

Irondequoit Public Library Board of Trustees
Monthly meeting (via teleconference)
Minutes of February 17, 2021

Call meeting to order: 6:32 pm.

Present via teleconference: Tyler Kwolek, president; Cicely Strickland-Ruiz, vice president; Collene Burns, treasurer; Terri Dalton, secretary; Betty Brewer-Johnson, Phil Harriman, Susan Kramarsky, Rachel Snyder, and Rosa Vargas-Cronin, trustees at large.

Guests: Greg Benoit, library director; Dave Seeley, town supervisor (joined late); Matt Krueger, children's librarian; Nick Mott, student representative; Stephanie Schubmehl, library bookkeeper.

Approval of agenda: Approved.

Approval of minutes

- Board retreat meeting minutes: Approved.
- January meeting minutes: Approved.

Attendance: Next meeting March 17, 2021, at 6:30 pm via Zoom.

Public forum: No comments submitted via email. Greg received a letter from a patron requesting that the library resume selling forever hold cards (attached as correspondence with the director's report).

IPL Foundation report: The Foundation meets annually and did not have a meeting scheduled this month. Collene and Tyler discussed adding a Foundation member to the finance committee. Collene will reach out to Sue Bonkowski tomorrow about choosing a Foundation representative.

IPL Friends report: Friends have not met and have not been in contact, although they recently put out a call for donations on Facebook. Phil and Rosa will get in touch.

IPL staff liaison report

- This month's staff liaison was Matt Krueger, one of IPL's two children's librarians. He highlighted a few projects currently underway in the children's library, including genrefication of the picture book collection, grab-and-go book bundles and craft kits, and online programming, and then took questions from the board.
- Book bundles have proven extremely popular. Online program attendance has plateaued since the beginning of the pandemic, but the weekly storytimes have consistent viewership and recent special events have been well-attended. The children's librarians are looking at options for continuing to record and stream programs once in-person programming resumes.
- Matt hopes the staff liaison role will open more channels for communication and give a clearer picture of how things are going in the library on a day-to-day basis.

Town board liaison report

- Supervisor Seeley once again delivered this month's report. As relations with the town have evolved since the town board liaison role was established, it was proposed to revisit the expectation that the liaison attend every board meeting. The executive committee will discuss this further.
- Construction continues at the community center, with structural work largely complete. Fixtures and electrical work will follow over the next few months, and transition plans are in place for departments that will be operating out of the community center once it opens.
- At last night's meeting, town board members voted in favor of moving forward with the master plan for the town hall campus. State grant funding will help cover the cost of the work, and the town will coordinate with the library and other stakeholders.
- In spite of the pandemic, the town ended 2020 in good shape financially and may be in line to receive additional federal stimulus money.
- AARP tax prep is relocating to town hall until heating in the library meeting rooms can be fixed.
- The town is holding a Zoom informational meeting on its community solar initiative tomorrow night. Participants will save on electricity, and every signup generates a \$50 contribution to a sustainability fund. Participation is on track to exceed the town's target by the end of the month.
- Kevin Labarr from Fusion Digital, who already has extensive experience with the town's IT systems, will be taking over for Nate Stone, making for a virtually seamless transition. Michael Moss, a Spectrum videographer, has also been hired as a communications assistant to take over some of the work on ICAT.

Director's report highlights

Asa Dunbar program: This month, IPL hosted our first program in partnership with ICARE, "Meet Asa Dunbar, African-American Pioneer on Irondequoit Bay." 45 attendees signed on to watch the program live, with an additional 42 viewing the archived recording. Amy Henderson anticipates offering more local history programs in this vein.

Collection diversity assessment: The white paper discussed at last month's meeting, along with all associated documents, have been turned over to ICARE for feedback. A team of library staff is now trained in assessment procedures and has begun a preliminary analysis of the children's chapter books to test the process. Work is proceeding at a slightly faster pace than anticipated.

Antiracist curriculum program: IPL is offering a program on the Antiracist Curriculum Project in partnership with ERASE Irondequoit 3/10/2021. This program explores the PathStone Foundation's initiative to facilitate adoption of a school curriculum based on antiracist principles and drafted by a team of well-respected local educators and activists.

Hoopla statistics: We're coming up on one year of Hoopla service and have spent just over \$7,000 of our initial \$12,000 payment, with monthly expenses averaging out to about \$700. If we decide to continue offering Hoopla, the existing materials budget can sustain it.

Expanded library services

- With vaccinations underway and infection rates in Monroe County continuing to drop, we have begun to expand and reintroduce library services.
- Starting this week, the number of available PCs in the computer lab will double, and patrons will be allowed sessions of up to 90 minutes.
- Next week, we plan to reintroduce limited seating for patrons who want to use their own devices. Masks and social distancing will still be required, and we will provide materials to sanitize work surfaces.
- If the current downward trend in Covid cases continues, we anticipate returning to our normal hours and staffing model, as well as in-person library programs, by summer. Reopening of the meeting rooms for community use will follow.

Youth fine forgiveness pilot program

- The program is ready to launch as soon as board approval is in place. Draft publicity documents for the local press and social media, as well as a list of FAQs prepared by Amy Holland, were included with the meeting materials.
- Recap for new trustees: The town and library board had originally agreed on a two-year pilot program to eliminate fines on children's and young adult materials as part of the 2020 budget process. A similar program is in place at MCLS branches in the City of Rochester, but there are few examples of a large suburban library enacting anything on this scale. In preparation, the board and library staff worked out logistics with MCLS, funding, mechanisms for gauging effectiveness, and a joint communication plan with the town. We received a grant from then-Assemblymember Morelle to help cover the anticipated loss in revenue. As implementation was getting closer in early 2020, the pandemic struck, and all fines and fees were suspended systemwide for months. With fines back in place and a new budget year underway, it is now time to pick up where we left off.
- Trustees reviewed the prepared documentation and discussed a timeline for implementation. All feedback on the FAQs and white paper should be ready for Tyler to compile by 5 pm on Wednesday 2/24/21. A timeline of three weeks was proposed to resolve any outstanding issues with the program, including the question of amnesty for preexisting fines.
- Motion by Tyler Kwolek to launch the pilot program eliminating fines and fees on children's and young adult library materials on Wednesday 3/10/21, unless the appointed subgroup of the board determines that implementation should be postponed. Seconded by Susan Kramarsky. Motion approved with no objections or abstentions.

Community engagement committee

Student representatives

- Updates: Anna DiChristina and Chloe Lewis have withdrawn as student reps due to their existing commitments with the Bishop Kearney hockey program. Rosa has identified several interested candidates through her work setting up a youth panel with ERASE and conducted Zoom interviews with two Irondequoit High School students today. Another interview with an Eastridge student is scheduled later this week. All candidates are highly motivated and community-oriented, and Rosa looks forward to introducing new student reps at next month's board meeting. Greg will coordinate with Nick to give new reps a tour of the library.

- Report from Nick Mott: School is out this week for February break. The IHS Mosaic Club, in collaboration with ERASE and the Our Voices Project, has put together a series of videos for Black History Month celebrating lesser-known Black historical figures. Last week's video featured Bass Reeves, a Black lawman thought to have been the inspiration for the Lone Ranger. The complete series is available on the school district Facebook page.

Finance committee, vouchers, financial report

Financial report

- Revenue
 - Late-breaking state aid and online fines checks brought our revenue collection up to 98.2 percent for 2020.
 - For the first month of 2021, we've received our first installment of property taxes and are at 19.1 percent of our expected revenue for the year. Revenue collection for library charges is on track so far at 9.3 percent, with copier and miscellaneous income running somewhat behind. This may begin to change as tax season increases foot traffic and copier use.
 - We have received an extraordinary number of monetary donations in memory of Mary Susan "Molly" Moore, a retired elementary school teacher and Irondequoit resident who passed away in January. Her obituary designated the library for memorial donations. Contributions totaled \$540 at last count and are still coming in.
- Expenses
 - The town will issue a final set of 2020 financial reports in March, but the vast majority of our 2020 expenditures are now posted. We spent just under 93 percent of our budget.
 - Note that over \$3000 in 2020 materials spending, for magazine subscription renewals, appears on a separate line in the town reports and is not reflected in the total for line 4050. Our actual total was closer to \$173,000.
 - Little spending to report for 2021 so far. Expenditures from last month's voucher list are not reflected in this report.
- Vouchers
 - Vouchers of note: #28, Image360: professionally printed A-frame sign for curbside pickup instructions; #30, Library Journal: registration for Amy Holland to attend Public Programming in the Pandemic (online professional development course); #31, New York Genealogical & Biographical Society: New York-specific genealogy resources to enhance print genealogy collection.
 - February 2021 vouchers were approved.

Building maintenance/meeting room heat

- Heat in the downstairs meeting rooms has been erratic, making things extremely uncomfortable for AARP tax prep appointments. Contractors have been at work on the issue for the past two days with no resolution.
- From Supervisor Seeley's discussions with Bob Kiley, the problem appears to be a mechanical one rather than a software issue. We will check past Postler & Jaeckle invoices to determine what work was performed the last time this HVAC problem arose.
- Greg and Bob Kiley will keep Tyler in the loop and cc the finance committee on any correspondence related to HVAC repairs.

Organizational development committee

- Working plan for 2021: Developed an action plan based on discussions during the board retreat. Items include a director performance review, library staff recognition, and planning for an additional board retreat over the summer. Committee members will revisit the action plan, policies, and procedures at their next meeting.

Old business

- MCLS advocacy day: Scheduled for February 26. Terri has signed up for an event with state assemblymember Jen Lunsford.
- Elimination of fines and fees for children and young adults: Covered in director's report above.

New business

Legislative meetings

- Terri and Greg had a productive meeting with state senator Samra Brouk at which they discussed the need for more aid, as well as IPL's hotspot lending and collection diversification programs. A librarian in attendance expressed interest in the collection diversification project and asked for a copy of the white paper.
- Terri and Greg also met with state assemblymember Sarah Clark, this time joined by Nick, who talked about the library from his perspective as a teen representative. Assemblymember Clark was very impressed with Nick (the word "rockstar" was used) and asked for updates on the collection diversification project as it proceeds.

Open discussion/initiatives on the docket

- Phil met virtually with IPL's IT librarian, Nancy Cowan, to discuss Fusion's quote for server upgrades. He will seek more information about the specifics of the server issue and would like to pursue a second opinion. Supervisor Seeley offered to facilitate a meeting with Kevin Labarr.
- BOT page on library website has been updated with new officers.
- Cicely has been named as a finalist for the ATHENA Young Professional Award, a very prestigious honor. Collene will share details of the awards ceremony.
- Rosa is running for school board in West Irondequoit.
- Ibram X. Kendi, author of *Stamped from the Beginning* (from which the book chosen for this summer's community book discussion was adapted), will be the keynote speaker at a virtual University of Rochester event. The event is free and open to the public.
- Wolodymyr Pylyshenko, a former library board member and staunch supporter of the Ukrainian community, passed away on February 8 due to COVID. Terri will send his family a sympathy card on behalf of the board.

Review of meeting action items

From last meeting

- Retreat summary/committee composition: Complete.
- Feedback on collection diversification program draft: Awaiting feedback from ICARE, which should be ready by 2/24.
- Children's room doors: Ongoing.
- Youth fine and fee elimination: Executive committee to make a determination by 3/10.
- Staff/board collaboration: Staff representative role in place.

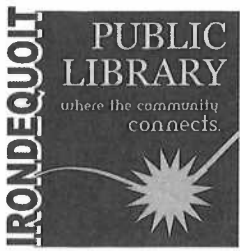
From current meeting

- Town board liaison position review: Tyler to complete by 3/3.
- Other items to be discussed in finance committee.

Board president's remarks: Tyler has been adjusting the agenda format and welcomes any input. He looks forward to continuing work with the trustees, town, and library staff.

Adjournment: Meeting adjourned at 8:35.

Respectfully submitted by,
Stephanie Schubmehl
For board secretary Terri Dalton



Irondequoit Public Library

Director's Report

Wednesday, January 20, 2021

1. Irondequoit Public Library

Racial Equity Initiatives

Asa Dunbar Program

The Irondequoit Public Library hosted our first program in partnership with I CARE, *Meet Asa Dunbar, African-American Pioneer on Irondequoit Bay*. There were 45 people in attendance to watch the event live, and an additional 42 people attached the archived video. Amy Henderson anticipates arranging other local history programs similar to this one in the future.

History of Redlining in Monroe County

Amy Henderson and I met with Town Councilwoman Patrina Freeman and local teacher Shane Wiegand to discuss the logistics of coordinating a virtual program series on the history of redlining and racial covenants in Monroe County. This series will feature an interactive workshop on how to address racist language in existing property deeds. This program series will be forthcoming in March or April.

Library Collection Diversity Assessment

The previously shared white paper and associated documents on this project have been turned over to I CARE. I am awaiting feedback from the group members to be communicated via Patrina Freeman.

A team of library staff have been assembled and trained in the assessment process. They have begun a preliminary, pilot analysis of the children's chapter books to test the process. Work is proceeding at a slightly faster pace than anticipated.

Antiracist Curriculum Program

On Wednesday, March 10th The Irondequoit Public Library is offering a program in partnership with ERASE Irondequoit on the Antiracist Curriculum Project.

I am certain that many of you have heard about recent proposals to better promote racial justice and equity in education. This program offers a deep dive into one such effort that is being undertaken by the PathStone Foundation. This local initiative seeks to facilitate the adoption of a school curriculum that includes antiracist principles. This proposed curriculum was drafted by a number of well respected local teachers, educators, and activists. Additional information can be found at bit.ly/3amUmn4.

Hoopla Statistics

Hoopla is almost one year old! Here is our usage and cost breakdown for April 2020 - January 2021. We have spent just over \$7,000 on Hoopla so far. There is a little less than \$5,000 remaining in our balance. I have also included a report produced by Synn Lymn on patron usage of new services introduced during the pandemic.

Month	Titles Streamed	Cost
April 2020	198	\$299
May 2020	506	\$759
June 2020	425	\$802
July 2020	376	\$731
August 2020	406	\$798
September 2020	365	\$735
October 2020	365	\$712
November 2020	399	\$673
December 2020	391	\$753
January 2021	401	\$784
Total	3,832	\$7,045

J & YA Fine Forgiveness Pilot Program

The fine forgiveness pilot program is ready to launch immediately following the library board meeting. The draft web site and social media publicity has been included as a separate document.

I would like to resolve with the board whether there will be an amnesty period for children and teens who are blocked from using the library due to an existing fine balance. Fine balances could be reduced or forgiven in exchange for donations of canned goods, school supplies, an act of community service.

Expanded Library Services

Now that vaccinations are underway, and the number of new cases in Monroe County is consistently lower than it has been, the library has begun expanding and reintroducing library services.

This week the number of PCs in the library's computer lab will be doubled. The time limit will be extended from a maximum of 60 minutes to a maximum of 90 minutes.

Next week the library will resume taking reservations for the Maker's Lab, and reintroduce seating for people working on laptops.

I anticipate that the library will return to the normal hours and staffing model in time for summer. I expect that library use of the meeting room for programs will resume at approximately the same time with community use of the meeting rooms resuming shortly after.

2. Town of Irondequoit

Nate Stone

Nate Stone has left his job at the Town of Irondequoit for a new opportunity. His position will be filled by Kevin Labarr, who is our IT technician from Fusion Digital. Kevin will start in April, and he brings with him an unparalleled wealth of knowledge about the library's computer system and network.

Blood Drive

The Irondequoit Public Library and the Town of Irondequoit are hosting a blood drive on Friday, June 4, 2021.

3. Facilities Report

HVAC

The heating issues in the library meeting rooms have been resolved.

4. Personnel Report

There were no personnel changes to report in January 2021.

5. Financial Report & Vouchers

Stephanie will send copies of the vouchers to the Library Board.

6. Correspondance

Please see attached correspondence from Sandra Al Ubaidi requesting that the library resume selling prepaid holds cards..

Director's Report
 Statistical Report to the Library Board
 February 2021

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Wi-Fi Usage		Circulation	
	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021
January	7,896	3,804	19,091	6,601	385	20	2,572	437	2,778	650	12,356	8,198	43,121	30,507
February	7,080		17,684		315		2,799		2,330		10,979		45,141	
March	3,874		8,951		345		1,270		1,223		7,720		25,700	
April	18		0		23		1,232		0		3,446		5,936	
May	72		0		26		743		0		4,280		6,219	
June	1,648		3,986		28		453		0		4,901		3,648	
July	7,069		5,613		34		487		101		5,871		10,576	
August	2,803		6,260		22		662		148		6,178		17,552	
September	5,651		6,807		14		178		366		6,658		22,874	
October	5,174		17,855		17		292		581		9,213		26,344	
November	3,887		7,544		14		204		451		8,145		23,512	
December	4,662		6,317		16		193		570		8,375		30,875	
Total	49,834	3,804	100,108	6,601	1,239	20	11,085	437	8,548	650	88,122	8,198	261,498	30,507
Avg/Month	4,153	3,804	8,342	6,601	103	20	924	437	712	650	7,344	8,198	21,792	30,507

February 6, 2021

Dear Mr. Benoit,

I have been a patron of the Irondequoit Public Library for the past 20 years.

I have participated in and enjoyed the pre-paid hold card program since its inception. Is it unique to this particular branch?

I strongly urge you to continue the program; I think it benefits both patrons and the library.

Congratulations - you have a beautiful facility and an excellent staff. Sincerely,

Sandra Al. Ubaldi



PILOT PROGRAM FOR ELIMINATING HOLD FEES AND OVERDUE FINES FOR CHILDREN and YOUNG ADULTS

As part of the 2020 budget, the Irondequoit Public Library (IPL) Board of Trustees (BoT) is proposing a 2 year pilot eliminating hold fees and overdue fines for children and young adult library materials. This document shares the purpose of the pilot, the anticipated fiscal impacts, and the proposed fiscal remedies.

Pilot Scope: This is a 2 year pilot which eliminates the hold fees and overdue fines for children and young adult materials, beginning January 1, 2020.

Hold fees are a \$0.50 fee assessed to a patron each time a patron requests an item to be reserved for checkout and picked up at the library at a later date. Overdue fines are a \$0.35 per day fee for materials not returned by the due date. When the fines and fees for an individual patron reach or exceed a total of \$5.00, patron borrowing privileges are suspended until paid.¹

In lieu of the fees and fines detailed above, children and young adult materials will be automatically renewed until the maximum possible borrowing period is reached. At the time that the maximum borrowing period is reached and an item is not returned, the item will be considered lost and the typical process for recovering funds for lost items will be utilized.

Pilot Purpose: The purpose of this pilot is to eliminate disparate access to the Irondequoit Public Library based on a child or young adult patron's ability to use money to remedy a common oversight. While economic status is not an indicator of whether a patron will return library materials on time, economic status does distinguish a patron's ability to overcome this perceived or - in cases where fines and fees exceed \$5.00 - real barrier to access.

In the Town of Irondequoit, of the approximately 6,600 students enrolled between the East and West Irondequoit School Districts², 3080 students – 46.7% of students³ – are considered economically disadvantaged by the New York State Department of Education.⁴ Nearly 50 percent of students enrolled

¹ Source: <http://www.irondequoitlibrary.org/welcome-to-the-irondequoit-public-library/>

² Enrollment confirmed by each school district as of 11/5/19:

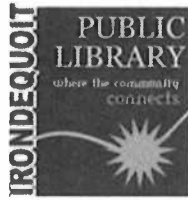
East Irondequoit – 2,956 students

West Irondequoit – 3,630 students

³ Source: <http://www.p12.nysed.gov/>

⁴ Definition:

http://www.p12.nysed.gov/accountability/essa/documents/UnderstandingNYSAccountabilitySystemUnderESSA_2018-19F.pdf?fbclid=IwAR0zeGfuC2DOWVizBzSYxE5x0Jmg6Q0QF0DRQZo6s1O2PAR-tGmRfvr_PHg



in Irondequoit’s school districts participate in the Free or Reduced Price Lunch Programs, the Supplemental Nutrition Assistance Program (SNAP), Foster Care, Refugee Assistance (cash or medical assistance) or other economic assistance programs.

For these children and young adults, the choice to correct the common oversight that causes overdue fines with monetary payment may not exist. Instead, our Irondequoit families may be making the choice between paying these fines to reestablish access to the library and purchasing food. Or between paying fines and having enough money for transportation. **The IPL Board of Trustees believes that these choices constitute an equal access issue to our library and its services for children and young adults and further believes that it is good and fair public policy to remove these barriers to access for our patrons.**

Anticipated Fiscal Impact: The below chart shows the 2018 actuals for IPL Fines and Fees

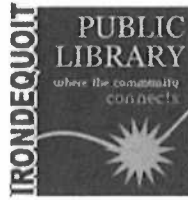
	ADULT	CHILD	Young Adult
Hold Fee	\$4,575	\$2,625	\$300
Overdue Fee	\$42,312	\$24,276	\$2,774
Total	\$46,887	\$26,901	\$3,074

The anticipated annual cost of the Pilot is \$29,975, and the total cost of the Pilot is \$59,950.

Proposed Fiscal Remedies: The IPL Board has constructed several fiscal remedies to neutralize the impact to the IPL budget for the duration of the Pilot.

- Raise the cost per black & white copy from \$0.20 per page to \$0.25 per page. The conservatively projected *additional* revenue from this price increase is \$6,700 per year, or \$13,400 for the duration of the Pilot.
- Utilize the conservatively projected additional revenue from increased use of copy / print / fax services of \$8,500 per year, or \$17,000 for the duration of the Pilot.
- Allocate \$25,000 in funds granted to the IPL during Congressman Morelle’s final term as State Assemblyman to the Pilot over the 2 year duration.

The combination of these three fiscal remedies will cover \$55,400 of the \$59,950 Pilot cost.



Success Measures of the Pilot: The IPL Board and IPL Team (staff) will track and report several measures to determine the success of the Pilot, modeled after the Rochester Public Library's pilot for fine elimination:

- Circulation statistics for children and young adults
- Number / percent of children and young adult patrons sent to collections
- Number / percent of children and young adult materials returned (on time and altogether)
- Number / percent of children and young adult materials categorized as lost
- Number / percent of children and young adult patrons with borrowing privileges suspended
- Number / percent of children and young adult library card renewals
- Number / percent of new library cards for children and young adults

Additional Pilot Information: Other Monroe County libraries have implemented an elimination of hold fees, but only the Rochester Public Library (RPL) has eliminated overdue fines for children and young adult materials.

- HOLD FEES have been eliminated by Fairport, Hamlin, Henrietta, Pittsford, Rush and the RPL
 - RPL eliminated hold fees for children and young adult materials only
- OVERDUE FINES have been eliminated by only RPL for children and young adult materials
 - No other town library in Monroe County has done this yet

The IPL Board of Trustees believes this is a unique opportunity to lead the way in Monroe County with a fiscally and socially responsible policy that ensures inclusive access for our children and young adult patrons.

**IRONDEQUOIT PUBLIC LIBRARY
REVENUE**

12/31/2020

Updated 2/3/2021

GROUP	FUND	DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	2020 ACTUAL YTD DEC 20	2020 BALANCE	2020 %
0	0005-1001	Property taxes	\$2,100,623	\$2,192,602	\$2,147,986	\$2,334,611	\$2,507,625	\$2,507,625	\$0	100.0%
0	0005-2080	Misc income (book sales, printing, room rental)	\$48,569	\$52,807	\$56,733	\$62,485	\$71,500	\$23,605	\$47,895	33.0%
0	0005-2082	Library charges (overdue & lost fines)	\$82,044	\$79,862	\$76,681	\$67,370	\$47,000	\$32,500	\$14,500	69.1%
0	0005-2655	Copier receipts	\$1,963	\$2,125	\$2,471	\$3,709	\$4,814	\$1,481	\$3,333	30.8%
0	0005-2680	Insurance recoveries	\$0	\$0	\$0	\$6,758	\$0	\$0	\$0	0.0%
0	0005-3889	Other culture & rec (NYS Local Library System Aid)	\$15,564	\$15,572	\$15,727	\$15,734	\$15,500	\$12,263	\$3,237	79.1%
0	0005-2701	Refund prior year expenses	\$0	\$383	\$4,213	\$334	\$3,600	\$4,838	-\$1,238	134.4%
0	0005-3890	State grant (youth fine elimination)	\$0	\$0	\$0	\$0	\$14,000	\$0	\$14,000	0.0%
0	0005-4911	Federal CARES Act funds					\$0	\$33,303	-\$33,303	0.0%
0	0005-5031	Interfund transfers	\$0	\$0	\$0	\$85,000	\$40,000	\$40,000	\$0	100.0%
Subtotal - revenue			\$2,248,763	\$2,343,351	\$2,303,811	\$2,576,001	\$2,704,039	\$2,655,615	\$48,424	98.2%

EXPENSES

GROUP	FUND	DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 BUDGET	2020 ACTUAL YTD DEC 20	2020 BALANCE	2020 %
1		Salaries	\$993,483	\$934,119	\$998,983	\$983,163	\$1,026,720	\$964,129	\$62,591	93.9%
2		Equipment & capital	\$3,738	\$0	\$2,764	\$2,565	\$2,500	\$4,529	-\$2,029	181.2%
4	7410-4050	Library materials	\$142,924	\$154,850	\$170,967	\$178,336	\$190,000	\$169,598	\$20,402	89.3%
4		Services & supplies	\$215,080	\$318,641	\$354,003	\$329,561	\$366,601	\$342,006	\$24,595	93.3%
4		Contingency - contracted services				\$0	\$10,000	\$0	\$10,000	0.0%
6		Principal on debt	\$10,866	\$180,882	\$202,000	\$210,000	\$175,000	\$175,000	\$0	100.0%
7		Interest on debt	\$61,583	\$259,278	\$144,424	\$335,100	\$449,852	\$449,852	\$0	100.0%
8		Employee benefits	\$580,970	\$437,937	\$447,806	\$446,414	\$490,480	\$413,337	\$77,143	84.3%
Subtotal - expenses			\$2,008,644	\$2,285,707	\$2,320,946	\$2,485,140	\$2,711,153	\$2,518,450	\$192,703	92.9%

**IRONDEQUOIT PUBLIC LIBRARY
REVENUE**

1/31/2021

GROUP	FUND	DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 ACTUAL YTD JAN 21	2021 BALANCE	2021 %
0	0005-1001	Property taxes	\$2,100,623	\$2,192,602	\$2,147,986	\$2,334,611	\$2,507,625	\$2,495,508	\$500,000	\$1,995,508	20.0%
0	0005-2080	Misc income (book sales, printing, room rental)	\$48,569	\$52,807	\$56,733	\$62,485	\$23,605	\$46,475	\$2,123	\$44,352	4.6%
0	0005-2082	Library charges (overdue & lost fines)	\$82,044	\$79,862	\$76,681	\$67,370	\$32,500	\$32,900	\$3,055	\$29,845	9.3%
0	0005-2655	Copier receipts	\$1,963	\$2,125	\$2,471	\$3,709	\$1,481	\$3,130	\$184	\$2,946	5.9%
0	0005-3889	Other culture & rec (NYS Local Library System Aid)	\$15,564	\$15,572	\$15,727	\$15,734	\$12,263	\$12,400	\$0	\$12,400	0.0%
0	0005-2701	Refund prior year expenses	\$0	\$383	\$4,213	\$334	\$4,838	\$0	\$0	\$0	0.0%
0	0005-3890	State grant (youth fine elimination)	\$0	\$0	\$0	\$0	\$0	\$14,000	\$0	\$14,000	0.0%
0	0005-4911	Federal CARES Act funds					\$33,303	\$0	\$0	\$0	0.0%
0	0005-5031	Interfund transfers	\$0	\$0	\$0	\$85,000	\$40,000	\$40,000	\$0	\$40,000	0.0%
Subtotal - revenue			\$2,248,763	\$2,343,351	\$2,303,811	\$2,576,001	\$2,655,615	\$2,644,413	\$505,362	\$2,139,051	19.1%

EXPENSES

GROUP	FUND	DESCRIPTION	2016 ACTUAL	2017 ACTUAL	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2021 ACTUAL YTD JAN 21	2021 BALANCE	2021 %
1		Salaries	\$993,483	\$934,119	\$998,983	\$983,163	\$964,129	\$1,035,354	\$61,650	\$973,704	6.0%
2		Equipment & capital	\$3,738	\$0	\$2,764	\$2,565	\$4,529	\$2,500	\$0	\$2,500	0.0%
4	7410-4050	Library materials	\$142,924	\$154,850	\$170,967	\$178,336	\$169,598	\$178,000	\$0	\$178,000	0.0%
4		Services & supplies	\$215,080	\$318,641	\$354,003	\$329,561	\$342,006	\$352,366	\$6,294	\$346,072	1.8%
4		Contingency - contracted services				\$0	\$0	\$10,000	\$0	\$10,000	0.0%
6		Principal on debt	\$10,866	\$180,882	\$202,000	\$210,000	\$175,000	\$325,000	\$0	\$325,000	0.0%
7		Interest on debt	\$61,583	\$259,278	\$144,424	\$335,100	\$449,852	\$296,000	\$0	\$296,000	0.0%
8		Employee benefits	\$580,970	\$437,937	\$447,806	\$446,414	\$413,337	\$446,224	\$26,616	\$419,608	6.0%
Subtotal - expenses			\$2,008,644	\$2,285,707	\$2,320,946	\$2,485,140	\$2,518,450	\$2,645,444	\$94,560	\$2,550,884	3.6%

February 17, 2021 voucher list

VOUCHER	VENDOR	DESCRIPTION	AMOUNT	FUND
18	American Library Association	Supplies, other misc.	\$29.44	4650
19	Amazon (supplies account)	Supplies, office	\$374.96	4570
20	Baker & Taylor	Library materials	\$8,006.47	4050
21	Baker & Taylor Entertainment	Library materials	\$443.87	4050
22	Barnes & Noble	Library materials	\$47.28	4050
23	Cengage Learning	Library materials	\$230.91	4050
24	Democrat & Chronicle	Library materials	\$511.63	4050
25	Ebsco	Library materials	\$296.23	4050
26	East Ridge Printing	Printing services	\$189.67	4390
27	Fusion Digital	Computer software licensing	\$74.00	4090
28	Image360	Printing services	\$246.88	4390
29	Ingram	Library materials	\$79.71	4050
30	Library Journal/School Library Journal Professional Development	Registration for Public Programming in the Pandemic (online professional development course 3/23 - 4/6/21)	\$258.24	4100
31	New York Genealogical & Biographical Society	Library materials	\$177.92	4050
32	Online Labels	Supplies, office	\$37.90	4570
33	OverDrive	Library materials	\$894.15	4050
34	Penny Lane	Printing services	\$54.43	4390
35	Sneeze Defense	Supplies, office	\$275.25	4570
36	Spectrum	Contracted services	\$175.83	4120
37	Staples	Supplies, office	\$440.43	4570
38	T-Mobile	Library materials	\$4,099.77	4050
39	W.B. Mason	Supplies, office	\$339.40	4570
Total			\$17,284.37	

February 17, 2021 voucher list

Fund	Fund total
4050	\$14,787.94
4090	\$74.00
4100	\$258.24
4120	\$175.83
4390	\$490.98
4570	\$1,467.94
4650	\$29.44
Grand Total	\$17,284.37