

Irondequoit Public Library Board of Trustees  
Monthly meeting  
Minutes of September 20, 2023

**Call meeting to order:** 6:38 pm.

**Present:** Rachel Snyder, president; Betty Brewer-Johnson, treasurer; Michael Huntone, Susan Kramarsky, and Laura Osterhout (left at 7:28 pm), trustees at large; Molly Fisher, community engagement committee member; Keely Shafer, student representative.

**Guests:** Greg Benoit, library director; Matt Krueger, assistant director for youth and family services (staff liaison); Terri Dalton, Caroline Hamil, and Pat Plunket, sister libraries team; Stephanie Schubmehl, library bookkeeper.

**Absent:** Phil Harriman, vice president; Erin Dougherty, secretary; Meaghan de Chateauvieux and Sarah Yannello, trustees at large.

**Approval of agenda:** Approved.

**Approval of minutes:** August 16, 2023 meeting minutes approved (Rachel abstaining).

**Attendance:** Next meeting October 18, 2023, at 6:30 pm. All trustees are also encouraged to attend the town budget workshop at 5:30 pm the same evening. No conflicts noted; Greg will check in with Erin to follow up.

**Public forum:** None. No comments submitted to board email.

#### **Town board liaison**

- No town board liaison for this meeting. Greg passed on an update from Maria Vecchio that space for the town's year-round farmer's market is expected to be ready by the end of October. Maria also indicated that the town would soon have good news to announce on its green initiatives.
- Greg noted that the SAMS grant process for the HVAC repairs and children's library doors is nearing completion. The town attorney is obtaining proof that Irondequoit, not Monroe County, owns the land on which construction will be taking place and should be able to submit it to DASNY by the end of the week. Greg thanked Maria, Supervisor Fitzpatrick, and the library board for their help and support with the process.

#### **Student representative report**

- This week is homecoming week at Irondequoit High School, with a pep rally taking place Friday afternoon before the homecoming game on Saturday. Eastridge student reps invited the library to set up a table at their homecoming the following Saturday.

- Local employers will be visiting IHS throughout the year for “Future Fridays” to showcase career opportunities in various fields.
- Laurelton-Pardee will be collecting hats, gloves, and socks for people experiencing homelessness in October. Greg agreed that students could place a collection bin in the library.

### **Sister libraries updates**

- Terri Dalton reviewed the history of the sister libraries team from its inception in 2021. She noted that according to the American Library Association, “Becoming a Sister Library is an opportunity to build relationships with libraries in other cultures that can help us learn, understand and better serve our own community.”
- In addition to in-person member meetings every other month, Irondequoit’s sister libraries team meets monthly with Roma library director Sonia Barrera over Zoom. The group has a monthly table at the farmer’s market and have been able to recruit five new volunteers.
- To date, 38 boxes of books and media have been donated to Roma, many of them collected at last year’s Friends book sale. Roma Public Library has been able to share donated items with other libraries in the Starr County consortium.
- Each library has a display case and a bulletin board showcasing its sister institution, and the two libraries are exploring collaborating on a community pen pal program and youth and adult book groups. As what may be the state’s only active sister libraries group, the team is also considering presenting at a future NYLA conference.
- Rachel suggested issuing a press release and featuring the team in the library newsletter.

### **Foundation report**

- Proposed upgrades to the employee breakroom were approved at a recent meeting with Greg. Furniture and supplies are beginning to arrive.
- The Foundation has also expressed interest in supporting renovations in the children’s library, either by contributing matching funds or by paying for additional decorative fixtures.
- The Maker’s Lab team will begin identifying additional equipment for the Foundation to fund. One possibility suggested by the accessibility team is a pen that scans text and reads it aloud.

### **Friends report**

- Several prospective new members will attend the Friends’ next meeting on September 26. Molly will represent the community engagement committee.
- The Friends are seeking new fundraising ideas to keep donations sustainable.

### **Staff liaison**

- This month’s staff liaison was Matt Krueger, assistant director for youth and family services. Matt shared updates from other IPL staff.

- John Scalzo recently took part in the Rochester Game Festival, an ongoing collaboration between RIT and the library. This year's event had 40 exhibitors and over a thousand attendees.
- Sarah Knight is continuing her work on the sensory garden taking shape in the children's library courtyard and seeking out community partners.
- Children's librarians will resume offering regular storytimes at the community center in October.
- Children's librarians have arranged ASL interpretation for storytimes in honor of Deaf Awareness Week, including an event with ALA notable author Reem Faruqi. ASL training will also be featured at the next staff day.
- Emily Baker has wrapped up a successful summer reading program, with 144 teen participants compared to 42 last year.
- Synn Lynn McLaughlin provided monthly statistics on meeting room use (see attached).

### **Finance committee, vouchers, financial report**

#### Finance committee

- As discussed in finance committee, the quote received for installation of a panic button system is about \$4,000 more than the \$6,500 originally budgeted. After reviewing 2023 spending and revenue with the town comptroller, it appears likely the library will end the year with a budget surplus and be able to cover the extra cost. Installation will take only a week, so work will be completed in the current budget year.

#### Financial report

- Revenue: Library-generated revenue continues to surpass projections in every category. The bookstore had a particularly strong month, with sales exceeding \$4,000 for the first time ever, and we will likely have a surplus on the miscellaneous income budget line by the end of September. The library has collected 99.1 percent of anticipated revenue overall.
- Expenses: The library has spent 61.4 percent of our overall budget, with about 67 percent of the year elapsed. Spending is now at 63.6 percent for salaries, 46.7 percent for materials, and 49.9 percent for services and supplies.

#### Vouchers

- Vouchers of note: #234, William Cleveland: Presenter fee for "The State of Rochester Suds: The History and Future of the Scene" on 10/16/2023; #240, Morethanisms, LLC: Easy Gluten-Free Desserts program with Calvin Eaton on 10/24/23.
- Motion to approve September 2023 voucher list for payment. Seconded. Motion carried.

**Long-range plan check-in:** See attached for Year 2 action items, stakeholders, and timetables. Some Year 1 action items are still in progress but the majority have been completed.

### **Organizational development committee**

- See personnel report attached.

- Motion to appoint William Edmondson to the position of part-time library clerk, effective 9/4/23. Seconded. Motion carried.

### **Technology team**

- Staff computers are in the midst of an upgrade and migration from the MCLS to the town Office365 account. The new system will run backups twice daily and facilitate troubleshooting by Kevin LaBarr.
- With migration to the town account, library trustees have the option to access Microsoft Office and an @irondequoit.gov email address free of charge. As outlined in the trustee handbook, best practice is to have a separate email for library business.
- Phil recommended professional development courses to help the library's IT clerk troubleshoot more effectively.
- IT is scheduled to perform the network switch upgrade next Thursday 9/28, possibly continuing into Friday 9/29. Public PCs, wifi, and internet access for staff computers will be unavailable while the work takes place, but circulation will be able to operate as normal.
- In response to a question from Susan, Greg indicated that the town had been notified of the upcoming internet outage and that signs had been posted throughout the library, in addition to an item in the weekly newsletter. Susan suggested enlisting student reps to help spread the word.

### **New business**

- Friends of the Library book sale postponed indefinitely.
- All trustees are encouraged to attend the budget meeting at town hall tomorrow at 1:15.

**Director's report:** See attached. Below items were also discussed during this section.

### 2024 budget

- Greg shared the proposed library budget that will be presented to the town tomorrow, thanking Betty, Matt, and Stephanie for their assistance. The library is requesting a 4.07 percent overall increase.
- Operating budget:
  - The library is requesting an increased programming budget in order to offset a reduced contribution from the Friends as they work to restore their fundraising capacity, as well as increases in the computer software and materials budgets to cover the cost of CollectionHQ and Hoopla subscriptions.
  - In response to a question from Rachel, Greg noted that the legal services line item for 2023 was higher due to contract negotiations and meeting room policy changes taking place this year. An 80 percent reduction is proposed for 2024.
  - Betty recommended that any surplus in this year's maintenance budget be put toward installation of the panic button system.
- Personnel budget:
  - Assumes a 3.5 percent cost of living increase for all staff. The actual percentage will be determined in contract negotiations.

- Provides funds to pay staff overtime for working while the library is operating as a warming center and to pay part-time staff 15 minutes past the end of all closing shifts.
- Trustees discussed whether the town or county might have access to additional funding if the library was opened as a warming center during a state of emergency. It was agreed to raise the issue at tomorrow's budget meeting.

#### **Review of meeting action items**

- Greg to follow up with Sarah about the library having a table at Eastridge homecoming and serving as a dropoff location for sock donations
- Rachel to connect with Sarah about having student reps publicize internet outage (and other library news)
- All available trustees to attend budget meeting at town hall tomorrow
- Consider theme for 2024 budget

#### **Adjournment**

- Motion to adjourn to executive session at 7:55 pm to discuss collective bargaining agreement.
- Motion to come out of executive session at 8:37 pm.
- Meeting adjourned at 8:38 pm.

Respectfully submitted by,  
Stephanie Schubmehl  
For board secretary Erin Dougherty

**Organizational Development Committee  
September 2023 Employee Changes**

**William Edmondson**

New Hire: Part-Time Library Clerk

Notes: Will Edmondson is a recent graduate of Webster Schroeder High School. He comes to Irondequoit with previous library experience working as a library page at the Webster Public Library.

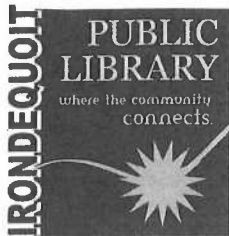
Will's first day was Tuesday, September 5<sup>th</sup>, 2023. This position was previously held by LiAsia Campbell.

**Claire LaDelia**

Resignation: Part-Time Library Clerk

Notes: Claire is leaving Irondequoit Public Library to take a full-time position with the City of Rochester as a purchasing clerk. Claire served on the accessibility team, where she contributed to the library's inclusion efforts and partnership with Rochester Accessible Adventure. Sarah Taffner will join the accessibility team in Claire's place after she leaves.

Claire's last day is September 15, 2023.



## **Irondequoit Public Library**

Director's Report

Wednesday, September 20, 2023

### **1. Irondequoit Public Library**

#### **2024 Draft Library Budget**

The draft 2024 library budget has been submitted to the Town Supervisor. The library is requesting a 4.07% increase, or an additional \$113,656, over the 2023 library budget. Budget documents have been included in the "Related Documents" folder on the trustee OneDrive.

#### **Long Range Plan – Year #2 Strategies & Action Items**

The action items for the long range plan year #2 have been timetabled and assigned to different staff and board members. A copy of the completed year #2 document has been included in the "Related Documents" folder on the trustee OneDrive.

#### **Student Representative Tour & Orientation**

On Friday, September 1 I gave a tour and orientation to the student representatives to the Library Board. With Trustee Sarah Yannello. Students reps were given the NYS Trustee Handbook, the library organizational chart, and year #2 long range plan.

#### **September Staff Training Day**

At the September staff training day representatives from the Community engagement division of the Monroe County Department of Human services gave an overview of the types of benefits that are available through the DHS office, and how to apply for them. This is the first presentation in a series of presentations about helping patrons apply for government benefits that will be coordinated as a part of the year #2 long range plan.

#### **Rochester Game Festival**

The Irondequoit Library will again be participating in the Rochester Game Festival, which will be held at RIT on September 9<sup>th</sup>. Thank you to John Scalzo for identifying this opportunity.

### **2. Town of Irondequoit**

#### **2024 Library Budget**

Important meetings associated with the 2024 Town of Irondequoit budget have been scheduled. Library Board members are requested at the meetings indicated with \*\*\*.

#### **2024 Budget Meeting: Library \*\*\***

- Thursday, September 21 at 1:15 PM - Town Hall, Supervisor's Conference Room

#### **Town Board Workshop - Present Tentative Budget**

- Tuesday, October 10 at 4:00 PM - Town Hall, Broderick Room

#### **2024 Budget Workshop \*\*\***

- Wednesday, October 18 at 5:30 PM - Town Hall, Broderick Room

Special Town Board Meeting: Prelim Budget Adoption

- Tuesday, October 24 at 4:00 PM

**Public Hearing: 2024 Budget \*\*\***

- Thursday, November 9 at 7:35PM - Town Hall, Broderick Room

Special Town Board Meeting - 2024 Budget Adoption

- Tuesday, November 14 at 3:30 PM - Town Hall, Broderick Room

### **3. Facilities Report**

#### **IPL Foundation – Employee Break Room Refresh – Proposal**

The proposal to the IPL Foundation for a renovated/refreshed employee break room was approved by the Irondequoit Public Library Foundation at the September 7<sup>th</sup> meeting. Furniture and equipment associated with the project has been ordered and has already begun arriving. A description of the project has been included in the “Related Documents” folder on the trustee OneDrive.

#### **Children’s Library Programming Space – Proposal Meeting**

On Tuesday, September 5<sup>th</sup> the Community Engagement Committee, Matt, and met with Assembly Member Clark to review a proposal for a renovation to the children’s library that will create a dedicated programming space within the children’s room.

At the meeting Assembly Member Clark indicated that she is optimistic that she help us obtain \$125,000 in either State and Municipal Facilities grant SAMs grant funding or in Legislative Initiative Funding (LIF), but if that is not possible, she will write a letter of support for a NYS Library Construction Grant.

The SAMs and LIF programs are ideal funding sources for this project as they do not require the library to match the state funds with local or private funds. If we are able to obtain funding from one of these two sources the project would include the following elements:

- A stage with decorative fixtures that double as a climbing/play structure when not in use
- Decorative archways that patrons would pass through to enter the programming space
- Audio equipment and lighting
- A decorative facade on and around the children’s library reference desk
- Decorative end panels on select shelving

If the library receives funding through the NYS Library Construction Grant program, the scope of the project will have to be scaled back, and will likely include only the first two or three bullet points from the list above. The design company that we have been working with indicated that they can restructure the proposal to be completed in phases, with additional components being added in subsequent years or as additional funds become available.

The Irondequoit Public Library Foundation indicated at their September 7<sup>th</sup> meeting that they will support the project by providing supplemental or matching funds depending on the grant or state aid that the library receives. If the library receives funding through the SAMs or LIF programs, they are interested in purchasing one of the components mentioned in the list above. If



the library receives funding through the NYS Library Construction Grant program, they indicated they would support the project by providing the matched portion for the grant.

#### **Technology Upgrades & Improvements**

During the months of September and October Kevin LaBarr, IT Director, will be performing a number of upgrades and improvements to the library's computer network.

The work will include the installation of a new network switch. Kevin has created a workaround to provide internet access to the computers at the circulation desk during this switchover. The workaround will enable the library to continue to checkout books to patrons uninterrupted while he completes the work. Other computers in the library will be without internet on Thursday, September 28<sup>th</sup> and possibly on Friday, September 29<sup>th</sup>, though Kevin is optimistic that he can complete the work run one day.

Signs have been posted in the library, and publicity has been posted online alerting the public that internet will be unavailable on the 28<sup>th</sup> and 29<sup>th</sup>.

Kevin will also be transferring our Microsoft Office 365 account from one that is maintained by the Monroe County Library System to one that Kevin maintains in-house. This change will enable Kevin to run more frequent backups of the contents of our personal and shared OneDrive accounts and will add an extra layer of security by enabling two factor authentication when logging in. Library employees will continue to use their *libraryweb.org* addresses for email and will have access to shared documents that are maintained with other libraries in the Monroe County Library System.

As a part of this change, I am proposing that the members of the Library Board be given free Microsoft Office 365 accounts for the duration of time they serve on the Library Board. This will ensure all trustees have the ability to view and edit Microsoft Office documents.

Library trustees will also be given an official town email address that should be used to conduct library business separately from a personal or work email. This is a best practice that is recommended in the *Handbook for Library Trustees in New York State* as it prevents personal and/or work related emails from getting intermixed with library related emails. This would primarily be relevant in the event that the library receives a FOIL request concerning trustee communications.

#### **4. Monroe County Library System**

The Monroe County Library System Director Council did not meet in August.

#### **5. Personnel Report**

A personnel update has been uploaded to the Related Documents folder on the Trustee OneDrive.

#### **6. Financial Report & Vouchers**

Stephanie will send copies of the vouchers to the Library Board in advance of the meeting.

#### **7. Correspondence**

No items of correspondence to report for the August 16, 2023 Library Board meeting.

#### **8. Items of Information**

- *09 2023 Personnel Report.pdf*
- *2024 Library Budget (Sept. 14 Revision C).pdf*
- *2024 Library - Personnel Budget (Sept. 14 Revision C).xlsx*
- *2024 Budget Notes (Sept. 14 Revision C).pdf*
- *Employee Break Room Proposal.pdf*
- *IPL Goal Year #2.pdf*
- *IPL sales tax Jun - Aug 23.pdf*

**Irondequoit Public Library**  
 Statistical Report to the Library Board  
**September 2023**

Report	Reference		Library Visits		Number of Programs		Program Attendance		Internet Usage		Circulation		Maker's Lab Usage		Maker's Lab Circulation	
	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
January	3,770	5,152	10,913	13,598	47	84	621	1,193	733	1,195	30,320	31,541	0	50	2	8
February	4,109	5,035	11,188	15,490	52	83	1,413	1,035	837	1,264	31,317	31,583	0	37	1	6
March	4,832	4,880	14,050	16,186	66	86	1,328	1,475	1,196	1,343	35,512	35,134	7	31	3	4
April	4,654	4,402	15,058	18,240	61	99	1,134	1,391	1,150	1,251	34,207	32,597	51	23	1	3
May	4,127	4,542	10,855	15,237	51	108	1,134	1,645	2,132	1,239	31,660	33,895	93	54	0	3
June	4,859	4,689	12,799	16,057	59	94	2,382	1,951	1,217	1,402	34,835	36,147	31	27	7	7
July	4,441	4,229	12,342	15,116	46	68	1,018	1,359	1,131	1,224	37,174	35,482	28	36	3	8
August	5,569	5,059	14,533	17,034	67	78	1,451	1,111	1,254	1,450	40,763	38,214	24	23	3	7
September	4,274		13,057		61		1,607		1,132		32,488		7		4	0
October	4,744		12,585		90		1,093		1,136		31,848		55		5	0
November	4,402		13,336		79		1,122		1,238		31,941		53		5	0
December	4,100		12,624		68		1,217		1,125		29,051		40		4	0
<b>Total</b>	<b>53,881</b>	<b>37,988</b>	<b>153,340</b>	<b>126,958</b>	<b>747</b>	<b>700</b>	<b>15,520</b>	<b>11,160</b>	<b>14,281</b>	<b>10,368</b>	<b>401,116</b>	<b>274,593</b>	<b>389</b>	<b>281</b>	<b>38</b>	<b>46</b>
<b>YTD Average</b>	<b>4,490</b>	<b>3,166</b>	<b>12,778</b>	<b>10,580</b>	<b>62</b>	<b>58</b>	<b>1,293</b>	<b>930</b>	<b>1,190</b>	<b>864</b>	<b>33,426</b>	<b>22,883</b>	<b>32</b>	<b>23</b>	<b>3</b>	<b>4</b>

**IRONDEQUOIT PUBLIC LIBRARY  
REVENUE**

8/31/2023

GROUP	FUND	DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 ACTUAL	2023	2023 %
								YTD AUG 23	BALANCE	
0	0005-1001	Property taxes	\$2,334,611	\$2,507,625	\$2,495,508	\$2,680,059	\$2,695,213	\$2,695,213	\$0	100.0%
0	0005-2080	Misc income (book sales, printing, faxing)	\$62,485	\$23,605	\$47,996	\$54,662	\$47,219	\$46,437	\$782	98.3%
0	0005-2082	Library charges (overdue & lost fines)	\$67,370	\$32,500	\$42,465	\$40,188	\$33,426	\$25,648	\$7,778	76.7%
0	0005-2655	Copier receipts	\$3,709	\$1,481	\$3,205	\$3,531	\$3,200	\$2,458	\$743	76.8%
0	0005-3889	State aid - oth culture & rec (Local Library Systems Aid)	\$15,734	\$12,263	\$16,860	\$16,142	\$12,400		\$12,400	0.0%
0	0005-2701	Refund prior year expenses	\$334	\$4,838	\$464	\$168			\$0	NA
0	0005-3890	State grant (youth fine elimination)	\$0	\$0	\$14,000				\$0	0.0%
0	0005-4911	Federal CARES Act funds		\$33,303	\$0				\$0	0.0%
0	0005-5031	Interfund transfers	\$85,000	\$40,000	\$40,000				\$0	0.0%
0	0005-5031-0299	Interfund transfers, ARPA funding					\$3,853		\$3,853	0.0%
<b>Subtotal - revenue</b>			<b>\$2,576,001</b>	<b>\$2,655,615</b>	<b>\$2,660,497</b>	<b>\$2,794,750</b>	<b>\$2,795,311</b>	<b>\$2,769,755</b>	<b>\$21,703</b>	<b>99.1%</b>

**EXPENSES**

GROUP	FUND	DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 ACTUAL	2023	2023 %
								YTD AUG 23	BALANCE	
1		Salaries	\$983,163	\$964,129	\$966,766	\$1,019,173	\$1,140,595	\$725,612	\$414,983	63.6%
2		Equipment & capital	\$2,565	\$4,529	\$977	\$2,468	\$3,853	\$668	\$3,185	0.0%
4	7410-4050	Library materials	\$178,336	\$169,598	\$175,369	\$171,848	\$180,000	\$84,106	\$95,894	46.7%
4		Services & supplies	\$329,561	\$342,006	\$425,579	\$402,058	\$402,156	\$200,730	\$201,426	49.9%
4		Contingency - contracted services	\$0	\$0	\$0	\$0	\$10,000		\$10,000	0.0%
6		Principal on debt	\$210,000	\$175,000	\$325,000	\$335,000	\$340,000	\$340,000	\$0	100.0%
7		Interest on debt	\$335,100	\$449,852	\$296,000	\$289,400	\$282,650	\$143,025	\$139,625	50.6%
8		Employee benefits	\$446,414	\$413,337	\$445,435	\$406,340	\$436,227	\$222,796	\$213,431	51.1%
<b>Subtotal - expenses</b>			<b>\$2,485,140</b>	<b>\$2,518,450</b>	<b>\$2,635,126</b>	<b>\$2,626,286</b>	<b>\$2,795,481</b>	<b>\$1,716,938</b>	<b>\$1,078,543</b>	<b>61.4%</b>

Cash receipts summary

8/31/2023

DESCRIPTION	JAN ACTUAL	FEB ACTUAL	MAR ACTUAL	APR ACTUAL	MAY ACTUAL	JUN ACTUAL	JUL ACTUAL	AUG ACTUAL	SEP ACTUAL	OCT ACTUAL	NOV ACTUAL	DEC ACTUAL	YTD 2023
Fines (cash)	\$1,700.35	\$1,968.42	\$1,808.70	\$1,389.04	\$1,699.89	\$1,478.00	\$1,516.80	\$1,619.35					\$13,180.55
UMS/refunds					-\$40.00	-\$1,562.40		-\$19.99					-\$1,622.39
Online fines							\$3,522.00						\$3,522.00
Fines (credit)	\$1,161.08	\$1,423.12	\$1,738.36	\$825.27	\$1,310.25	\$1,278.10	\$1,011.78	\$1,255.39					\$10,003.35
BFR (cash)	\$149.94	\$110.93	\$84.99	\$61.70	\$41.97	\$56.94	-\$14.99	\$73.00					\$564.48
Book sale	\$2,968.37	\$3,592.07	\$3,708.45	\$3,696.71	\$3,324.14	\$3,301.26	\$3,597.55	\$4,181.33					\$28,369.88
Misc. (cash)	\$100.48	\$138.29	\$167.13	\$140.04	\$56.42	\$101.00	\$13.80	\$105.25					\$822.41
Misc. (credit)	\$3.00	\$7.00	\$12.21	\$42.47	\$53.00	\$5.00	\$45.36	\$22.00					\$190.04
Refund prior year													\$0.00
Copier	\$468.50	\$506.00	\$516.00	\$496.00	\$967.00								\$2,953.50
State aid													\$0.00
Print station (cash)	\$627.45	\$684.40	\$974.60	\$951.20	\$1,000.00								\$4,237.65
Print station (credit)	\$844.95	\$1,346.80	\$1,140.93	\$252.52	\$1,369.78								\$4,954.98
Copy/print/fax (cash)						\$1,029.91	\$1,311.25	\$1,789.00					\$4,130.16
Copy/print/fax (credit)						\$1,078.00	\$1,040.20	\$1,117.26					\$3,235.46
Interfund transfer													
<b>Total</b>	<b>\$8,024.12</b>	<b>\$9,777.03</b>	<b>\$10,151.37</b>	<b>\$7,854.95</b>	<b>\$9,782.45</b>	<b>\$6,765.81</b>	<b>\$12,043.75</b>	<b>\$10,142.59</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$74,542.07</b>

**BOOKSTORE SALES**

<b>Month</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
January	\$2,729.61	\$2,429.70	\$2,838.37	\$2,556.20	\$3,703.00	\$3,020.96	\$1,436.73	\$2,155.69	\$2,968.37
February	\$1,748.98	\$1,981.05	\$2,638.92	\$3,212.03	\$2,869.51	\$3,366.15	\$1,643.74	\$2,373.25	\$3,592.07
March	\$2,610.09	\$2,775.99	\$2,499.42	\$2,803.75	\$3,557.86	\$1,259.15	\$1,874.60	\$2,774.74	\$3,708.45
April	\$1,579.91	\$2,651.65	\$2,598.01	\$2,902.58	\$3,807.34	\$297.18	\$2,170.55	\$2,462.49	\$3,066.71
May	\$2,176.68	\$2,421.28	\$2,084.10	\$2,578.75	\$3,250.41	\$0.00	\$1,984.45	\$2,433.16	\$3,324.14
June	\$1,815.83	\$2,179.91	\$2,377.03	\$2,412.75	\$3,022.36	\$0.00	\$2,471.25	\$3,049.11	\$3,301.26
July	\$1,669.83	\$2,649.47	\$2,310.50	\$2,463.35	\$2,327.85	\$0.00	\$2,267.70	\$2,728.57	\$3,597.55
August	\$804.03	\$2,845.65	\$2,939.75	\$2,923.96	\$2,269.19	\$0.00	\$2,310.40	\$3,262.66	\$4,181.33
September	\$1,338.94	\$2,305.98	\$2,960.88	\$3,677.35	\$2,583.29	\$0.00	\$2,353.05	\$2,916.39	
October	\$2,571.56	\$2,418.06	\$2,598.09	\$2,793.75	\$1,837.73	\$754.85	\$2,493.10	\$2,640.46	
November	\$2,274.22	\$2,052.25	\$2,396.25	\$3,180.29	\$1,901.41	\$493.25	\$3,018.12	\$3,248.08	
December	\$1,653.62	\$2,506.47	\$3,489.61	\$3,142.75	\$2,350.28	\$2,338.53	\$2,861.60	\$2,789.00	
<b>Total</b>	<b>\$22,973.30</b>	<b>\$29,217.46</b>	<b>\$31,730.93</b>	<b>\$34,647.51</b>	<b>\$33,480.23</b>	<b>\$11,530.07</b>	<b>\$26,885.29</b>	<b>\$32,833.60</b>	<b>\$27,739.88</b>

**CHASE ACCOUNTS**

**AUGUST 2023**

**NON-PUBLIC FUNDS MMDA \*\*\*\*\*9050**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
8/1/2023	Opening balance			\$19,903.92
8/10/2023	Payment to Meredith Stockman-Broadbent for children's singalong program on 8/8/23 (LIF purchase)		\$200.00	\$19,703.92
8/10/2023	Payments to Brooklyn Robot Foundry Rochester for Flinger Thinger robotics program on 8/28/23 (LIF purchase; \$100 deposit + \$350 program fee)		\$450.00	\$19,253.92
8/18/2023	Payment to Sarah Knight (Alconero donation; reimbursement for sensory garden supplies)		\$136.43	\$19,117.49
8/18/2023	Payment to Matt Krueger (Alconero donation; reimbursement for sensory garden supplies)		\$125.19	\$18,992.30
8/18/2023	Payment to Greg Benoit (reimbursement for board workshop dinner on 8/16/23)		\$79.12	\$18,913.18
8/31/2023	Interest	\$12.28		<b>\$18,925.46</b>

**PUBLIC FUNDS MMDA \*\*\*\*\*2587**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
8/1/2023	Opening balance			\$6,836.18
8/31/2023	Interest	\$4.35		<b>\$6,840.53</b>

**2021 BULLET AID**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
8/1/2023	Opening balance			\$3,543.76
8/31/2023	No transactions			\$3,543.76

**2022 SENATE AID/LEGISLATIVE INITIATIVE FUNDING**

<b>DATE</b>	<b>DESCRIPTION</b>	<b>DEPOSITS</b>	<b>WITHDRAWALS</b>	<b>BALANCE</b>
8/1/2023	Opening balance			\$9,062.92
8/10/2023	Payment to Meredith Stockman-Broadbent for children's singalong program on 8/8/23		\$200.00	\$8,862.92

Payments to Brooklyn Robot  
Foundry Rochester for Flinger

8/10/2023	Thinger robotics program on 8/28/23 (\$100 deposit + \$350 program fee)	\$450.00	<b>\$8,412.92</b>
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September 20, 2023 voucher list

VOUCHER	VENDOR	DESCRIPTION	AMOUNT	FUND
228	Alliance Entertainment	Library materials	\$347.31	4050
229	Amazon	Library materials	\$126.95	4050
230	Baker & Taylor	Library materials	\$7,685.64	4050
231	Baker & Taylor Entertainment	Library materials	\$1,501.45	4050
232	Barnes & Noble	Library materials	\$125.66	4050
233	Cengage Learning	Library materials	\$653.01	4050
<b>234</b>	<b>Wiliam Cleveland</b>	<b>Professional services, programming (Rochester beer history presentation on 10/16/23)</b>	<b>\$100.00</b>	<b>4408</b>
235	Democrat & Chronicle	Library materials	\$638.55	4050
236	Everwilde	Equipment, office (ARPA/seed library)	\$54.60	2135
237	Ingram	Library materials	\$19.25	4050
238	Meetup	Computer software licensing	\$117.71	4090
239	Midwest Tape	Library materials	\$1,475.90	4050
<b>240</b>	<b>Morethanisms, LLC</b>	<b>Professional services, programming (Easy Gluten-Free Desserts program w/Calvin Eaton on 10/24/23)</b>	<b>\$250.00</b>	<b>4408</b>
241	Online Labels	Supplies, office	\$86.55	4570
242	Penworthy	Library materials	\$1,025.37	4050
243	Staples	Supplies, office	\$446.93	4570
244	Udemy	Conference/training (online professional development courses for Tariq Hudson)	\$57.97	4100
245	United States Postal Service	Postage	\$28.75	4380
246	W.B. Mason	Supplies, office	\$42.40	4570
<b>Total</b>			<b>\$14,784.00</b>	

**September 20, 2023 voucher list**

<b>Fund</b>	<b>Fund total</b>
2135	\$54.60
4050	\$13,599.09
4090	\$117.71
4100	\$57.97
4380	\$28.75
4408	\$350.00
4570	\$575.88
<b>Grand Total</b>	<b>\$14,784.00</b>