



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at www.cclid.lib.ny.us

Agenda

The September 2017 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday, September 21, 2017 at 6:00 pm at the **Steele Memorial Library, 101 E. Church St. Elmira, NY 14901** The agenda for the meeting is listed below. If you are unable to attend, please inform Mr. O'Dell-Wehling (585-332-9672), Mrs. Santulli (733-8607), or Mr. Shaw (733-8611).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2017-49)
4. Treasurer's report
 - a) Financial report (document 2017-50)
 - b) Report of Unpaid Bills Detail (document 2017-51)
5. Correspondence
6. President's report

Consent Item: Nomination for STLS Board of Trustees.
Resolved that the CCLD Board of Trustees approve the nomination of Cindy Emmer to serve on the STLS Board of Trustees for 2018-2022.
7. Director's Report

Consent Item: Approval of Friends Donation.
Resolved that the CCLD Board of Trustees approve accepting a donation from the Friends of CCLD in the amount of \$3200.00
8. Committee reports:
 - a) Executive Committee (O'Dell-Wehling)
 - 1) Report of the Committee meeting (document #2017-52)
 - b) Budget & Finance Committee (Schamel)
 - 1) Report of the Committee meeting (document 2017-53)
 - c) Building & Grounds Committee (Muldoon)
 - 1) Report of the Committee meeting (document #2017-54)
 - d) Election Committee (Rogan)
 - e) Personnel Committee (Dworkin)

Consent Item: Approval of Personnel Actions (Appendix C).
Resolved that the CCLD Board of Trustees approve Personnel actions as submitted.
10. Old business

Ideas for National Friends of the Library event in October
Nomination of a new Secretary of the board
11. New business
12. Period for public expression
13. Adjournment

(Minutes of the AUGUST 17, 2017 meeting of the Chemung County Library District Board of Trustees. Document #2017-49)

The meeting was called to order at 6:00pm by President William Wehling. Present were Pat Silvernail, Ann Hayes, Pamela Larnard, Bonnie Chollet, Michael Muldoon, Marge Kappanadze, Lillian White, Rachel Dworkin, Karl Schwesinger, Tim Blandford, and Richard Roberts. Excused: Jack Schamel, Phyllis Rogan and Jared Myers. Also present were Ron Shaw, the Library District's Director and Joan Santulli, the Library District's Administrative Assistant.

Minutes. The minutes of the July 2017 meeting (Document #2017-43) were presented for board review. The minutes were approved by unanimous consent.

Financial Report. The July 31, 2017 Financial Report (Document #2017-44) was presented for board review. By unanimous consent the Financial Report was approved as distributed and will be filed for audit.

Report of Unpaid Bills (Document #2017-45). Ms. Kappanadze stated that one extra invoice needs to be approved for a May invoice to Penguin Random House in the amount of \$60. Ms. Dworkin moved, seconded by Mr. Roberts to approve the unpaid bill list dated 8/9/17 as amended – General Fund - \$21,190.84 and Grant Fund - \$597.13. Vote: Unanimously Approved.

Correspondence. Notes from the suggestion box included the desire to have beverages for sale at the library, one complaint about the driveway being blocked during summer concerts and one that just stated "You Are Awesome". Thank you cards were received from kids who participated in the Summer Reading Club final party at Eldridge and others who attended the recent Bookmobile program.

President's Report. There is no update on CCLD's request to change the Legislation that formed the District. A tax cap override resolution is needed for the 2018 budget. Mr. Roberts moved, seconded by Ms. Hayes to adopt the following Resolution:

WHEREAS, the adoption of the Fiscal Year 2018 budget for the Chemung County Library District may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-C adopted in 2011; and

WHEREAS, General Municipal Law Section 3-C expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Chemung County Library District vote to approve exceeding the tax levy limit for 2018 as required by State Law. VOTE: Unanimously Approved.

Director's Report. Mr. Shaw reported that the final Summer Reading Club party was a great success. The Friends of CCLD have donated \$1,500 toward the costs incurred for the party. Mr. Roberts moved, seconded by Mr. Muldoon to accept the \$1,500 donation from the Friends of CCLD. VOTE: Unanimously Approved.

In order for the Library District to receive the \$150,000 grant from the State for the Chiller Project, the board needs to execute a Grant Disbursement Agreement. Ms. Chollet moved, seconded by Ms. Hayes to adopt the following Resolution:

WHEREAS, the Library District determined that it was necessary to replace the chiller at Steele Memorial Library; and

WHEREAS, the Library District applied for a New York State Economic Development Assistance Program grant; and

WHEREAS, the Library District's request for a grant was approved; and

WHEREAS, the Library District has been asked to execute a Grant Disbursement Agreement;

NOW, THEREFORE, BE IT RESOLVED THAT: The Library District hereby accepts the terms of the Grant Disbursement Agreement, ratifies all prior actions taken by the Library District with respect to the grant application, and authorizes and directs the Library Director to execute all documents and take all other actions necessary to effectuate these resolutions.

VOTE: Unanimously Approved.

CONSENT ITEM: Approval of NYS Assembly Bullet Aid allocations. Resolved by Ms. Dworkin, seconded by Ms. Chollet that the CCLD Board of Trustees approves the allocation of the \$13,000 award of NYS Assembly Bullet Aid as submitted in writing. VOTE: Unanimously Approved.

CONSENT ITEM: Approval of NYS Senate Bullet Aid allocations. Resolved by Mr. Roberts, seconded by Mr. Schwesinger that the CCLD Board of Trustees approves the allocation of the \$15,000 award of the NYS Senate Bullet Aid as submitted in writing. VOTE: Unanimously Approved.

The Director's Report (Appendix A) and the CCLD Staff Reports (Appendix B) for last month were submitted in writing to the board.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2017-46). No additional comments.

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board (Document #2017-47).

CONSENT ITEM: Approval of the CCLD 2016 Form 990 Return. It was explained that the auditors complete this form with information from the annual audit. Resolved by Ms. Dworkin, seconded by Ms. Hayes that the CCLD Board of Trustees approve the 2016 Chemung County Library District form 990 as submitted in writing and authorize the Library District Director to sign the form. VOTE: Unanimously Approved.

CONSENT ITEM: Approval of the proposed 2018 Library District budget. Resolved by Ms. Hayes, seconded by Mr. Roberts that the CCLD Board of Trustees approves the 2018 Chemung County Library District budget as submitted in writing. VOTE: Unanimously Approved.

Regarding the request of Kathy Stickler, auditor for Mengel, Metzger & Barr to increase their fee for the 2016 audit by \$3,000 due to the additional time required to convert the financial statements to government accounting standards, Ms. Kappanadze moved, seconded by Ms. Dworkin to approve the payment of \$3,000 to MMB. VOTE: Unanimously Approved.

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2017-48). Regarding the Teen Space, Mr. Shaw reported that the paperwork for the \$150,000 expected from the O'Mara office is still being reviewed by the CCLD attorney.

CONSENT ITEM: Approval of the Steele Memorial Library Teen Space Project. It was reported that the Library District has received a check from New York State which represents 90% of the State Construction grant for this project. Mr. Schwesinger moved, seconded by Ms. Hayes that the Library District accept the \$183,178 funding from New York State and approve moving ahead with the Teen Space project. VOTE: Unanimously Approved.

CONSENT ITEM: Approval of Kim Bolan proposal for Steele Library Facilities planning. It was stated that Ms. Bolan will look over the overall building and will give an outside opinion specific to libraries. Ms. Dworkin moved, seconded by Mr. Blandford to approve the proposal from Kim Bolan & Associates to complete a Facilities Planning for the Steele Memorial Library as submitted July 17, 2017 at a cost not to exceed \$8,400. VOTE: Unanimously Approved.

Regarding the repairs needed to the Bookmobile, the steps have already been replaced at a cost of \$520. CCLD has received one estimate from Goodrich Auto Works in the amount of \$3,525 for repair of the door. Other estimates will be requested prior to the repairs being completed.

Election Committee. It was reported that Sue Cook, a former CCLD board member, has agreed to be in charge of conducting the 2017 Trustee Election. Mr. Roberts moved, seconded by Ms. Silvernail to hire Sue Cook to conduct the 2017 Trustee Election with the budget and payment being the same as with Ms. Corter. VOTE: Unanimously Approved. The Library District needs 8 election inspectors. Three applications have currently been received. It was stated that this Committee has done a great job preparing for this first election. Chris Corter did a lot of the prep work and Ms. Cook is following through.

Personnel Committee.

CONSENT ITEM: Resolved by Mr. Roberts, seconded by Mr. Muldoon that the CCLD Board of Trustees approves the Personnel actions as submitted in writing with one amendment. VOTE: Unanimously Approved.

Old Business. Ms. Silvernail stated that she attended the recent Southern Tier Library System Trustee Book Discussion where the talk was in regards to cats in the library.

New Business. Ms. Larnard reported that the Friends of the Horseheads Library are holding their annual book sale from September 12 – September 16 at the Fire Station located on the corner of Gardner Road and Westlake.

Public Expression. None

The meeting was adjourned at 6:59pm. The next regular meeting of the board will be held on Thursday, September 21st, 2017 at 6:00pm at the **Steele Memorial Library, 101 East Church Street, Elmira, New York.**

CHEMUNG COUNTY LIBRARY DISTRICT

(DOCUMENT #2017-50)

Financial Report - AUGUST 31, 2017

Income	2017 Annual Budget	Received to Date	Balance Remaining	Percentage Received	Percentage through Year	Notes
Library Fines, Fees & Contributions	\$ 76,275	\$ 49,603	\$ 26,672	65%		INCLUDES lighting rebate \$4,766
Grants (other than N.Y.S.)	\$ -	\$ 14,087				INCLUDES FR of CCLD \$8,674; Corning Lib \$1K; ARTS \$3,250; CCTC \$100; WalMart \$500; BF Wom. \$483
Foundation Contributions	\$ 180,000	\$ 40,000	140,000	22%		1st & 2nd Qtr SML Foundation
Library District Tax Receipts	\$ 2,825,123	\$ 2,825,123	(0)	100%		
PILOT Funds	\$ 50,000	\$ 50,068				Pilot funds
Interest on Investments	\$ 4,400	\$ 2,181	2,219	50%		
State Aid						
Central Library Development	\$ 89,276		89,276	0%		
Central Book Aid	\$ 61,958		61,958	0%		
Local Library Services Aid	\$ 37,000		37,000	0%		
Other State Aid		\$ 192,033				INCLUDES final Restroom \$9,855 & 90% Teen Space \$182,178
TOTAL INCOME	\$ 3,324,032	\$ 3,173,095	\$ 357,125	95.46%	67%	
Expense	Annual Budget	Expended to Date	Balance	Percent	Percentage	
Personnel						
Salaries	1,522,892	\$ 1,028,581	\$ 494,311	68%		
Overtime & Holiday Salaries	15,281	\$ 9,652	5,629	63%		
Employee Benefits						
FICA	117,670	\$ 80,603	\$ 37,067	68%		
NY State Retirement	246,107	\$ 144,976	\$ 101,131	59%		AMOUNT THAT IS DUE IN DECEMBER FOR 2017 IS \$183,255
Medical & Dental	399,834	\$ 246,216	\$ 153,618	62%		
Other (Disability, Wk. Comp, Unemp)	30,195	\$ 22,081	\$ 8,114	73%		
Subtotal - Personnel Expenses	2,331,979	1,532,109	\$ 799,870	66%	67%	
Contractual						
Equipment	90,149	\$ 54,249	35,900	60%		INCLUDES Early Lit Stations \$10,676; Grant \$10,005; HH Found \$975
Telephone	11,400	\$ 11,461	(61)	101%		
Supplies	67,770	\$ 55,697	12,073	82%		TOTAL \$19,238=Grants \$2,300; FR of CCLD\$865; MKT \$1,410; FR of HH \$476; HH Foundation \$14,187
Travel & Continuing Education	15,015	\$ 7,076	7,939	47%		
Repairs & Maintenance	23,502	\$ 27,518	(4,016)	117%		Includes non-budgeted expense-Capabilities \$9,367
Postage	2,000	\$ 607	1,393	30%		
Library Materials (books, video, etc.)	328,109	\$ 182,337	145,772	56%		Total \$6,929 =Gifts \$6,686; Grants \$89, FR of CCLD \$154
Utilities	62,500	\$ 38,281	24,219	61%		INCLUDES 4th Qtr 2016
Building Cleaning Supplies	19,825	\$ 8,045	11,780	41%		
Fuel, Gas & Oil (Bookmobile)	4,000	\$ 1,244	2,756	31%		
Insurance	32,683	\$ 31,317	1,366	96%		
Vehicle Operation / Maintenance	2,000	\$ 3,682	(1,682)	184%		Radiator, Generator, Sky Light repairs, Auto step motor replacement
Professional Fees (audit, engineer/legal fees)	28,075	\$ 24,091	3,984	86%		Includes Kim Boland \$2,300
Data Processing Expenses (Cost Share)	130,163	\$ 62,359	67,804	48%		
Payment of Taxes	4,975	\$ 5,013	(38)	101%		
Library Programming	28,525	\$ 47,394	(18,869)	166%		TOTAL \$22,355=M.Space grant \$5,672; ARTS \$1,425; STLS \$290; Gift \$77; FR-HH \$7,609; FR-CCLD \$7,856; other Grant \$226
Chemung County costs (B&G, vision)	13,300	\$ 7,694	5,606	58%		
Capital Improvements STATE CONST see below	25,000	\$ 28,638	(3,638)	115%		Foor \$138; LaBella \$28,500
Contingency Fund	52,782	\$ -	52,782	0%		Phone annual pymts; BKM Repairs
Subtotal Expenses	\$ 3,273,752	\$ 2,128,813	\$ 1,144,939	65%	67%	
2016 & 2017 State Construction Projects		\$ 337,375				Restroom Project /Chiller Project
TOTAL EXPENSES	\$ 3,273,752	\$ 2,466,188				

Unpaid Bills Detail

As of September 13, 2017

	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Blackbourn Media Packaging			
	09/13/2017	AV supplies for ST/WE/BF	265.88
Total Blackbourn Media Packaging			<u>265.88</u>
Demco, Inc.			
	09/13/2017	book processing/pencil sharpeners	281.11
	09/13/2017	book trucks BF - Bullet Aid	730.08
Total Demco, Inc.			<u>1,011.19</u>
Envisionware, Inc.			
	09/13/2017	Annual Maint. agreement 10/17-10/18	1,563.68
Total Envisionware, Inc.			<u>1,563.68</u>
First Transit, Inc			
	09/13/2017	Bookmobile fuel-7/25-8/8	134.19
Total First Transit, Inc			<u>134.19</u>
Fred Pryor Seminars			
	09/13/2017	Registration Leadership for Women wkshop-4 staff members	796.00
Total Fred Pryor Seminars			<u>796.00</u>
JanWay Company USA, Inc.			
	09/13/2017	supply of ear buds	200.80
Total JanWay Company USA, Inc.			<u>200.80</u>
lynda.com/Linkedin Corp			
	09/13/2017	Subscription 7/17-7/18	6,300.00
Total lynda.com/Linkedin Corp			<u>6,300.00</u>
MidWest Tape			
	09/13/2017	DVD/Audio purchases - ST/HH/WE	2,886.10
Total MidWest Tape			<u>2,886.10</u>
Noah's Ark Animal Workshop, Inc.			
	09/13/2017	Props for BF programs	340.00
Total Noah's Ark Animal Workshop, Inc.			<u>340.00</u>
Oriental Trading Company, Inc.			
	09/13/2017	Program Supplies ST JUV	99.93
Total Oriental Trading Company, Inc.			<u>99.93</u>
PermaCard			
	09/13/2017	Overdue mailers - all libraries	430.92
Total PermaCard			<u>430.92</u>
Petty Cash-Steele			
	09/13/2017	Postage/supplies/Teen,AD,BKM Prog/Maker Camp/Mkting	359.98
Total Petty Cash-Steele			<u>359.98</u>
Pitney Bowes			
	09/13/2017	supply of tapes for mail machine	47.59
Total Pitney Bowes			<u>47.59</u>
Scholastic Library Publishing			
	09/13/2017	HFL book purchases-JUV	136.90
Total Scholastic Library Publishing			<u>136.90</u>
Southern Tier Library System			
	09/13/2017	Processing fees/bar codes all libraries& Freegal svc	6,079.24
Total Southern Tier Library System			<u>6,079.24</u>
Unique Management Services, Inc.			
	09/13/2017	collection notices-AUG	340.10
Total Unique Management Services, Inc.			<u>340.10</u>
Vasco Brands, Inc.			
	09/13/2017	cleaning/paper supplies all libraries-ST new vacuum	1,010.22
Total Vasco Brands, Inc.			<u>1,010.22</u>
Wegmans Food Markets Inc.			
	09/13/2017	programs JUV/BKM/Adult SRC	105.79
Total Wegmans Food Markets Inc.			<u>105.79</u>

Document #2017-52

Report of the September 6th, 2017 meeting of the Executive Committee of the Chemung County Library District:

Attending the meeting from the Executive Committee were Rachel Dworkin, Jack Schamel, Marge Kappanadze and Will Wehling; and Ronald Shaw and Joan Santulli, CCLD management. Other board members in attendance were Jared Myers, Richard Roberts, Phyllis Rogan and Bonnie Chollet. The meeting opened at 6pm.

UNPAID BILLS: Ms. Dworkin moved, seconded by Ms. Kappanadze Myers to approve the Unpaid Bill lists for the General fund dated 9/6/17 - \$27,436.24 and the Grant Fund - \$1,190.95. VOTE: Unanimously Approved.

President Wehling stated that the Attorney has approved Kimberly Bolan's Facilities Planning Contract with the Addendum. Mr. Roberts moved, seconded by Ms. Chollet that the Director be authorized to sign the contract on behalf of the Library District. VOTE: Unanimously Approved. Ms. Bolan will be meeting with staff on September 18th. Mr. Shaw will notify the Board of the time so any interested trustee can attend.

Director Shaw reported the following:

Fall/Winter Hours sheet. Ms. Dworkin moved, seconded by Ms. Chollet to approve the hour's sheet as submitted in writing. VOTE: Unanimously Approved.

Policy updates. The staff is working on updating the Code of Conduct and Meeting Room policies. If they are ready for board approval, they will be sent out with the board packet.

Ms. Dworkin stated that she will be moving out of the 11th District and will need to resign from the board at the end of October. Ms. Kappanadze will take over as Chair of the Personnel Committee. Ms. Dworkin has served as Secretary of the board so a new trustee will need to be nominated for that position.

It was stated that National Friends of the Library is observed in October. The Executive Committee is requesting that board members give suggestions on how to acknowledge and thank the many groups who support our libraries.

The meeting adjourned at 6:17pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, October 4th, 2017 at 6pm in the Petrie Conference Room of the Steele Memorial Library.

Document #2017-53

Report of the September 13th, 2017 meeting of the Budget & Finance Committee of the Chemung County Library District.

Attending the meeting were CCLD board members Jack Schamel and Marge Kappanadze. Also attending were Joan Santulli and Ron Shaw, CCLD Administration. The meeting opened at 8:00am.

Ms. Santulli presented the August 31st, 2017 Final Financial Report to the Committee. The Report will be forwarded to the full CCLD board for its consideration.

Ms. Santulli presented the Unpaid Bills Detail dated 9/13/17 for the General Fund - \$22,108.51. The list includes annual fees for Lynda.com and Freegal Downloadable Music. The Unpaid Bills Detail will be forwarded to the full CCLD board for its consideration.

Mr. Shaw stated that the Library District has received a donation from the Friends of CCLD in the amount of \$3,200. The funds are earmarked for Spooky Stacks, the Teen Halloween event and a new Teen story-writing program. The full board will need to vote to accept the donation.

The paperwork for the Chiller Project has finally been completed with no corrections or issues with DASNY. The \$150,000 grant should be forthcoming soon.

The meeting adjourned at 8:05am. The next meeting of the Budget & Finance Committee will be held on Wednesday, October 11th, 2017 at 8:00am in the Petrie Conference Room of the Steele Memorial Library.

Document #2017-54

Report of the September 6th, 2017 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30pm. Present were Mr. Schwesinger and Mr. Wehling. Also attending were Joan Santulli and Ronald Shaw, CCLD Management.

The Committee received reports on the following:

Teen Section. An addendum to Ms. Bolan's contract (furniture proposal) has been received and reviewed by the Attorney. The Committee recommends approval of the Addendum with authorization given to the Director to sign the contract. Ms. Bolan will be visiting Steele on September 18 & 19 to meet with staff and look over building spacing. The Committee recommends contacting Bob Butcher of Foor & Associates as the local Project Manager for the Teen Space Construction Project.

Tinker Lab Expansion at Steele. Elmira Structures has visited the space and a list has been compiled of necessary items that need to be addressed. The list has been sent to the County Buildings & Grounds Department for their expertise, specifically with any air conditioning issues.

Other possible Steele projects. Premier Landscaping plans to start the raised bed/ Landscaping project at the Steele Library within 10 days.

Horseheads Library. The Barber Funeral Home has been sold. There has been an agreement over the years for the library to utilize parking spaces adjacent to the funeral home parking area. A written Lease Agreement has been compiled by the Attorney for the use of the parking spaces in question at a cost of \$1 per year with the Library District to pay for maintenance.

Chiller Project at Steele. The paperwork from DASNY for the \$150,000 grant has needed some revisions prior to the State giving approval of the grant. Mr. Shaw is working directly with DASNY to be sure everything has been completed to their satisfaction.

The meeting adjourned at 5:41pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, October 4th, 2017 at 5:30pm in the Petrie Conference Room at the Steele Memorial Library.

	Jan-17		Feb-17		Mar-17		Apr-17		May-17		Jun-17		Jul-17		Aug-17		Sep-17	Oct-17	Nov-17	Dec-17	2017		2016		2015	
	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age					Total	%-age	Total	%-age	Total	%-age
Adult Non-Fiction	3,191	6.84%	3,112	7.02%	3,188	6.32%	3031	6.89%	3191	6.88%	2917	6.53%	2884	6.09%	3172	6.36%					24,686	6.61%	36,406	6.43%	39,236	6.58%
Adult Fiction	7,324	15.71%	6,866	15.49%	7,632	15.14%	6999	15.92%	7663	16.53%	7515	16.82%	7937	16.77%	8563	17.18%					60,499	16.20%	92,111	16.28%	96,589	16.21%
Juv NF	2,255	4.84%	2,274	5.13%	2,441	4.84%	1873	4.26%	1839	3.97%	1703	3.81%	2325	4.91%	1987	3.99%					16,697	4.47%	23,368	4.13%	25,643	4.30%
Juv Fic	7,989	17.13%	7,973	17.99%	9,818	19.47%	8198	18.65%	8544	18.43%	8802	19.71%	10998	23.23%	9100	18.26%					71,422	19.12%	109,162	19.29%	116,976	19.63%
AV	14,255	30.57%	12,727	28.72%	14,717	29.19%	12801	29.12%	13331	28.75%	12207	27.33%	12102	25.56%	13644	27.38%					105,784	28.32%	172,690	30.51%	188,508	31.64%
Periodicals	284	0.61%	218	0.49%	265	0.53%	233	0.53%	205	0.44%	227	0.51%	235	0.50%	204	0.41%					1,871	0.50%	3,118	0.55%	3,861	0.65%
Other	482	1.03%	514	1.16%	580	1.15%	513	1.17%	439	0.95%	324	0.73%	297	0.63%	439	0.88%					3,588	0.96%	6,138	1.08%	7,109	1.19%
Public Pcs	3,074	6.59%	3,182	7.18%	3,453	6.85%	2851	6.49%	2832	6.11%	2528	5.66%	2503	5.29%	2943	5.90%					23,366	6.26%	38,738	6.84%	44,698	7.50%
Wireless	2,628	5.64%	2,724	6.15%	2,848	5.65%	2777	6.32%	2825	6.09%	2751	6.16%	2687	5.68%	2904	5.83%					22,144	5.93%	31,642	5.59%	30,573	5.13%
Down Audio	610	1.31%	667	1.51%	749	1.49%	690	1.57%	689	1.49%	694	1.55%	711	1.50%	724	1.45%					5,534	1.48%	7,097	1.25%	6,485	1.09%
Down Ebooks	1,880	4.03%	1,503	3.39%	1,688	3.35%	1528	3.48%	1627	3.51%	1553	3.48%	1851	3.91%	1829	3.67%					13,459	3.60%	18,074	3.19%	17,883	3.00%
Down Music	2,208	4.74%	1,756	3.96%	2,282	4.53%	1619	3.68%	2461	5.31%	2395	5.36%	1794	3.79%	2185	4.38%					16,700	4.47%	21,261	3.76%	16,534	2.77%
Down Video	247	0.53%	607	0.44%	535	1.06%	654	1.49%	559	1.21%	889	1.99%	809	1.71%	1872	3.76%					6,172	1.65%	4,368	0.77%	988	0.17%
Down Mags	198	0.42%	195	0.44%	224	0.44%	193	0.44%	161	0.35%	161	0.36%	209	0.44%	275	0.55%					1,616	0.43%	1,769	0.31%	800	0.13%
Total	46,625		44,318		50,420		43,960		46,366		44,666		47,342		49,841		0	0	0	0	373,538		565,942		595,883	

2014	
Total	%-age
42,314	7.16%
103,254	17.48%
25,876	4.38%
122,885	20.81%
185,420	31.39%
4,408	0.75%
7,485	1.27%
47,570	8.05%
30,995	5.25%
4,929	0.83%
15,047	2.55%
253	0.04%
211	0.04%

590,647

Library Materials Expenditure Report for 2017

Library Materials Expenditure Report for 2017								
August 31, 2017		67%	through 2017					
Department	Gift Funds as of 8/31/17	2017 budget	total spent this year	Open Invoices subm to Office not yet paid	Total spent & on order	Balance LEFT TO SPEND includes Gift funds	Total spent this month	**Percentage spent this year
Steele Memorial Library				as of 8/31/17		Col.1+Col.2-Col.5		
Children's (JUV)	\$ 1,425	\$ 30,000	\$ 16,914	\$ 1,206	\$ 18,120	\$ 13,305	\$ 726	58%
Juv eBooks CBA Fund		\$ 6,000	\$ 57		\$ 57	\$ 5,943		1%
Young Adult		\$ 6,750	\$ 2,935	\$ 270	\$ 3,205	\$ 3,545	\$ 251	47%
YA eBooks CBA Fund		\$ 6,000	\$ 336			\$ 6,000		6%
Graphic Novels		\$ 3,000	\$ 1,909	\$ 216		\$ 3,000	\$ 131	71%
Reference - CBA Grant		\$ 8,000	\$ 5,882	\$ 880	\$ 6,762	\$ 1,238	\$ 536	85%
Electronic Reference - CBA Grant		\$ 5,000	\$ 5,000		\$ 5,000	\$ -		100%
Electronic Reference - Gen. Fund		\$ 16,000	\$ 6,007		\$ 6,007	\$ 9,993	\$ 2,950	38%
Periodicals	\$ 119	\$ 6,000	\$ 5,997	\$ 1,014	\$ 7,011	\$ (892)	\$ 4,359	115%
Zinio - CBA Grant		\$ 16,675	\$ 14,901		\$ 14,901	\$ 1,774	\$ 14,901	89%
Microforms/Genealogy	\$ 8,772	\$ 2,500	\$ 3,544	\$ 58	\$ 3,602	\$ 7,670	\$ 430	32%
Fiction	\$ 3,800	\$ 36,000	\$ 19,307	\$ 3,472	\$ 22,779	\$ 17,021	\$ 1,180	57%
FIC eBooks CBA Fund		\$ 16,700			\$ -	\$ 16,700		0%
DownL. Aud/music/dvd/blue ray Gen.		\$ 8,500			\$ -	\$ 8,500		0%
Adult Non-Fiction-General Fund	\$ 3,149	\$ 3,000	\$ 553		\$ 553	\$ 5,596	\$ 77	9%
Non-FIC eBooks CBA Fund		\$ 4,648	\$ 65		\$ 65	\$ 4,583		1%
Non-Fiction-CBA Fund		\$ 6,675	\$ 5,268	\$ 311	\$ 5,579	\$ 1,096	\$ 461	84%
Audio video/music/dvd/blue ray - Gen.	\$ 7,833	\$ 45,000	\$ 24,188	\$ 2,442	\$ 26,630	\$ 26,203	\$ 3,523	50%
Audiobooks	\$ 5,350	\$ -	\$ 4,205		\$ 4,205	\$ 1,145	\$ 1,482	79%
Non-Fic Educ DVD - CBA Fund		\$ 4,997	\$ 830		\$ 830	\$ 4,167	\$ 39	17%
Subtotal for Steele	\$ 30,449	\$ 231,445	\$ 117,898	\$ 9,869	\$ 125,306	\$ 136,588	\$ 31,045	49%
Big Flats Library	\$ 1,820	\$ 22,241	\$ 14,929	\$ 1,461	\$ 16,390	\$ 7,671	\$ 2,115	68%
Bookmobile	\$ 1,220	\$ 6,700	\$ 3,724	\$ 867	\$ 4,591	\$ 3,329	\$ 160	58%
West Elmira Library	\$ 657	\$ 22,241	\$ 14,003	\$ 913	\$ 14,916	\$ 7,982	\$ 3,357	65%
Horseheads Free Library-Adult	\$ 2,329	\$ 18,585	\$ 12,205	\$ 1,290	\$ 13,495	\$ 7,419	\$ 2,025	65%
HFL- AV	\$ 390	8,000	\$ 4,834		\$ 4,834	\$ 3,556	\$ 458	58%
HFL - Books Plus	\$ 250	\$ -	\$ 191	\$ 78	\$ 269	\$ (19)	\$ 16	107%
HFL - Juvenile	\$ 90	\$ 16,700	\$ 10,511	\$ 651	\$ 11,162	\$ 5,628	\$ 1,152	66%
VanEtten Library	\$ 114	\$ 5,658	\$ 3,671	\$ 302	\$ 3,973	\$ 1,799	\$ 378	69%
Subtotal for other libraries	\$ 6,871	\$ 100,125	\$ 64,068	\$ 5,562	\$ 69,630	\$ 37,366	\$ 9,662	65%
GRAND TOTALS	\$ 37,319	\$ 331,570	\$ 181,966	\$ 15,431	\$ 194,936	\$ 173,954	\$ 40,708	54%
E-Books purchased from Cost Share NOT included - STLS will track								