library
Balance Sheet
As of April 30, 2022

	Apr 30, 22
ASSETS	
Current Assets	
Checking/Savings	
102 · M&T Bank Checking	5,776.29
Total Checking/Savings	5,776.29
Other Current Assets	
105 · Petty Cash	100.00
204 · Vanguard GNMA	200,769.38
Total Other Current Assets	200,869.38
Total Current Assets	208,645.67
Other Assets	
1347 · Capital Fund	110,000.00
Total Other Assets	110,000.00
TOTAL ASSETS	316,645.67
LIABILITIES & EQUITY	
Equity	
3000 · Opening Bal Equity	33,678.03
3900 · Retained Earnings	224,055.92
Net Income	58,911.72
Total Equity	316,645.67
TOTAL LIABILITIES & EQUITY	316,645.67

Anderson-Lee Library
Balance Sheet Prev Year Comparison
As of April 30, 2022

	Apr 30, 22	Apr 30, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
102 - M&T Bank Checking	5,776.29	109,363.85	-103,587.56	-94.7%
Total Checking/Savings	5,776.29	109,363.85	-103,587.56	-94.7%
Other Current Assets				
105 - Petty Cash	100.00	100.00	0.00	0.0%
204 - Vanguard GNMA	200,769.38	153,223.55	47,545.83	31.0%
Total Other Current Assets	200,869.38	153,323.55	47,545.83	31.0%
Total Current Assets	206,645.67	262,687.40	-56,041.73	-21.3%
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	316,645.67	352,687.40	-36,041.73	-10.2%
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	58,911.72	90,151.35	-31,239.63	-34.7%
Total Equity	316,645.67	352,687.40	-36,041.73	-10.2%
TOTAL LIABILITIES & EQUITY	316,645.67	352,687.40	-36,041.73	-10.2%

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Cash Basis

Anderson-Lee Library

Profit & Loss

April 2022

	Apr 22
Ordinary Income/Expense	
Income	
1121 · Interest	402.16
1122 · Fines	127.51
1123 · Copier	70.00
1124 · Fax	-11.60
1126 · Misc Income	3.00
1130 · Donations General	22.00
1150 · Best Sellers	151.38
1348 · recycling income	4.00
Total Income	<u>768.45</u>
Expense	
1260 · Books	832.18
1270 · Serials	126.98
1290 · e book/overdrive	62.50
1310 · Payroll	6,214.23
1311 · Payroll Taxes	1,898.82
1312 · Compensation Ins	78.00
1315 · Cleaning	126.00
1316 · Building Maint	11.48
1317 · Entertainment	125.00
1320 · Insurance	267.00
1321 · Electric	197.43
1322 · Copier Expense	66.38
1325 · Gas	363.69
1326 · Telephone	59.98
1327 · Computer Exp	69.00
1336 · Library Supplies	117.98
1343 · SUMMER READING EXPENSES	96.85
1401 · program expenses	64.96
1403 · children's program	-27.80
Total Expense	<u>10,750.66</u>
Net Ordinary Income	<u>-9,982.21</u>
Net Income	<u><u>-9,982.21</u></u>

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Cash Basis

Anderson-Lee Library
Profit & Loss YTD Comparison
 April 2022

	Apr 22	Jan - Apr 22
Ordinary Income/Expense		
Income		
1112 · Friends	0.00	500.00
1115 · NYS Library Service Aid	0.00	283.20
1121 · Interest	402.16	1,148.15
1122 · Fines	127.51	325.66
1123 · Copier	70.00	380.00
1124 · Fax	-11.60	195.44
1125 · Dues	0.00	35.00
1126 · Misc Income	3.00	3.00
1130 · Donations General	22.00	331.52
1132 · Northern Chaut Comm Foundation	0.00	5,480.00
1133 · Library System Book Plan	0.00	815.78
1150 · Best Sellers	151.38	516.20
1230 · Memorials Unspecified	0.00	791.12
1240 · Library Proposition	0.00	98,750.00
1348 · recycling income	4.00	12.00
Total Income	768.45	109,567.07
Expense		
1260 · Books	832.18	8,735.67
1270 · Serials	126.98	821.40
1280 · Cd/audio/Cassettes	0.00	480.56
1290 · e book/overdrive	62.50	187.50
1310 · Payroll	6,214.23	24,933.61
1311 · Payroll Taxes	1,898.82	7,368.94
1312 · Compensation Ins	78.00	408.00
1315 · Cleaning	126.00	363.73
1316 · Building Maint	11.48	1,767.81
1317 · Entertainment	125.00	225.00
1320 · Insurance	267.00	1,068.00
1321 · Electric	197.43	782.66
1322 · Copier Expense	66.38	726.36
1323 · Office Supplies	0.00	308.87
1324 · Water & Sewer	0.00	188.38
1325 · Gas	363.69	973.90
1326 · Telephone	59.98	239.92
1327 · Computer Exp	69.00	117.20
1330 · Misc Expenses	0.00	201.55
1336 · Library Supplies	117.98	162.91
1343 · SUMMER READING EXPENSES	96.85	96.85
1401 · program expenses	64.96	64.96
1402 · BOOK CLUB EXPENSES	0.00	42.92
1403 · children's program	-27.80	388.65
Total Expense	10,750.66	50,655.35
Net Ordinary Income	-9,982.21	58,911.72
Net Income	-9,982.21	58,911.72

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Cash Basis

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

	Jan - Apr 22	Jan - Apr 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	793.00	-509.80	-64.3%
1119 · summer reading program	0.00	50.00	-50.00	-100.0%
1120 · Fund Raisers	0.00	470.00	-470.00	-100.0%
1121 · Interest	1,148.15	1,165.23	-17.08	-1.5%
1122 · Fines	325.66	307.08	18.58	6.1%
1123 · Copier	380.00	358.88	21.12	5.9%
1124 · Fax	195.44	261.36	-65.92	-25.2%
1125 · Dues	35.00	35.00	0.00	0.0%
1126 · Misc Income	3.00	43.46	-40.46	-93.1%
1130 · Donations General	331.52	170.00	161.52	95.0%
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	516.20	257.29	258.91	100.6%
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	98,750.00	0.00	0.0%
1348 · recycling income	12.00	0.00	12.00	100.0%
Total Income	109,567.07	127,503.64	-17,936.57	-14.1%
Expense				
1260 · Books	+ 8,735.67 ^{3,000}	1,671.65	7,064.02	422.6%
1270 · Serials	821.40	822.88	-1.48	-0.2%
1280 · Cd/audio/Cassettes	480.56	429.00	51.56	12.0%
1290 · e book/overdrive	187.50	250.00	-62.50	-25.0%
1310 · Payroll	24,933.61	18,438.03	6,495.58	35.2%
1311 · Payroll Taxes	7,368.94	4,953.09	2,415.85	48.8%
1312 · Compensation Ins	408.00	527.00	-119.00	-22.6%
1315 · Cleaning	363.73	494.37	-130.64	-26.4%
1316 · Building Maint	1,767.81	3,268.16	-1,500.35	-45.9%
1317 · Entertainment	225.00	0.00	225.00	100.0%
1318 · POSTAGE / SHIPPING	0.00	82.76	-82.76	-100.0%
1320 · Insurance	1,068.00	1,376.00	-308.00	-22.4%
1321 · Electric	782.66	531.83	250.83	47.2%
1322 · Copier Expense	726.36	324.91	401.45	123.6%
1323 · Office Supplies	308.87	143.36	165.51	115.5%
1324 · Water & Sewer	188.38	202.00	-13.62	-6.7%
1325 · Gas	973.90	1,321.99	-348.09	-26.3%
1326 · Telephone	239.92	990.61	-750.69	-75.8%
1327 · Computer Exp	117.20	69.00	48.20	69.9%
1330 · Misc Expenses	201.55	377.24	-175.69	-46.6%
1336 · Library Supplies	162.91	49.07	113.84	232.0%
1340 · Staff	0.00	600.00	-600.00	-100.0%
1343 · SUMMER READING EXPENSES	96.85	135.39	-38.54	-28.5%
1401 · program expenses	64.96	0.00	64.96	100.0%
1402 · BOOK CLUB EXPENSES	42.92	0.00	42.92	100.0%
1403 · children's program	388.65	277.80	110.85	39.9%
1404 · board games	0.00	16.15	-16.15	-100.0%
Total Expense	50,655.35	37,352.29	13,303.06	35.6%
Net Ordinary Income	58,911.72	90,151.35	-31,239.63	-34.7%
Net Income	58,911.72	90,151.35	-31,239.63	-34.7%