

Dunkirk Public Library Board Meeting Agenda

August 29th, 2023 (Moved from August 22nd)

The mission of our library is to provide unrestricted access to informational resources and services that advance lifelong learning, promote the acquisition of knowledge, encourage cultural enrichment, and provide strength to the Dunkirk community.

Attendance to Determine Quorum

Approval of Previous Month's Minutes - Secretary

- July 2023

Financial Report - Treasurer

Approval of Bill Payments & Budget Transfers

Children's Room Report

Director's Report

Unfinished Business

1. DRI Interest Project Form - We continue to develop our project profile with WSP, the organization designated by the city to work alongside the DRI planning committee. Our three-minute pitch was presented at the 8/22/23 DRI meeting. Mayor Rosas said he'd support our proposal and hoped the rest of the committee would, also.
2. Policy Updates:
 - Conflict of Interest - any changes/revisions needed for next year? **Revisions in progress.**
 - Board Bylaws - Review existing bylaws; consider changes including those proposed by Marybeth. **Meeting Schedule - six per year?**
3. Interior Design Services - Proposal from Sara E, originally presented in July.
4. Staff ID/Lanyards: Reviewing options from catalogs to find an appropriate option.

New Business

1. NYS Construction Grant: Approval for the HVAC, Electrical, and Masonry grant was finally posted in the newspaper over the weekend of 8/12/23. Staff from Casale begin HVAC work that following Monday, and completed the job on 8/25/23. Electrical and Masonry contractors hope to schedule us in September/October.
2. Snack Grant: We were approved for \$2000 in order to continue the afterschool snack/craft program. Sign Board authorization and mail to Nicole Clift at City Hall.
3. Building Insurance: Danielle Marx delivered the new policy. She suggested a building appraisal, as our coverage does not match the likely cost to replace the building/contents in case of an emergency. Potential provider:

*KLW Appraisal Group, Inc
Gregory Klauk
247 Cayuga Road
Buffalo, NY 14225
632-2100
greg@klwgroup.com*

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4. Front Bench: Can't find a matching lattice pattern so far. Similar items at Amazon, Lowes, Home Depot, and Wal-Mart are rated poorly, but only cost a few hundred dollars. Uline has models without the lattice back for over \$1000, and they charge a ton for shipping. Other options - <https://www.thebenchfactory.com/>
5. Thanks and Acknowledgments:
 - Heart of the Game - card sent to the gaming store for their donation of 55 Free RPG day items for our Teen program.
 - Volunteer Firefighter award - Michele Quatroche.
5. Finances/Income - Monthly discussion & budget planning.
6. Call for Executive Session if needed. --NO--
7. Jan's Monthly Plan
 - Audit is due at the end of the month. Brook Haggart has been working on all of our documents.

Minutes
July 25, 2023

Attendees Present

Mary Beth Muldowney, Susan Nickle, Matthew Woelfle, Pam Czarniak, Terri Sutherland, Jason Hammond, Sara Marsowicz and Bev Sutton.

Attendees Absent

Mary Beth Muldowney presided. Called to order at 4:20 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: Minutes of the June meeting were approved (S. Marsowicz; M. Woelfle)

Children's Room Report

Submitted and reviewed by Pam Czarniak.

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

- DRI Interest Project Form-application was submitted on 07/17/23. The next meeting will be held on 07/25/23, 6 pm at the Tech Incubator.
- Monthly Planning-the design services proposal submitted by Sara E, Interior Designer will be reread and discussed at a future meeting.

New Business

1. Trustee Appointment - Signed oaths by Mary Beth Muldowney and Terri Sutherland must be completed/notarized. Also, all trustees must complete/return Conflict of Interest forms.
 - Trustee Roles Assigned - President-Mary Beth Muldowney (S. Marsowicz; S. Nickle); VP of Finance-Sara Marsowicz (S. Nickle; M. Muldowney); Treasurer-Bev Sutton;VP-Matthew Woelfle (M. Muldowney; S. Marsowicz); Secretary-Susan Nickle (S. Marsowicz; M. Woelfle); Trustee-Terri Sutherland
 - Director, Treasurer, Mary Beth Muldowney & Sara Marsowicz are authorized check signers and will update information at Lake Shore Savings Bank.
 - Discuss/Establish the collateral agreement prior to JMA audit.
2. Policy Updates-Conflict of Interest discussed regarding changes/revisions for the upcoming year. Also, Board Bylaws were reviewed and changes were made. Jason will update the bylaws, have Jan approve so board can vote on them at August meeting.

3. Thanks and Acknowledgements- made to the Marauder Trotter Class of 1989 for the \$655 donation; Patricia Dolce for the donation of her signed, new book which she also graciously read at a recent story time and to Mary Beth & Kevin Muldowney and Matt Woelfle for their time with sprucing up the library grounds.

Also, a “shout out” was given to Jason for his work in getting the DRI Project form submitted prior to his vacation.

4. A suggestion was made that the library staff begin wearing identification. Jason will explore.
5. Jan’s Monthly Plan-New trustee’s oaths signed/filed in Mayville, and all trustees need to update Conflict of Interest forms.

Financial info to be sent to the auditor, but we are waiting on Denise V. @ JMA to provide a document list.

Lastly, the new budget amount of \$450,000 was confirmed by Deb McAvoy, school business mgr. on 07/19/23.

Next meeting scheduled for August 22, 2023 has been changed to August 29, 2023 because of scheduling conflicts.

S. Marsowicz and T. Sutherland motioned for the meeting to be adjourned at 5:24 pm.

Respectfully submitted by,
Susan Nickle, Secretary

Dunkirk Public Library
Revenue Report
May 2023

July 2023

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	Jul-23	July 23 - June 24	2023-2024	Difference	% Received
401 - Fines	23.70	23.70	300.00	-276.30	7.90%
402 - Copier Income	244.25	244.25	1,500.00	-1,255.75	16.28%
403 - Fax Sales	38.00	38.00	500.00	-462.00	7.60%
404 - Used Book Sales	8.80	8.80	1,200.00	-1,191.20	0.73%
405- Lost & Damaged	68.00	68.00	250.00	-182.00	27.20%
407.3 Interest Income	243.96	243.96	500.00	-256.04	48.79%
410 - Gifts and Donations	1,153.75	1,153.75	5,000.00	-3,846.25	23.08%
419 - School District Funds	0.00	0.00	450,000.00	-450,000.00	0.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	0.00	0.00	250.00	-250.00	0.00%
441 - LLSA - NYS	0.00	0.00	4,000.00	-4,000.00	0.00%
445 - Construction Grant Income	0.00	0.00	12,964.00	-12,964.00	0.00%
451 - Block Grant	0.00	0.00	2,200.00	-2,200.00	0.00%
478 CCLS Book Plan	0.00	0.00	5,000.00	-5,000.00	0.00%
Total Revenue	1,780.46	1,780.46	483,664.00	481,883.54	0.37%

Dunkirk Public Library

Expense Report

May 2023

EXPENSE REPORT	Disbursed This Month Jul-23	Disbursed Year-To-Date July 23 - June 24	Total Budget Internal 2023-2024	Difference	% Spent
160 • FURNITURE / Fixed Assets	0.00	0.00	5,000.00	-5,000.00	0.00%
450 • Construction Grant	0.00	0.00	43,288.00	-43,288.00	0.00%
451 • Block Grant	45.42	45.42	2,600.00	-2,554.58	1.75%
501 • BOOKS	1,130.50	1,130.50	17,000.00	-15,869.50	6.65%
502 • PERIODICALS	0.00	0.00	800.00	-800.00	0.00%
503 • CCLS BOOK PLAN	0.00	0.00	5,500.00	-5,500.00	0.00%
504 • Gifts and Donations Expenses	122.60	122.60	5,000.00	-4,877.40	2.45%
507 • AUDIO BOOKS	0.00	0.00	500.00	-500.00	0.00%
509 • DVD'S	186.95	186.95	1,750.00	-1,563.05	10.68%
550 • SALARIES & WAGES	18,186.34	18,186.34	239,126.00	-220,939.66	7.61%
551 • FICA & MEDICARE	1,262.99	1,262.99	18,000.00	-16,737.01	7.02%
552 • INSURANCE - WORKER'S COMP	0.00	0.00	3,400.00	-3,400.00	0.00%
553 • HEALTH INSURANCE	1,538.76	1,538.76	18,500.00	-16,961.24	8.32%
554 • NYS Retirement	0.00	0.00	24,000.00	-24,000.00	0.00%
555 • DISABILITY INSURANCE	446.70	446.70	2,800.00	-2,353.30	15.95%
556 • UNEMPLOYMENT TAX	173.99	173.99	3,000.00	-2,826.01	5.80%
558 • N.Y.S. Sales Tax Payment	0.00	0.00	100.00	-100.00	0.00%
560 • ELECTRICITY	980.86	980.86	10,400.00	-9,419.14	9.43%
561 • NATURAL GAS	0.00	0.00	7,500.00	-7,500.00	0.00%
562 • WATER	0.00	0.00	350.00	-350.00	0.00%
563 • SEWER	0.00	0.00	250.00	-250.00	0.00%
564 • TIPPING FEE	0.00	0.00	200.00	-200.00	0.00%
565 • TELEPHONE	17.53	17.53	700.00	-682.47	2.50%
570 • LIBRARY SUPPLIES	0.00	0.00	4,000.00	-4,000.00	0.00%
571 • POSTAGE	0.00	0.00	500.00	-500.00	0.00%
580 • ADVERTISING	0.00	0.00	500.00	-500.00	0.00%
581 • COMPUTER MAINTENANCE	0.00	0.00	2,000.00	-2,000.00	0.00%
582 • INTERNET EXPENSES	0.00	0.00	1,500.00	-1,500.00	0.00%
583 • COMPUTER EQUIPMENT	0.00	0.00	4,600.00	-4,600.00	0.00%
584 • BUILDING SUPPLIES	459.65	459.65	2,500.00	-2,040.35	18.39%
585 • BUILDING REPAIRS & Maintenance	476.00	476.00	14,500.00	-14,024.00	3.28%
586 • GROUNDS KEEPING	60.00	60.00	5,000.00	-4,940.00	1.20%
587 • ELEVATOR MAINTENANCE	0.00	0.00	3,500.00	-3,500.00	0.00%
588 • WORKSHOPS & TRAVEL	0.00	0.00	1,000.00	-1,000.00	0.00%
590 • PROFESSIONAL FEES	7,550.00	7,550.00	6,000.00	1,550.00	125.83%
591 • PAYROLL PROCESSING	93.10	93.10	1,300.00	-1,206.90	7.16%
592 • INSURANCE	0.00	0.00	7,700.00	-7,700.00	0.00%
594 • Memberships	0.00	0.00	500.00	-500.00	0.00%
595 • Vote Expenses	0.00	0.00	500.00	-500.00	0.00%
596 • Copier and Printer Supplies	248.99	248.99	2,000.00	-1,751.01	12.45%
610 • Children Program Supplies	334.15	334.15	2,500.00	-2,165.85	13.37%
611 • Children Special Guests	125.00	125.00	2,000.00	-1,875.00	6.25%
612 • Adult Program Supplies	84.98	84.98	1,000.00	-915.02	8.50%
613 • Adult Special Guests	0.00	0.00	1,000.00	-1,000.00	0.00%
614 • Teen Programming	0.00	0.00	1,500.00	-1,500.00	0.00%
615 • Building Equipment	0.00	0.00	2,500.00	-2,500.00	0.00%
616 • Outreach	18.46	18.46	1,500.00	-1,481.54	1.23%
617 • Software and Licensing	0.00	0.00	0.00	0.00	#DIV/0!
620 • Legal Fees	0.00	0.00	2,300.00	-2,300.00	0.00%
630 • Computer Programs	99.00	99.00	500.00	-401.00	19.80%
688 • Misc Expenses	0.00	0.00	1,500.00	-1,500.00	0.00%
Total Expense	33,641.97	33,641.97	483,664.00	450,022.03	6.96%

Dunkirk Public Library

Balance Sheet

As of July 31, 2023

July 31, 2023

ASSETS

Current Assets

Checking/Savings

100 - Petty Cash 258.60

101 - 101 - Operating Fund 463,131.86

103 - 0216 144,481.79

Total Checking/Savings 607,872.25

Other Current Assets

106 - 0012011842 3,625.22

114 - 114 - Endowment NCCF 21,646.36

116 - 0012023907 26,529.41

128 - 0012026411 4,223.50

Total Other Current Assets 56,024.49

Total Current Assets 663,896.74

Fixed Assets

160.0 - 160 - Fixed Assets 1,243,245.09

170 - 170 - Depreciation -543,117.20

Total Fixed Assets 700,127.89

Other Assets

178 - PREPAID RETIREMENT 33.52

299 - Pensions Deferred Inflow -232,687.00

Total Other Assets -232,653.48

TOTAL ASSETS 1,131,371.15

Dunkirk Public Library

Balance Sheet

As of July 31, 2023

July 31, 2023

LIABILITIES

Current Liabilities

Accounts Payable

200 - 200 - Accounts Payable -1,755.00

Total Accounts Payable -1,755.00

Other Current Liabilities

199 - Pensions & Post Employment Obl -148,888.00

2000 - NYS Taxes Payable -188.00

2001 - Unemployment Payable -206.45

298 - Pension Liability -63,793.00

Total Other Current Liabilities -213,075.45

Total Current Liabilities -214,830.45

Total Liabilities -214,830.45

Equity

30000 - Opening Balance Equity 207,119.33

301 - FUND BALANCE UNRESTRICTED -4,176.12

311 - UNREST.F/B- FIXED ASSETS 673,156.61

313 - TEMP.REST.F/B- FRIENDS OF 625.22

316 - PERM.REST.F/B- FRIENDS OF 3,000.00

317 - PERM.REST. F/B - NCCF ENDOWMENT 10,774.16

3200 - 3200 - Unrestricted Net Assets -276.15

32000 - Unrestricted Net Assets 437,881.41

Net Income 18,097.14

Total Equity 1,346,201.60

1,131,371.15

TOTAL LIABILITIES & EQUITY

Dunkirk Public Library Check Detail

July 21 through August 17, 2023

Type	Num	Date	Name	Account	Paid Amount
Check		07/27/2023	National Grid	101 · 101 · Operating Fund	
				560 · Electricity	-980.86
					-980.86
Check		07/31/2023	payroll	101 · 101 · Operating Fund	
				550 · Salaries & Wages	-7,242.67
					-7,242.67
Check		07/31/2023	Bahgat & Laurito-Bahgat	101 · 101 · Operating Fund	
				591 · Payroll Processing	-46.55
					-46.55
Check		07/31/2023	IRS	101 · 101 · Operating Fund	
				550 · Salaries & Wages	-1,199.81
				551 · FICA & Medicare	-671.65
					-1,871.46
Check		07/31/2023	NYS Retirement	101 · 101 · Operating Fund	
				550 · Salaries & Wages	-134.14
					-134.14
Check		07/31/2023	NYS Tax	101 · 101 · Operating Fund	
				2000 · NYS Taxes Payable	-263.66
					-263.66
Check		07/31/2023	NYS Unemployment Insurance	101 · 101 · Operating Fund	
				2001 · Unemployment Payable	-98.02
					-98.02
Check		08/03/2023	DFT	101 · 101 · Operating Fund	
				565 · Telephone	-17.53
					-17.53
Bill Pmt -Ch 11650		07/27/2023	Baker & Taylor	101 · 101 · Operating Fund	
Bill	2037644335	07/27/2023		501 · Books	-19.46

11:33 AM
08/17/23

Dunkirk Public Library
Check Detail
July 21 through August 17, 2023

Bill	2037644336	07/27/2023	501 · Books	-193.88
Bill	2037644337	07/27/2023	501 · Books	-37.07
				<hr/>
				-250.41
Bill Pmt -Ch 11651	07/27/2023	Chadwick Bay Property Management	101 · 101 · Operating Fund	
Bill	July lawn care	07/27/2023	586 · Grounds Keeping	-60.00
				<hr/>
				-60.00
Bill Pmt -Ch 11652	07/27/2023	EATON OFFICE SUPPLY	101 · 101 · Operating Fund	
Bill	PINV112-3982,4	07/27/2023	584 · Building Supplies	-187.27
				<hr/>
				-187.27
Bill Pmt -Ch 11653	07/27/2023	Highmark BCBCWNY	101 · 101 · Operating Fund	
Bill	230720264473	07/27/2023	553 · Health Insurance	-1,870.78
				<hr/>
				-1,870.78
Bill Pmt -Ch 11654	07/27/2023	W. B. MASON	101 · 101 · Operating Fund	
Bill	239738617	07/27/2023	596 · Copier & Printer Supplies	-248.99
				<hr/>
				-248.99
Bill Pmt -Ch 11655	08/03/2023	Baker & Taylor	101 · 101 · Operating Fund	
Bill	2037650657	08/03/2023	501 · Books	-35.96
Bill	2037650658	08/03/2023	501 · Books	-285.95
				504 · Gifts and Donations Expenses
				-71.26
Bill	2037673247	08/03/2023	504 · Gifts and Donations Expenses	-25.41
Bill	2037673248	08/03/2023	501 · Books	-18.50
Bill	203763249	08/03/2023	501 · Books	-97.44
				504 · Gifts and Donations Expenses
				-15.37
				<hr/>
				-549.89
Bill Pmt -Ch 11656	08/03/2023	CCLS	101 · 101 · Operating Fund	
Bill	18040	08/03/2023	565 · Telephone	-30.38
				565 · Telephone
				-10.03
				503 · CCLS Book Plan - Overdrive
				-250.00
				<hr/>
				-290.41
Bill Pmt -Ch 11657	08/03/2023	Delta Dental of NY Inc	101 · 101 · Operating Fund	
Bill	BE005610947	08/03/2023	553 · Health Insurance	-79.62
				<hr/>
				-79.62

Dunkirk Public Library
Check Detail
July 21 through August 17, 2023

Bill Pmt -Ch# 11658		08/10/2023	Demco	101 · 101 · Operating Fund	
Bill	7341623	08/10/2023		570 · Library Supplies	-239.16
					<hr/> -239.16
Bill Pmt -Ch# 11659		08/10/2023	Upstate Communication and Security, LLC	101 · 101 · Operating Fund	
Bill	UCS8059	08/10/2023		565 · Telephone	-100.00
					<hr/> -100.00
Bill Pmt -Ch# 11660		08/17/2023	Baker & Taylor	101 · 101 · Operating Fund	
Bill	2037707434	08/17/2023		501 · Books	-16.16
Bill	2037707435	08/17/2023		501 · Books	-14.48
				504 · Gifts and Donations Expenses	-14.91
Bill	2037707436	08/17/2023		501 · Books	-445.74
				504 · Gifts and Donations Expenses	-75.38
Bill	2037707437	08/17/2023		504 · Gifts and Donations Expenses	-18.53
Bill	2037683509	08/17/2023		501 · Books	-47.06
Bill	2037683510	08/17/2023		501 · Books	-11.76
Bill	2037683511	08/17/2023		504 · Gifts and Donations Expenses	-7.44
Bill	2037683512	08/17/2023		501 · Books	-472.90
Bill	2037683513	08/17/2023		501 · Books	-254.95
				504 · Gifts and Donations Expenses	-127.90
					<hr/> -1,507.21
Bill Pmt -Ch# 11661		08/17/2023	Utica National Insurance Group	101 · 101 · Operating Fund	
Bill	100270093	08/17/2023		592 · Insurance	-7,202.83
					<hr/> -7,202.83
Check 9598060257		07/24/2023	VSP PAYMENT	101 · 101 · Operating Fund	
				553 · Health Insurance	-40.78
					<hr/> -40.78

Children's Room Activity Report
Pam Czarniak – Coordinator of Children's Services
August 2023

- Statistics – July 2023 – Story Time with Craft Attendance – 655
Craft Kits with Snacks – 243
- Facebook Views – 7615 - 22 new followers & 17 new page likes
- Crafts: Beaded Necklaces, Sand Mandalas, Rain Sticks, Kente Weaving, Christmas Ornaments, Carp Windsock



- We had groups from NCCS, School 4 SUNY Fredonia Daycare, and Boys and Girls Club attend story-times the carnival, and craft classes.
- Children that signed up for the reading challenges – 81
Children that completed the reading challenges - 45
- Passive Events - Kids added 35 hearts on the kindness tree, and we had 40 kids complete the Around-the-World Scavenger Hunt.
- Kaylah Mazany won the basket raffle. The 45 kids that completed their reading goals were entered in the raffle.
- We need one extra clerk to be scheduled next summer to help with the craft classes. When 45 patrons come to a class it is very difficult to assist everyone with the craft.

Children's Room Statistics	Jul-23				
Date/Story Time or Event	# of Patrons	Date/Craft Kits	# of Craft Kits	Date/Facebk	#Views
7/3/23 - Beaded Bracelets	45	7/6/2023	50	7/6/23 - Carnival	1209
7/6/23 - Story Time	40	7/13/2023	47	7/10/23 - Mandala Class	468
7/10/23 - Sand Mandala Craft	27	7/20/2023	48	7/12/23 - Carnival Kids	703
7/11/23 - Carnival	150	7/21/2023	48	7/12/23 - Super Amy Kids	1133
7/13/23 - Story Time	45	7/27/2023	50	7/13/23 - Rainstick Craft	98
7/13/23 - Super Amy	23	Total	243	7/13/23 - C. Johnson - Magic	443
7/17/23 - Rainstick Craft	32			7/14/23 - ScavengerHuntAd	469
7/18/23 - Story Time	6			7/19/23-Petting Zoo Kids	585
7/18/23 - Sundance Petting Zoo	85			7/20/23 - Magic Show Kids	203
7/19/23 - Field Days Games	10			7/21/23 - Kente Cloth Ad	259
7/20/23 - Story Time	26			7/21/23 - WatermelonCraft	797
7/20/23 - Cris Johnson-Magician	20			7/21/23- TravellAntTheatre	410
7/24/23 - Kente Weaving	5			7/20/23 - CarpWindsockAd	389
7/26/23 - Christmas in July	12			7/28/23-PeacockCraft Ad	312
7/27/23 - Story Time	26			7/28/23-STEM class ad	137
7/27/23 - Traveling Lantern Theatre	17			Total	7615
7/31/23 - Carp Windsock	11				
7/31/23 - Kindness Tree	35				
7/31/23 - Scavenger Hunt	40				
Total	655				

**Dunkirk Public Library
Director's Report
August 2023**

1. Book Club - In addition to the usual monthly Book Club crowd (18 people), Cindy and Roberta met with five new people who will soon be starting a "Second Chapter" of the club. They will determine their own schedule and plan to meet a bit earlier in the day.
2. Teens/YA - Current Summer Program progress:
<https://keepthescore.com/board/cgtvdhqsjcrqr/>

Planned Prizes -

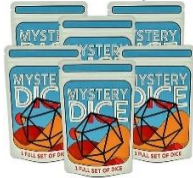
0 pts - Level 1: Invitation to our snack-filled end of summer party; plus, a selection from the Free RPG Day materials courtesy of *Heart of the Game* in Fredonia. [Jordan, Theo.](#)



40 pts - Level 2: Dice Jail (design/colors may vary). [Noah, Jackson.](#)



75 pts - Level 3: Mystery Dice Pouch (design/colors may vary, dice included). [Adam, Caleb, Garret, Myah, Holden.](#)



145 pts - Level 4: Icons of the Realms Booster (Series TBD). [Zander.](#)



250 pts - Level 5: D&D Sourcebook - Choose either Dragonlance, Golden Vault, or Radiant Citadel.

3. Computer Lab - AC installation and electrical fire.
4. ADA Ramp - Cabinets were delayed until mid-September.

5. Carnival Games - The Dad's group borrowed a number of games to once again support their car show event. Chris Nicosia filled out a borrowing agreement and returned everything in good condition.
6. Snack Grant - Our final reimbursement was submitted for the previous program year's purchases. Michele attended the mandatory meeting that kicked off this year's funding. We were awarded \$2000 to continue the after-school snack distribution.
7. Health Insurance - Highmark sent us an audit form to see if we still qualified for their coverage; fortunately, we passed. Independent Health requested employee counts related to Medicare Secondary Payer information.
8. Meetings and Conferences -
 - 7/25/23: City of Dunkirk DRI Mtg.
 - 8/3/23: NuWood planning walkthrough
 - 8/15/23: Putnam building insurance renewal
 - 8/17/23: Library Advocacy mtg. at the Amherst Audubon Library
 - 8/22/23: Mtg. w/ Adam from Ahlstrom Schaffer and David W regarding upcoming electrical work
 - 8/22/23: City of Dunkirk DRI Mtg. - three-minute project presentation
 - 8/24/23: Block Grant Snack Program mtg. - Michele Q attended

2023 CIRC STATS

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	2023 YTD	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Juvenile Fiction	502	483	632	515	595	819	853	4399	513	470	485	654	524	721
Juvenile Non-Fiction	59	57	30	50	41	39	61	337	57	56	61	82	61	72
Juvenile DVD's	24	24	10	15	23	39	35	170	29	26	27	34	13	38
Juvenile Audio Books	0	0	0	0	0	4	0	4	2	0	2	0	0	0
Juvenile Magazines	1	0	1	1	0	2	1	6	0	0	0	5	0	0
Adult Fiction	506	499	530	566	601	633	680	4015	549	558	584	526	594	590
Adult Non-Fiction	94	123	123	96	119	131	122	808	97	102	132	137	114	116
Adult DVD's	160	167	148	199	247	282	315	1518	217	129	149	165	120	158
Adult Audio Books	0	4	15	10	6	8	10	53	15	7	14	18	9	14
Adult Magazines	2	1	8	12	13	11	6	53	1	3	3	7	4	5
E-Books (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Downloadable Audio Books (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Digital Magazines (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Circulation	1348	1358	1497	1464	1646	1968	2083	11364	1480	1351	1457	1628	1439	1714
Computer Use	494	510	579	594	565	470	408		213	310	314	280	269	288
Patrons Visiting Library	2656	2566	3157	2845	2913	3052	3497		1472	1812	1966	1986	1986	2056
Reference Questions	157	263	238	213	170	177	188	1406	197	200	195	166	157	164
Cards Issued each month	23	26	22	26	20	37	27		4	9	15	19	8	12
Total Card Holders as of	7446	7472	7494	7520	7540	7577	7604	7604	7277	7286	7301	7320	7328	7340

2023 CIRC STATS

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	2022 YTD	% Change
1134	1235	674	561	442	385	7798	-43.59%
87	89	63	74	64	63	829	-59.35%
68	44	23	28	20	27	377	-54.91%
2	0	1	3	0	1	11	-63.64%
3	6	0	0	2	1	17	-64.71%
603	717	537	560	649	538	7005	-42.68%
115	108	103	102	112	79	1317	-38.65%
163	233	145	110	130	173	1892	-19.77%
15	6	8	5	10	7	128	-58.59%
10	0	8	6	16	7	70	-24.29%
0	0	0	0	0	0	X	X
0	0	0	0	0	0	X	X
0	0	0	0	0	0	X	X
2200	2438	1562	1449	1445	1281	19444	-41.56%
299	364	385	408	331	384		
2198	2073	2347	2266	2570	2012		
152	134	112	105	129	105		

16	18	10	17	8	14		
7356	7374	7384	7401	7409	7423	7423	

DUNKIRK Jul-2023 STATISTICS	J-FIC	J-NF	J-OTHER	A-FIC	A-NF	A-OTHER	ILL-IN	ILL-OUT	TOTAL
BOOK	838	61		575	109				1583
NEW-BOOK	15			105	13				133
PAPERBACK									0
ILL-BOOK									0
J-BOOK									0
EASY-BK									0
AUDIO BOOK						10			10
CDS									0
MAGAZINE			1			6			7
DVDS			35			315			350
NEW-ITEMS									0
HOUSEHOLD									0
VIDEOGAME									0
MUSEUM PASS						3			3
TOTAL	853	61	36	680	122	334	0	0	2086

Public Computer Use	408
Microfilm	29
Curbside Delivery	1
People Counter: Front Entr	613
People Counter: Rear Entr	2884
Total Patron Count	3497
RQ: Computer Assistance w/Patrons	4
RQ: Assistance in Lab	39
Reference Questions: Adult	152
Reference Questions: Children's	11
Reference Questions: Email	25
Total Reference Questions	188

Added Materials			
MAGAZINES			12
NEWSPAPERS			26
MICROFILM			0
CHILDREN'S ROOM BOOKS			0
ADULT BOOKS			0
DVD'S			0
AUDIO BOOKS			0
Total			38