

Dunkirk Public Library Board Meeting Agenda  
Special Meeting October 29<sup>th</sup>, 2024

*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 Prior Meeting Minutes - Secretary**

- September 24<sup>th</sup>, 2024

**Financial Report - Treasurer - September reports**

**Approval of Bill Payments & Budget Transfers**

**Children's Room and/or Computer Lab Report - N/A**

**Director's Report - N/A**

**Unfinished Business - N/A**

**New Business**

1. Annual Harassment Training - Send proof of training to the library director if completed elsewhere, or watch for an email with a link from CCLS.
2. Discussion - Possible Trustee candidates to fill the newly created seats on the Board.
  - Andrea Gestwicki - would like to sit in on next month's meeting.
  - Stacy Korzenieski - submitted a letter of interest.
  - Mike Proffer - introduced himself and said he'd stop back sometime to discuss.
3. Thanks and Acknowledgments:
  - Dunkirk Exempts Volunteer Fireman's Assoc. - \$200 donation; thank you mailed 10/18/24.
  - Sandra Vedovato - \$200 donation from retirement account; no address provided.
4. Finances/Income - Review 2024-2025 budget due to Dunkirk City School District failure to collect the voter approved tax levy in the correct amount.
5. Call for Executive Session if needed. —YES—

August

- Annual fiscal report due; to be filed by Auditor. Due 10/29/24.

September

- Fire Extinguisher Inspection; completed on 9/10/24
- Annual Boiler Service; scheduled
- Building Insurance Renewal; completed on 8/15/24

October

- CCLS Annual Meeting; attended by Michele Q & Sara M
- Request Tax Levy from School; already delivered in the incorrect amount.

Dunkirk Public Library Board Meeting Agenda  
Special Meeting October 29<sup>th</sup>, 2024

November

- Begin Annual Report to Community

**DUNKIRK PUBLIC LIBRARY**

**536 Central Avenue**

**Dunkirk, NY 14048**

**Minutes**

**September 24, 2024**

## **Attendees Present**

Susan Nickle, Matthew Woelfle, Mary Beth Muldowney, Jason Hammond, Sara Marsowicz, and Pam Czarniak

## **Attendees Absent**

Terri Sutherland

President Matthew Woelfle presided. Called to order at 4:16 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 July 23, 2024 meeting was approved. ( S. Marsowicz; M.Muldowney)

## **Children's Room Report/Computer Lab Report**

Children's room report submitted and reviewed by Pam Czarniak.

## **Director's Report**

Submitted and reviewed by Jason Hammond.

## **Unfinished Business**

1. Outdoor Sign - Zoning Board approved unanimously granted with the provisions that this project goes to the city Planning Board. Planning Board approval was granted with opposition from two (2) members. NYS Construction Application has been submitted to CCLS for this project.
2. Resolution to amend Bylaws - Updated bylaws were accepted by S. Marsowicz; M. Muldowney. Approved by all present.

3. CCLS Program Options - The initiatives presented to the board earlier in the year ceased since no fishing poles have been delivered & communication from the Health Dept. stopped.
4. Trustee Oaths & Conflict of Interest Forms - Oaths have been filed and Conflict forms have been returned by all present to Jason.

## New Business

1. Committee Reports- updates on the current building maintenance and construction (painting and carpeting in children/meeting rooms, plaster repairs by front entrance etc.) were provided by the committee members present. Also discussed was the recent employee engagement meeting. Pizza & drinks were provided to employees and volunteers during our recent book sale to thank them for all their hard work.
2. 2024-2025 Construction Grant - official reading of the application Assurances Form (already signed by President & submitted to CCLS) by President Matthew Woelfle. Accepted by S. Nickle; S. Marsowicz and approved by all present.
3. Concrete Pad Work - offer from Braidich Landscaping was accepted by M. Woelfle; S. Nickle and approved by all present to place pads for the remaining benches in front of the building each approximately 3 feet apart.
4. Discussion for additional Trustee candidates to fill the newly created seats on the Board. Few names were suggested and we will reach out to see if they have any interest and to provide a brief email to the Board on what they could bring to the position.
5. Ideas for the 120th Anniversary Open House were discussed. Matthew Woelfle offered to contact Scott Mekus, event coordinator for some suggestions & it was also recommended to postpone the event until after the holiday season and maybe make it in conjunction with presenting our building updates.
6. Library Policy Periodic Review/Update - a suggestion was made by Roberta to review and possibly adjust loaning policies. It was unanimously agreed on to adjust the maximum number of new books & other media to five (5) both in the adult and children's sections.
7. A suggestion was made to contact the Dunkirk Revitalization Committee to request updating outside with some different variety of bushes and plants once our electronic sign is in place to revamp the library's grounds.
8. Monthly Tasks - **August:** Annual fiscal report was due and to be filed by the auditor. **September:** Fire Extinguisher Inspection was completed on 09/10/24, annual boiler service will be scheduled and building insurance was renewed on 08/15/24,

**October:** CCLS annual meeting will be attended by Michele Q. and Sara M. and the tax levy will be requested after school taxes are completed.

## **Executive Session:**

Called to order by Matthew Woelfle, president at 5:27 p.m. to discuss personnel payroll matters. Session concluded at 5:42 p.m.

Next meeting is scheduled for November 19, 2024.

S. Marsowicz & M. Muldowney motioned for the meeting to be adjourned at 5:44 p.m.

Respectfully submitted by,  
Susan Nickle, Secretary

# Dunkirk Public Library Revenue Report

## September 2024

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	September	July 2024 - June 2025	2024 - 2025	Difference	% Received
401 - Fines	16.00	62.15	300.00	-237.85	20.72%
402 - Copier Income	236.30	462.95	2,200.00	-1,737.05	21.04%
403 - Fax Sales	16.00	114.50	600.00	-485.50	19.08%
404 - Used Book Sales	430.00	472.49	1,000.00	-527.51	47.25%
405- Lost & Damaged	1.00	1.00	350.00	-349.00	0.29%
407.3 Interest Income	593.50	2,649.41	6,400.00	-3,750.59	41.40%
410 - Gifts and Donations	867.80	1,516.80	5,000.00	-3,483.20	30.34%
411 - Donation - specific allocations	0.00	0.00	1,000.00	-1,000.00	0.00%
419 - School District Funds	0.00	0.00	460,000.00	-460,000.00	0.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	600.00	850.00	250.00	600.00	340.00%
441 - LLSA - NYS	0.00	3,952.80	4,300.00	-347.20	91.93%
445 - Construction Grant Income	0.00	0.00	0.00	0.00	#DIV/0!
452 - Block Grant Received	0.00	270.42	2,200.00	-1,929.58	12.29%
478 CCLS Book Plan	0.00	1,148.25	5,100.00	-3,951.75	22.51%
492 - CD interest Income	0.00	0.00	2,500.00	-2,500.00	0.00%
<b>Total Revenue</b>	<b>2,760.60</b>	<b>11,500.77</b>	<b>491,200.00</b>	<b>479,699.23</b>	<b>2.34%</b>

**Dunkirk Public Library  
Expense Report  
September 2024**

EXPENSE REPORT	Disbursed This Month September	Disbursed Year-To-Date July 24 - June 25	Total Budget Internal 2024-2025	Difference	% Spent
160 · FURNITURE / Fixed Assets	0.00	0.00	30,000.00	-30,000.00	0.00%
450 · Construction Grant	2,850.00	129,726.74	0.00	129,726.74	#DIV/0!
451 · Block Grant Expenses	0.00	522.75	2,200.00	-1,677.25	23.76%
501 · BOOKS	1,553.51	4,527.03	12,500.00	-7,972.97	36.22%
502 · PERIODICALS	0.00	208.50	700.00	-491.50	29.79%
503 · CCLS BOOK PLAN	425.00	850.00	5,100.00	-4,250.00	16.67%
504 · Gifts and Donations Expenses	105.74	504.32	5,000.00	-4,495.68	10.09%
507 · AUDIO BOOKS	0.00	0.00	300.00	-300.00	0.00%
509 · DVD'S	37.91	365.04	1,500.00	-1,134.96	24.34%
550 · SALARIES & WAGES	19,250.38	58,600.90	265,734.00	-207,133.10	22.05%
551 · FICA & MEDICARE	1,434.14	4,367.51	19,800.00	-15,432.49	22.06%
552 · INSURANCE - WORKER'S COMP	0.00	-98.00	3,800.00	-3,898.00	-2.58%
553 · HEALTH INSURANCE	1,728.84	5,186.52	16,500.00	-11,313.48	31.43%
554 · NYS Retirement	0.00	0.00	26,000.00	-26,000.00	0.00%
555 · DISABILITY INSURANCE	0.00	414.68	2,000.00	-1,585.32	20.73%
556 · UNEMPLOYMENT TAX	112.46	480.97	2,700.00	-2,219.03	17.81%
558 · N.Y.S. Sales Tax Payment	0.00	0.00	100.00	-100.00	0.00%
560 · ELECTRICITY	426.54	1,577.59	11,500.00	-9,922.41	13.72%
561 · NATURAL GAS	0.00	0.00	12,700.00	-12,700.00	0.00%
562 · WATER	0.00	0.00	200.00	-200.00	0.00%
563 · SEWER	0.00	0.00	200.00	-200.00	0.00%
564 · TIPPING FEE	0.00	0.00	200.00	-200.00	0.00%
565 · TELEPHONE	40.10	133.21	1,000.00	-866.79	13.32%
570 · LIBRARY SUPPLIES	191.48	646.67	3,500.00	-2,853.33	18.48%
571 · POSTAGE	0.00	0.00	600.00	-600.00	0.00%
580 · ADVERTISING	191.25	191.25	650.00	-458.75	29.42%
581 · COMPUTER MAINTENANCE	0.00	0.00	2,000.00	-2,000.00	0.00%
582 · INTERNET EXPENSES	0.00	0.00	1,200.00	-1,200.00	0.00%
583 · COMPUTER EQUIPMENT	0.00	173.66	1,500.00	-1,326.34	11.58%
584 · BUILDING SUPPLIES	155.39	278.56	2,100.00	-1,821.44	13.26%
585 · BUILDING REPAIRS & Maintenance	12,261.93	12,386.93	35,000.00	-22,613.07	35.39%
586 · GROUNDS KEEPING	85.80	105.80	3,000.00	-2,894.20	3.53%
587 · ELEVATOR MAINTENANCE	0.00	0.00	3,300.00	-3,300.00	0.00%
588 · WORKSHOPS & TRAVEL	0.00	35.93	500.00	-464.07	7.19%
589 · Operations & Maintenance Bldg	0.00	501.90	2,900.00	-2,398.10	0.00%
590 · PROFESSIONAL FEES	0.00	0.00	15,000.00	-15,000.00	0.00%
591 · PAYROLL PROCESSING	91.52	277.72	1,500.00	-1,222.28	18.51%
592 · INSURANCE	0.00	0.00	800.00	-800.00	0.00%
593 · Building Insurance	0.00	7,637.91	7,200.00	437.91	106.08%
594 · Memberships	0.00	0.00	500.00	-500.00	0.00%
595 · Vote Expenses	0.00	9.36	500.00	-490.64	1.87%
596 · Copier and Printer Supplies	153.22	238.55	1,500.00	-1,261.45	15.90%
610 · Children Program Supplies	186.72	872.71	2,500.00	-1,627.29	34.91%
611 · Children Special Guests	0.00	375.00	1,150.00	-775.00	32.61%
612 · Adult Program Supplies	38.51	67.01	500.00	-432.99	13.40%
613 · Adult Special Guests	0.00	0.00	500.00	-500.00	0.00%
614 · Teen Programming	240.35	989.48	1,200.00	-210.52	82.46%
615 · Building Equipment	0.00	2,554.68	1,500.00	1,054.68	170.31%
616 · Outreach	1,237.00	1,587.68	1,000.00	587.68	158.77%
617 · Software and Licensing	695.88	843.88	500.00	343.88	168.78%
620 · Legal Fees	1,000.00	1,000.00	2,500.00	-1,500.00	40.00%
630 · Computer Programs	0.00	0.00	500.00	-500.00	0.00%
688 · Misc Expenses	149.49	213.05	1,800.00	-1,586.95	11.84%
<b>Total Expense</b>	<b>44,643.16</b>	<b>238,355.49</b>	<b>516,634.00</b>	<b>278,278.51</b>	<b>46.14%</b>

**Dunkirk Public Library**  
**Balance Sheet**  
As of September 30, 2024

	<b>Sep 30, 24</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100 - Petty Cash	60.18
101 - 101 - Operating Fund	106,198.02
103 - 0216	354,206.10
<b>Total Checking/Savings</b>	460,464.30
<b>Other Current Assets</b>	
106 - 0012011842	3,625.22
114 - 114 - Endowment NCCF	21,646.36
116 - 0012023907	27,961.01
128 - 0012026411	10,000.00
<b>Total Other Current Assets</b>	63,232.59
<b>Total Current Assets</b>	523,696.89
<b>Fixed Assets</b>	
160.0 - 160 - Fixed Assets	1,244,029.08
170 - 170 - Depreciation	-543,117.20
<b>Total Fixed Assets</b>	700,911.88
<b>Other Assets</b>	
178 - PREPAID RETIREMENT	33.52
299 - Pensions Deferred Inflow	-232,687.00
<b>Total Other Assets</b>	-232,653.48
<b>TOTAL ASSETS</b>	<b>991,955.29</b>



# Dunkirk Public Library

## Balance Sheet

As of September 30, 2024

Sep 30, 24

### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Accounts Payable

200 · 200 · Accounts Payable -1,389.42

Total Accounts Payable -1,389.42

##### Other Current Liabilities

199 · Pensions & Post Employment Obli -148,888.00

2000 · NYS Taxes Payable -188.00

2001 · Unemployment Payable -438.49

298 · Pension Liability -63,793.00

Total Other Current Liabilities -213,307.49

Total Current Liabilities -214,696.91

Total Liabilities -214,696.91

#### 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 543,877.37

Net Income -227,448.22

Total Equity 1,206,652.20

TOTAL LIABILITIES & EQUITY 991,955.29

**Dunkirk Public Library**  
**Check Detail**  
September 2024

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Account</b>	<b>Paid Amount</b>
	09/15/2024	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-7,016.19
				-7,016.19
	09/15/2024	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-46.55
				-46.55
	09/15/2024	IRS	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-1,261.32
			551 · FICA & Medicare	-675.96
				-1,937.28
	09/15/2024	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-284.82
				-284.82
	09/15/2024	NYS Unemployment Insurance	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-65.77
				-65.77
	09/28/2024	Independent Health	101 · 101 · Operating Fund	
			553 · Health Insurance	-1,374.78
				-1,374.78
	09/28/2024	VSP PAYMENT	101 · 101 · Operating Fund	
			553 · Health Insurance	-33.99
				-33.99
	09/28/2024	Delta Dental of NY Inc	101 · 101 · Operating Fund	
			553 · Health Insurance	-79.62
				-79.62
	09/30/2024	National Grid	101 · 101 · Operating Fund	

**Dunkirk Public Library**  
**Check Detail**  
**September 2024**

			560 · Electricity	-426.54
				<u>-426.54</u>
<b>09/30/2024</b>	<b>Highmark BCBCWNY</b>	<b>101 · 101 · Operating Fund</b>		
			553 · Health Insurance	-743.81
				<u>-743.81</u>
<b>09/30/2024</b>	<b>payroll</b>	<b>101 · 101 · Operating Fund</b>		
			550 · Salaries & Wages	-7,872.35
				<u>-7,872.35</u>
<b>09/30/2024</b>	<b>Bahgat &amp; Laurito-Bahgat, CPAs, PC</b>	<b>101 · 101 · Operating Fund</b>		
			591 · Payroll Processing	-44.97
				<u>-44.97</u>
<b>09/30/2024</b>	<b>IRS</b>	<b>101 · 101 · Operating Fund</b>		
			550 · Salaries & Wages	-1,428.03
			551 · FICA & Medicare	-758.18
				<u>-2,186.21</u>
<b>09/30/2024</b>	<b>NYS &amp; Local Retirement System</b>	<b>101 · 101 · Operating Fund</b>		
			550 · Salaries & Wages	-152.76
				<u>-152.76</u>
<b>09/30/2024</b>	<b>NYS Tax</b>	<b>101 · 101 · Operating Fund</b>		
			2000 · NYS Taxes Payable	-331.55
				<u>-331.55</u>
<b>09/30/2024</b>	<b>NYS Unemployment Insurance</b>	<b>101 · 101 · Operating Fund</b>		
			2001 · Unemployment Payable	-46.69
				<u>-46.69</u>
<b>10178</b>	<b>09/15/2024</b>	<b>NYSDCP Receipts</b>	<b>101 · 101 · Operating Fund</b>	
			550 · Salaries & Wages	-200.00
				<u>-200.00</u>

# Dunkirk Public Library Check Detail

September 2024

<b>10179</b>	<b>09/30/2024</b>	<b>NYSDCP Receipts</b>	<b>101 · 101 · Operating Fund</b>	
			550 · Salaries & Wages	-200.00
				-200.00
<b>11828</b>	<b>09/05/2024</b>	<b>Hae Jude Custom Signs</b>	<b>101 · 101 · Operating Fund</b>	
	09/05/2024		616 · Outreach	-1,188.00
	09/05/2024		580 · Advertising	-191.25
				-1,379.25
<b>11829</b>	<b>09/05/2024</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
2038514650	09/05/2024		504 · Gifts and Donations Expen:	-32.93
			501 · Books	-85.41
2038514651	09/05/2024		501 · Books	-63.06
				-181.40
<b>11830</b>	<b>09/05/2024</b>	<b>CCLS</b>	<b>101 · 101 · Operating Fund</b>	
18590	09/05/2024		503 · CCLS Book Plan - Overdriv	-425.00
			565 · Telephone	-30.47
			565 · Telephone	-9.63
			501 · Books	-23.97
			570 · Library Supplies	-140.00
				-629.07
<b>11831</b>	<b>09/12/2024</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
2038527257	09/12/2024		501 · Books	-35.40
2038527258	09/12/2024		501 · Books	-456.52
				-491.92
<b>11832</b>	<b>09/12/2024</b>	<b>D. Walter Management, LLC</b>	<b>101 · 101 · Operating Fund</b>	
24-001	09/12/2024		450 · Construction Grants	-2,850.00
				-2,850.00
<b>11833</b>	<b>09/12/2024</b>	<b>Hagan Business Machines</b>	<b>101 · 101 · Operating Fund</b>	
A147916	09/12/2024		596 · Copier & Printer Supplies	-74.83
A147917	09/12/2024		596 · Copier & Printer Supplies	-78.39
				-153.22
<b>11834</b>	<b>09/19/2024</b>	<b>EATON OFFICE SUPPLY</b>	<b>101 · 101 · Operating Fund</b>	

**Dunkirk Public Library**  
**Check Detail**  
**September 2024**

PINV1216905	09/19/2024		570 · Library Supplies	-13.50
			584 · Building Supplies	-122.85
				-136.35

**11835            09/19/2024    First National Bank Omaha            101 · 101 · Operating Fund**

4928 - P Czarnic	09/19/2024		501 · Books	-83.44
			617 · Software & licensing	-95.88
			610 · Children's Program Supplie	-175.96
2666 - J Hammc	09/19/2024		501 · Books	-119.66
			586 · Grounds Keeping	-85.80
			612 · Adult Program Supplies	-38.51
			610 · Children's Program Supplie	-10.76
			688 · Misc. Expenses	-88.56
			688 · Misc. Expenses	-50.00
			688 · Misc. Expenses	-10.93
			584 · Building Supplies	-32.54
			614 · Teen Programming	-41.32
			614 · Teen Programming	-19.08
			614 · Teen Programming	-41.85
			614 · Teen Programming	-61.86
			614 · Teen Programming	-76.24
9922 - M Quatro	09/19/2024		501 · Books	-63.11
			509 · DVD's	-37.91
			570 · Library Supplies	-37.98
				-1,171.39

**11836            09/19/2024    Pucci Contract Interiors            101 · 101 · Operating Fund**

E5302782, 83, 8	09/19/2024		615 · Building Equipment	-8,186.93
				-8,186.93

**11837            09/21/2024    Kimberly Wise            101 · 101 · Operating Fund**

0.00

**11838            09/21/2024    Literacy Volunteers of Chautauqua County            101 · 101 · Operating Fund**

2024-2025	09/21/2024		617 · Software & licensing	-600.00
			616 · Outreach	-49.00
				-649.00

**11839            09/21/2024    Kimberly Wise            101 · 101 · Operating Fund**

0.00

**Dunkirk Public Library**  
**Check Detail**  
**September 2024**

<b>11840</b>	<b>09/21/2024</b>	<b>Kimberly Wise</b>	<b>101 · 101 · Operating Fund</b>	
0972 50% depos	09/21/2024		585 · Building Repairs & Mainten	-1,975.00
				<u>-1,975.00</u>
<b>11841</b>	<b>09/28/2024</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
2038557854	09/28/2024		501 · Books	-12.62
2038557855	09/28/2024		501 · Books	-520.93
			504 · Gifts and Donations Expen:	-72.81
2038557856	09/28/2024		501 · Books	-12.98
2038546721	09/28/2024		501 · Books	-9.83
2038546722	09/28/2024		501 · Books	-33.19
2038546723	09/28/2024		501 · Books	-28.65
2038546724	09/28/2024		501 · Books	-4.74
				<u>-695.75</u>
<b>11842</b>	<b>09/28/2024</b>	<b>Darwin R. Barker Library</b>	<b>101 · 101 · Operating Fund</b>	
1190400104201	09/28/2024		401 · Fines	-5.90
				<u>-5.90</u>
<b>11843</b>	<b>09/28/2024</b>	<b>Enzo Rossi</b>	<b>101 · 101 · Operating Fund</b>	
11279 part 2	09/28/2024		585 · Building Repairs & Mainten	-125.00
				<u>-125.00</u>
<b>11844</b>	<b>09/28/2024</b>	<b>Whiteman, Osterman and Hanna, LLP</b>	<b>101 · 101 · Operating Fund</b>	
729797 Qtr 1 & :	09/28/2024		620 · Legal Fees	-1,000.00
				<u>-1,000.00</u>

<b>July 1, 2024 to June 30, 2025 BUDGET FAIL</b>	2023-2024 actuals	2024-2025 budget
<b>REVENUES</b>		
401 . Fines	290	300
402 . Copier Income	2,481	2,200
403 . Fax Sales	519	600
404 . Used Book Sales	1,071	1,000
405- Lost & Damaged	257	350
419 . School District Funds	450,000	450,000
436- Misc Income	4,200	-
440 . CCLS Cash Grant	550	250
441 . LLSA - NYS	4,226	4,300
446 . Gifts and Donations	8,545	5,000
411 donations-restrictions	1,000	1,000
450 - Construction Grant	-	-
451 Block Grant	3,140	2,200
478 CCLS Book Plan	5,869	5,100
407 interest income	7,189	6,400
492 CD interest income	2,038	2,500
Withdrawal from Savings	-	30,934
<b>Total Revenue</b>	<b>491,375</b>	<b>512,134</b>
<b>EXPENSES</b>		
<b>Personnel</b>		
550- SALARIES & WAGES	233,135	265,734
551 . FICA & MEDICARE	16,747	19,800
552 . INSURANCE - WORKER'S COMP	2,375	3,800
553 . HEALTH INSURANCE	17,097	17,400
554 . NYS Retirement	19,814	21,000
555 . DISABILITY INSURANCE / PFL	1,755	2,000
556 . UNEMPLOYMENT TAX	2,918	2,700
<b>Total Personnel</b>	<b>293,842</b>	<b>332,434</b>
<b>Library Materials</b>		
501 . BOOKS	17,512	17,000
502 . PERIODICALS	413	500
503 . CCLS BOOK PLAN	4,050	5,100
451- Block Grant	1,461	2,200
504 - Gifts and Donations Expenses	3,679	5,000
507 . AUDIO BOOKS	129	300
509 . DVD'S	1,338	1,200
<b>Total Library Materials</b>	<b>28,581</b>	<b>31,300</b>

<b>Building O&amp;M</b>		
160 · FURNITURE (fixed asset account)	0	30,000
560 · ELECTRICITY	9,527	10,000
561 · NATURAL GAS	9,337	10,000
562 · WATER	270	200
563 · SEWER	135	200
564 · TIPPING FEE	192	200
583 · COMPUTER EQUIPMENT	3,729	3,000
584 · BUILDING SUPPLIES	1,416	2,100
586 · GROUNDS KEEPING	3,900	3,000
585 · BUILDING REPAIRS & Maintenance	33,538	35,000
589- building operations	675	2,000
587 · ELEVATOR MAINTENANCE	3,253	3,200
592 · INSURANCE	795	800
593 building insurance	6,368	7,300
<b>Total Building O&amp;M</b>	<b>73,134</b>	<b>107,000</b>
<b>Library Operations</b>		
558 · N.Y.S. Sales Tax Payment	99	100
565 · TELEPHONE	796	800
570 · LIBRARY SUPPLIES	2,176	3,000
571 · POSTAGE	668	600
580 · ADVERTISING	125	500
581 · COMPUTER MAINTENANCE	-	1,000
582 · INTERNET EXPENSES	409	1,200
588 · WORKSHOPS & TRAVEL	100	500
589 ops & maint	1,019	800
590 · PROFESSIONAL FEES	12,900	14,000
591 · PAYROLL PROCESSING	1,231	1,500
594 · Memberships	722	500
595 - Vote Expenses	609	500
596 - Copier and Printer Supplies	693	800
620 - Legal Fees	2,000	3,000
688 · Misc Expenses	1,846	1,800
<b>Library Operations</b>	<b>25,394</b>	<b>30,600</b>
<b>Programs</b>		
610 - Children Program Supplies	2,132	2,500
611 - Children Special Guests	1,425	1,100
612 - Adult Program Supplies	305	500
613 - Adult Special Guests	-	500
615 - Building Equipment	5,421	3,000
614 - Teen Programming	787	1,200
616 - Outreach	1,029	1,000
617-software and licencing	1,404	500
630 - Computer Programs	99	500
<b>Total Programs</b>	<b>12,603</b>	<b>10,800</b>
Construction Grant Expense	-	-
<b>Total Expense</b>	<b>433,554</b>	<b>512,134</b>
Overage/Deficit	57,821	(0)