



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.cclld.lib.ny.us](http://www.cclld.lib.ny.us)

## Agenda

**The April meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday April 20, 2023 at 6:00 pm at West Elmira Free 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 #2023-17)
  4. Treasurer's report
    - a) Financial report (document #2023-20)
    - b) Report of Unpaid Bills Detail (document #2023-21)
  5. Correspondence
  6. President's report (Dworkin)

Welcome and introduction of new Library Director, Paul Chapman
  7. Director's Report  
Resolved that the CCLD Board of Trustees approve the personnel actions as submitted.
- Committee reports:
- a) Executive Committee (Dworkin)
    - 1) Report of the Committee meeting (document #2023-18)
  - b) Budget & Finance Committee (Schamel)
    - 1) Report of the Committee meeting (document #2023-19)
  - c) Building & Grounds Committee (Schwesinger)
    - 1) Report of the Committee meeting (document #2023-22)
  - d) Personnel Committee (Appenzellar)
  - e) Election and Continuity Committee (Rogan)
9. Executive Session
  10. Old business
  11. New business
  12. Period for public expression
  13. Adjournment

**Document #2023-22**

**Report of the April 5, 2023 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. Karl Schwesinger, and Mr. Kevin Hansen. Also attending were Mr. Owen Frank and Ms. Holly Melott, CCLD Management.

The committee received updates on the following:

- Work on the cooling tower at Steele is progressing, completion is anticipated in the near future
- The county B & G department is unsure if they will be able to replace the condensing system at Big Flats in a timely fashion this calendar year. They have advised that the unit will be functional for another season.
- The Horseheads Foundation is evaluating means and methods to secure electricity in the pavilion.
- FAST has been contacted and will be addressing a defective panic button at Steele.
- A display box was purchased with genealogy funds to protect the Mark Twain bust in the small conference room at Steele.
- IT is working closely with STLS to evaluate the cost and implement the process of overhauling the district wide phone system.
- As per Mr. Hansen's nomination the HH pavilion, has been designated as a "Pokemon" stop.

The meeting adjourned at 5:45pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, May 3, 2023 at 5:30pm in the auditorium of the Steele Memorial Library.

**Document #2023-18**

**Report of the April 5, 2023 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, Phyllis Rogan, and Martha Smith. Board members attending were Karl Schwesinger, Kevin Hansen, Bonnie Chollet, Penny Appenzellar, Jessica Roberts, Wayne Adams, and Mark Padgett. Owen Frank and Holly Melott, CCLD management were also present.

**UNPAID BILLS:** Ms. Melott submitted the Unpaid Bill List dated 04/06/2023 in the amount of \$51,757.31 for the General Fund and \$2,856.31 for the Central Library District and Central Book Aid Fund. **Ms. Dworkin moved, seconded by Ms. Rogan to approve payment of the General Fund in the amount of \$51,757.31 and Central Library District and Central Book Aid Fund in the amount of \$2,856.31 as submitted in writing. VOTE: Unanimously Approved.**

Mr. Frank reported on the following:

- An RFP to prepare the 990 was submitted to multiple auditors

**Mr. Padgett moved, seconded by Ms. Roberts, that Mr. Paul Chapman be hired as the Library Director at an annual salary of \$110,000. VOTE: Unanimously Approved.**

Ms. Dworkin informed trustees that Brian Hildreth, STLS director, will be conducting a board training via Zoom on Wednesday evening, April 26.

The meeting adjourned at 6:30 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, May 3, 2023 at 6 pm in the auditorium at the Steele Memorial Library.

**Document #2023-19**

**Report of the April 12, 2023 meeting of the Budget & Finance Committee of the Chemung County Library District**

Attending the meeting via Zoom: Ms. Jessica Roberts 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 March 31, 2023 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 April 20, 2023 for the General Fund - \$9,114.72. Details will be forwarded to the full CCLD board for its consideration.

The committee discussed a proposal for auditing services which had been received from Insero & Co.

The meeting adjourned at 9:00 a.m. The next meeting of the Budget & Finance Committee will be held on Wednesday, May 3, 2023 at 8:45 a.m. via Zoom.

*(Minutes of the March 16, 2023 meeting of the Chemung County Library District Board of Trustees. Document #2023-17)*

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present Ms. Phyllis Rogan, Mr. Kevin Hansen, Mr. Mark Padgett, Ms. Martha Smith, Ms. Pat Silvernail, Mr. Karl Schwesinger, Ms. Muriel Friend, Ms. Bonnie Chollet, Ms. Penny Appenzellar, Mr. Wayne Adams, Ms. Lee Saginario, Ms. Jessica Roberts. Excused: Mr. Jack Schamel. Absent: Ms. Crystal Gullo-Buzzetti. Also present were Ms. Holly Melott and Mr. Owen Frank on behalf of the Library District's Administration. Visitors: Mr. Matt Burr and Ms. Makenzie Mills.

**Minutes.** The minutes of the February 16, 2023 meeting (Document #2023-11) were presented for board review. Mr. Mark Padgett moved that the February Board minutes be approved as presented, seconded by Ms. Silvernail. **VOTE: Unanimously Approved.**

**Financial Report.** The February 2023 Financial Report was presented for board review. Ms. Dworkin moved, seconded by Mr. Padgett, to approve the February Financial Report as presented. **VOTE: Unanimously Approved.**

**Report of Unpaid Bills** Ms. Chollet moved, seconded by Ms. Smith, that the board authorize the payment of the unpaid bills dated 03/16/2023 for the General Fund - \$49,906.52, for the CBA Fund - \$849.71. **VOTE: Unanimously Approved.**

**Correspondence:**

**President's Report:**

- The board training for Thursday, March 9 was cancelled. Training will be rescheduled in the near future

**Director's Report:**

- Auditing services are being sought.
- Cooling tower project at Steele is underway.
- The drinking fountain on the second floor at Steele needs replaced. Costs are being evaluated.
- Friends Bookstore at Steele has been moved and is being well received by both staff and patrons. Special thanks to Lewis Murray, laborer, for his assistance.

**CONSENT ITEM: Mr. Schwesinger moved, seconded by Ms. Appenzellar, that the Raspberry Pi Kit Circulation Policy and Agreement be approved as presented. VOTE: Unanimously Approved.**

**CONSENT ITEM: Ms. Appenzellar moved, seconded by Ms. Chollet, that the March Personnel Actions be approved as presented. VOTE: Unanimously Approved.**

**Executive Committee.** The report of the Executive Committee was presented in writing to the board (Document #2023-12)

**Budget & Finance Committee.** The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2023-13)

**Buildings & Grounds Committee.**

**Personnel Committee.**

**Election & Continuity Committee.**

**Advocacy Committee.** Ms. Martha Smith attended the March Friends meeting.

**CONSENT ITEM:** Ms. Dworkin moved, seconded by Mr. Hansen, that the board enter executive session to discuss personnel matters. **VOTE: Unanimously Approved.**

**CONSENT ITEM:** Ms. Dworkin moved, seconded by Ms. Rogan, that the board exit executive session. **VOTE: Unanimously Approved.**

**CONSENT ITEM:** Ms. Dworkin moved, seconded by Mr. Padgett, that the board offer Mr. Paul Chapman the position of Library Director. **VOTE: Unanimously Approved.**

**Old Business.**

**New Business.**

**CONSENT ITEM:** Mr. Hansen moved, seconded by Mr. Padgett, that the board accept the VOIP phone proposal from STLS as presented. **VOTE: Unanimously Approved.**

**CONSENT ITEM:** Ms. Dworkin moved, seconded by Ms. Roberts, that the positive pay services on both the General Fund and the CBA fund checking account with Chemung Canal Trust Company be discontinued. **VOTE: Unanimously Approved.**

**Public Expression.**

**Ms. Dworkin moved, seconded by Mr. Padgett, to adjourn. VOTE: Unanimously Approved.**

The next regular meeting of the board will be held on Thursday, April 20, 2023, at 6:00pm at the West Elmira Library.

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04/17/23

**Central Library District and Central Book Aid Fund**  
**Unpaid Bills Detail**  
As of April 20, 2023

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<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
<b>Grey House Publishing</b>			
Bill	04/20/2023	Reference Material - invoice #977482	220.00
Total Grey House Publishing			220.00
<b>Southern Tier Library System</b>			
Bill	04/20/2023	Downloadable e-books--STLS rebill #4074 & #4073	5,469.02
Total Southern Tier Library System			5,469.02
<b>TOTAL</b>			<b><u>5,689.02</u></b>

**CHEMUNG COUNTY LIBRARY DISTRICT**

document #20-2023

**Financial Report - March 31, 2023**

<b>Income</b>	<b>2023 Annual Budget</b>	<b>Received to Date</b>	<b>Balance Remaining</b>	<b>Percentage Received</b>	<b>Percentage through Year</b>	<b>Notes</b>
Library Fines, Fees & Contributions	\$ 40,750	\$ 10,544		25.87%		
Grants (other than N.Y.S.)		\$ 19,619				CCLD Friends;United Way
Foundation Contributions (HH & Steele)	\$ 200,000	\$ 20,000		10%		
Library District Tax Receipts	\$ 3,398,615	\$ 3,398,615		100%		
PILOT Funds	\$ 72,000			0%		
Interest on Investments	\$ 6,000	\$ 938		16%		
<b>State Aid</b>						
Central Library Development	\$ 96,748			0%		
Central Book Aid	\$ 65,881			0%		
Local Library Services Aid	\$ 26,025			0%		
Other State Aid - State Construction Funds						
<b>TOTAL INCOME</b>	<b>\$ 3,906,019</b>	<b>\$ 3,449,716</b>	<b>\$ -</b>	<b>88%</b>	<b>25%</b>	
<b>Expense</b>	<b>Annual Budget</b>	<b>Expended to Date</b>	<b>Balance</b>	<b>Percent</b>	<b>Percentage</b>	
<b>Personnel</b>						
Salaries	1,873,625	397405.33		21%		
Overtime & Holiday Salaries	24,353	\$ 5,985		25%		
<b>Employee Benefits</b>						
FICA	140,529	\$ 29,828		21%		
NY State Retirement	274,894	\$ 65,349		24%		
Medical & Dental	541,291	\$ 123,016		23%		
Other (Disability, Wk. Comp. Unemp)	31,443	\$ 18,682		59%		
<b>Subtotal - Personnel Expenses</b>	<b>2,886,135</b>	<b>640,265</b>		<b>22%</b>	<b>25%</b>	
<b>Contractual</b>						
Equipment	50,000	\$ 1,752		0%		Gifts: \$641.59
Telephone	10,800	\$ 10,285		95%		
Supplies	31,900	\$ 11,484		36%		HH Foundation: \$563.81;HH Friends \$42;Grant\$Mspace\$32;\$1175;Mkt\$140
Travel & Continuing Education	7,920	\$ 2,292		29%		
Repairs & Maintenance	21,435	\$ 2,351		11%		
Postage	2,925	\$ 614		21%		
Library Materials (books, video, etc.)	394,329	\$ 74,039		19%		Gift:\$1017
Utilities	59,000	\$ 25,852		44%		
Building Cleaning Supplies	15,000	\$ 6,545		44%		
Fuel, Gas & Oil (Bookmobile)	4,000	\$ 1,437		36%		
Insurance	35,675	\$ 36,996		104%		
Vehicle Operation / Maintenance	5,000	\$ 218		4%		
Professional Fees (audit, engineer/legal fees)	30,305	\$ 11,459		38%		
Data Processing Expenses (Cost Share)	117,505	\$ 38,242		33%		
Payment of Taxes	5,150	\$ 3,625		70%		
Library Programming	43,493	\$ 16,221		37%		\$1014Friends/Grant \$3125/HH Friends \$167
Chemung County costs (B&G, vision)	14,000	\$ 1,307		9%		
Capital Improvements STATE CONST see below	10,000			0%		
Contingency Fund	48,595			0%		
<b>Subtotal Expenses</b>	<b>\$ 3,793,167</b>	<b>\$ 884,984.29</b>	<b>\$ -</b>	<b>23%</b>	<b>25%</b>	
<b>TOTAL EXPENSES</b>	<b>\$ 3,793,167</b>	<b>\$ 884,984</b>				



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04/05/23

**Central Library District and Central Book Aid Fund**  
**Unpaid Bills Detail**  
As of April 5, 2023

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Type	Date	Memo	Open Balance
<b>Ingram Library Services</b>			
Bill	04/05/2023	March Library material -	810.51
Total Ingram Library Services			810.51
<b>Southern Tier Library System</b>			
Bill	04/05/2023	Downloadable e-books---STLS rebills	1,852.41
Bill	04/05/2023	Downloadable e-books---STLS rebill #4029 & #4032	193.39
Total Southern Tier Library System			2,045.80
<b>TOTAL</b>			<b>2,856.31</b>

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04/19/23

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
 As of April 20, 2023

Type	Date	Memo	Open Balance
<b>Amanda Farley</b>			
Bill	04/20/2023	reimb Pop Expo 4/22/23 supplies--pd w/designated gift funds	195.97
Total Amanda Farley			195.97
<b>Arnot Realty</b>			
Bill	04/20/2023	Administrative fee for use of parking lot for Pop Expo 4/22/23	1.00
Total Arnot Realty			1.00
<b>Baker &amp; Taylor Books</b>			
Bill	04/20/2023	Book purchase Bkm & ST Juv	1,538.47
Total Baker & Taylor Books			1,538.47
<b>Brodart Co.</b>			
Bill	04/20/2023	processing labels - - invoice # 622385	58.47
Total Brodart Co.			58.47
<b>CCLD Petty Cash</b>			
Bill	04/20/2023	St/Juv/BF petty cash- postage, supplies, travel, prog	717.56
Total CCLD Petty Cash			717.56
<b>Demco, Inc.</b>			
Bill	04/20/2023	processing supplies all libraries - invoice #7293971	146.32
Total Demco, Inc.			146.32
<b>DexYP</b>			
Bill	04/20/2023	Corning - Bath Advertising advertising -phone book -subscription will expire 4/23	44.55
Total DexYP			44.55
<b>Dippity Do Dahs Ice Cream</b>			
Bill	04/20/2023	participation in Pop Expo -4/22/23 *** pd w/designated gift funds	201.60
Total Dippity Do Dahs Ice Cream			201.60
<b>EBSCO Information Services</b>			
Bill	04/20/2023	Invoice #9239545- annual subscription---pd/wgift funds	119.00
Total EBSCO Information Services			119.00
<b>Elmira Structures, Inc.</b>			
Bill	04/20/2023	Exterior brick damage repair - Steele - invoice #9910-07301	2,925.00
Total Elmira Structures, Inc.			2,925.00
<b>Emily Swan</b>			
Bill	04/20/2023	Pop Expo 4/20/23 -Instructor - reimbursement-pd w/designated gift funds	34.28
Total Emily Swan			34.28
<b>Erica Unterman</b>			
Bill	04/20/2023	"Basket Weaving" 4/29 @ Steele	350.00
Total Erica Unterman			350.00
<b>First Transit, Inc</b>			
Bill	04/20/2023	Bkm fuel -03/01/2023-03/30/2023 invoice #11877504	473.19
Total First Transit, Inc			473.19
<b>Hallo Genealogy Services</b>			
Bill	04/20/2023	"Google My Maps" - Genealogy program 5/3 - via Zoom	275.00
Total Hallo Genealogy Services			275.00
<b>Horseheads Do It Center</b>			
Bill	04/20/2023	inv #371251/#370202#371891/#371797/#371754 rock salt HH	82.31

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
 As of April 20, 2023

Type	Date	Memo	Open Balance
Total Horseheads Do It Center			82.31
<b>Imperial Door Controls, Inc.</b>			
Bill	04/20/2023	maintenance not under warranty - St & WE invoice #00079458 & 00079459	88.31
Total Imperial Door Controls, Inc.			88.31
<b>Jennifer Sekella</b>			
Bill	04/20/2023	Pop Expo - Face painting & glitter tattoos - 4/22/23*** pd w/designated gift funds	450.00
Total Jennifer Sekella			450.00
<b>Modern Marketing</b>			
Bill	04/20/2023	invoice #MMI150706 -juv programming	135.41
Total Modern Marketing			135.41
<b>Monahan Rentals</b>			
Bill	04/20/2023	table rental - Steele Pop Expo - 4/22/23 -	217.00
Total Monahan Rentals			217.00
<b>Noah Freeman</b>			
Bill	04/20/2023	patron reimbursement for found item	29.00
Total Noah Freeman			29.00
<b>NYSEG</b>			
Bill	04/20/2023	gas & electric -Steele x 2 meters	948.79
Bill	04/20/2023	gas & electric- WE	535.10
Total NYSEG			1,483.89
<b>Penworthy Company</b>			
Bill	04/20/2023	Library materials -BF invoice #0588196-IN	199.80
Total Penworthy Company			199.80
<b>Queen City Basement Designs</b>			
Bill	04/20/2023	T-shirts for Pop Expo- staff & Volunteers-pd w/designated gift funds	264.00
Total Queen City Basement Designs			264.00
<b>R.P. Fedder</b>			
Bill	04/20/2023	cooling tower parts - Steele- Invoice #126249	6,364.00
Total R.P. Fedder			6,364.00
<b>Staples Advantage</b>			
Bill	04/20/2023	Processing supplies -	58.21
Total Staples Advantage			58.21
<b>Tammy Wilcox</b>			
Bill	04/20/2023	Gentle Movements - 4/11, 4/18, 4/25, 5/2 - HH	100.00
Total Tammy Wilcox			100.00
<b>The Game Shoppe</b>			
Bill	04/20/2023	Pokemon Tournament - Pop expo - 4/22 - pd w/designated gift funds	240.00
Total The Game Shoppe			240.00
<b>Tim Collins</b>			
Bill	04/20/2023	Live D & D play @ Steele Pop Expo -4/22/23 ***pd w/designated gift funds	100.00
Bill	04/20/2023	Dungeons and Dragons Adult program 4/1, 4/15, & 4/29	150.00
Total Tim Collins			250.00
<b>W. B. Mason Co, Inc.</b>			
Bill	04/20/2023	juv prog supplies:inv 237381884	34.69
Bill	04/20/2023	office supplies -invoice #237339542	80.24

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04/19/23

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
As of April 20, 2023

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<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Total W. B. Mason Co, Inc.			114.93
<b>TOTAL</b>			<b>17,157.27</b>

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04/05/23

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
As of April 5, 2023

Type	Date	Memo	Open Balance
<b>Aleta Yarrow</b>			
Bill	04/05/2023	"Wooden Flowers" art class 4/12 - St - pd w/grant funds	265.00
Total Aleta Yarrow			265.00
<b>Amazon Capital Services</b>			
Bill	04/05/2023	all libraries - programming, supplies, materials	3,014.85
Total Amazon Capital Services			3,014.85
<b>American Button Machines</b>			
Bill	04/05/2023	Button Machine supplies - pd w/gift funds order #106362	180.81
Total American Button Machines			180.81
<b>Bakers Landscaping</b>			
Bill	04/05/2023	plowing & salting @ WE - month of March	330.00
Bill	04/05/2023	plowing & salting @ HH - 3/4 & 3/15	220.00
Total Bakers Landscaping			550.00
<b>Burr Consulting LLC</b>			
Bill	04/05/2023	HR Consultant April retainer- services 2023	1,800.00
Total Burr Consulting LLC			1,800.00
<b>Chemung Canal Trust Company</b>			
Bill	04/05/2023	Mastercardcharges:Juv prog, Juv books, checks, & ballot box	423.99
Bill	04/05/2023	Mastercardcharges:Juv prog, Juv books, checks, & ballot box	1,134.42
Total Chemung Canal Trust Company			1,558.41
<b>Demco, Inc.</b>			
Bill	04/05/2023	processing supplies -invoice #7276552	134.82
Bill	04/05/2023	Shelving - WE -pd by Steele Foundation	10,055.01
Bill	04/05/2023	processing supplies all libraries	18.49
Total Demco, Inc.			10,208.32
<b>Filomena Jack</b>			
Bill	04/05/2023	Teen Self Care retreat 4/7	75.00
Bill	04/05/2023	Embroidered Pet/animal portraits - 4/12 - St - pd w/grant funds	285.00
Bill	04/05/2023	Teen art -04/04, 04/11, 04/18, 04/25 pd w/Com Grant Fund \$	400.00
Total Filomena Jack			760.00
<b>Fire Alarm Service Technology, Inc.</b>			
Bill	04/05/2023	replaced Teen Space camera - St-invoice #44693	745.00
Bill	04/05/2023	Annual monitoring for panic alarms-St	330.00
Total Fire Alarm Service Technology, Inc.			1,075.00
<b>First Transit, Inc</b>			
Bill	04/05/2023	Bkm fuel -02/01/2023-02/28/2023 invoice #11869238 & maintenance (fuel:\$338.37)	403.42
Total First Transit, Inc			403.42
<b>Heroes Comic Shop</b>			
Bill	04/05/2023	Pop Expo - 4/22/23 Re:Joe Caramanga	125.00
Total Heroes Comic Shop			125.00
<b>Horseheads Printing</b>			
Bill	04/05/2023	Monthly flyers pd by HH Foundation - invoice #30319	198.15
Total Horseheads Printing			198.15
<b>Imperial Door Controls, Inc.</b>			
Bill	04/05/2023	maintenance not under warranty - St invoice #00079290	645.22
Total Imperial Door Controls, Inc.			645.22
<b>Ingram Library Services</b>			

2:01 PM  
04/05/23

## Chemung County Library District General Fund Unpaid Bills Detail As of April 5, 2023

Type	Date	Memo	Open Balance
Bill	04/05/2023	March Library material -	8,759.25
Total Ingram Library Services			8,759.25
<b>Keystone</b>			
Bill	04/05/2023	Belts for Laser engraver - Makerspace -quote #KEST-23-000076	80.00
Total Keystone			80.00
<b>Library Ideas LLC</b>			
Bill	04/05/2023	Library Materials - HH JUV pd w/HH Friends \$ - invoice #97662	469.19
Total Library Ideas LLC			469.19
<b>Marteck</b>			
Bill	04/05/2023	receipt printer tape supply - all libraries	530.88
Total Marteck			530.88
<b>MidWest Tape</b>			
Bill	04/05/2023	March AV Materials	3,999.16
Bill	04/05/2023	Hoopla Streaming- pd w/designated Friends \$	2,500.00
Total MidWest Tape			6,499.16
<b>Mobile Beacon</b>			
Bill	04/05/2023	WirelessHotSpots service-pd w/Friends\$ Ref #R-477748/R-477733/R-477732	360.00
Total Mobile Beacon			360.00
<b>NewsBank</b>			
Bill	04/05/2023	HeritageHub-Genealogy resource-annual subscription-5/23-4/24-invoice #551851	2,890.00
Total NewsBank			2,890.00
<b>NYSEG</b>			
Bill	04/05/2023	gas & electric -x 4 locations	3,907.67
Total NYSEG			3,907.67
<b>OttToPrintGreen</b>			
Bill	04/05/2023	toner WE - invoice #13599	174.00
Bill	04/05/2023	copy machine needs - BF invoice # 13556	49.00
Total OttToPrintGreen			223.00
<b>PermaCard</b>			
Bill	04/05/2023	Overdue mailers - all libraries	567.90
Total PermaCard			567.90
<b>Pitney Bowes</b>			
Bill	04/05/2023	ink for postal machine	100.19
Bill	04/05/2023	mail machine quarterly lease	435.90
Total Pitney Bowes			536.09
<b>Rebecca Jackson</b>			
Bill	04/05/2023	reimbursement -homeschool prog(\$472.96)Teen SRC(\$121.04 -HH Friends \$) & travel	629.37
Total Rebecca Jackson			629.37
<b>Roland Warrick</b>			
Bill	04/05/2023	patron reimbursement for found item	20.00
Total Roland Warrick			20.00
<b>Sayles &amp; Evans</b>			
Bill	04/05/2023	Attorney fees - General Svcs through 02/01/2023-02/27/2023 bill #10457	1,155.00
Total Sayles & Evans			1,155.00
<b>Southern Tier Library System</b>			

2:01 PM

04/05/23

**Chemung County Library District General Fund**  
**Unpaid Bills Detail**  
As of April 5, 2023

Type	Date	Memo	Open Balance
Bill	04/05/2023	Quarterly STLS IT Contract - Billed Entity Internet - BF, HH, ST, WE invoice #4047	1,800.00
Total Southern Tier Library System			1,800.00
<b>Staples Credit Plan</b>			
Bill	04/05/2023	IT supplies -	790.54
Total Staples Credit Plan			790.54
<b>Star-Gazette</b>			
Bill	04/05/2023	WE annual subscription through 02/29/2024	726.06
Total Star-Gazette			726.06
<b>Swift Office Equipment, Inc.</b>			
Bill	04/05/2023	HH copier usage charges Invoice #076913	370.00
Total Swift Office Equipment, Inc.			370.00
<b>Tim Collins</b>			
Bill	04/05/2023	Self Care Teen Retreat & writing - 4/5	75.00
Bill	04/05/2023	Improv Night w/Air Clubhouse - St - 4/20	50.00
Bill	04/05/2023	Creative Writing sessions 04/05,04/12, 04/19, 04/26 pd w/Community Foundation grant	400.00
Total Tim Collins			525.00
<b>ULINE</b>			
Bill	04/05/2023	Juv prog supplies-invoice #161314695	99.52
Bill	04/05/2023	Seed lending supplies-- invoice # 161635520	34.50
Total ULINE			134.02
<b>TOTAL</b>			<b>51,757.31</b>