



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 October 20, 2022 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday October 20, 2022 at 6:00 pm at Steele Memorial Library. The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Dworkin (607-398-2021), Mrs. Melott (733-8607), or Mr. Frank (733-8611).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2022-54)
4. Treasurer's report
 - a) Financial report (document 2022-55)
 - b) Report of Unpaid Bills Detail (document 2022-60)
5. Correspondence
6. President's report (Dworkin)
7. Director's Report
 - Consent Item: Approval of Personnel Actions**
Resolved that the CCLD Board of Trustees approve the personnel actions as submitted.
8. Committee reports:
 - a) Executive Committee (Dworkin)
 - 1) Report of the Committee meeting (document 2022-62)
 - b) Budget & Finance Committee (Schamel)
 - 1) Report of the Committee meeting (document 2022-63)
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee meeting (document 2022-61)
 - d) Personnel Committee (Appenzellar)
 - 1) Director search overview: Mr. Brian Hildreth, STLS Executive Director
 - e) Election and Continuity Committee (Rogan)
 - f) Advocacy Committee
9. Executive Session
10. Old business
11. New business
 - a) Proposed HRA increase for 2023
12. Period for public expression
13. Adjournment

(Minutes of the September 15, 2022 meeting of the Chemung County Library District Board of Trustees. Document #2022-54)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present: Mr. Jack Schamel, Ms. Rachel Dworkin, Ms. Phyllis Rogan, Ms. Bonnie Chollet, Ms. Jessica Roberts, Ms. Penny Appenzellar, Ms. Pamela Larnard, Mr. Karl Schwesinger, Ms. Pat Silvernail, Ms. Crystal Gullo-Buzzetti, Ms. Muriel Friend, and Ms. Martha Smith. Excused: Mr. Kevin Hansen. Absent: Mr. Mark Padgett, Ms. Holly Melott, Library District Administration. Also present was Mr. Owen Frank, Interim CCLD Director, on behalf of the Library District Administration.

Minutes. The minutes of the August 18, 2022 meeting (Document #2022-48) were presented to the Board for review. Ms. Phyllis Rogan moved, seconded by Ms. Penny Appenzellar, that the August Board meeting minutes be approved as presented. **VOTE: Unanimously Approved.**

Financial Report. The September 15, 2022 Financial Report (Document #2022-55) was presented for board review. Mr. Jack Schamel moved, seconded by Ms. Crystal Gullo-Buzzetti, that the August Financial Report be approved as distributed. **VOTE: Unanimously Approved.**

Report of Unpaid Bills. (Documents #50-2022a and #50-2022b-1) Because there was no quorum at the September 2022 Executive Committee meeting, the bills that would usually have been paid at that meeting weren't paid by their due dates. Discussion ensued. The Trustees were reminded that the law states that the Board of Trustees must meet in person to approve and pay CCLD bills – the bills cannot be pre-approved. Mr. Frank will ask Ms. Holly Melott to contact vendors who imposed a late fee for the September 2022 bills, to explain the situation and see if they can give CCLD a credit on the October 2022 bills.

Ms. Rachel Dworkin moved, seconded by Ms. Bonnie Chollet, that the board authorize the payment of the unpaid bills dated September 15, 2022, for the General Fund – \$67,173.98. **VOTE: Unanimously Approved.**

Ms. Rachel Dworkin moved, seconded by Ms. Jessica Roberts, that the board authorize the payment of the unpaid bills dated September 15, 2022, for the Grant Fund (CBA) – \$1,719.95. **VOTE: Unanimously Approved.**

Correspondence: Mr. Frank informed the board that some time ago, CCLD had requested a grant of \$4,050 from the Cusick Family Foundation. He recently received a letter stating that the grant was approved and that the funds are unrestricted. Mr. Frank doesn't know when CCLD will receive the grant funds.

President's Report: Ms. Dworkin proposed that Matthew Burr of Burr Consulting, LLC, be kept on monthly retainer, starting October 1, 2022, at a rate of \$1800 per month for 6 months. The retainer includes all fees and provides 24/7 access to Mr. Burr's services. The board can renew this if needed. Ms. Dworkin moved, seconded by Ms. Phyllis Rogan, that the board authorize the monthly retainer contract with Burr Consulting, LLC. **VOTE: Unanimously Approved.**

CCLD Director Search: Ms. Dworkin informed the board that she now has two job descriptions for the CCLD Director position – one from Ron Shaw, the former director, and one from Brian Hildreth at STLS. The CCLD Personnel Committee, which will be acting as the Director Search Committee, needs to merge the two job descriptions into a single document, and prepare it for publication in print and online.

Deb Brimmer, Technology Director of CCLD, has offered her services in the director search process.

Brian Hildreth will meet with the CCLD Board at the October board meeting to give an overview of the search process. The Personnel Committee will start the search process. After it reviews applications and selects candidates for interviews, CCLD staff and community stakeholders will become involved.

Director's Report: Mr. Frank once again thanked the board for their time, hard work, and support. He then reported on the following items:

- Fall/Winter/Spring hours started at the Steele Library this week.
- The Big Flats Library will once again have a float in the Big Flats Community Days parade on Saturday, September 17, 2022. The parade begins at 5:00 pm.
- The Horseheads Library Friends book sale takes place this week, with the bag sale starting on Friday, September 16 – \$5 for a bag of books.
- Jennie Lewis at Steele received a \$500 grant from Walmart to purchase supplies for the Make and Take program.

Mr. Frank also had several proposals:

- That Elmira Structures be hired to repair the brickwork at Steele that was damaged when a car collided with the building in March 2022. The quote for repair is \$2,925. A question was asked about whether the driver's insurance should pay for the repairs; it should cover property damage caused by the driver's car. Mr. Frank will talk with Perry & Carroll, the CCLD's insurance agent, to find out who should pay for the repairs.
- That the Van Etten Library close for the July 4, 2023, holiday on both Monday and Tuesday. July 4, 2023, falls on a Tuesday, when the Van Etten Library is usually closed, but the VE clerk should receive holiday pay, so it's unclear how this would work. Board members suggested discussing the situation with the VE clerk and with the union.
- That the CCLD libraries be closed on both Christmas Eve and New Year's Eve in 2022. These days fall on Saturday. If the libraries are closed, the staff that work on Saturdays would receive no pay for those days. Board members suggested discussing this with the union.

CONSENT ITEM: Ms. Dworkin moved, seconded by Mr. Schwesinger, that the board accept the quote presented by Elmira Structures for repairs to the Steele Library building. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Dworkin moved, seconded by Ms. Rogan, that the September Personnel Actions be approved as presented. **VOTE: Unanimously Approved.**

Executive Committee: No report, due to lack of a quorum at the September 7, 2022 Executive Committee meeting.

Budget & Finance Committee: The report of the Budget & Finance Committee meeting was presented in writing to the board (Document #2022-44).

Buildings & Grounds Committee: The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2022-54). Mr. Frank updated the board on the status of the Big Flats Library HVAC system. The Chemung County Buildings and Grounds department, which will replace the air conditioning units at Big Flats, would also like to replace the Big Flats furnace, probably in Spring 2023. If the furnace isn't replaced at that time, it could last another year, but would definitely need to be replaced in 2024.

Personnel Committee: No report.

Election & Continuity Committee: Ms. Rogan reported that the committee met on Thursday, September 15, 2022. To date, it has received one petition from a candidate for an open Trustee seat: Wayne Adams, District 3 (to replace Pamela Larnard). Ms. Gullo-Buzzetti, Mr. Hansen, Ms. Appenzellar, and Mr. Padgett (all incumbents) will be running for their districts again in November 2022. Sue Cook (Chemung County Board of Elections) says that absentee ballots can be requested and submitted for the CCLD Board election. She will mail the ballots to people who want them, but she'll need their names and addresses in order to do this.

Ms. Rogan has still not found a replacement for Kim Salisbury, one of the four STLS representatives from CCLD, who resigned earlier this year. Ms. Rogan is willing to fill this position until another representative can be found. She and Ms. Dworkin asked the board to consider other possible candidates for this position. Mr. Schamel moved, seconded by Ms. Chollet, that the board accept Ms. Rogan's offer to serve as representative from the Chemung County Library District to the Southern Tier Library System, effective immediately. **VOTE: Unanimously Approved.**

Executive Session: Ms. Dworkin moved, seconded by Mr. Schamel, that the board enter executive session at 6:57 pm. **VOTE: Unanimously Approved.**

Ms. Dworkin moved, seconded by Mr. Schamel, that the board leave executive session at 7:45 pm. **VOTE: Unanimously Approved.**

CONSENT ITEM: Mr. Schamel move, seconded by Mr. Schwesinger, that the board place Ahnece Hancock (Senior Library Clerk) on unpaid leave. **VOTE: Unanimously Approved.**

Mr. Frank will hire someone temporarily to fill Ms. Hancock's position.

The next regular meeting of the Board will be held on Thursday, October 20, 2022 at 6:00 pm in the auditorium of the Steele Memorial Library.

Respectfully submitted,
Martha Smith
Secretary and Trustee for the 14th District, CCLD

Document #2022-62

Report of the October 5, 2022 meeting of the Executive Committee of the Chemung County Library District:

The meeting came to order at 6:00pm. Attending the meeting from the Executive Committee were Rachel Dworkin, Jack Schamel, Phyllis Rogan, and Martha Smith. Board members attending were Lee Saginario, Pat Silvernail, Karl Schwesinger, Mark Padgett, Pam Larnard, Penny Appenzellar, Kevin Hansen, and Bonnie Chollet. Owen Frank and Holly Melott, CCLD management, were also present.

UNPAID BILLS: Ms. Melott submitted the Unpaid Bill List dated 10/05/22 in the amount of \$35,931.48 for the General Fund and \$6176.78 for the Central Library District and Central Book Aid Fund. **Ms. Dworkin moved, seconded by Mr. Schamel to approve payment of the General and Central Library District and Central Book Aid Fund bills as submitted in writing. VOTE: Unanimously Approved.**

Mr. Frank reported on the following:

- A grant in the amount of \$4,050 was received from the Community Foundation, on behalf of the Cusick Family Fund.
- An anonymous donation in the amount of \$4,000 was received. **Ms. Dworkin moved, seconded by Ms. Appenzellar, that the \$4,000 anonymous donation be accepted. VOTE: Unanimously Approved.**
- A Horseheads staff member tested positive for Covid on September 23rd. After quarantining per CDC guidelines, the employee was able to return to work on October 3rd.
- Steele was forced to close at 5 pm on Wednesday, September 28th due to a staff shortage, brought about by illness and a last minute emergency.
- Mikayla Waver, library page, will be promoted to a temporary clerk position as of October 10th. She will be working in the Steele Juvenile Department. A new temporary page will begin on October 11th to fill her vacancy.
- DAC of STLS voted to recommend an increase of 20% in digital costshare, effective January 2023. The vote will go to the full STLS board.
- NY State troopers have been in the MakerSpace in recent weeks, reviewing policy with staff concerning the 3-D printing of weapons. In addition, they conducted an undercover operation, in which staff maintained protocol throughout.
- The sale of the surplus microfiche scanner will be advertised. The estimated value is \$500.

Ms. Dworkin moved, seconded by Mr. Hansen, that the board close the Steele Memorial Library and the Horseheads Free Library on both December 24, 2022 and December 31, 2022 in observance of the holiday. VOTE: Unanimously Approved.

Mr. Schamel moved, seconded by Ms. Rogan, that the meeting be adjourned. VOTE: Unanimously Approved.

The meeting adjourned at 6:40 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, November 2, 2022 at 6 pm in the auditorium at the Steele Memorial Library.

Document #2022-61

Report of the October 5, 2022 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30 pm. Present were Ms. Martha Smith, Ms. Rachel Dworkin, Mr. Kevin Hansen, Ms. Lee Saginario, Ms. Phyllis Rogan, and Mr. Karl Schwesinger. Also attending were Mr. Owen Frank and Ms. Holly Melott, CCLD Management.

The committee discussed the following:

- Chemung County Buildings & Grounds will oversee both the Big Flats branch HVAC concern and the cooling tower at Steele in the spring of 2023
- IT staff have requested that the MakerSpace ventilation project be suspended at this time.
- Elmira Structures will schedule the brick replacement at Steele as soon as feasible
- Don Bishop (Chemung County Buildings & Grounds) has advised that the restroom tile at West Elmira, be refurbished, in lieu of replacement. Michelle Barrett, branch manager, is researching potential vendors for that endeavor.
- Thursday evening September 15, water leaked from the cooling tower at Steele. County technicians assured staff that this was a recurring issue which occurs primarily between seasons when temperatures are fluctuating.
- An electrical board was replaced on the alarm system.

The meeting adjourned at 5:45pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, November 2, 2022 at 5:30pm in the auditorium of the Steele Memorial Library.

Document #2022-63

Report of the October 12, 2022 meeting of the Budget & Finance Committee of the Chemung County Library District.

Attending the meeting via Zoom: Mr. Jack Schamel and Ms. Rachel Dworkin. Also in attendance Holly Melott and Owen Frank, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the September 30, 2022 Financial Report to the Committee. The report will be forwarded to the full CCLD board for its consideration.

Ms. Melott presented the Unpaid Bill List dated October 20, 2022 for the General Fund - \$1658.98. Details will be forwarded to the full CCLD board for its consideration.

Discussion was held regarding the current cost and value of offering fax services to patrons. The issue will be presented to the full board for its consideration.

The meeting adjourned at 8:55 a.m. The next meeting of the Budget & Finance Committee will be held on Wednesday, October 12, 2022 at 8:45 a.m. via Zoom.

Board Meeting Notes – September/October 2022 – Circulation/AV

Circulation/AV:

The circulation staff have been busy with training new employees; we have two new pages and one temporary page. As the training continues, we expect the general workflow to improve as we now have the staff required to man the desks and do the daily tasks.

Senior Clerk Sue Schoeffler attended the DAC circulation committee mtg. on September 20.

Senior Clerk Stuart Finch is taking on the training and re-training of all circulation staff on new library card registration practices.

Senior Clerk Emma Howard attended the Catalog Committee mtg. on September 14.

Pam attended the HRM webinar: “Supervising Difficult Feedback & Tough Conversations with Toxic Employees” on Wednesday, September 28.

Pam attended the Department Head Mtg on Tuesday, October 4.

CHEMUNG COUNTY LIBRARY DISTRICT
9/30/2022

Income	2022 Annual Budget	Received to Date	Balance Remaining	Percentage Received	Percentage through Year	Notes
Library Fines, Fees & Contributions	\$ 57,150	\$ (234,062)	\$ 291,212	-410%		\$337,945 transferred to Steele Foundation - Denton & Krazinski donations
Grants (other than N.Y.S.)		\$ 56,129				Friends:\$18,000Appalachian:\$27,080.85;United Way \$250;Arts Council \$3,200;SCRLC \$5600
Foundation Contributions (HH & Steele)	\$ 200,000	\$ 65,000	135,000	33%		
Library District Tax Receipts	\$ 3,194,512	\$ 3,194,512	(0)	100%		
PILOT Funds	\$ 65,000	\$ 33,067		51%		
Interest on Investments	\$ 8,000	\$ 3,959	4,041	49%		
State Aid						
Central Library Development	\$ 57,200		57,200	0%		
Central Book Aid	\$ 46,898		46,898	0%		
Local Library Services Aid	\$ 26,025	\$ 38,541	(12,516)	148%		
Other State Aid - State Construction Funds		\$ 25,010				
TOTAL INCOME	\$ 3,654,785	\$ 3,182,156	\$ 521,835	87%	75%	
Expense	Annual Budget	Expended to Date	Balance	Percent	Percentage	
Personnel						
Salaries	1,728,402	1260580.28	\$ 1,728,402	73%		
Overtime & Holiday Salaries	24,227	\$ 7,327	16,900	30%		
Employee Benefits						
FICA	133,852	\$ 94,859	\$ 38,993	71%		
NY State Retirement	261,806	\$ 204,350	\$ 57,456	78%		
Medical & Dental	504,158	\$ 398,187	\$ 105,971	79%		
Other (Disability, Wk. Comp. Unemp)	25,394	\$ 28,956	\$ (3,562)	114%		
Subtotal - Personnel Expenses	2,677,839	1,994,259	\$ 683,580	74%	75%	
Contractual						
Equipment	19,000	\$ 11,384	7,616	60%		Found:\$66
Telephone	10,800	\$ 8,755	2,045	81%		
Supplies	45,200	\$ 32,007	13,193	71%		\$15,000=split w/STLS:P'sTestprep&Brainfuse/\$103;Grant \$1390 Tlab sup/Mkting:\$133
Travel & Continuing Education	10,626	\$ 2,029	8,597	19%		
Repairs & Maintenance	28,635	\$ 11,379	17,256	40%		
Postage	2,925	\$ 887	2,038	30%		
Library Materials (books, video, etc.)	382,843	\$ 241,028	141,815	63%		Gifts:\$5522;Grant\$5748,\$63 HH Friends
Utilities	59,000	\$ 35,751	23,249	61%		
Building Cleaning Supplies	14,200	\$ 11,510	2,690	81%		
Fuel, Gas & Oil (Bookmobile)	3,100	\$ 3,100	0	100%		
Insurance	34,700	\$ 34,700	0	100%		
Vehicle Operation / Maintenance	5,000	\$ 1,697	3,303	34%		
Professional Fees (audit, engineer/legal fees)	31,395	\$ 31,395	0	100%		
Data Processing Expenses (Cost Share)	116,134	\$ 109,606	6,528	94%		
Payment of Taxes	5,150	\$ 3,716	1,434	72%		
Library Programming	39,897	\$ 47,788	(7,891)	120%		\$11,703Grant/\$4,078Friends/HH Bullet Aide:\$150/HH Friends \$505/Gift\$120
Chemung County costs (B&G, vision)	14,000	\$ 7,015	6,985	50%		
Capital Improvements STATE CONST see below	10,000	\$ 5,036	4,964	50%		
Contingency Fund	51,641	\$ 2,013	49,628	4%		Insurance/Fuel/Prof Fees
Subtotal Expenses	\$ 3,562,085	\$ 2,623,587.14	\$ 967,029	74%	75%	
2022 Projects:		\$ 28,531				\$22663 HH Pavilion - pd for by HH Foundation/\$5868 - Steele parking lot (retainer)
TOTAL EXPENSES	\$ 3,562,085	\$ 2,623,587				

9:05 AM

10/05/22

Chemung County Library District General Fund
Unpaid Bills Detail
As of October 5, 2022

Type	Date	Memo	Open Balance
Acoustic Music Agency LLC			
Bill	10/05/2022	"Lighten Up Edgar" @ VE -10/12	450.00
Total Acoustic Music Agency LLC			450.00
Adrienne Abiodun			
Bill	10/05/2022	Advanced DNA - Genealogy program 10/18/2022 via Zoom - St	125.00
Total Adrienne Abiodun			125.00
Aleta Yarrow			
Bill	10/05/2022	"A Little Twist" @ St 10/11 pd w/grant funds	230.00
Bill	10/05/2022	"A Penny for your Rug" art class @ HH 10/18	300.00
Total Aleta Yarrow			530.00
Amazon Credit Plan			
Bill	10/05/2022	08/09-09/07/2022- all lib:including Friends, HH Foundation, gift, & marketing \$	4,028.35
Total Amazon Credit Plan			4,028.35
Baker & Taylor Books			
Bill	10/05/2022	Book purchase -St Juv September	1,189.79
Total Baker & Taylor Books			1,189.79
Burr Consulting LLC			
Bill	10/05/2022	HR Consultant retainer - October 2022	1,800.00
Bill	10/05/2022	HR Consultant - September services 2022	2,250.00
Total Burr Consulting LLC			4,050.00
Chemung Canal Trust Company			
Bill	10/05/2022	Mastercardcharges:Postage/Cont Ed:St & Bkm/Prof serv/AV & Makerspace supplies/2023 SRC	1,949.65
Bill	10/05/2022	Mastercardcharges:Postage/Cont Ed:St & Bkm/Prof serv/AV & Makerspace supplies/2023 SRC	177.98
Total Chemung Canal Trust Company			2,127.63
Clinical Associates of the Southern Tier			
Bill	10/05/2022	employee consultation	250.00
Bill	10/05/2022	employee consultation	125.00
Total Clinical Associates of the Southern Tier			375.00
Cris Johnson			
Bill	10/05/2022	10/12 juv program @ HH "Spooky Magic"	395.00
Total Cris Johnson			395.00
Demco, Inc.			
Bill	10/05/2022	processing supplies invoice #7190352	138.27
Total Demco, Inc.			138.27
Errol Byfield			
Bill	10/05/2022	patron refund	18.99
Total Errol Byfield			18.99
Filomena Jack			
Bill	10/05/2022	"Owls" Art class - St- pd w/grant funds via Zoom - 10/19	232.80
Total Filomena Jack			232.80
Fire Alarm Service Technology, Inc.			
Bill	10/05/2022	Service call 9/16-St invoice #43041	731.20
Total Fire Alarm Service Technology, Inc.			731.20
First Transit, Inc			
Bill	10/05/2022	Bkm fuel 07/24/2022 -08/20/2022 (\$317.52)maintenance (\$420.27) invoice #11826689	737.79
Total First Transit, Inc			737.79
Glenice Peel			
Bill	10/05/2022	Story hour program @ St - 9/13, 9/20, 9/27 & 10/4	500.00
Total Glenice Peel			500.00
Hornbook Magazine			
Bill	10/05/2022	Juv Literary Resource	72.00
Total Hornbook Magazine			72.00

9:05 AM
10/05/22

Chemung County Library District General Fund
Unpaid Bills Detail
As of October 5, 2022

Type	Date	Memo	Open Balance
Horseheads Printing			
Bill	10/05/2022	HH monthly flyers - pd by HH Foundation	166.05
Total Horseheads Printing			166.05
Ingram Library Services			
Bill	10/05/2022	September Library material -	9,784.16
Total Ingram Library Services			9,784.16
Joshua Kim			
Bill	10/05/2022	patron refund for lost item	23.00
Total Joshua Kim			23.00
Laurie Garner			
Bill	10/05/2022	patron refund for lost juv item	15.00
Total Laurie Garner			15.00
Maggie Young			
Bill	10/05/2022	reimbursement for genealogy resources	351.39
Total Maggie Young			351.39
Mark Margeson			
Bill	10/05/2022	mowing @ WE x 4 & @ HH x 6 + landscaping/clean up 8/17-9/23/22	1,090.00
Total Mark Margeson			1,090.00
MidWest Tape			
Bill	10/05/2022	September Av purchases HH//St/Juv/WE	3,219.80
Total MidWest Tape			3,219.80
New England Historic Genealogical Society			
Bill	10/05/2022	Historical Register Subscription 2023 --ID #500309	270.00
Total New England Historic Genealogical Society			270.00
Oriental Trading Company, Inc.			
Bill	10/05/2022	Juv prog supplies - invoice #719253246-01	182.87
Total Oriental Trading Company, Inc.			182.87
Pitney Bowes			
Bill	10/05/2022	mail machine quarterly lease	435.90
Total Pitney Bowes			435.90
Ridley's Book Repair			
Bill	10/05/2022	Book repair service - Genealogy -invoice #237472	441.25
Total Ridley's Book Repair			441.25
Southern Tier Library System			
Bill	10/05/2022	Downloadable audio - fiction - invoice #3754	2,100.55
Bill	10/05/2022	barcodes all libraries- invoice #3775	386.28
Total Southern Tier Library System			2,486.83
Staples Credit Plan			
Bill	10/05/2022	IT supplies Steele	74.99
Total Staples Credit Plan			74.99
Tanglewood			
Bill	10/05/2022	"Nocturnal Animals" 10/20 - St Juv -	80.00
Total Tanglewood			80.00
Tim Collins			
Bill	10/05/2022	Teen Improv Night 10/13 @ Steele	50.00
Total Tim Collins			50.00
ULINE			
Bill	10/05/2022	Seed lending supplies-- invoice # 154176216	34.50
Total ULINE			34.50
Vasco Brands, Inc.			
Bill	10/05/2022	cleaning sup all lib-inv 131829B,133404,133404A,133259,133515	1,050.52

9:05 AM
10/05/22

Chemung County Library District General Fund
Unpaid Bills Detail
As of October 5, 2022

Type	Date	Memo	Open Balance
Total Vasco Brands, Inc.			1,050.52
Verizon			
Bill	10/05/2022	annual mobile phone charge x 2 lines- IT & Bkm - end of year cost	58.88
Total Verizon			58.88
W. B. Mason Co, Inc.			
Bill	10/05/2022	office supplies:inv 232926267	367.32
Total W. B. Mason Co, Inc.			367.32
Xerox Corporation			
Bill	10/05/2022	BF copies per contract - -07/25/2022-08/30/2022	47.20
Total Xerox Corporation			47.20
TOTAL			35,931.48

8:29 AM
10/05/22

Central Library District and Central Book Aid Fund
Unpaid Bills Detail
As of October 5, 2022

Type	Date	Memo	Open Balance
Baker & Taylor Books			
Bill	10/05/2022	Reference materials	171.68
Total Baker & Taylor Books			171.68
Ingram Library Services			
Bill	10/03/2022	September Library material -	937.09
Total Ingram Library Services			937.09
Midwest Tape, LLC			
Bill	10/03/2022	September Av purchases	131.88
Total Midwest Tape, LLC			131.88
Southern Tier Library System			
Bill	10/05/2022	Downloadable e-books Non - Fic inv #3754	3,808.13
Total Southern Tier Library System			3,808.13
Value Line Publishing, Inc.			
Bill	10/05/2022	reference materials -invoice #14439373	1,128.00
Total Value Line Publishing, Inc.			1,128.00
TOTAL			<u>6,176.78</u>

1:38 PM

10/19/22

Central Library District and Central Book Aid Fund
Unpaid Bills Detail
As of October 20, 2022

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Information Today, Inc.			
Bill	10/20/2022	reference material order #1746619-B1	319.73
Total Information Today, Inc.			319.73
TOTAL			319.73

1:31 PM
10/19/22

Chemung County Library District General Fund
Unpaid Bills Detail
As of October 20, 2022

Type	Date	Memo	Open Balance
Amy Coston			
Bill	10/20/2022	annual vehicle insurance reimbursement	195.00
Total Amy Coston			195.00
Blackstone Publishing			
Bill	10/20/2022	Audiobooks - BF - invoice #2059456 & 2060522 & 2061948	103.98
Total Blackstone Publishing			103.98
Christopher Daley			
Bill	10/20/2022	Haunted History of New England -lecture (#3 libraries splitting cost) -St/WE/HH	325.00
Total Christopher Daley			325.00
Dataflow, Inc.			
Bill	10/20/2022	flyers for Teen dance - pd w/Friends \$	34.95
Total Dataflow, Inc.			34.95
Emma Howard			
Bill	10/20/2022	annual vehicle insurance reimbursement	195.00
Total Emma Howard			195.00
Fire Alarm Service Technology, Inc.			
Bill	10/20/2022	Service call 08/10/22 - St invoice #43262	110.00
Total Fire Alarm Service Technology, Inc.			110.00
John van Otterloo			
Bill	10/20/2022	annual auto insurance reimbursement	195.00
Total John van Otterloo			195.00
LaBrenda Garrett-Nelson			
Bill	10/20/2022	"Correlating Indirect Evidence to Identify Enslaved Parents" Genealogy prog - 11/1	200.00
Total LaBrenda Garrett-Nelson			200.00
Michael Keene			
Bill	10/20/2022	"The Hidden History of Insane Asylums/Question of Sanity-Gen prog x2 11/10 & 12/1	50.00
Total Michael Keene			50.00
Michelle Barrett			
Bill	10/20/2022	annual auto insurance reimbursement	195.00
Total Michelle Barrett			195.00
MidWest Tape			
Bill	10/20/2022	Hoopla Streaming- pd w/ grant funds	1,000.00
Total MidWest Tape			1,000.00
ProQuest LLC			
Bill	10/20/2022	Heritage Quest/Ancestry elec ref invoice #62709863	3,079.65
Total ProQuest LLC			3,079.65
Rivershore Reading Store			
Bill	10/20/2022	library stickers-	107.00
Total Rivershore Reading Store			107.00
Sayles & Evans			
Bill	10/20/2022	Attorney fees - General Svcs through 07/01/22-08/31/2022 bill #10457	3,549.00
Total Sayles & Evans			3,549.00
Shannah Warwick			
Bill	10/20/2022	Foam Sculpted props Teen Program - St - 10/18 - Friends \$	500.00

1:31 PM
10/19/22

Chemung County Library District General Fund
Unpaid Bills Detail
As of October 20, 2022

Type	Date	Memo	Open Balance
Total Shannah Warwick			500.00
Southern Tier Library System			
Bill	10/20/2022	Quarterly STLS IT Contract - Billed Entity Internet - BF, HH, ST, WE invoice 3794	1,800.00
Total Southern Tier Library System			1,800.00
Stuart Finch			
Bill	10/20/2022	annual vehicle insurance reimbursement	195.00
Total Stuart Finch			195.00
Sue Schoeffler			
Bill	10/20/2022	auto insurance reimbursement	195.00
Total Sue Schoeffler			195.00
Sullivan Professional Landscaping			
Bill	10/20/2022	Landscaping around HH pavilion - pd w/HH Foundation funds invoice# 4666	175.00
Total Sullivan Professional Landscaping			175.00
Tim Collins			
Bill	10/20/2022	Teen program 10/17, 10/24, & 10/31	225.00
Total Tim Collins			225.00
ULINE			
Bill	10/20/2022	IT cart -- invoice # 154872886	101.87
Total ULINE			101.87
TOTAL			12,531.45