

AGENDA
PENN YAN PUBLIC LIBRARY
BOARD MEETING
THURSDAY April 16th, 2023 6:30 PM

Call to Order

- Public Comment
- Additional Agenda Items?
- *Adoption of Agenda
- *March 16th minutes
- Financial Review
 - *Payment of bills for March 2023
- Library Director's Report

Standing Committee Reports

- Finance Committee
- Policy Review Committee (should meet in May-bylaws)
- Building Committee
- Nominating Committee
- Personnel Committee

Old Business

- Strategic Plan development for 2024-2028

New Business

- June 16th Cruisin' Night is being held in the Yates County Parking Lot
 - *close at 4:30pm
- Bank signature resolutions

***Adjourn**

- Items with * require Board action. Enclosures: March 2023 Minutes, Budget and Balance sheets, Director's Report, Circulation Stats, Children's and Adult services reports

MINUTES
PENN YAN PUBLIC LIBRARY
BOARD MEETING
THURSDAY March 16, 2023

Present: Peter Gamba, Val Brechko, Jan Barrett, Kristen Flynn-Comstock, Deb Connelly, Steve Darrow, Connie Glover, Angela Gonzalez

Absent: Elizabeth Burris-Chase

Guests:

Call to Order

1. Public Comment:

2. *Resolution to approve the following:

- a. Adoption of the March 16, 2023 Agenda as amended:

Moved: Jan Barrett

Seconded: Val Brechko

Approved: 7 -0

Abstentions: 0

- b. February 16, 2023 minutes as submitted:

Moved: Steve Darrow

Seconded: Jan Barrett

Approved: 7 -0

Abstentions: 0

- c. Payment of bills for February 2023:

Moved: Deb Connelly

Seconded: Kristen Flynn-Comstock

Approved: 7 -0

Abstentions: 0

3. Library Director's Report: see attached

4. Standing Committee Reports

- a. Finance Committee: Did not meet.
- b. Policy Review Committee: Will meet in May to review by-laws.
- c. Building Committee: Did not meet.
- d. Nominating Committee: Did not meet. Angela had an inquiry from an interested patron.
- e. Personnel Committee: Did not meet.

5. Old Business

- a. Strategic Plan development for 2024-2028: Please return questionnaires by May or June.

6. New Business

*Resolution to approve the following:

- a. **Removal of Sandi Perl as check signer**

Moved: Kristen Flynn- Comstock

Seconded: Val Brechko

Approved: 7-0

Abstentions: 0

- b. Poll Clerks for April 11th, 2023

Moved: Deb Connelly

Seconded: Kristen Flynn-Comstock

Approved: 7-0

Abstentions: 0

7. *Adjourn:

Moved: Kristen Flynn Comstock

Seconded: Jan Barrett

Approved: 7-0

Abstentions: 0

- Items with * require Board action. Enclosures: February 2023 minutes, Budget and Balance Sheets, Director's Report, Circulation Stats, Children and Adult Services Reports

PYPL Executive Director's Report 4-16-2023

Professional Development and Meetings:

3-21 PYPL Staff Roundtable, Jessica from Yates Chamber

3-23 STLS DEI meeting

3-27 New York State Retirement Gold Cert. training meeting with consultant

3-27 Climate Change Preparedness at your Library, ALA webinar

3-30 Taking Care of Self, Staff, and Community, Webjunction

4-10 Caring for the Mind: Providing Mental Health Information at Your Library by NLM

4-18 NYLA Conference Curators Program Sponsor Meeting

Happenings:

-The inscribed bricks from the fall '22 campaign arrived on 4-11.

-The Friends of PYPL annual meeting will be May 4th at 4:00. There will be a program about the history of Yates County public libraries.

- The vote was held on 4-11.

-As of 4-13 the painting project schedule hasn't been communicated yet.

-There will be a new fairy village out in the front garden and a child-size picnic table.

-I was on vacation 4/3-4/7.

Penn Yan Public Library
Monthly Youth Services Report to Board

MARCH 2023 IN REVIEW

March started with Cheesestruction Competition, a silly program where tweens were challenged to build different structures using only crackers and spray cheese. I thought the combination of food and an excuse to be silly would be irresistible to this age group, but their continuing aversion to formal programs meant that only seven participated. When we put out the leftovers for kids to nibble on, there were suddenly two dozen kids there! Programming to this age group in post-pandemic times continues to be challenging. Lots of illness in younger kids contributed to wildly-fluctuating numbers for storytimes.

MEETINGS ATTENDED

- Yates Afterschool Coalition monthly meeting (virtual)

NOTABLE PATRON INTERACTIONS

- 2+ hours of work with one adult patron uploading documents to an attorney
- recommend caterers and bakers for a birthday party
- recommend books for youth under 10 reading at an adult level
- recommend age-appropriate horror books for tweens
- recommend "clean" historical romances for a patron's 96-year-old mother

MARCH 2023 PROGRAMS

In-person programs: 23

Attendance at in-person programs: 308

NOTES

A new community connection was made in March when Pathways, Inc. approached me looking for a way to reach out to potential foster families. We will be hosting them more in the future.

Submitted April 11, 2023 by Sarah Crevelling, Youth Services Librarian

March 2023 adult services report

37 patrons made 33 reference requests in March. These included 14 tech questions, 3 local history questions, and 2 legal question. No Mennonite patrons made any reference requests. Of interest: an inquiry regarding when a parent's responsibility for their child ends; a request for information on the local James Cole Circus as part of research for a book; scoping reports for a wind turbine project at a nuclear power plant; and "where can we get a good cup of coffee around here?"

At least 182 patrons engaged with 20 programs in March. Carrying on from the successful Black History Month film & reflection series, I showed a film about Civil Rights activist Bayard Rustin. Friend of the Library Laurel O'Donnell presented on some fascinating local history resources for Family Research Support Group. At Justice 101, participants reflected on the meaning and purpose of diversity. Lynne Westmoreland facilitated another meaningful Death Café, in conjunction with the libraries in Naples and Geneva. And a large and happy group convened for a very interesting Russian dinner for our latest Pot Luck Club session. All this, plus regular partner programs Classics in Spirituality, Alzheimer's Association sessions, Knit Together, Keuka Writes, and more.

checkouts	19-20	20-21	21-22	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	21-22	22-23	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
	total	Total	July												Total	July									
ADPBKFC	401	473	66	69	77	61	57	49	43	48	50	74	67	72	733	82	78	86	67	54	39	51	44	59	
ADPBKNF	204	213	21	11	16	17	14	20	21	20	24	16	17	26	223	26	24	25	34	20	20	14	14	16	
ADULTFC	5124	5390	630	645	587	566	620	513	544	508	616	597	636	725	7187	841	976	894	762	743	556	639	572	688	
ADULTNF	4312	4264	446	422	384	389	412	360	417	426	532	461	369	374	4992	408	461	434	407	383	359	448	361	432	
AUDIOBKAS	3	0		4	1										5									2	
AUDIOBKCD	1506	1141	86	100	122	92	105	100	105	78	88	112	116	101	1205	118	132	159	139	129	140	130	73	87	
AV-hotspot	142	854	96	90	93	90	98	76	70	87	103	71	84	87	1045	99	101	79	59	60	55	77	61	70	
AV-EQUIP	0	2													0										
BOOK	32	18	7	4	3	5	2	3	1	2	2	1	5	4	39	4	8	3	4	2	2	3	4		
COMPUTER-laptops	145	4			2					3		8	2	2	17	1				2				1	
playaways	39	0													0										
EAUDIOBOOK	0	0													0										
ED-VID-DVD	65	27	5		2	3	3	2	1	1	3	7	9	5	41	6	1	1	2	2	3	3	3	2	
EPHEMERAL	1	0													0										
EQUIPMENT	1	3			2			1							3					2	1			1	
HOLIDAY	24	18				4	3	3	4	2	2		1		19			1		2	3	6	1	2	
ILL-BOOK	57	0	4	3	4	15	6	6	8	7	8	9	3	2	75	9	5	4	6	10	3	5	4	8	
JUVDVD (new 5-1-19)	99	93	17	8	11	18	22	19	7	2	21	25	11	8	169	7	17	5	9	15	11	7	9	5	
JUVAUDIOBK	28	41	8	2	5	5	2	2		2	2	2	1	1	32	1	2	2		2	2	2	3		
JUVFIC	13963	15238	1914	1674	1578	1385	1626	1408	1297	1520	1801	1653	1206	1444	18506	2007	1915	1481	1595	1374	1223	1392	1530	1898	
JUVMAGAZIN	29	79	2	11	5	4	4		4	7	7		6		50	1	3	1	4	4		8	1	3	
JUVMUSICCD	0	4													1	1	2								
JUVNF	2514	2889	345	263	221	175	234	214	227	257	293	292	239	286	3046	346	299	360	226	286	261	309	303	341	
JUVPBFC	250	370	33	19	24	24	34	29	46	20	28	32	46	30	365	26	27	17	20	11	10	11	19	23	
JUVPBK	29	38	2	2	2	2	1		6	6	3	6	2	8	38	5	2	1			2	2	2	2	
JUVREF	2	0													0										
KIT	56	3	6	6	5	7	10	16	8	9	9	11	7	11	105	9	5	16	6	5	6	9	7	6	
LARGETYPE	6280	7055	762	822	746	686	666	553	684	549	715	634	655	702	8174	791	880	759	679	689	622	563	559	646	
MAGAZINE	834	897	105	104	48	78	72	80	74	63	74	85	115	109	1007	126	125	111	98	135	143	111	88	118	
MICROFORM	0	24					18							8	26	8		8						16	
MIXEDMEDIA	5	6	1				1		1	1		1			6									2	
MUSICCD	389	525	40	43	41	45	53	38	42	25	37	57	34	64	519	97	65	134	94	83	54	38	12	56	
NEWAUDBKCD	591	656	54	79	53	51	57	52	61	61	63	62	45	31	669	22	21	18	16	18	16	23	30	31	
NEW-BKNF	0	0													0										
NEW-BOOK	1997	2037	313	341	305	326	269	215	234	235	258	248	205	191	3140	191	164	188	222	258	244	312	294	334	
NEW-BOOKNF	1170	1236	147	126	108	96	105	113	103	102	101	87	71	54	1213	47	27	36	51	75	81	78	84	119	
NEW JUVDVD-new	23	18	12	5	4	2		1		2	12	8	4	5	55	9	4	1	2	1	5	2		1	
NEWJUVFIC	940	898	116	120	116	126	100	84	92	85	134	131	97	112	1313	155	113	112	94	89	98	121	119	130	
NEW-JUVNF	291	308	58	56	32	18	25	12	32	30	45	42	26	26	402	28	23	19	15	24	24	20	33	43	
NEW-LP	2782	1797	89	94	60	67	43	28	56	54	62	46	38	38	675	37	27	23	20	24	16	6	15	13	
NEWMAGAZIN	50	47	4	6	5	2	11	48	46	11	4	12	2	2	151	4	8	3	6	4	7	7	3	4	
NEWMUSCD	93	150	20	13	14	19	15	6	10	4	8	2	2	2	115	15	4						3	9	
NEWSPAPER	0	0													0										
NEW-VIDDVD	3958	3391	410	483	341	312	347	312	387	327	389	349	268	179	4104	190	45	42	113	177	235	280	225	317	
PGMRESOURC	5	0													0									8	1
REF-BOOK	5	2		11	1	1				1	1	1	1	1	18	6	4				1	1	4		
ROTATING	9	33	65	16	3	2		1							87	3						1			
SOFTWARE	0	0	1	1	1		1		1	1	5	3			14		1								
STLSEQUIP	0	0													0										
TABLET	0	0													0										
TESTBOOK	4	9					2								2										
TOY	4	0													0										
UNBARCODED	31	17	7	3	2	5	4	1	3	1	3	4		3	36	5	7	4	3	3	1	1		1	
UNDEFINED	0	0													0										
VIDEO-DVD	13052	11910	953	1062	951	809	887	880	863	860	898	876	917	780	10736	929	1059	862	844	796	551	614	580	814	
VID-GAME	857	853	161	138	144	134	102	113	116	92	141	99	110	111	1461	104	151	109	128	119	93	120	83	149	
loaned to STLS	4853	5100	489	564	514	447	478	428	457	418	468	490	393	409	5555	428	479	490	463	389	384	499	546	564	
Borrowed from STLS	3692	5221	548	546	536	554	466	499	577	464	536	560	505	567	6358	618	634	553	572	461	374	504	519	599	

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
March 2023

	Mar 23
Ordinary Income/Expense	
Income	
4100 · Printing Income	
4150 · Laser Printer	33.10
4160 · Other Copies	2.31
Total 4100 · Printing Income	35.41
4400 · Fines	79.98
4500 · Lost/Damaged Books Refund	1.00
4505 · Sale of Extraneous Materials	9.95
4525 · Cafe Receipts	20.38
4540 · Tax Income	58,873.33
4550 · Miscellaneous	17.61
4700 · Interest	2.14
4800 · NonDesignated Donations	1,797.77
Total Income	60,837.57
Expense	
5000 · HUMAN RESOURCES	
5100 · Salaries	
5110 · Library Director II	5,717.29
5115 · Librarian I	8,986.16
5130 · Clerical	18,512.74
Total 5100 · Salaries	33,216.19
5200 · Benefits	
5210 · Medicare/SS	2,529.58
5225 · HRA Contributions	3,188.36
5235 · Voluntary Benefits	(200.34)
5240 · SUTA	546.12
5250 · Workmens Compensation	812.50
5200 · Benefits - Other	200.34
Total 5200 · Benefits	7,076.56
5300 · Payroll Costs	225.58
Total 5000 · HUMAN RESOURCES	40,518.33
5400 · ADMINISTRATION	
5415 · Hotspots	504.16
5430 · Telephone System	160.70
5451 · Service Contract	17.14
5452 · Toshiba copier	216.07
5460 · Office Supplies	
5461 · Staff Room	42.58
5463 · Other	8.91
Total 5460 · Office Supplies	51.49
5480 · Dues	155.00
5486 · Vote Expense	1,303.52
Total 5400 · ADMINISTRATION	2,408.08
5900 · BUILDINGS & GROUNDS	
5910 · Utilities	
5912 · Electric	641.24
5913 · Sewer & Water	76.60
5914 · Gas	88.93
Total 5910 · Utilities	806.77
5940 · Maintenance Contracts	
5943 · Trash Removal	47.75

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
March 2023

	Mar 23
Total 5940 · Maintenance Contracts	47.75
5970 · Supplies	
5972 · Custodial	223.04
5974 · Building	16.51
Total 5970 · Supplies	239.55
Total 5900 · BUILDINGS & GROUNDS	1,094.07
6000 · TECH (NETWORK AND ILS)	
6300 · Maintenance	113.55
Total 6000 · TECH (NETWORK AND ILS)	113.55
7300 · ADULT SERVICES	
7310 · Materials	
7315 · Print Materials	
7320 · Adult Fiction	465.34
7330 · Adult Non Fiction	298.43
Total 7315 · Print Materials	763.77
7380 · AV Materials	
7382 · Audio Books	256.93
7384 · CD Music	54.96
7386 · DVD	396.82
Total 7380 · AV Materials	708.71
Total 7310 · Materials	1,472.48
7420 · Programming	33.47
7454 · Cafe Supplies	84.71
Total 7300 · ADULT SERVICES	1,590.66
7500 · YOUTH SERVICES	
7510 · Materials	
7515 · Print Materials	
7520 · E	46.78
7530 · J Fiction	98.33
7540 · J Non-Fiction	93.83
7550 · YA	75.93
Total 7515 · Print Materials	314.87
7580 · AV Materials	
7588 · Video Games	29.99
Total 7580 · AV Materials	29.99
Total 7510 · Materials	344.86
7620 · Programming	13.75
Total 7500 · YOUTH SERVICES	358.61
8100 · TECHNICAL SERVICES	
8155 · Processing Costs	(48.57)
Total 8100 · TECHNICAL SERVICES	(48.57)
8200 · CIRCULATION	
8295 · Unique Management	41.20
Total 8200 · CIRCULATION	41.20
Total Expense	46,075.93
Net Ordinary Income	14,761.64

04/05/23

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
March 2023

	<u>Mar 23</u>
Net Income	<u><u>14,761.64</u></u>

Penn Yan Public Library
Balance Sheet
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Savings account	
1018 · Non designated	6,815.03
1028 · Phase IV Money	18,163.50
1000 · Savings account - Other	101,064.12
Total 1000 · Savings account	126,042.65
1014 · Operating Acct	594,456.56
Total Checking/Savings	720,499.21
Accounts Receivable	
1261 · Accounts Receivable	(1,166.57)
Total Accounts Receivable	(1,166.57)
Other Current Assets	
1220 · Prepaid Expenses	
1250 · Insurance	(3,200.47)
1251 · Workers Comp	6,517.00
Total 1220 · Prepaid Expenses	3,316.53
1275 · Cash Held For Friends	13,707.70
1499 · Undeposited Funds	2,800.65
1300 · Investments	
1350 · CDs	17,509.20
Total 1300 · Investments	17,509.20
Total Other Current Assets	37,334.08
Total Current Assets	756,666.72
Fixed Assets	
1500 · Land	37,775.41
1501 · Building Improvemt & Renovation	1,354,597.30
1502 · Office Equipment	94,508.27
1503 · Furniture & Fixtures	15,702.00
1510 · Accum Depreciatn - Fixed Assets	(628,161.61)
Total Fixed Assets	874,421.37
TOTAL ASSETS	1,631,088.09
LIABILITIES & EQUITY	
Liabilities	

Penn Yan Public Library
Balance Sheet
As of March 31, 2023

	Mar 31, 23
Current Liabilities	
Accounts Payable	
2005 · Payables	27,350.00
Total Accounts Payable	27,350.00
Other Current Liabilities	
1260 · Staff Receivables	(0.36)
2042 · New York Paid Family Leave	6,938.74
2045 · Deferred Compensation	865.08
2010 · Accrued Payroll & Employee Ben	32,506.87
2020 · Cash Held for Library (Friends)	13,707.70
2027 · Deferred Tax	120,657.65
2028 · Pass Through Funds	1,750.23
2032 · Accrued FICA	(1,003.96)
2033 · Federal Withholding	26.98
2034 · NYS Withholding	6.28
2035 · Retirement	12,116.39
2036 · Sales Tax 8%	90.52
2038 · Employee Health Premiums	0.27
Total Other Current Liabilities	187,662.39
Total Current Liabilities	215,012.39
Total Liabilities	215,012.39
Equity	
3000 · General Fund Equity	470,674.42
3100 · Restricted Funds	
3101 · Watkins/Reiner	2,905.13
3102 · Hobart	13,674.85
3103 · Underwood	5,700.34
Total 3100 · Restricted Funds	22,280.32
3900 · Retained Earnings	906,955.21
Net Income	16,165.75
Total Equity	1,416,075.70
TOTAL LIABILITIES & EQUITY	1,631,088.09

Budget vs. Actual

04/05/23

Accrual Basis

2022/2023 Budget

	<u>Jul '22 - Mar...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
4100 · Printing Income				
4150 · Laser Printer	1,034.65	500.00	534.65	206.9%
4160 · Other Copies	4.63	1,000.00	(995.37)	0.5%
Total 4100 · Printing Income	1,039.28	1,500.00	(460.72)	69.3%
4200 · Village	0.00	1,000.00	(1,000.00)	0.0%
4400 · Fines	574.89			
4500 · Lost/Damaged Books Refund	140.46			
4505 · Sale of Extraneous Materials	165.25			
4525 · Cafe Receipts	352.77	0.00	352.77	100.0%
4540 · Tax Income	529,859.97	706,480.00	(176,620.03)	75.0%
4550 · Miscellaneous	3,346.26			
4600 · LLSA	4,558.91	3,500.00	1,058.91	130.3%
4700 · Interest	18.93	150.00	(131.07)	12.6%
4800 · NonDesignated Donations	5,056.01	3,000.00	2,056.01	168.5%
Total Income	545,112.73	715,630.00	(170,517.27)	76.2%
Expense				
5000 · HUMAN RESOURCES				
5100 · Salaries				
5110 · Library Director II	58,862.99	74,325.00	(15,462.01)	79.2%
5115 · Librarian I	93,288.78	116,821.00	(23,532.22)	79.9%
5130 · Clerical	189,486.08	215,000.00	(25,513.92)	88.1%
5135 · Building Staff	0.00	24,448.00	(24,448.00)	0.0%
5100 · Salaries - Other	0.00	0.00	0.00	0.0%
Total 5100 · Salaries	341,637.85	430,594.00	(88,956.15)	79.3%
5200 · Benefits				
5210 · Medicare/SS	26,020.74	30,000.00	(3,979.26)	86.7%
5225 · HRA Contributions	17,142.28	40,000.00	(22,857.72)	42.9%
5230 · Disability	2,452.68	2,700.00	(247.32)	90.8%
5235 · Voluntary Benefits	(2,003.40)			
5240 · SUTA	3,327.86	3,000.00	327.86	110.9%
5250 · Workmens Compensation	4,263.31	4,500.00	(236.69)	94.7%
5255 · Employee Assistance Plan	500.00	500.00	0.00	100.0%
5260 · Retirement	29,159.00	56,442.00	(27,283.00)	51.7%
5200 · Benefits - Other	2,003.40			
Total 5200 · Benefits	82,865.87	137,142.00	(54,276.13)	60.4%
5300 · Payroll Costs	2,358.77	3,000.00	(641.23)	78.6%
Total 5000 · HUMAN RESOURCES	426,862.49	570,736.00	(143,873.51)	74.8%
5400 · ADMINISTRATION				
5415 · Hotspots	4,830.86	5,000.00	(169.14)	96.6%
5420 · Promotion	671.00	500.00	171.00	134.2%
5425 · Internet Service	1,350.00	1,800.00	(450.00)	75.0%
5430 · Telephone System	1,474.31	2,300.00	(825.69)	64.1%
5435 · Insurance	7,560.81	8,000.00	(439.19)	94.5%

	<u>Jul '22 - Mar...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
5440 · Accounting				
5442 · Review/Audit	5,875.00	5,900.00	(25.00)	99.6%
5444 · Supplies	8.99	150.00	(141.01)	6.0%
Total 5440 · Accounting	5,883.99	6,050.00	(166.01)	97.3%
5450 · Equipment	88.93	500.00	(411.07)	17.8%
5451 · Service Contract	154.10			
5452 · Toshiba copier	409.62	1,000.00	(590.38)	41.0%
5460 · Office Supplies				
5461 · Staff Room	63.74	200.00	(136.26)	31.9%
5462 · White Paper	323.18	250.00	73.18	129.3%
5463 · Other	431.18	500.00	(68.82)	86.2%
5460 · Office Supplies - Other	536.71			
Total 5460 · Office Supplies	1,354.81	950.00	404.81	142.6%
5470 · Training/Travel	629.86	1,500.00	(870.14)	42.0%
5475 · Legal	0.00	800.00	(800.00)	0.0%
5480 · Dues	725.00	1,000.00	(275.00)	72.5%
5485 · Postage	305.78	300.00	5.78	101.9%
5486 · Vote Expense	1,303.52	0.00	1,303.52	100.0%
5490 · Misc	1,291.05			
Total 5400 · ADMINISTRATION	28,033.64	29,700.00	(1,666.36)	94.4%
5900 · BUILDINGS & GROUNDS				
5910 · Utilities				
5912 · Electric	3,676.51	5,500.00	(1,823.49)	66.8%
5913 · Sewer & Water	737.31	850.00	(112.69)	86.7%
5914 · Gas	147.01	1,600.00	(1,452.99)	9.2%
Total 5910 · Utilities	4,560.83	7,950.00	(3,389.17)	57.4%
5920 · New Equipmnt	20.99	300.00	(279.01)	7.0%
5930 · Repairs & Maint				
5932 · Equipment	789.72	1,300.00	(510.28)	60.7%
5934 · Blding & Ground	144.32	17,206.00	(17,061.68)	0.8%
5930 · Repairs & Maint - Other	497.88			
Total 5930 · Repairs & Maint	1,431.92	18,506.00	(17,074.08)	7.7%
5940 · Maintenance Contracts				
5943 · Trash Removal	422.47	550.00	(127.53)	76.8%
5945 · Fire Protection	419.00	700.00	(281.00)	59.9%
5946 · Snow Plowing	250.00	1,000.00	(750.00)	25.0%
Total 5940 · Maintenance Contracts	1,091.47	2,250.00	(1,158.53)	48.5%
5970 · Supplies				
5972 · Custodial	877.74	550.00	327.74	159.6%
5974 · Building	816.17	650.00	166.17	125.6%
5976 · building depreciation	0.00	1,000.00	(1,000.00)	0.0%
5970 · Supplies - Other	69.71			

	<u>Jul '22 - Mar...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
Total 5970 · Supplies	1,763.62	2,200.00	(436.38)	80.2%
Total 5900 · BUILDINGS & GROUNDS	8,868.83	31,206.00	(22,337.17)	28.4%
6000 · TECH (NETWORK AND ILS)				
6100 · New Hardware	4,160.00	3,000.00	1,160.00	138.7%
6150 · Parts for Repair & Maint	0.00	150.00	(150.00)	0.0%
6200 · New Software	0.00	500.00	(500.00)	0.0%
6300 · Maintenance	1,398.50	3,000.00	(1,601.50)	46.6%
6400 · ILS Software	33,538.00	33,538.00	0.00	100.0%
Total 6000 · TECH (NETWORK AND I...	39,096.50	40,188.00	(1,091.50)	97.3%
7100 · REFERENCE				
7110 · Materials				
7120 · Reference Books	26.99	500.00	(473.01)	5.4%
Total 7110 · Materials	26.99	500.00	(473.01)	5.4%
7200 · Other Reference	60.00			
Total 7100 · REFERENCE	86.99	500.00	(413.01)	17.4%
7300 · ADULT SERVICES				
7310 · Materials				
7315 · Print Materials				
7320 · Adult Fiction	5,413.12	11500.00	(6,086.88)	47.1%
7321 · Graphic Novels	0.00	350.00	(350.00)	0.0%
7330 · Adult Non Fiction	3,486.16	5,000.00	(1,513.84)	69.7%
7370 · Periodicals	3,511.76	4,000.00	(488.24)	87.8%
7315 · Print Materials - Other	(29.00)			
Total 7315 · Print Materials	12,382.04	20,850.00	(8,467.96)	59.4%
7380 · AV Materials				
7382 · Audio Books	1,566.90	3,500.00	(1,933.10)	44.8%
7384 · CD Music	105.92	350.00	(244.08)	30.3%
7386 · DVD	3,283.40	4,500.00	(1,216.60)	73.0%
Total 7380 · AV Materials	4,956.22	8,350.00	(3,393.78)	59.4%
7310 · Materials - Other	130.00			
Total 7310 · Materials	17,468.26	29,200.00	(11,731.74)	59.8%
7420 · Programming	1,802.92	1,500.00	302.92	120.2%
7450 · Equipment				
7452 · Other Equipment	0.00	200.00	(200.00)	0.0%
Total 7450 · Equipment	0.00	200.00	(200.00)	0.0%
7454 · Cafe Supplies	646.44	0.00	646.44	100.0%
Total 7300 · ADULT SERVICES	19,917.62	30,900.00	(10,982.38)	64.5%
7500 · YOUTH SERVICES				

	<u>Jul '22 - Mar...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
7510 · Materials				
7515 · Print Materials				
7520 · E	584.91	1,800.00	(1,215.09)	32.5%
7530 · J Fiction	1,015.51	1,100.00	(84.49)	92.3%
7540 · J Non-Fiction	734.74	600.00	134.74	122.5%
7550 · YA	714.40	1,250.00	(535.60)	57.2%
7560 · Realia(Non-Book)	0.00	300.00	(300.00)	0.0%
Total 7515 · Print Materials	<u>3,049.56</u>	<u>5,050.00</u>	<u>(2,000.44)</u>	<u>60.4%</u>
7580 · AV Materials				
7582 · Audiobooks	0.00	300.00	(300.00)	0.0%
7584 · Music CD	0.00	100.00	(100.00)	0.0%
7588 · Video Games	603.02	1,000.00	(396.98)	60.3%
Total 7580 · AV Materials	<u>603.02</u>	<u>1,400.00</u>	<u>(796.98)</u>	<u>43.1%</u>
Total 7510 · Materials	<u>3,652.58</u>	<u>6,450.00</u>	<u>(2,797.42)</u>	<u>56.6%</u>
7620 · Programming	<u>3,988.94</u>	<u>2,400.00</u>	<u>1,588.94</u>	<u>166.2%</u>
Total 7500 · YOUTH SERVICES	<u>7,641.52</u>	<u>8,850.00</u>	<u>(1,208.48)</u>	<u>86.3%</u>
8100 · TECHNICAL SERVICES				
8155 · Processing Costs	84.07	800.00	(715.93)	10.5%
8161 · Tech Supplies				
8162 · Repair	38.42	25.00	13.42	153.7%
8163 · AV	73.29	575.00	(501.71)	12.7%
8165 · Disc Cleaner	0.00	100.00	(100.00)	0.0%
8167 · Misc	352.10	750.00	(397.90)	46.9%
Total 8161 · Tech Supplies	<u>463.81</u>	<u>1,450.00</u>	<u>(986.19)</u>	<u>32.0%</u>
Total 8100 · TECHNICAL SERVICES	<u>547.88</u>	<u>2,250.00</u>	<u>(1,702.12)</u>	<u>24.4%</u>
8200 · CIRCULATION				
8250 · Equipment	0.00	0.00	0.00	0.0%
8260 · Patron Cards	376.00	200.00	176.00	188.0%
8275 · Postage for Overdues	61.58	200.00	(138.42)	30.8%
8280 · Mailing Supplies	0.00	300.00	(300.00)	0.0%
8295 · Unique Management	339.90	500.00	(160.10)	68.0%
8200 · CIRCULATION - Other	0.00	100.00	(100.00)	0.0%
Total 8200 · CIRCULATION	<u>777.48</u>	<u>1,300.00</u>	<u>(522.52)</u>	<u>59.8%</u>
Total Expense	<u>531,832.95</u>	<u>715,630.00</u>	<u>(183,797.05)</u>	<u>74.3%</u>
Net Ordinary Income	13,279.78	0.00	13,279.78	100.0%
Other Income/Expense				
Other Income				
8400 · NON-BUDGETED DONATIONS				
8430 · Underwood-Materials	<u>(324.03)</u>			
Total 8400 · NON-BUDGETED DONA...	<u>(324.03)</u>			

	<u>Jul '22 - Mar...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>% of Budget</u>
9000 · Landscaping Project Income				
9075 · Brick Paver Campaign	<u>3,210.00</u>			
Total 9000 · Landscaping Project Inc...	<u>3,210.00</u>			
Total Other Income	<u>2,885.97</u>			
Net Other Income	<u>2,885.97</u>			
Net Income	<u>16,165.75</u>	<u>0.00</u>	<u>16,165.75</u>	<u>100.0%</u>

04/05/23

Reconciliation Summary

1014 · Operating Acct, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	396,465.03
Cleared Transactions	
Checks and Payments - 63...	(46,823.38)
Deposits and Credits - 6 it...	254,438.41
	<u>207,615.03</u>
Total Cleared Transactions	
Cleared Balance	<u>604,080.06</u>
Uncleared Transactions	
Checks and Payments - 15...	(9,620.43)
Deposits and Credits - 3 it...	109.03
	<u>(9,511.40)</u>
Total Uncleared Transactions	
Register Balance as of 03/31/2023	<u>594,568.66</u>
New Transactions	
Checks and Payments - 19...	(18,153.08)
	<u>(18,153.08)</u>
Total New Transactions	
Ending Balance	<u>576,415.58</u>

04/05/23

Reconciliation Summary

1000 · Savings account, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	126,040.51
Cleared Transactions	
Deposits and Credits - 1 item	<u>2.14</u>
Total Cleared Transactions	<u>2.14</u>
Cleared Balance	<u>126,042.65</u>
Register Balance as of 03/31/2023	126,042.65
Ending Balance	126,042.65