

Dunkirk Public Library Board Meeting Agenda

July 22nd, 2025

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

- May 27th, 2025

Financial Report - Treasurer notes for May & June.

Approval of Bill Payments & Budget Transfers

Children's Room and/or Computer Lab Report - Michele Q.

Director's Report

Unfinished Business

1. Narcan Box: Discussion was tabled due to Board's belief that the program was no longer funded. We received an email the following week asking if we were still interested and stating that all materials had already been purchased.

New Business

1. Trustee Vote:
 - Laurie Dolce, Stacy Korzenieski, and Matthew Woelfle have each been elected to three-year terms which run from 7/1/25 - 6/30/28.
 - Oaths of Office must be signed and notarized (Treasurer, too).
 - All Trustees & Treasurer must renew Conflict of Interest forms.
2. DPL Annual Meeting - Elect Trustee officer positions and reappoint Treasurer.
3. Committee Business and Reports:
 - Budget Committee
 - Building Construction & Maintenance
 - Employee Engagement
4. Library Policy Periodic Review/Update: No current changes.
5. Thanks and Acknowledgments:
 - John Henry Eldred Jr. Foundation - Children's Room Furniture. A thank you with pictures has been emailed and posted to Instagram according to the Foundation's guidelines.
6. Finances/Income - Monthly discussion & budget planning.
 - New fiscal year has begun.
7. Call for Executive Session if needed. —NO—

Dunkirk Public Library Board Meeting Agenda
July 22nd, 2025

8. Monthly Tasks:

June

- Applications for absentee ballots must be received at least 7 days before the vote.
- Absentee ballots will be mailed out 7 days prior to the vote.
- Hold Vote
- Absentee Ballots may be accepted until 5 pm on election day.
- **After Vote results are confirmed by BoE, send email to Dunkirk City School District Business Manager confirming the Library Tax Levy.**
 - Deb McAvoy dmcavoy@g.dunkirkcsd.org
 - Also send results via certified letter to both the Business Office and Superintendent. **Waiting on Lawyer's response to the tax levy collection issue.**

July - New budget year begins.

- New Trustees & Treasurer complete Oath of Office; file w/ Mayville.
- All Trustees & Treasurer update Conflict of Interest forms.
- Send audit info to JMA - Brooke is no longer with JMA; waiting on follow-up from Denise.
- Email School Business Office to confirm tax levy

August

- Annual fiscal report due to State Comptroller; to be filed by Auditor.
- Contact Chautauqua Woods regarding "annual check-up" for front doors.

DUNKIRK PUBLIC LIBRARY

536 Central Avenue

Minutes

May 27, 2025

Attendees Present

Sara Marsowicz, Jason Hammond, Susan Nickle, Terri Sutherland, Matthew Woelfle, Stacy Korzenieski, Laurie Dolce, Mary Beth Muldowney and Pam Czarniak

President Matthew Woelfle presided. Called to order at 4:14 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 March 25, 2025 meeting were approved. (S. Marsowicz; M. Muldowney).

Treasurer's Report: Financials were submitted via email by Bev Sutton.

Children's Room and/or Computer Lab Report

Email report submitted by Michele Quatroche. Reviewed by J. Hammond.
Submitted and reviewed by Pam Czarniak

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

1. Annual Report to NYS: Waiting on response from Megan & Caroline at CCLS to review the 2023 numbers that were presented. The current theory is that NYS moved an item category to a different question so the tallies don't coincide with the 2024 numbers.

New Business

1. The Committee Business Reports: Building Construction & Maintenance met on 05/15/25. Updates on window installations, exterior lighting, use of Chadwick Bay for small projects, landscaping with hopes of receiving CSX grant and updating of the elevator tech were presented. An updated budget for July,2025-June,2026 was presented by the Budget Committee. See below for further information. The Employee Engagement committee had nothing to report since the previous board meeting.

2. Trustee Vote: Resolution to appoint the 2025 Election Inspectors was read by M. Woelfle, President. Motion to accept S. Marsowicz; S. Korzenieski; approved by all in attendance.
3. Narcan Box: No further discussion was needed since the program is no longer in existence. There is currently a box behind the desk but it is expired. Suggestion to discard was made.
4. Lake Shore Paving: Approved \$638.00 fee to have the parking lot sealed and striped this summer since we skipped last year.
5. Rochester Science Museum Pass: \$64.00 per year ; users get a BOGO that would work as the Adventure Passes currently provided by CCLS. Discussion with the board proved an interest to provide this to our patrons but suggestion to advertise this opportunity to the public would be necessary for it to be a benefit.
6. 403b Investment Options: Details were presented by Joshua Loomis to J. Hammond and presented to the board. All approved to offer program to library employees who would have an interest. (Please note: there is no cost to the library to implement this service and there would be no library investment match.)
7. Flower Bed Quote: Greener Gardens proposes \$1,897.07 fee to replant the flower beds along the front of the building and replacement of the dead shrubbery. Approved by all in attendance but contingent to receiving the grant to proceed.
8. Window Coverings: Deborah Ferrer provided an estimate of \$21,543.99 for updating the upstairs window coverings; not including labor/installation. It was decided to table the discussion for new coverings until a determination can be made if the old coverings can still be used or the suggestion was made to try adhesive window blocker from Amazon in the interim.
9. Thanks and acknowledgements: Thank you cards from the board were sent to Revitalize Dunkirk for flower garden clean-up; Northern Chautauqua Conservation Club for prepping our fishing pole loan program and to Lenore Fieblekorn for her continued work in our gardens. Also noted that the annual donation letter to the local clubs will be sent at the beginning of November 2025.

10. Finances/Income: Reviewed proposed July 2025-June 2026 fiscal year budget. Motion to accept by T. Sutherland; M. Woelfle. All in attendance approved pending updated figures once Pam Czarniak's removal from library's medical insurance beginning in July 2025 because of Medicare coverage. The budget will be updated once the Budget Committee receives the actual amount of her insurance premium.

11. Monthly Tasks

April -National Library Week

-Submit Election/Budget Legal Notice to the Observer
(45 days before the vote & must run 4 times)

May -Board to pass resolution for election inspector & chief inspector/pole site coordinator.

-Board candidate petitions are due 30 days before the vote.
(May 28th by 5 p.m.)

June -Application for absentee ballots must be received at least 7 days before the vote. Ballots will be mailed out 7 days prior to the vote.

-Hold vote. Absentee Ballots may be accepted until 5 p.m. on election day.

After vote results are confirmed by the BoE, send email to Dunkirk City School District Business Manager confirming the Library Tax Levy. (Deb McAvoy dmcavoy@g.dunkirkcsd.org)

Also, send results via certified mail to both the business office & Superintendent.

The next meeting is scheduled for July 22, 2025.

M. Muldowney & S. Korzenieski motioned for the meeting to be adjourned at 5:20 p.m.

Respectfully submitted by,
Susan Nickle, Secretary

Dunkirk Public Library

Revenue Report

May 2025

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	May	July 2024 - June 2025	2024 - 2025	Difference	% Received
401 - Fines	3.75	183.78	300.00	-116.22	61.26%
402 - Copier Income	367.75	2,133.66	2,200.00	-66.34	96.98%
403 - Fax Sales	59.00	411.50	600.00	-188.50	68.58%
404 - Used Book Sales	50.75	906.74	1,000.00	-93.26	90.67%
405- Lost & Damaged	9.00	168.29	350.00	-181.71	48.08%
407.3 Interest Income	583.54	7,308.14	6,400.00	908.14	114.19%
410 - Gifts and Donations	554.75	5,616.11	5,000.00	616.11	112.32%
411 - Donation - specific allocations	200.00	6,225.00	1,000.00	5,225.00	622.50%
419 - School District Funds	0.00	450,000.00	450,000.00	0.00	100.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	0.00	850.00	250.00	600.00	340.00%
441 - LLSA - NYS	0.00	4,392.00	4,300.00	92.00	102.14%
444 - Bullet Aid (State Aid Grant)	0.00	2,453.00	0.00	2,453.00	#DIV/0!
445 - Construction Grant Income	0.00	20,222.00	0.00	20,222.00	#DIV/0!
452 - Block Grant Received	0.00	270.42	2,200.00	-1,929.58	12.29%
476 - Grant - Non Govt	0.00	3,000.00	0.00	3,000.00	#DIV/0!
478 CCLS Book Plan	1,174.25	4,645.00	5,100.00	-455.00	91.08%
492 - CD interest Income	0.00	86.49	2,500.00	-2,413.51	3.46%
Total Revenue	3,002.79	508,872.13	481,200.00	-27,672.13	105.75%

Dunkirk Public Library

Revenue Report

June 2025

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	June	July 2024 - June 2025	2024 - 2025	Difference	% Received
401 - Fines	5.00	188.78	300.00	-111.22	62.93%
402 - Copier Income	284.40	2,418.06	2,200.00	218.06	109.91%
403 - Fax Sales	23.00	434.50	600.00	-165.50	72.42%
404 - Used Book Sales	55.50	962.24	1,000.00	-37.76	96.22%
405- Lost & Damaged	15.00	183.29	350.00	-166.71	52.37%
407.3 Interest Income	603.99	7,912.13	6,400.00	1,512.13	123.63%
410 - Gifts and Donations	378.87	5,994.98	5,000.00	994.98	119.90%
411 - Donation - specific allocations	0.00	6,225.00	1,000.00	5,225.00	622.50%
419 - School District Funds	0.00	450,000.00	450,000.00	0.00	100.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	0.00	850.00	250.00	600.00	340.00%
441 - LLSA - NYS	0.00	4,392.00	4,300.00	92.00	102.14%
444 - Bullet Aid (State Aid Grant)	0.00	2,453.00	0.00	2,453.00	#DIV/0!
445 - Construction Grant Income	2,247.00	22,469.00	0.00	22,469.00	#DIV/0!
452 - Block Grant Received	0.00	270.42	2,200.00	-1,929.58	12.29%
476 - Grant - Non Govt	0.00	3,000.00	0.00	3,000.00	#DIV/0!
478 CCLS Book Plan	0.00	4,645.00	5,100.00	-455.00	91.08%
492 - CD interest Income	0.00	86.49	2,500.00	-2,413.51	3.46%
Total Revenue	3,612.76	512,484.89	481,200.00	-31,284.89	106.50%

Dunkirk Public Library
Expense Report
May 2025

EXPENSE REPORT	Disbursed This Month May	Disbursed Year-To-Date July 24 - June 25	Total Budget Internal 2024-2025	Difference	% Spent
Old Furniture acct - No longer used	0.00	0.00	30,000.00	-30,000.00	0.00%
450 - Construction Grant	35,950.00	242,705.00	0.00	242,705.00	#DIV/0!
451 - Block Grant Expenses	0.00	522.75	2,200.00	-1,677.25	23.76%
501 - BOOKS	918.42	14,244.61	17,000.00	-2,755.39	83.79%
502 - PERIODICALS	0.00	208.50	500.00	-291.50	41.70%
503 - CCLS BOOK PLAN	0.00	3,825.00	5,100.00	-1,275.00	75.00%
504 - Gifts and Donations Expenses	248.98	3,153.29	5,000.00	-1,846.71	63.07%
507 - AUDIO BOOKS	0.00	0.00	300.00	-300.00	0.00%
509 - DVD'S	130.76	1,239.75	1,200.00	39.75	103.31%
550- SALARIES & WAGES	22,696.41	230,241.67	265,734.00	-35,492.33	86.64%
551 - FICA & MEDICARE	1,693.03	17,122.47	19,800.00	-2,677.53	86.48%
552 - INSURANCE - WORKER'S COMP	261.00	2,436.00	3,800.00	-1,364.00	64.11%
553 - HEALTH INSURANCE	1,977.58	20,508.98	17,400.00	3,108.98	117.87%
554 - NYS Retirement	0.00	24,550.00	26,000.00	-1,450.00	94.42%
555 - DISABILITY INSURANCE	0.00	1,688.43	2,000.00	-311.57	84.42%
556 - UNEMPLOYMENT TAX	224.63	2,083.89	2,700.00	-616.11	77.18%
558 - N.Y.S. Sales Tax Payment	0.00	66.04	100.00	-33.96	66.04%
560 - ELECTRICITY	365.94	5,208.06	10,000.00	-4,791.94	52.08%
561 - NATURAL GAS	0.00	0.00	10,000.00	-10,000.00	0.00%
562 - WATER	0.00	223.30	200.00	23.30	111.65%
563 - SEWER	0.00	125.00	200.00	-75.00	62.50%
564 - TIPPING FEE	0.00	144.00	200.00	-56.00	72.00%
565 - TELEPHONE	17.53	642.07	800.00	-157.93	80.26%
570 - LIBRARY SUPPLIES	110.91	2,024.33	3,000.00	-975.67	67.48%
571 - POSTAGE	0.00	370.50	600.00	-229.50	61.75%
580 - ADVERTISING	0.00	191.25	500.00	-308.75	38.25%
581 - COMPUTER MAINTENANCE	0.00	0.00	1,000.00	-1,000.00	0.00%
582 - INTERNET EXPENSES	0.00	704.68	1,200.00	-495.32	58.72%
583 - COMPUTER EQUIPMENT	0.00	1,868.10	3,000.00	-1,131.90	62.27%
584 - BUILDING SUPPLIES	125.98	1,607.89	2,100.00	-492.11	76.57%
585 - BUILDING REPAIRS & Maintenance	0.00	53,967.46	35,000.00	18,967.46	154.19%
586 - GROUNDS KEEPING	0.00	2,955.80	3,000.00	-44.20	98.53%
587 - ELEVATOR MAINTENANCE	0.00	3,275.08	3,300.00	-24.92	99.24%
588 - WORKSHOPS & TRAVEL	0.00	142.85	500.00	-357.15	28.57%
589 - Operations & Maintenance Bldg	0.00	1,221.90	2,000.00	-778.10	61.10%
590 - PROFESSIONAL FEES	0.00	5,355.00	14,000.00	-8,645.00	38.25%
591 - PAYROLL PROCESSING	96.26	1,110.16	1,500.00	-389.84	74.01%
592 - INSURANCE	0.00	775.00	800.00	-25.00	96.88%
593 - Building Insurance	0.00	6,732.66	7,300.00	-567.34	92.23%
594 - Memberships	195.00	195.00	500.00	-305.00	39.00%
595 - Vote Expenses	0.00	9.36	500.00	-490.64	1.87%
596 - Copier and Printer Supplies	47.76	1,058.40	800.00	258.40	132.30%
610 - Children Program Supplies	344.68	1,866.38	2,500.00	-633.62	74.66%
611 - Children Special Guests	0.00	750.00	1,150.00	-400.00	65.22%
612 - Adult Program Supplies	10.00	149.27	500.00	-350.73	29.85%
613 - Adult Special Guests	0.00	0.00	500.00	-500.00	0.00%
614 - Teen Programming	0.00	954.41	1,200.00	-245.59	79.53%
615 - Building Equipment	0.00	10,228.18	3,000.00	7,228.18	340.94%
616 - Outreach	0.00	1,572.45	1,000.00	572.45	157.25%
617 - Software and Licensing	523.40	1,486.68	500.00	986.68	297.34%
618 - Furniture	0.00	99.00	0.00	99.00	#DIV/0!
620 - Legal Fees	500.00	2,000.00	3,000.00	-1,000.00	66.67%
630 - Computer Programs	0.00	259.80	500.00	-240.20	51.96%
688 - Misc Expenses	30.98	1,756.35	1,800.00	-43.65	97.58%
Total Expense	66,469.25	675,626.75	516,484.00	-159,142.75	130.81%

Dunkirk Public Library
Expense Report
June 2025

EXPENSE REPORT	Disbursed This Month June	Disbursed Year-To-Date July 24 - June 25	Total Budget Internal 2024-2025	Difference	% Spent
Old Furniture acct - No longer used	0.00	0.00	30,000.00	-30,000.00	0.00%
450 - Construction Grant	0.00	242,705.00	0.00	242,705.00	#DIV/0!
451 - Block Grant Expenses	0.00	522.75	2,200.00	-1,677.25	23.76%
501 - BOOKS	1,680.05	15,924.66	17,000.00	-1,075.34	93.67%
502 - PERIODICALS	0.00	208.50	500.00	-291.50	41.70%
503 - CCLS BOOK PLAN	1,275.00	5,100.00	5,100.00	0.00	100.00%
504 - Gifts and Donations Expenses	290.41	3,443.70	5,000.00	-1,556.30	68.87%
507 - AUDIO BOOKS	0.00	0.00	300.00	-300.00	0.00%
509 - DVD'S	260.52	1,500.27	1,200.00	300.27	125.02%
550- SALARIES & WAGES	21,514.59	251,756.26	265,734.00	-13,977.74	94.74%
551 - FICA & MEDICARE	1,602.64	18,725.11	19,800.00	-1,074.89	94.57%
552 - INSURANCE - WORKER'S COMP	0.00	2,436.00	3,800.00	-1,364.00	64.11%
553 - HEALTH INSURANCE	1,977.58	22,486.56	17,400.00	5,086.56	129.23%
554 - NYS Retirement	0.00	24,550.00	26,000.00	-1,450.00	94.42%
555 - DISABILITY INSURANCE	457.62	2,146.05	2,000.00	146.05	107.30%
556 - UNEMPLOYMENT TAX	199.83	2,283.72	2,700.00	-416.28	84.58%
558 - N.Y.S. Sales Tax Payment	0.00	66.04	100.00	-33.96	66.04%
560 - ELECTRICITY	502.65	5,710.71	10,000.00	-4,289.29	57.11%
561 - NATURAL GAS	234.16	234.16	10,000.00	-9,765.84	2.34%
562 - WATER	64.33	287.63	200.00	87.63	143.82%
563 - SEWER	30.00	155.00	200.00	-45.00	77.50%
564 - TIPPING FEE	48.00	192.00	200.00	-8.00	96.00%
565 - TELEPHONE	299.06	941.13	800.00	141.13	117.64%
570 - LIBRARY SUPPLIES	496.05	2,520.38	3,000.00	-479.62	84.01%
571 - POSTAGE	219.00	589.50	600.00	-10.50	98.25%
580 - ADVERTISING	0.00	191.25	500.00	-308.75	38.25%
581 - COMPUTER MAINTENANCE	0.00	0.00	1,000.00	-1,000.00	0.00%
582 - INTERNET EXPENSES	225.00	929.68	1,200.00	-270.32	77.47%
583 - COMPUTER EQUIPMENT	1,039.96	2,908.06	3,000.00	-91.94	96.94%
584 - BUILDING SUPPLIES	336.12	1,944.01	2,100.00	-155.99	92.57%
585 - BUILDING REPAIRS & Maintenance	638.00	54,605.46	35,000.00	19,605.46	156.02%
586 - GROUNDS KEEPING	60.00	3,015.80	3,000.00	15.80	100.53%
587 - ELEVATOR MAINTENANCE	0.00	3,275.08	3,300.00	-24.92	99.24%
588 - WORKSHOPS & TRAVEL	380.59	523.44	500.00	23.44	104.69%
589 - Operations & Maintenance Bldg	0.00	1,221.90	2,000.00	-778.10	61.10%
590 - PROFESSIONAL FEES	0.00	5,355.00	14,000.00	-8,645.00	38.25%
591 - PAYROLL PROCESSING	93.10	1,203.26	1,500.00	-296.74	80.22%
592 - INSURANCE	0.00	775.00	800.00	-25.00	96.88%
593 - Building Insurance	0.00	6,732.66	7,300.00	-567.34	92.23%
594 - Memberships	500.00	695.00	500.00	195.00	139.00%
595 - Vote Expenses	1,738.12	1,747.48	500.00	1,247.48	349.50%
596 - Copier and Printer Supplies	130.30	1,188.70	800.00	388.70	148.59%
610 - Children Program Supplies	609.72	2,476.10	2,500.00	-23.90	99.04%
611 - Children Special Guests	0.00	750.00	1,150.00	-400.00	65.22%
612 - Adult Program Supplies	69.97	219.24	500.00	-280.76	43.85%
613 - Adult Special Guests	0.00	0.00	500.00	-500.00	0.00%
614 - Teen Programming	84.57	1,038.98	1,200.00	-161.02	86.58%
615 - Building Equipment	311.64	10,539.82	3,000.00	7,539.82	351.33%
616 - Outreach	0.00	1,572.45	1,000.00	572.45	157.25%
617 - Software and Licensing	134.37	1,621.05	500.00	1,121.05	324.21%
618 - Furniture	0.00	99.00	0.00	99.00	#DIV/0!
620 - Legal Fees	0.00	2,000.00	3,000.00	-1,000.00	66.67%
630 - Computer Programs	0.00	259.80	500.00	-240.20	51.96%
688 - Misc Expenses	181.98	1,938.33	1,800.00	138.33	107.69%
Total Expense	37,684.93	713,311.68	516,484.00	-196,827.68	138.11%

Dunkirk Public Library

Balance Sheet

As of May 31, 2025

May 31, 25

ASSETS

Current Assets

Checking/Savings

100 - Petty Cash 55.18

101 - 101 - Operating Fund 160,238.56

103 - 0216 358,881.55

Total Checking/Savings 519,175.29

Other Current Assets

106 - 0012011842 3,664.57

114 - 114 - Endowment NCCF 21,646.36

116 - 0012023907 28,451.18

128 - 0012026411 10,623.92

Total Other Current Assets 64,386.03

Total Current Assets 583,561.32

Fixed Assets

160.0 - 160 - Fixed Assets 1,244,924.88

170 - 170 - Depreciation -543,117.20

Total Fixed Assets 701,807.68

Other Assets

178 - PREPAID RETIREMENT 33.52

299 - Pensions Deferred Inflow -232,687.00

Total Other Assets -232,653.48

TOTAL ASSETS 1,052,715.52

Dunkirk Public Library

Balance Sheet

As of May 31, 2025

May 31, 25

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

200 · 200 · Accounts Payable -1,725.37

Total Accounts Payable -1,725.37

Other Current Liabilities

199 · Pensions & Post Employment Obli -148,888.00

2000 · NYS Taxes Payable 197.64

2001 · Unemployment Payable -911.72

298 · Pension Liability -63,793.00

Total Other Current Liabilities -213,395.08

Total Current Liabilities -215,120.45

Total Liabilities -215,120.45

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 544,367.54

Net Income -166,754.62

Total Equity 1,267,835.97

TOTAL LIABILITIES & EQUITY 1,052,715.52

Dunkirk Public Library

Balance Sheet

As of June 30, 2025

Jun 30, 25

ASSETS

Current Assets

Checking/Savings

100 - Petty Cash 55.18

101 - 101 - Operating Fund 125,562.40

103 - 0216 359,485.54

Total Checking/Savings 485,103.12

Other Current Assets

106 - 0012011842 3,664.57

114 - 114 - Endowment NCCF 21,646.36

116 - 0012023907 28,451.18

128 - 0012026411 10,623.92

Total Other Current Assets 64,386.03

Total Current Assets 549,489.15

Fixed Assets

160.0 - 160 - Fixed Assets 1,244,924.88

170 - 170 - Depreciation -543,117.20

Total Fixed Assets 701,807.68

Other Assets

178 - PREPAID RETIREMENT 33.52

299 - Pensions Deferred Inflow -232,687.00

Total Other Assets -232,653.48

TOTAL ASSETS 1,018,643.35

Dunkirk Public Library

Balance Sheet

As of June 30, 2025

Jun 30, 25

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

200 · 200 · Accounts Payable -1,725.37

Total Accounts Payable -1,725.37

Other Current Liabilities

199 · Pensions & Post Employment Obli -148,888.00

2000 · NYS Taxes Payable 197.64

2001 · Unemployment Payable -911.72

298 · Pension Liability -63,793.00

Total Other Current Liabilities -213,395.08

Total Current Liabilities -215,120.45

Total Liabilities -215,120.45

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 544,367.54

Net Income -200,826.79

Total Equity 1,233,763.80

TOTAL LIABILITIES & EQUITY 1,018,643.35

Dunkirk Public Library

Check Detail

May 2025

Num	Date	Name	Account	Paid Amount
	05/15/2025	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-48.13
				-48.13
	05/30/2025	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-48.13
				-48.13
11942	05/10/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039038861	05/10/2025		501 · Books	-18.29
2039038862	05/10/2025		504 · Gifts and Donations Expenses	-18.14
2039038863	05/10/2025		501 · Books	-13.95
2039038864	05/10/2025		501 · Books	-36.27
2039038865	05/10/2025		501 · Books	-35.36
2039038866	05/10/2025		501 · Books	-80.13
2039054819	05/10/2025		501 · Books	-24.53
2039054820	05/10/2025		501 · Books	-16.32
2039054821	05/10/2025		501 · Books	-41.05
2039054822	05/10/2025		501 · Books	-249.61
2039058242	05/10/2025		501 · Books	-32.99
2039058243	05/10/2025		501 · Books	-16.86
2039058244	05/10/2025		501 · Books	-13.09
2039058245	05/10/2025		501 · Books	-134.72
			504 · Gifts and Donations Expenses	-26.35
				-757.66
11949	05/24/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039080288	05/24/2025		501 · Books	-24.84
2039080289	05/24/2025		501 · Books	-37.05
2039080290	05/24/2025		501 · Books	-69.99
2039080291	05/24/2025		501 · Books	-36.84
				-168.72
11943	05/10/2025	Chautauqua County Chamber of Commerce	101 · 101 · Operating Fund	
109744	05/10/2025		594 · Memberships	-195.00
				-195.00
	05/29/2025	Delta Dental of NY Inc	101 · 101 · Operating Fund	

Dunkirk Public Library

Check Detail

May 2025

			553 · Health Insurance	-79.62
				<hr/> -79.62
	05/29/2025	DFT	101 · 101 · Operating Fund	
			565 · Telephone	-17.53
				<hr/> -17.53
11947	05/17/2025	EATON OFFICE SUPPLY	101 · 101 · Operating Fund	
PINV1269619	05/17/2025		570 · Library Supplies	-25.52
			570 · Library Supplies	-51.30
			570 · Library Supplies	-27.13
			584 · Building Supplies	-85.98
				<hr/> -189.93
	05/17/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			504 · Gifts and Donations Expenses	-6.06
			509 · DVD's	-130.76
			501 · Books	-36.53
			504 · Gifts and Donations Expenses	-198.43
				<hr/> -371.78
	05/17/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			688 · Misc. Expenses	-20.98
			612 · Adult Program Supplies	-10.00
			570 · Library Supplies	-6.96
			584 · Building Supplies	-40.00
				<hr/> -77.94
	05/17/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			610 · Children's Program Supplies	-228.01
			610 · Children's Program Supplies	-116.67
				<hr/> -344.68
	05/15/2025	IRS	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-1,637.02
			551 · FICA & Medicare	-861.01
				<hr/> -2,498.03
	05/30/2025	IRS	101 · 101 · Operating Fund	

Dunkirk Public Library
Check Detail
May 2025

			550 · Salaries & Wages	-1,567.67
			551 · FICA & Medicare	-832.02
				<hr/> -2,399.69
11944	05/10/2025	Librarica LLC	101 · 101 · Operating Fund	
204225-111R	05/10/2025		617 · Software & licensing	-523.40
				<hr/> -523.40
	05/24/2025	National Grid	101 · 101 · Operating Fund	
			560 · Electricity	-365.94
				<hr/> -365.94
	05/30/2025	NY Employer Unemployment	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-108.35
				<hr/> -108.35
	05/15/2025	NYS Employer Unemployment Tax	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-116.28
				<hr/> -116.28
10204	05/30/2025	NYS Retirement	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-184.12
				<hr/> -184.12
	05/15/2025	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-384.73
				<hr/> -384.73
	05/30/2025	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-369.17
				<hr/> -369.17
	05/15/2025	NYSDCP Receipts	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-200.00
				<hr/> -200.00
10203	05/30/2025	NYSDCP Receipts	101 · 101 · Operating Fund	

Dunkirk Public Library
Check Detail
May 2025

			550 · Salaries & Wages	-200.00
				<u>-200.00</u>
	05/15/2025	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-8,941.17
				<u>-8,941.17</u>
	05/30/2025	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-8,647.25
				<u>-8,647.25</u>
11945	05/10/2025	R. E. Kelley, Inc.	101 · 101 · Operating Fund	0.00
11946	05/10/2025	R. E. Kelley, Inc.	101 · 101 · Operating Fund	
24083-2	05/10/2025		450 · Construction Grants	-35,950.00
				<u>-35,950.00</u>
	05/29/2025	Univera	101 · 101 · Operating Fund	
			553 · Health Insurance	-2,428.20
				<u>-2,428.20</u>
11951	05/29/2025	Usherwood Office Technology	101 · 101 · Operating Fund	
1409145	05/29/2025		596 · Copier & Printer Supplies	-47.76
				<u>-47.76</u>
11948	05/17/2025	Utica National Insurance Group	101 · 101 · Operating Fund	
100268228	05/17/2025		552 · Worker's Comp Insurance	-261.00
				<u>-261.00</u>
	05/19/2025	VSP PAYMENT	101 · 101 · Operating Fund	
			553 · Health Insurance	-35.04
				<u>-35.04</u>
11950	05/24/2025	Whiteman, Osterman and Hanna, LLP	101 · 101 · Operating Fund	
782400	05/24/2025		620 · Legal Fees	-500.00
				<u>-500.00</u>

Dunkirk Public Library Check Detail

June 2025

Num	Date	Name	Account	Paid Amount
11972	06/30/2025	Alternative Information Systems, Inc	101 · 101 · Operating Fund	
41721	06/30/2025		583 · Office and Computer Equipment	-391.05
				-391.05
11960	06/26/2025	Apex Lawn & Landscape	101 · 101 · Operating Fund	
1059	06/26/2025		586 · Grounds Keeping	-60.00
				-60.00
11956	06/12/2025	Astralite Inc	101 · 101 · Operating Fund	
20-0008	06/12/2025		584 · Building Supplies	-154.32
				-154.32
	06/30/2025	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-46.55
				-46.55
	06/30/2025	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-46.55
				-46.55
11952	06/05/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039087297	06/05/2025		501 · Books	-17.90
2039087298	06/05/2025		501 · Books	-11.42
2039087299	06/05/2025		501 · Books	-18.70
2039087300	06/05/2025		501 · Books	-134.88
2039087551	06/05/2025		504 · Gifts and Donations Expenses	-18.69
2039087552	06/05/2025		501 · Books	-12.84
2039087553	06/05/2025		501 · Books	-12.84
2039087554	06/05/2025		501 · Books	-80.19
			504 · Gifts and Donations Expenses	-17.57
2039105411	06/05/2025		501 · Books	-18.14
2039105412	06/05/2025		501 · Books	-17.11
2039105413	06/05/2025		501 · Books	-25.08
20391055414	06/05/2025		501 · Books	-18.70
2039105415	06/05/2025		501 · Books	-56.33
2039105416	06/05/2025		501 · Books	-71.29
2039105417	06/05/2025		501 · Books	-28.28

Dunkirk Public Library
Check Detail

June 2025

2039105418	06/05/2025		501 · Books	-12.48
				<hr/>
				-572.44
11959	06/18/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039128724	06/18/2025		501 · Books	-17.11
2039128725	06/18/2025		501 · Books	-17.11
2039128726	06/18/2025		501 · Books	-17.58
2039128727	06/18/2025		501 · Books	-74.86
2039128729	06/18/2025		501 · Books	-76.67
2039128730	06/18/2025		501 · Books	-56.10
2039128728	06/18/2025		501 · Books	-40.20
			504 · Gifts and Donations Expenses	-17.57
				<hr/>
				-317.20
11966	06/30/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039149085	06/30/2025		501 · Books	-47.21
2039149086	06/30/2025		501 · Books	-11.25
2039149087	06/30/2025		501 · Books	-111.20
2039149088	06/30/2025		501 · Books	-74.23
				<hr/>
				-243.89
11973	06/30/2025	Baker & Taylor	101 · 101 · Operating Fund	
2039159882	06/30/2025		501 · Books	-60.18
2039159883	06/30/2025		501 · Books	-18.54
2039177284	06/30/2025		501 · Books	-12.54
2039177285	06/30/2025		501 · Books	-12.54
2039177286	06/30/2025		501 · Books	-18.14
2039177287	06/30/2025		501 · Books	-57.65
2039177288	06/30/2025		501 · Books	-19.25
				<hr/>
				-198.84
11967	06/30/2025	Brodart	101 · 101 · Operating Fund	
B7011422	06/30/2025		501 · Books	-123.31
				<hr/>
				-123.31
11974	06/30/2025	Brodart	101 · 101 · Operating Fund	
B7015883	06/30/2025		501 · Books	-87.61
				<hr/>
				-87.61
11953	06/05/2025	CCLS	101 · 101 · Operating Fund	

Dunkirk Public Library

Check Detail

June 2025

18989	06/05/2025		503 · CCLS Book Plan - Overdrive	-425.00
			565 · Telephone	-10.64
			565 · Telephone	-50.00
				<hr/>
				-485.64
11961	06/26/2025	CCLS	101 · 101 · Operating Fund	
18953	06/26/2025		503 · CCLS Book Plan - Overdrive	-425.00
			565 · Telephone	-10.20
			565 · Telephone	-150.00
				<hr/>
				-585.20
11965	06/26/2025	CCLS	101 · 101 · Operating Fund	
19019	06/26/2025		583 · Office and Computer Equipment	-648.91
				<hr/>
				-648.91
11975	06/30/2025	CCLS	101 · 101 · Operating Fund	
19031	06/30/2025		503 · CCLS Book Plan - Overdrive	-425.00
			565 · Telephone	-10.69
			565 · Telephone	-50.00
			582 · Internet Expenses	-225.00
			610 · Children's Program Supplies	-13.20
			617 · Software & licensing	-134.37
			595 · Vote Expenses	-13.69
				<hr/>
				-871.95
11968	06/30/2025	City of Dunkirk Water Department	101 · 101 · Operating Fund	
0000051	06/30/2025		562 · Water	-64.33
			563 · Sewer	-30.00
			564 · Tipping Fee	-48.00
				<hr/>
				-142.33
	06/26/2025	Delta Dental of NY Inc	101 · 101 · Operating Fund	
			553 · Health Insurance	-79.62
				<hr/>
				-79.62
	06/26/2025	DFT	101 · 101 · Operating Fund	
			565 · Telephone	-17.53
				<hr/>
				-17.53
11969	06/30/2025	Director of Finance	101 · 101 · Operating Fund	

Dunkirk Public Library
Check Detail
June 2025

DKLIB061824	06/30/2025		595 · Vote Expenses	-581.03
			595 · Vote Expenses	-596.54
				<hr/> -1,177.57
11957	06/12/2025	Dunkirk Fredonia Meals on Wheels	101 · 101 · Operating Fund	
2025 Volunteer Lun	06/12/2025		688 · Misc. Expenses	-20.00
				<hr/> -20.00
11962	06/26/2025	EATON OFFICE SUPPLY	101 · 101 · Operating Fund	
PINV1278121	06/26/2025		570 · Library Supplies	-11.98
			570 · Library Supplies	-49.00
			570 · Library Supplies	-37.34
			570 · Library Supplies	-278.94
			584 · Building Supplies	-10.38
			584 · Building Supplies	-77.98
			584 · Building Supplies	-59.30
				<hr/> -524.92
	06/12/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			570 · Library Supplies	-16.68
			570 · Library Supplies	-99.12
			501 · Books	-37.90
			504 · Gifts and Donations Expenses	-45.99
			595 · Vote Expenses	-521.09
			584 · Building Supplies	-34.14
			612 · Adult Program Supplies	-53.71
			612 · Adult Program Supplies	-16.26
				<hr/> -824.89
	06/12/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			610 · Children's Program Supplies	-563.04
			688 · Misc. Expenses	-20.00
			688 · Misc. Expenses	-13.98
				<hr/> -597.02
10205	06/12/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			504 · Gifts and Donations Expenses	-41.45
			509 · DVD's	-144.70

Dunkirk Public Library
Check Detail
June 2025

			501 · Books	-14.95
				<hr/>
				-201.10
	06/30/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			610 · Children's Program Supplies	-23.49
			610 · Children's Program Supplies	-9.99
				<hr/>
				-33.48
	06/30/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			509 · DVD's	-115.82
			501 · Books	-83.66
			504 · Gifts and Donations Expenses	-149.14
				<hr/>
				-348.62
	06/30/2025	First National Bank Omaha	101 · 101 · Operating Fund	
			501 · Books	-54.08
			570 · Library Supplies	-2.99
			595 · Vote Expenses	-25.77
			594 · Memberships	-500.00
			614 · Teen Programming	-84.57
			615 · Building Equipment	-311.64
			571 · Postage	-219.00
				<hr/>
				-1,198.05
11954	06/05/2025	Hagan Business Machines	101 · 101 · Operating Fund	
A166918	06/05/2025		596 · Copier & Printer Supplies	-58.12
				<hr/>
				-58.12
	06/15/2025	IRS	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-1,524.67
			551 · FICA & Medicare	-804.71
				<hr/>
				-2,329.38
	06/30/2025	IRS	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-1,523.80
			551 · FICA & Medicare	-797.93
				<hr/>
				-2,321.73

Dunkirk Public Library Check Detail

June 2025

11963	06/26/2025	Jason Hammond	101 · 101 · Operating Fund	
2025 Mileage	06/26/2025		588 · Workshops & Travel	-380.59
				-380.59
11955	06/05/2025	Lake Shore Paving, Inc.	101 · 101 · Operating Fund	
asphalt Sealer	06/05/2025		585 · Building Repairs & Maintenance	-638.00
				-638.00
	06/05/2025	National Fuel	101 · 101 · Operating Fund	
			561 · Natural Gas	-132.59
				-132.59
	06/26/2025	National Fuel	101 · 101 · Operating Fund	
			561 · Natural Gas	-101.57
				-101.57
	06/26/2025	National Grid	101 · 101 · Operating Fund	
			560 · Electricity	-502.65
				-502.65
	06/30/2025	NYS & Local Retirement System	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-168.17
				-168.17
	06/15/2025	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-367.01
				-367.01
	06/30/2025	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-361.59
				-361.59
	06/15/2025	NYS Unemployment Insurance	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-100.85
				-100.85

Dunkirk Public Library Check Detail

June 2025

	06/30/2025	NYS Unemployment Insurance	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-98.98
				-98.98
	06/15/2025	NYSDCP Receipts	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-200.00
				-200.00
	06/30/2025	NYSDCP Receipts	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-200.00
				-200.00
	06/30/2025	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-8,345.19
				-8,345.19
	06/30/2025	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-8,258.88
				-8,258.88
11958	06/12/2025	Rochester Museum & Science Center	101 · 101 · Operating Fund	
2025-26 Passes	06/12/2025		688 · Misc. Expenses	-128.00
				-128.00
	06/30/2025	Shelter Point Life	101 · 101 · Operating Fund	
			555 · Disability Insurance	-457.62
				-457.62
	06/26/2025	Univera	101 · 101 · Operating Fund	
			553 · Health Insurance	-2,428.20
				-2,428.20
11964	06/26/2025	Usherwood Office Technology	101 · 101 · Operating Fund	
1418237	06/26/2025		596 · Copier & Printer Supplies	-72.18
				-72.18

Dunkirk Public Library
Check Detail
June 2025

06/30/2025	VSP PAYMENT	101 - 101 - Operating Fund	
		553 - Health Insurance	-35.04
			<hr/>
			-35.04

Treasurer's Report

May 2025 Highlights

Income:

Nothing to Note.

Expense:

LINE 450 – Construction Grants \$35,950 was paid to RE Kelley for the exterior Masonry.

June 2025 Highlights

Income

Nothing to Note.

Expense

LINE 595 – Vote Expense. We were charge by Director of Finance for both 2024 and 2025 vote. Each year was approximately \$600. If not included in the 2025 – 2026 budget, an adjustment may want to be considered.

2024 – 2025 Budget

Income 2025

- 1) Donations exceeded expectations. (Line 410 and 411)
- 2) Interest Income exceeded expectations. (Line 407)
- 3) The Bullet Aid was received this year. (Line 444)
- 4) Additional grants for construction was received. (Line 445)
- 5) The CD income was \$537.43 but was grouped in with the income in line 407)

Expenses 2025

Overall, only a couple line items exceeded budget, most were all under budget.

- 1) The additional cost to repair the building external facade (line 585) which was unexpected,
- 2) Health insurance (line 553) which a new insurance provider was sought out which should incur savings,
- 3) Voting expenses (line 595) which included costs for 2024 and 2025 which was not budgeted for (unknown),
- 4) Building Equipment (line 615) due to the upgraded camera equipment which was partially covered with a grant from NCCF.

SUMMER ACTIVITY ATTENDANCE

YEAR: 2025

DATE	ACTIVITY/STORY TIME	#PATRONS - INCLUDE ADULTS	INITIALS
7/1/25	Story Time	17	RC
7/1/25	Craft Kits	number made - 28	RC
7/3/25	Story Time	0	RC
7/10/25	Story Time	20	RC
7/8/25	Carnival	150	RC
7/11/25	Sea Creature Necklace	29	RC
7/15	Storytime	12	RS
7/16	Foam Party	50	RS
7/17	Storytime	2 Kids + 2 Adults	HWB
7/17	Ping Pong Ball ^{Tea} Light	11 Kids	HP
7/18	Bug Jar Sign	7 Kids 3 Adults	RS
7/22	Storytime		
7/22	Kandinsky ^{Painting} Inspired		
7/23	STEM experiments		
7/24	Story Time		
7/24	Tie Dye T-Shirts		
7/25	Penguin Magnet		
7/29	Storytime		
7/29	Turtle Collage		
7/31	Story Time		
7/31	Scratch Art		



Public Computer Center Director Report
May 2025 & June 2025

In May: 390 Monthly Computer Usage Sessions

44 Individual Computer Assistance Sessions in Lab

1 Banner Assistance

3 Individual Sessions

9 Computer Classes, 14 Participants

In June: 434 Monthly Computer Usage Sessions

54 Individual Computer Assistance Sessions in Lab

1 Individual Sessions

12 Computer Classes, 12 Participants

On 6/12, there was a Zoom Meeting with an Author for Adult Book Club #1
with 12 Participants

Our Youth Participant, Petra Olsen ended her time with us on June 25th.

**Dunkirk Public Library
Director's Report
June-July 2025**

1. Book Club 1 June- Fifteen people attended the discussion of *Travels with Charley*.

Book Club 1 July - Fifteen people attended the discussion of *Berry Pickers*.

Spring Author Remote Visit - William Kent Kreuger, twelve attendees.

Spring Author Visit - Joan Wahl, nine attendees.

2. Book Club 2 June - Six people attended the discussion of *Winter People*.

Book Club 2 July - Six people attended the discussion of *One Thousand White Women*.

3. Teens/YA:

- Steady attendance continues.
- We're tracking participation for Summer Reading prizes.
- Online Discord chatter seems way above the other participating libraries; the kids are quite active.
- Free RPG Day at Heart of the Game in Fredonia had seven participants; some kids were able to stay and play another game with the store owner.
- A number of youth (not just game club members) volunteered at the Summer Carnival, which made clean-up very quick this year.
- Pam and I received the CCLS Summer Reading Grant to split between programs (\$150 each).

4. Nutrition Classes - Mary held her bonus class, but the usual attendees didn't show up. Wendy will try to bring back her 6-week summer program for younger students at the end of July.

5. Project Progress & Completions:

- D&S Glass claimed June would be the month to wrap up the window installation. We contacted them on 6/23 to see what the most recent hold-up might be (they claim an issue with the escape window...). Mike Latone said he'd follow up the next Tuesday, which he didn't.
- Andy assigned Pete to us for the full day on July 3rd, but it looks like the only item on the list that saw work was the emergency exit lights. We ordered all of the batteries specified by Pete on his previous visit, but now he needs a couple more.
- NYS requested a detailed breakdown of the Toth's Sports sign estimate so they could decide how much of it they felt like funding.

6. Lake Shore Paving - Invoiced in June per Board request; waiting on the work to take place.

7. Rochester Museum Pass - Two passes were purchased and are now available for loan.

8. Paper Shredder - Roberta donated funds toward a new paper shredder; Amazon sent us a bath mat instead... I contacted support for the correct item, and the rep said it would arrive the following day. Delivery was delayed, but eventually it showed up in an Erie PA facility about a week late. They drove around with it or another week, then checked it back in to Erie. By the 18th it was marked undeliverable and sent back to the supplier...

9. Flowerbeds & Lighting - CSX did not approve our grant proposal, so outdoor upgrades are on hold. (The new trashcan arrived, though.)
10. Dunkirk DRI Small Project Fund - The City approved eight out of twelve applications, and claim we were number nine.
 1. Copy Boy
 2. Ada's Café
 3. Mary's Deli
 4. Pizza Village
 5. Matt's News
 6. Coburn Building
 7. Boys & Girls Club
 8. Inner Balance Day Spa
11. Staffing - Pam is away until the end of September; former library clerk Nancy Ortiz will be filling in around six hours per week in order to manage the summer reading events and art sessions.
12. Meetings and Conferences:
 - 5/29/25: Library card sign-up event at the High School
 - 5/30/25: Meals on Wheels reception for Deb's retirement
 - 6/2/25: Lawyer call
 - 6/3/25: Brodart training
 - 6/12/25: CCLS Library Card Committee
 - 6/18/25: Aflac rep mtg.
 - 6/23/25: NCCF mtg.
 - 6/24/25: Building Committee
 - 6/25/25: Meals on Wheels volunteer recognition
 - 6/26/25: CCLS Youth Services - using Canva
 - 7/3/25: Aflac mtg. for staff
 - 7/10/25: Small Project Fund follow-up
 - 7/3/25: Aflac mtg. for staff, round 2
 - 7/16/25: WNY Foundation info session
 - 7/17/25: CCLS Youth Services - Teen programs

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	2025 YTD	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Juvenile Fiction	290	454	454	615	464	470	2747	330	641	622	595	465	539
Juvenile Non-Fiction	13	32	47	47	29	21	189	23	46	46	91	29	21
Juvenile DVD's	6	8	12	18	7	7	58	1	6	15	11	21	11
Juvenile Audio Books	0	0	0	0	0	0	0	0	0	0	1	1	1
Juvenile Magazines	0	0	1	0	0	0	1	0	2	0	0	1	0
Adult Fiction	562	473	527	573	603	580	3318	525	586	578	662	668	625
Adult Non-Fiction	93	110	163	133	103	86	688	157	150	178	178	137	131
Adult DVD's	129	126	165	107	116	158	801	217	163	243	142	169	102
Adult Audio Books	2	7	2	7	2	5	25	4	10	3	9	13	10
Adult Magazines	0	0	3	2	1	3	9	2	3	2	10	3	0
E-Books (Overdrive)	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
Digital Magazines (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0
Museum Pass	0	1	0	2	0	0	3						
Total Circulation	1095	1211	1374	1504	1325	1330	7839	1259	1607	1687	1699	1507	1440
Computer Use	302	333	407	543	390	434	2409	420	444	446	517	519	448
Patrons Visiting Library	2538	2472	2908	2520	2189	2421	15048	2917	2854	2975	3192	3030	2697
Reference Questions	346	379	264	83	84	189	1345	332	409	607	378	306	284
Cards Issued each month	9	15	15	23	33	24	119	19	45	34	22	25	27
Total Card Holders as of	507	522	537	560	593	617	617	270	315	349	371	396	423

Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	2024 YTD	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23
1076	107	505	630	521		6031	502	483	632	515	595	819	853
56	65	12	25	34		448	59	57	30	50	41	39	61
29	0	0	30	26		150	24	24	10	15	23	39	35
0	0	0	1	0		4	0	0	0	0	0	4	0
0	0	0	0	0		3	1	0	1	1	0	2	1
870	715	658	633	473		6993	506	499	530	566	601	633	680
113	114	107	118	97		1480	94	123	123	96	119	131	122
192	152	79	117	108		1684	160	167	148	199	247	282	315
8	4	2	2	6		71	0	4	15	10	6	8	10
5	11	11	2	4		53	2	1	8	12	13	11	6
0	0	0	0	0		0	0	0	0	0	0	0	0
0	0	0	0	0		0	0	0	0	0	0	0	0
0	0	0	0	0		0	0	0	0	0	0	0	0
2349	1168	1374	1558	1269	0	16917	1348	1358	1497	1464	1645	1968	2083
517	558	523	520	334			494	510	579	594	565	470	408
3840	3088	2575	2828	2087			2656	2566	3157	2845	2913	3052	3497
395	321	335	457	312		4136	157	263	238	213	170	177	188
24	14	11	26				23	26	22	26	20	37	27
447	461	472	498	498	498	498		26	48	74	94	131	158

Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	2023 YTD	% Change
808	542	526	568		6843	-11.87%
79	52	56	38		562	-20.28%
44	39	24	15		292	-48.63%
1	1	1	0		7	-42.86%
1	0	3	0		10	-70.00%
717	592	651	621		6596	6.02%
99	105	118	149		1279	15.72%
207	180	207	192		2304	-26.91%
0	2	2	18		75	-5.33%
21	2	14	12		102	-48.04%
0	0	0	0		X	X
0	0	0	0		X	X
0	0	0	0		X	X
1977	1515	1602	1613	0	18070	-6.38%
506	428	436	387			
3216	2548	2676	2267			
210	152	211	204			
23	22	28	20			
181	203	231	251	251	251	

DUNKIRK May-2025 STATISTICS	J-FIC	J-NF	J-OTHER	A-FIC	A-NF	A-OTHER	ILL-IN	ILL-OUT	TOTAL
BOOK	18	1		518	88				625
NEW-BOOK	43			85	15				143
PAPERBACK									0
ILL-BOOK									0
J-BOOK	403	28							431
EASY-BK									0
AUDIO BOOK						2			2
CDS									0
MAGAZINE						1			1
DVDS			7			116			123
NEW-ITEMS						2			2
HOUSEHOLD									0
VIDEOGAME									0
MUSEUM PASS									0
TOTAL	464	29	7	603	103	121	0	0	1327

Public Computer Use	390
Microfilm	7
Curbside Delivery	0
People Counter: Front Entr	463
People Counter: Rear Entr	1726
Total Patron Count	2189
RQ: Computer Assistance w/Patrons	16
RQ: Assistance in Lab	44
Reference Questions: Adult	43
Reference Questions: Children's	23
Reference Questions: Email	43
Total Reference Questions	169

<i>Added Materials</i>	
MAGAZINES	7
NEWSPAPERS	25
MICROFILM	0
CHILDREN'S ROOM BOOKS	1
YA BOOKS	7
ADULT BOOKS	6
DVD'S	1
AUDIO BOOKS	0
GAMES	0
TOTAL	40

DUNKIRK Jun-2025 STATISTICS	J-FIC	J-NF	J-OTHER	A-FIC	A-NF	A-OTHER	ILL-IN	ILL-OUT	TOTAL
BOOK	430	20		504	79				1033
NEW-BOOK	40	1		76	7				124
PAPERBACK									0
ILL-BOOK									0
J-BOOK									0
EASY-BK									0
AUDIO BOOK						5			5
CDS									0
MAGAZINE						3			3
DVDS			7			158			165
NEW-ITEMS									0
HOUSEHOLD									0
VIDEOGAME									0
MUSEUM PASS									0
TOTAL	470	21	7	580	86	166	0	0	1330

Public Computer Use	434
Microfilm	4
Curbside Delivery	0
People Counter: Front Entr	575
People Counter: Rear Entr	1846
Total Patron Count	2421
RQ: Computer Assistance w/Patrons	17
RQ: Assistance in Lab	54
Reference Questions: Adult	64
Reference Questions: Children's	21
Reference Questions: Email	33
Total Reference Questions	189

<i>Added Materials</i>	
MAGAZINES	10
NEWSPAPERS	24
MICROFILM	0
CHILDREN'S ROOM BOOKS	0
YA BOOKS	1
ADULT BOOKS	2
DVD'S	3
AUDIO BOOKS	1
GAMES	0
TOTAL	31