

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

Agenda

The December 2010 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday, December 16th, 2010 at **6pm at the Steele Memorial Library**, **101 E. Church Street Elmira**, **NY 14901.** The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Reynolds (796-9292), Mrs. Santulli (733-8607), or Mr. Shaw (733-8611).

- 1. Call to order
- 2. Pledge of allegiance
- 3. Approval of minutes (documents #2010-73)
- 4. Treasurer's report
 - a) Financial report (document #2010-74)
 - b) Report of Unpaid Bills Detail (document #2010-75)
- 5. Correspondence
- 6. President's report
- 7. Director's report
- 8. Committee reports:
 - a) Executive Committee (Reynolds)
 - 1) Report of the Committee meeting (document #2010-76)
 - b) Budget & Finance Committee (Fitzgerald)
 - 1) Report of the Committee meeting (document #2010-77)
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee (document #2010-78)
- 9. Old business
- 10. New business
- 11. Period for public expression
- 12. Adjournment

(Minutes of the November 2010 meeting of the Chemung County Library District Board of Trustees. Document #2010-73)

Minutes of the November 2010 meeting of the Chemung County Library District Board of Trustees. The November meeting was held on Thursday, November 18, 2010 at the Horseheads Free Library, 405 South Main Street, Horseheads, New York. The meeting was called to order at 6:00pm by President Georgia Reynolds. Present were Robin Fitzgerald, Judy Sell, Tina Hager, Sue Cook, Mary Beth Conwell, Ann Cady Allen C. Smith, Karl Schwesinger and Richard Roberts. Excused: Jan Kather and Jessica Roberts. Absent: Andrea Ogunwumi. Also present were Ron Shaw, the Library District's Director and Joan Santulli, the Library District's Administrative Assistant.

Minutes. The minutes of the October 2010 meetings (Document #2010-67) were presented for board review. Following a date change, the minutes were approved as distributed by unanimous consent.

Financial Report. The October 31, 2010 Financial Report (Document #2010-68) was presented for board review. By unanimous consent the October 31, 2010 Financial Report was approved as distributed and will be filed for audit.

Concerning the Report of Unpaid Bills (Document #2010-69). Ms. Fitzgerald noted that the unpaid bills include over \$97,000 for the new Bookmobile. With one additional invoice added and by unanimous consent, the board authorizes the payment of the unpaid bills dated 11/3/10 in the amount of \$125,728.58 (General Fund) and \$4,192.00 (Grant Fund) and the unpaid bill lists dated 11/4/10 as submitted in the amount of \$19,585.91 (General Fund).

Correspondence. Mr. Shaw passed around the folder that contained the following:

- A thank you note to the Big Flats staff from a patron for their hard work.
- Thank you notes from 2 patrons for a Horseheads program headed up by Ms. Beschler.
- Notification of a December 9th workshop at Southern Tier Library System where their Long Range Plan for 2012-2016 will be discussed. Mr. Shaw stated that since the Steele Library is the Central Library for the Library System, CCLD should be represented by both board members and staff.

President's Report. President Reynolds reported that CSEA has informed her that they intend to move their grievance of the proposed Dress Code to arbitration. There is no timeline on the process. The Arbitrator will be paid for by both parties sharing the cost.

Justin Gregory, the teen artist who has been responsible for decorating the windows at the Big Flats Library, has been featured in the news recently.

Ms. Reynolds stated that she feels the snow removal issue at the Horseheads Free Library may be resolved soon with the Village of Horseheads. If not, then CCLD may have to contact the County Buildings & Grounds Department to see if they are willing to take over plowing the Horseheads Library parking lot.

Director's Report. Mr. Shaw reported several items of interest reported to the board:

- He has not yet received the results of the 2010 General Election showing the breakdown by district.
- The new Bookmobile has arrived at the Library District. Tedd Arnold, the artist working on the design of the exterior has not finished his drawings. The CCLD logo will be installed on the sides of the vehicle and it will be entered in the Thanksgiving Day Parade in Elmira.
- The Haunted Library program at the Steele Library was a huge success. Staff member Ms. Barrett is to be commended for the incredible job she did in coordinating the event. This is a good example of staff members reaching out to the community.
- The staff have been requested to complete an evaluation of the Continuing Education day activities held on November 12th. Staff comments will be compiled for all to review. Mr. Shaw stated that he is planning to hold a second Staff Training Day in the springtime with the topics of that day tailored more toward staff needs.

- In the last month he has attended the monthly meetings of the Big Flats Advocates, the Horseheads Friends group and the Public Library Foundation of Chemung County.
- A succession plan to be used in the Director's absence was sent out to the Department Heads. The plan no should be surprise to the staff as this plan has been in place all along. This plan will be forwarded to the full board as requested.

Regarding Personnel issues, Mr. Shaw reported that the Library District currently has two employees out on an extended leave due to health issues. Since the 2011 Budget was approved by the voters and there are new part-time positions listed in the budget, he requested approval of the creation of a part-time Microcomputer Specialist and a part-time Library Clerk (to be used as a floater in all of CCLD libraries) to be filled in January of 2011. He also requested that the two part-time Library Page positions listed in next year's budget be filled immediately in order to help with the shortage of staff as listed above. Mr. Smith moved, seconded by Mr. Schwesinger to approve the creation of four new part-time positions – a Microcomputer Specialist, a Library Clerk and two Library Pages. Motion was carried.

Mr. Roberts stated that he feels the Library District needs to have a long term plan. Mr. Shaw stated that he has looked at how to address vacancies in the future and is looking at hiring more part-time help to alleviate the Library District's cost for employee benefits that are paid to full-time staff. He stated that staffing levels must be monitored continually in order to maintain the best mix of positions to respond to a continually changing operational environment. He is also looking at the public service hours at each library and the possibility of being open additional time at the branches. Other things to look at are re-examining the need for Sunday hours, new hours for the Bookmobile on Saturdays and establishing a library presence on the south side of Elmira.

Mr. Shaw announced that he and his wife have purchased a house and are now residents of Chemung County.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2010-70). Ms. Reynolds stated that the engineer who inspected the Green Roof project at the Steele Memorial Library has informed her that he found no potential deficiencies that need to be remedied.

Ms. Reynolds also reported that the Horseheads Foundation has approved the purchase of three Early Literacy Stations for the Horseheads Free Library and have asked Ms. Corter to look into some sort of security system (possibly locking cases for the DVDs) for the library.

Regarding the enforcement of the "Dress Code", it is the consensus of the board to move forward with the trial period in December and enactment of the official policy in January of 2011.

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board (Document #2010-71). Ms. Fitzgerald stated it was a short meeting with nothing new to report.

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee was presented in writing to the board (Document #2010-72) It was reported that Mr. Schwesinger will work on getting written specs and drawings for the signs for the library buildings so that the job can be put out for bid.

Ms. Santulli reported that the Steele Library has finally received the A.D.A. door handles from Kelly Brothers. The County Buildings & Grounds crew has stated that they will attempt to install the handles by the end of the year.

Regarding the placement of a memorial plaque honoring long time genealogy volunteer Elwyn (Bim) Vanetten, Ms. Hager moved, seconded by Ms. Fitzgerald to invest in the purchase of this plaque to be placed on the second floor of the Steele Memorial Library. Motion Carried. **Personnel Committee.** Ms. Conwell reported that the Committee met November 9th and reviewed the first six month accomplishments of Director Ron Shaw and set goals for the next 6 months.

Marketing Committee. Ms. Reynolds reported that the Committee is looking at the Library District being involved in more community events in the future. The Committee is working on the ordering of promotional items such as shirts, pens, and pencils etc. that are imprinted with the Library District logo. They are looking to reach out to community agencies to work together on how the Library District can be enhanced to better meet their needs.

Regarding communicating with our patrons and residents of the County, the Library District "newsletter" will be created in-house in the future and we have subscribed to a 60 day free trial period of Constant Contact, an e-mail service to our patrons informing them of current events at their library. The Library District's IT staff member is currently working on purchase and installation of TV monitors at each library that will be used to advertise upcoming events in the Library District.

Ad-Hoc Policy & By-Laws Committee. Ms. Hager reported that the Committee will now begin to work their way through each of the other Library District policies to make any necessary changes.

Old Business. Ms. Sell reported that the Horseheads School District has agreed to do Interlibrary Loan with the CCLD-Horseheads Free Library. This ILL is for teachers only and the details are being worked out with the supervisor of the library.

Public Expression. John Savash asked whether or not the Library District was included in any early retirement incentive offered by New York State. The answer was no.

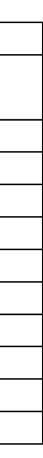
The meeting was adjourned at 7:40pm. The next regular meeting of the board will be on Thursday, December 16th, 2010 at 6:00pm at the Steele Memorial Library, 101 East Church Street, Elmira, New York.

CHEMUNG COUNTY LIBRARY DISTRICT Financial Report - NOVEMBER 30, 2010

| Library Fires Focs & Constitutions \$ 101201 \$ 55.214 \$ 9.016 52.25 Indext All Standard Standa | Income | 2010 annual budget | Received to date | Balance remaining | Percentage received | Perce ntage throu gh the year | Notes |
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| | | ÷ 10.,200 | +, | + 17,000 | | | Incl. final GATES funding for 2009 plus BF Ady \$1,000 & HH Friends \$4,500 plus |
| Foundation Controlutions 165.000 41.221 12.779 2780 Ind fund for year bank Library - 52.01 Library Diartif Las Recepts 2.475.900 10.959 10.018 hut 2007 transforms of times - 54.028 Library Diartif Las Recepts 15.000 15.599 10.959 10.040 Hut 2007 transforms of times - 54.028 Local Library Development 95,000 1.4360 99,304 - * * Local Library Services Aid 41,700 1.0421 29,3058 5% * * * Local Library Services Aid 41,700 1.0423 28,8323 65276 Clascout of 12.0007 Projects TOTAL INCOME \$ 2.925.052 \$ 3.034.239 \$ (109,187) 103.73% 92% Perce nume Ratifies 5 1.228.74 \$ 1.000.548 \$ 2.02.326 82% | Grants (other than N.Y.S.) | | 426,692 | (426,692) | | | |
| Foundation Controlutions 165.000 41.221 12.779 2780 Ind fund for year bank Library - 52.01 Library Diartif Las Recepts 2.475.900 10.959 10.018 hut 2007 transforms of times - 54.028 Library Diartif Las Recepts 15.000 15.599 10.959 10.040 Hut 2007 transforms of times - 54.028 Local Library Development 95,000 1.4360 99,304 - * * Local Library Services Aid 41,700 1.0421 29,3058 5% * * * Local Library Services Aid 41,700 1.0423 28,8323 65276 Clascout of 12.0007 Projects TOTAL INCOME \$ 2.925.052 \$ 3.034.239 \$ (109,187) 103.73% 92% Perce nume Ratifies 5 1.228.74 \$ 1.000.548 \$ 2.02.326 82% | New Bookmobile fund | | 8,446 | (8,446) | | | |
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| Repairs & Maintenance 36,459 30,509 5,950 84% Postage 7,600 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. closed out Ibidiging Cleaning Supplies 8,100 7,746 354 96% Includes \$3,625 RoaR act. closed out Fuel, Gas & Oil 2,000 1,365 635 68% Includes \$3,625 RoaR ac | | , | | 13,995 | | | |
| Postage 7,600 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR act. closed out Utilities 97,650 84,518 13,132 87% Incl. 4th quarter of 2009 expense Building Cleaning Supplies 8,100 7,746 354 96% Incl. 4th quarter of 2009 expense Fuel, Gas & Oil 2,000 1,365 635 68% Incl. 4th quarter of 2009 expense Insurance 24,390 23,667 723 97% Incl. 4th quarter of 2009 expense Vehicle Operation / Maintenance 2,500 2,500 0 100% Incl. 4th quarter of 2009 expense Parocessing Expenses 46,526 39,643 6,883 85% Incl. 4th quarter of 2009 expense Payment of Taxes 4,845 4,463 382 92% Incl. 4th quarter of 2009 expense Library Programming 20,500 20,500 0 | 0 | , | | , | | | |
| Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct. closed out Building Cleaning Supplies 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct. closed out Fuel, Gas & Oil 2,000 1,365 635 65% Includes \$3,625 RoaR acct. closed out Insurace 2,000 1,365 635 65% Includes \$3,625 RoaR acct. closed out Vehicle Operation / Maintenance 2,500 0 100% Includes \$3,625 RoaR acct. closed out Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Road Data Processing Expenses 46,526 39,643 6,883 85% Includes \$8,150 spent from Friends Donations Payment of Taxes 4,845 4,463 382 92% Includes \$8,150 spent from Friends Donations <t< td=""><td>Postage</td><td></td><td>,</td><td>,</td><td></td><td></td><td>\$6,000 used from Fund Balance</td></t<> | Postage | | , | , | | | \$6,000 used from Fund Balance |
| Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Incl. 4th quarter of 2009 expense Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. 429,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense | | , | , | 5,638 | 32% | | |
| Utilities 97,650 84,518 13,132 87% Incl. 4th quarter of 2009 expense Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Library Programming 20,500 0 100% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Library Programming 20,500 0 100% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Library Programming 20,500 0 100% Incl. 4th quarter of 2009 expense Library Programming 20,500 20,500 0 100% Incl. 4th quarter of 2009 expense Captin | | | | | | | Includes \$3,625 RoaR acct. closed out |
| Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses spaid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programmi | | , | | | | | |
| Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% <td></td> <td>,</td> <td></td> <td></td> <td></td> <td></td> <td></td> | | , | | | | | |
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| Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | · · · · · · · · · · · · · · · · · · · | | | 723 | | | |
| Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | | | | | | | |
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| Debt Service 63,114 46,134 16,980 73% | | - | | · · · · · · · · · · · · · · · · · · · | | | |
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| | TOTAL EXPENSE | | | , | | | WITHOUT GREEN ROOF EXPENSE TOTAL EXPENDED = \$2,270841 or 79% SPENT instead of 104% |

| Library Prices, Faces, & Contributions S 101,250 S S.214 S 101,250 Res Performation of the second seco | | | | | | | |
|---|---|--------------|----------------------|---------------------------------------|----------|-------|--|
| Grants (other than X,Y.S.) 426,092 ITC Finder # Summa Funding New Bookmook Fund 165,000 41,221 123,779 25% Uhargy District Tax Rescipts 165,000 41,221 123,779 25% Uhargy District Tax Rescipts 15,000 55,000 164,820 164,840 Taxte Aid 95,000 (41,423) 101% 164,810 164,820 Central Linux Fixedopuru 95,000 (41,423) 101% 164,810 164,810 Central Linux Fixedopuru 95,000 (20,375) 167,973 36 | Library Fines, Fees & Contributions | \$ 104,250 | \$ 85,214 | \$ 19,036 | 82% | | |
| Grants (other than X,Y.S.) 426,092 ITC Finder # Summa Funding New Bookmook Fund 165,000 41,221 123,779 25% Uhargy District Tax Rescipts 165,000 41,221 123,779 25% Uhargy District Tax Rescipts 15,000 55,000 164,820 164,840 Taxte Aid 95,000 (41,423) 101% 164,810 164,820 Central Linux Fixedopuru 95,000 (41,423) 101% 164,810 164,810 Central Linux Fixedopuru 95,000 (20,375) 167,973 36 | | | | | | | Incl. final GATES funding for 2009 plus BF Adv \$1,000 & HH Friends \$4,500 plus |
| Iounalian Commonos 165,000 41,221 12,779 25% Inst. January Direct Similari January e 51,011 Library Diart Ra Recipts 2,437,200 2,457,300 (14,428) 101% het PID media integra e 51,011 Library Diart Ra Recipts 15,000 15,599 (14,428) 101% het PID media integra e 51,010 Cantral Library Development 95,000 (2,437) 579,3 576 Amount entremends OT S Countal Book Add 65,000 (2,937) 579,3 579,6 Incert interfact Anoming ine 2009 Doter State Add (1,000 10,422 (8833) 652% Discours of all 2007 Projects TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (149,187) 103,73% 9254 Expense Annual Budget Expended Balance remaining Percent frame frage remaining Nates State Add 5,126,877 \$ 1,400,548 \$ 2,26,276 82% Inters the fact Anoming frage region Nates State Add 5,000,578 Contract Market Anoming frage region Nates Ferent frage region fra | Grants (other than N.Y.S.) | | 426,692 | (426,692) | | | |
| Libbery District Tax Receipts 2.437,302 2.451,300 (14.28) 101% Incl. P107 funds in long of taxes. Si 4.220 State Aid 5.000 15.090 15.99 0.99 0.99 0.944 0.90 State Aid 0.500 (2.273) 67.973 5.96 0.90 | New Bookmobile fund | | 8,446 | (8,446) | | | |
| Interest on Investments [15,000] [15,509] [1496] Central Library Development 95,000] (14,344) 99,364 5% Anoant returned to STL5 Central Library Services Add 14,000 12,042 39,058 Int Library Manning International STL5 Local Library Services Add 14,000 10,423 (83,832) 55% Int Library Manning International STL5 Deter Sula Add 16,000 10,432 (83,832) 55% Int Library Manning International STL5 Other Sula Add 16,000 10,432 (83,832) 55% International Manning International Structure TOTAL INCOME \$ 2,925,952 \$ 3,034,239 \$ (109,1187) 103,73% 92% Ferre Indige Annual Bindget Balance Descended Descend Descende | Foundation Contributions | 165,000 | 41,221 | 123,779 | 25% | | Incl. funds for West Elmira Library = \$1,011 |
| Interest on Investments [15,000] [15,509] [1496] Central Library Development 95,000] (14,344) 99,364 5% Anoant returned to STL5 Central Library Services Add 14,000 12,042 39,058 Int Library Manning International STL5 Local Library Services Add 14,000 10,423 (83,832) 55% Int Library Manning International STL5 Deter Sula Add 16,000 10,432 (83,832) 55% Int Library Manning International STL5 Other Sula Add 16,000 10,432 (83,832) 55% International Manning International Structure TOTAL INCOME \$ 2,925,952 \$ 3,034,239 \$ (109,1187) 103,73% 92% Ferre Indige Annual Bindget Balance Descended Descend Descende | Library District Tax Receipts | 2,437,502 | 2,451,930 | (14,428) | 101% | | Incl. PILOT funds in lieu of taxes - \$14,428 |
| State Aid Central Librory, Svenos Aid Image: Control Librory Development Procession Mancant returned to ST13 Central Librory, Svenos Aid 41,700 2,927,39 67,973 -5% Image: Control Librory Svenos Aid 41,700 2,927,39 67,973 -5% Image: Control Librory Svenos Aid 41,700 2,927,59 5% Image: Control Librory Svenos Aid 41,700 2,927,59 5% Image: Control Librory Svenos Aid Mancant returned to ST13 TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (10,877) 100,73% 92% Demonstral 2007 Projects Motes Staterios \$ 1,220,874 \$ 1,000,548 \$ 2,26,326 83% Image: Control Projects Notes Staterios \$ 1,220,874 \$ 1,000,548 \$ 2,26,326 83% Image: Control Projects Notes Staterios \$ 1,220,874 \$ 1,000,548 \$ 2,26,326 83% Image: Control Projects Notes Staterios \$ 1,220,874 \$ 1,406,938 431,639 77% 92% Image: Control Projects Notes Staterios \$ 1,270,877 <td< td=""><td></td><td></td><td>, ,</td><td></td><td></td><td></td><td></td></td<> | | | , , | | | | |
| Control Library Development 95,000 (4,364) 99,364 Control Book Add 65,000 (2,273) 67,375 Control Book Add 1,6400 10,422 89,853 Other State Add 1,6400 10,423 (8,883) 6528 0docent of all 2007 Projects TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (109,187) 103,73% 92% Torsan Book Add Annual Budget Balance Balance Percent Indget Statrice \$ 1,226,674 \$ 1,000,548 \$ 2,25,320 82% Indget Indget Statrice \$ 1,226,674 \$ 1,000,548 \$ 2,26,320 70% Indget Indget Indget Engloyce Bonefits 591,220 411,040 179,263 70% Indget Indget Indget Engloyce Bonefits 591,220 411,040 179,263 70% Indget | | , | , | · · · · · · · · · · · · · · · · · · · | | | |
| Control Book Aid 65.000 (2.973) 67.973 - - Local Library Strikes Aid 41,000 10.422 (8.832) 652% Concent of all 2007 Projects TOTAL INCOME \$ 2,925.052 \$ 3,034.239 \$ (109,187) 103.73% 92% Total INCOME \$ 2,925.052 \$ 3,034.239 \$ (109,187) 103.73% 92% Total INCOME \$ 2,925.052 \$ 3,034.239 \$ (109,187) 103.73% 92% Total INCOME \$ 2,925.052 \$ 3,034.239 \$ (109,187) 103.73% 92% Total INCOME \$ 1,205.571 \$ 100.7518 \$ 72.05 Protecting Balance reading | | 95,000 | (4.364) | 99.364 | -5% | | Amount returned to STLS |
| Local Library Services Aid 41,700 20,421 39,658 5% Incl. fax.L A handarg for 2009 Other Sale / Aid 1,000 10,432 (8,853) 6528 Consensu of all 2007 Projects TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (109,187) 103,73% 92% Formation of the state of th | | , | | · · · · · | | | |
| Other Stud: Aitl 1,600 10,432 (38.82) 652% Concent of all 2007 Projects TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (1091,87) 103.73% 92% Expense Annual Bridget Expended to Cate Rahance remaining Percent Expended Important Brown gb Notes Personnel 5 1.226,874 \$ 1.000,548 \$ 2.03,26 Notes Statris 5 1.226,874 \$ 2.00,45 57% Notes Statris 5 1.226,874 \$ 1.000,548 \$ 2.00,45 57% Notes Statris 5 1.226,877 1.446,38 431,639 77% 92% Contractual 1.878,577 1.446,38 431,639 77% 92% Contractual 2.800 100,900 0 1000% 1000% Stupples 36,100 0.00 0 1000% 1000% 1000% Stupples 36,100 2.600 5.638 13.995 50% 1000% 1000% 1000% | | , | | | | | Incl. final LLA funding for 2009 |
| TOTAL INCOME \$ 2,925,052 \$ 3,034,239 \$ (109,187) 103.73% 92% Expense Annual Budget Expended to date Balance maining Percent Expended Expended Percent ph Image throug pb Image throug pb Notes Personnel 5 1,226,874 \$ 1,000,548 \$ 226,326 82.06 Notes Sundres 6,0474 34,429 26,045 57% Notes Notes Subtrists 60,474 34,429 26,045 57% Notes Notes Subtrists 50,129 41,106 177,288 70% Subtrists Notes Subtrist 10,800 10,600 0 100% Indudes \$15,475 in Gates Grant exp. plus 5,500 in 109/10 HPL gfts & 32,040 WE Roundation '00 Travel & Continuing Education 28,080 14,085 15,995 50% Indudes \$15,475 in Gates Grant exp. plus 5,500 in 109/10 HPL gfts & 32,040 WE Roundation '00 Travel & Continuing Education 28,000 2,000 500 Indudes \$15,475 in Gates Grant exp. plus 5,500 in 109/10 HPL gfts & 32,040 WE Roundation '00 Travel & Co | | , | , | · · · · · · · · · · · · · · · · · · · | | | |
| Expense Annual Budget Expended to date Balance Percent function budget Percent function percent percent function percent percent Percent function percent function percent Notes Personnel \$1,226,874 \$1,000,548 \$226,326 82% Notes Subdraf \$1,000,548 \$226,326 82% Notes Subdraf \$50,229 411,961 179,268 70% Notes Subdraf States 591,229 411,961 179,268 70% Notes Subdraf States 591,229 411,961 179,268 70% Notes Subdraf States 591,229 411,961 179,268 70% Notes Contractual Implement 89,855 47,714 42,141 53% Implement 89,855 140,693 Total Percent Percent Percent 90% Implement Percent Percent <td< td=""><td></td><td></td><td>,</td><td></td><td></td><td>92%</td><td></td></td<> | | | , | | | 92% | |
| ExpansAnnual BungerExpande of andExpande sensionPresent expande by senNotesPersonal\$ 1,226,571 Statics\$ 1,000,581 3,420\$ 226,32682% 3,500,500-Statics\$ 1,226,571 Statics\$ 1,000,581 3,420\$ 226,32682% 4,500,500-Statics\$ 1,226,571 Statics\$ 1,000,581 3,420,200\$ 226,32682% 4,500,500-Statics\$ 0,01,71 Statics\$ 1,000,581 3,420,200\$ 226,32682% 4,500,500-Statics\$ 1,226,571 Statics\$ 1,440,580\$ 31,620\$ 7,500\$ 200 4,500,500,500,500,500,500,500,500,500,50 | | φ 2,920,002 | ф С,00-1,20 У | φ (10),107) | 103.7570 | | |
| Expense Annual Budget Expense Annual Budget Expense Ferrent remaining Bread Budget Ferrent remaining Bread Budget Budget Budget <thbudget< th=""> <thbudget< th=""> Budget</thbudget<></thbudget<> | | | | | | Perce | |
| ExpenseBudgetdateremainingExpendedfinduremaining theExpendedfinduremaining thePersonnel \times \times \times \times \times \times \times Subaries\$1.226,874\$1.000,548\$226,32582% \times \times Sunday & Holiday Staries $60,474$ $34,429$ $26,045$ 57% \times Employee Benefits $591,229$ $411,961$ $719,268$ 70% \times Subdata / Personnel Expenses $1.878,377$ $1.440,288$ $431,639$ 77% 92% Contractual \times \times \times \times \times Equipment $89,855$ $47,714$ $42,141$ 53% \times Subdata / Personnel Expenses $1.878,377$ $1.440,288$ $431,639$ 73% \times Supplies $36,100$ $36,100$ 0 100% 100% 100% 100% 100% Supplies $36,100$ $36,100$ 0 100% 100% 100% 100% 100% Supplies $36,100$ $36,100$ 0 100% 100% 100% 100% 100% Repairs & Maintenance $36,459$ $30,509$ $5,550$ 100% 100% 100% Education - Tuition Assistance $8,300$ 2.662 $5,638$ 32% 100% Utilities $97,650$ $8,4518$ $13,132$ 87% 100% Rudiging Cleaning Supplies $8,100$ $7,740$ 354 96% Inverse | | Annual | Expended to | Balance | Percent | 0 | |
| Personnel just Salaries \$ 1,26,874 \$ 1,000,548 \$ 26,032 82% | Expense | | - | | | throu | Notes |
| Personnel Image: Control of the second | | Duuget | uutt | 1 011101119 | Lapenaea | gh | |
| Salaries \$ 1.226.874 S 1.000.548 S 226,326 82% Sunday & Holiday Salaries 60,474 334,29 26,045 57% Limployce Benefits 591,229 411,961 179,268 70% Subtotal - Personnel Expenses 1.878,577 1,446,938 431,639 77% 92% Contractual Equipment 89,855 47.714 42,141 53% Supplies 36,100 36,100 0 100% Repairs & Maintenance 36,459 30,509 5.950 84% Postage 7,600 7,500 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 83,00 2,662 5,638 32% Utirities 97,650 84,518 13,132 87% Indude \$3,5425 Real acct. closed out Utirities 97,650 84,518 13,132 87% Indude \$3,5425 Real acct. closed out | | | | | | year | |
| Salaries \$ 1.226.874 S 1.000.548 S 226,326 82% Sunday & Holiday Salaries 60,474 334,29 26,045 57% Limployce Benefits 591,229 411,961 179,268 70% Subtotal - Personnel Expenses 1.878,577 1,446,938 431,639 77% 92% Contractual Equipment 89,855 47.714 42,141 53% Supplies 36,100 36,100 0 100% Repairs & Maintenance 36,459 30,509 5.950 84% Postage 7,600 7,500 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 83,00 2,662 5,638 32% Utirities 97,650 84,518 13,132 87% Indude \$3,5425 Real acct. closed out Utirities 97,650 84,518 13,132 87% Indude \$3,5425 Real acct. closed out | Personnel | | | | | | |
| Sunday & Holiday Salaries 60,474 34,429 26,045 57% Employce Benefits 591,229 411,961 179,268 70% Subtotat - Personnel Expenses 1,878,577 1,446,938 431,639 77% 92% Contractual 89,855 47,714 42,141 53% Equipment 89,855 47,714 42,141 53% Supptis. 36,100 0 100% Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HFL gitts & \$3,040 WE Foundation '09 Travel & Continuing Education 28,060 10.080 10.086 Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HFL gitts & \$3,040 WE Foundation '09 Travel & Continuing Education 7,600 0 100% Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HFL gitts & \$3,040 WE Foundation '09 Travel & Continuing Education 7,600 0 100% S6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,666 36,33 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97 | | \$ 1 226 874 | \$ 1,000,5/18 | \$ 226 326 | 82% | | |
| Employee Benefits 591.229 411.961 179.268 70% Subtotal - Personnel Expenses 1,878.577 1,446.938 431,639 77% 92% Contractual Equipment 89.885 47.714 42,141 53% Telephone 10,800 0 100% Supplies 36,100 36,100 0 100% Travel & Continuing Education 28,080 14,085 13,995 50% Repairs & Maintenance 36,459 30,509 5,950 84% Postage 7,600 7,600 0 100% S6,000 used from Fund Balance Education - Tutition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR act. dosed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR act. dosed out | | | , , | | | | |
| Subtofal - Personnel Expenses 1,878,577 1,446,938 431,639 77% 92% Contractual -< | | , | , | · · · · · | | | |
| Contractual | | , | , | · · · · | | 020/ | |
| $ \begin{array}{ c c c c c c c c c c c c c c c c c c c$ | | 1,0/0,5// | 1,440,938 | 431,039 | // /0 | 9270 | |
| Telephone10,80010,8000100%Supplies36,10036,1000100%Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HPL gifts & \$3,040 WE Foundation '09Travel & Continuing Education28,08014,08513,99550%Repairs & Maintenance36,45930,5095,95084%Postage7,6007,6000100%\$6,000 used from Fund BalanceEducation - Tution Assistance8,3002,6625,63832%Library Materials (books, video, etc.)302,000293,4038,59797%Includes \$3,625 RoaR acct. closed outUtilities97,65084,51813,132Building Cleaning Supplies8,1007,74635496%Insurance24,39023,66772397%Insurance24,39023,66772397%Vehicle Operation / Maintenance2,5000100%Data Processing Expenses46,52639,6436,883Payment of Taxes4,8454,463382Payment of Taxes4,8454,463382Chemung County costs (B&G, vision)17,0498,9738,076Contingency Fund0721,311(721,311)Contingency Fund76,50745,42131,086Det Service63,11446,13416,98073% | | 90.955 | 47714 | 40.141 | 520/ | | |
| Supplies 36,100 36,100 0 100% Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HFL gifts & \$3,040 WE Foundation '09 Travel & Contining Education 28,080 14,085 13,995 50% Repairs & Maintenance 36,459 30,509 5,950 84% Postage 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct, closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct, closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct, closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct, closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct, closed out Vehicle Operation / Maintenance 2,500 0 100% Includes \$3,625 63% | | , | , | , , , , , , , , , , , , , , , , , , , | | | |
| Travel & Continuing Education 28,080 14,085 13,995 50% Repairs & Maintenance 36,459 30,509 5,950 84% Postage 7,600 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 322% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 Roak acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 Roak acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 Roak acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 Roak acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 Roak acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 Roak acct. closed out Ilistarace 2,000 1,365 635 68% Includes \$3,625 Roak acct. closed out | | , | , | 0 | | | |
| Repairs & Maintenance 36,459 30,509 5,950 84% Postage 7,600 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct. closed out Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,567 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Includes \$8,150 spent from Friends Donations Library Programming 20,500 20,500 | | , | , | 0 | | | Includes \$15,475 in Gates Grant exp. plus 5,500 in '09/10 HFL gifts & \$3,040 WE Foundation '09 |
| Postage 7,600 7,600 0 100% \$6,000 used from Fund Balance Education - Tuition Assistance 8,300 2,662 5,638 32% Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Includes \$3,625 RoaR acct. closed out Building Cleaning Supplies 8,100 7,746 354 96% Incl. 4th quarter of 2009 expense Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 0 100% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Includes \$8,150 spent from Friends Donations Payment of Taxes 4,845 4,463 382 92% Includes \$8,150 s | | | , | , | | | |
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| Library Materials (books, video, etc.) 302,000 293,403 8,597 97% Includes \$3,625 RoaR acct. closed out Utilities 97,650 84,518 13,132 87% Incl. 4th quarter of 2009 expense Building Cleaning Supplies 8,100 7,746 354 96% Incl. 4th quarter of 2009 expense Fuel, Gas & Oil 2,000 1,365 635 68% Insurance Insurance 24,390 23,667 723 97% Incl. 4th quarter of 2009 expense Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251 - Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Incl. \$29,251 - Interim Director plus \$23,427 for Green Rood Payment of Taxes 4,845 4,463 382 92% Incl. \$29,251 - Interim Director plus \$23,427 for Green Rood Library Programming 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,978 8,076 53% Incl. 4th quarter of 2009 | | | , | | | | \$6,000 used from Fund Balance |
| Utilities 97,650 84,518 13,132 87% Incl. 4th quarter of 2009 expense Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT <t< td=""><td></td><td></td><td>,</td><td>,</td><td></td><td></td><td></td></t<> | | | , | , | | | |
| Building Cleaning Supplies 8,100 7,746 354 96% Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 Yea State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 | | | , | · · · · · | | | Includes \$3,625 RoaR acct. closed out |
| Fuel, Gas & Oil 2,000 1,365 635 68% Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% <td></td> <td></td> <td></td> <td>,</td> <td></td> <td></td> <td>Incl. 4th quarter of 2009 expense</td> | | | | , | | | Incl. 4th quarter of 2009 expense |
| Insurance 24,390 23,667 723 97% Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | | | , | | | | |
| Vehicle Operation / Maintenance 2,500 2,500 0 100% Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | Fuel, Gas & Oil | | | | | | |
| Professional Fees (audit, engineer/legal fe 114,100 96,100 18,000 84% Incl. \$29,251- Interim Director plus \$23,427 for Green Rood Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | Insurance | | | 723 | | | |
| Data Processing Expenses 46,526 39,643 6,883 85% Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Incl. 4th quarter of 2009 expense Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | Vehicle Operation / Maintenance | | | 0 | 100% | | |
| Payment of Taxes 4,845 4,463 382 92% Library Programming 20,500 20,500 0 100% Includes \$8,150 spent from Friends Donations Chemung County costs (B&G, vision) 17,049 8,973 8,076 53% Includes \$8,150 spent from Friends Donations Capital Improvements 0 721,311 (721,311) State construction and Green Roof expenses paid from GRANT Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% | Professional Fees (audit, engineer/legal fe | 2 114,100 | 96,100 | 18,000 | 84% | | Incl. \$29,251- Interim Director plus \$23,427 for Green Rood |
| Library Programming20,50020,5000100%Includes \$8,150 spent from Friends DonationsChemung County costs (B&G, vision)17,0498,9738,07653%Incl. 4th quarter of 2009 expenseCapital Improvements0721,311(721,311)State construction and Green Roof expenses paid from GRANTContingency Fund76,50745,42131,08659%Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093Debt Service63,11446,13416,98073% | Data Processing Expenses | 46,526 | 39,643 | 6,883 | 85% | | |
| Chemung County costs (B&G, vision)17,0498,9738,07653%Incl. 4th quarter of 2009 expenseCapital Improvements0721,311(721,311)State construction and Green Roof expenses paid from GRANTContingency Fund76,50745,42131,08659%Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093Debt Service63,11446,13416,98073% | Payment of Taxes | 4,845 | 4,463 | 382 | 92% | | |
| Capital Improvements0721,311(721,311)State construction and Green Roof expenses paid from GRANTContingency Fund76,50745,42131,08659%Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093Debt Service63,11446,13416,98073% | Library Programming | 20,500 | 20,500 | 0 | 100% | | Includes \$8,150 spent from Friends Donations |
| Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% Image: Content of the state of the sta | Chemung County costs (B&G, vision) | 17,049 | 8,973 | 8,076 | 53% | | Incl. 4th quarter of 2009 expense |
| Contingency Fund 76,507 45,421 31,086 59% Telephone \$359 Supply Line \$30,183 & Postage \$4,904 & Vehicle Maintenance \$882 & Programming \$9,093 Debt Service 63,114 46,134 16,980 73% Image: Content of the state of the sta | Capital Improvements | 0 | 721,311 | (721,311) | | | State construction and Green Roof expenses paid from GRANT |
| Debt Service 63,114 46,134 16,980 73% | | 76,507 | 45,421 | 31,086 | 59% | | |
| | | 63,114 | 46,134 | 16,980 | 73% | | |
| | TOTAL EXPENSE | , | , | , | | 92% | WITHOUT GREEN ROOF EXPENSE TOTAL EXPENDED = \$2,270841 or 79% SPENT instead of 104% |
| | | | | | | | |

(DOCUMENT #2010-74)





| | Date | Memo | Open Balance |
|---|------------|------------------------------------|------------------------|
| AudioGo | 12/09/2010 | DVD purchases-ST | 667.64 |
| Total AudioGo | 12/09/2010 | DVD putchases-ST | 667.64 |
| Blackbourn Media Packaging | | | |
| Total Blackbourn Media Packaging | 12/09/2010 | AV supplies for ST/BF/WE | 75.58 75.58 |
| Brian P. Harris | | | |
| Total Brian P. Harris | 12/09/2010 | mileage reimb 10/26-12/02/10 | 50.00 50.00 |
| Broader View Weekly | | | |
| Total Broader View Weekly | 12/09/2010 | annual subscription 2 years-VE | 66.00 66.00 |
| Capabilities, Inc. | 10/00/0010 | | 540.00 |
| Total Capabilities, Inc. | 12/09/2010 | HH Janitor Services- Nov. | 540.00 540.00 |
| Center Point Large Print | | | |
| Total Center Point Large Print | 12/09/2010 | BKM & Fiction large print | 292.98 292.98 |
| Centurion Technologies | 12/00/2010 | Security software- Staff Computers | 604.75 |
| Total Centurion Technologies | 12/09/2010 | | 624.75 624.75 |
| Chemung Canal Trust Company | 40/00/0040 | misc credit card purchases-Nov | 070.07 |
| Total Chemung Canal Trust Company | 12/09/2010 | | 872.67 872.67 |
| Chemung County Historical Society, Inc. | 10/00/0010 | | 05.00 |
| Total Chemung County Historical Society, Inc. | 12/09/2010 | Historical Journal | 35.00 35.00 |
| Chemung County Treasurer | | | |
| Total Chemung County Treasurer | 12/09/2010 | Debt Service 4th Qtr | 15,377.87 15,377.87 |
| Deborah L. Brimmer | 10/00/0010 | | 74.00 |
| Total Deborah L. Brimmer | 12/09/2010 | Book purchase for workshop | 71.08 71.08 |
| Dianne Patchett | | | |
| Total Dianne Patchett | 12/09/2010 | DVD purchases for BKM | 51.84 51.84 |
| Family Reading Partnership | 10/00/0040 | | 450.00 |
| Total Family Reading Partnership | 12/09/2010 | Banner for VE Library | 150.00 150.00 |
| Fire Alarm Service Technology, Inc. | | | |

| | | 111DEL 3, 2010 | |
|---|------------|---|------------------------|
| | Date | Memo | Open Balance |
| Total Fire Alarm Service Technology, Inc. | 12/09/2010 | Panic alarm monitoring @ BF/WE | 600.00 600.00 |
| | | | |
| First Transit | 12/09/2010 | Bookmobile fuel-11/04/10 | 53.23 |
| Total First Transit | | | 53.23 |
| Gale Group, Inc. | | | |
| Total Gale Group, Inc. | 12/09/2010 | ST fiction purchase | 623.08 623.08 |
| | | | |
| Gaylord Bros, Inc. | 12/09/2010 | CD Display Case | 1,700.93 |
| Total Gaylord Bros, Inc. | | | 1,700.93 |
| H. L. Treu Office Supply Corp. | | | |
| Total H. L. Treu Office Supply Corp. | 12/09/2010 | Storage Boxes | 37.05 |
| | | | 000 |
| Horwitz Supply Company | 12/09/2010 | Vacuum Repair- ST & HFL Libraries | 134.61 |
| Total Horwitz Supply Company | | | 134.61 |
| HQ Home and Office | | | |
| Total HQ Home and Office | 12/09/2010 | Desks & Hutches - ST&WE | 871.14 871.14 |
| | | | |
| Imperial Door Controls, Inc. | 12/09/2010 | Door repair at ST | 51.84 |
| Total Imperial Door Controls, Inc. | | | 51.84 |
| Jamex, Inc. | | | |
| Total Jamex, Inc. | 12/09/2010 | copy card/cleaning card supply for card readers | 405.80 405.80 |
| | | | |
| MidWest Tape | 12/09/2010 | DVD/Audio purchases-HFL&ST | 4,101.71 |
| Total MidWest Tape | | | 4,101.71 |
| OBS, Inc. | | | |
| Total OBS, Inc. | 12/09/2010 | Final Payment on new Bookmobile | 10,857.00 10,857.00 |
| | | | |
| Oriental Trading Company, Inc. | 12/09/2010 | programming supplies-BF/WE | 93.36 |
| Total Oriental Trading Company, Inc. | | | 93.36 |
| Perry & Carroll, Inc. | 10/00/ | | - |
| Total Perry & Carroll, Inc. | 12/09/2010 | Insurance policies change-Auto | 255.00 255.00 |
| | | | |
| Random House, Inc. | 12/09/2010 | AV purchases-ST | 291.92 |
| | | | |

| | Date | Memo | Open Balance |
|---|------------|---|------------------------|
| Total Random House, Inc. | | | 291.92 |
| Recorded Books | 12/09/2010 | Steele/WE AV purchases | 551.95 |
| Total Recorded Books | | · | 551.95 |
| Reliable Computer Products | 40/00/0040 | | 005 57 |
| Total Reliable Computer Products | 12/09/2010 | Printer cartridges for ST/BKM/BF/VE | 395.57 395.57 |
| Research Technology International | | | |
| Total Research Technology International | 12/09/2010 | supplies for disc cleaning machine-HFL | 114.95 114.95 |
| Sayles & Evans | | | |
| Total Sayles & Evans | 12/09/2010 | Legal fees 8/04-10/15/10 | 1,295.00 1,295.00 |
| Southern Tier Library System | | | |
| Total Southern Tier Library System | 12/09/2010 | cost share 4th Qtr/processing fees, etc | 14,150.17 14,150.17 |
| Staples Business Advantage | | / | |
| Total Staples Business Advantage | 12/09/2010 | paper/supplies all libraries | 586.87 586.87 |
| Sunset Printers | | | |
| Total Sunset Printers | 12/09/2010 | Time Off Cards | 55.60 55.60 |
| The Ithaca Journal | | | |
| Total The Ithaca Journal | 12/09/2010 | annual subscription-ST 11/08/10-10/31/11 | 234.36 234.36 |
| Unique Management Services, Inc. | | | |
| Total Unique Management Services, Inc. | 12/09/2010 | Collection fees -Oct/Nov 2010 all libraries | 1,484.61 1,484.61 |
| USA-SIGN | | | |
| Total USA-SIGN | 12/09/2010 | road signs for VE Library | 218.44 218.44 |
| Verizon | | | |
| Total Verizon | 12/09/2010 | phone service-ST | 217.95 217.95 |
| Wegmans Food Markets Inc. | | | |
| Total Wegmans Food Markets Inc. | 12/09/2010 | Program Supplies-ST | 7.80 7.80 |
| AL | | | 58,265.35 |

| | Date | Memo | Open Balance |
|--|------------|----------------------------|------------------|
| ABC-CLIO, Inc. | 12/09/2010 | Reference material | 853.20 |
| Total ABC-CLIO, Inc. | | | 853.20 |
| Bradford County Historical Society | | | |
| Total Bradford County Historical Society | 12/09/2010 | Map of Bradford County, PA | 37.50 37.50 |
| International Code Council | | | |
| Total International Code Council | 12/09/2010 | reference material | 586.56 586.56 |
| Southern Tier Library System | | | |
| Total Southern Tier Library System | 12/09/2010 | processing fees | 88.50 88.50 |
| The History Center | | | |
| Total The History Center | 12/09/2010 | Non-Fiction Purchase | 39.90 39.90 |
| | | | 1,605.66 |

Chemung County Library District General Fund Unpaid Bills Detail As of December 7, 2010

| | Date | Memo | Open Balance |
|--------------------------------------|------------|---|--------------|
| Charles F. Evans Company, Inc. | | | |
| | 12/07/2010 | Partial pymt #2 "green roof" project at Steele Memorial Lik | 266,433.00 |
| Total Charles F. Evans Company, Inc. | | | 266,433.00 |
| | | | |
| Fagan Engineers | | | |
| | 12/07/2010 | Prof. Svc for Steele Green Roof-partial payment | 5,271.12 |
| Total Fagan Engineers | | | 5,271.12 |
| | | | |
| | | | 271,704.12 |

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Chemung County Library District Grant Fund Unpaid Bills Detail

As of December 1, 2010

| | Date | Memo | Open Balance |
|---------------------------------------|------------|--|----------------------|
| Baker & Taylor Books | 12/01/2010 | Reference materials | 440.72 |
| Total Baker & Taylor Books | 12/01/2010 | Reference materials | 118.73 118.73 |
| Grey House Publishing | 12/01/2010 | Reference Material | 163.00 |
| Total Grey House Publishing | 12/01/2010 | | 163.00 |
| Ingram Library Services | 12/01/2010 | Deference & Non Fiction head numbers NOV | 2 880 08 |
| Total Ingram Library Services | 12/01/2010 | Reference & Non-Fiction book purchases-NOV | 2,880.08 2,880.08 |
| New York Legal Publishing Corp. | 40/04/0040 | | 400 50 |
| Total New York Legal Publishing Corp. | 12/01/2010 | reference material | 122.50 122.50 |
| Ron Saunders | | | |
| Total Ron Saunders | 12/01/2010 | Purchase of Books | 60.00 60.00 |
| Salem Press, Inc. | | | |
| Total Salem Press, Inc. | 12/01/2010 | Reference Material | 421.00 421.00 |
| Southern Tier Library System | | | |
| Total Southern Tier Library System | 12/01/2010 | processing fees | 125.50 125.50 |
| World Book Inc. | | | |
| Total World Book Inc. | 12/01/2010 | Reference Material | 869.00 869.00 |
| | | | 4,759,81 |

4,759.81

2

| | Date Date | Memo | Open Balance |
|---------------------------------------|------------|--|----------------------|
| Alfred Box of Books | | | |
| Total Alfred Box of Books | 12/01/2010 | Payment for lost book | 25.00 25.00 |
| Amazon Credit Plan | | | |
| Total Amazon Credit Plan | 12/01/2010 | purchases -all libraries/equip-WE | 2,198.34 2,198.34 |
| AVcafe | | | |
| Total AVcafe | 12/01/2010 | DVDs for HH JUV | 761.03 761.03 |
| Bureau of Education & Research | | | |
| Total Bureau of Education & Research | 12/01/2010 | ST/HFL Registration- workshop 12/16/10 | 430.00 430.00 |
| Cappy's | 12/01/2010 | nouveneners for Oct | 166.00 |
| Total Cappy's | 12/01/2010 | newspapers for Oct. | 166.00 166.00 |
| Caroline Poppendeck | | | |
| | 12/01/2010 | mileage/meals for NYLA conference -NOV/reimb-s | 299.96 |
| Total Caroline Poppendeck | | | 299.96 |
| Chemung County Library District | 12/01/2010 | Petty Cash reimbursement - HH/WE | 387.52 |
| Total Chemung County Library District | | | 387.52 |
| Chris Corter | | | |
| Total Chris Corter | 12/01/2010 | Mileage Reimb-VE-10/30 - 11/17 | 68.00 68.00 |
| | | | |
| Colleen A. Hogan | 12/01/2010 | Patron Refund | 95.00 |
| Total Colleen A. Hogan | | | 95.00 |
| Darlene Placek | 40/04/0040 | | 00.00 |
| Total Darlene Placek | 12/01/2010 | Overpayment for Collection fees | 20.00 20.00 |
| Deborah L. Brimmer | | | |
| Total Deborah L. Brimmer | 12/01/2010 | mileage reimbursement-NOV/2010 Insurance Rein | 349.00 349.00 |
| | | | |
| Dianne Patchett | 12/01/2010 | BKM book purchase/supplies for new BKM | 71.80 |
| Total Dianne Patchett | | | 71.80 |
| Donna L Hamilton | 40/04/0040 | Detroy Defined | |
| Total Donna L Hamilton | 12/01/2010 | Patron Refund | 44.50 44.50 |

| | AS C Date | Memo | Open Balance |
|--|--------------|--|-----------------------|
| Elmira Water Board Total Elmira Water Board | 12/01/2010 | Water bils-ST/WE | 291.38 291.38 |
| Ingram Library Services Total Ingram Library Services | 12/01/2010 | Library materials-all libraries | 6,127.57 6,127.57 |
| Joan Santulli Total Joan Santulli | 12/01/2010 | Mileage Reimb - 10/1-11/30, Ins. Reimb. 2010 | 233.90 233.90 |
| John Tice Total John Tice | 12/01/2010 | Program at Steele 11/18 | 100.00 100.00 |
| Karen Whitman Total Karen Whitman | 12/01/2010 | Patron Refund | 45.00 45.00 |
| Kimberly Jones | 12/01/2010 | mileage 10/20-11/17 | <u>89.85</u> 89.85 |
| Kirkus Reviews | 12/01/2010 | annual subscription - HFL | 450.00 450.00 |
| MCI Total MCI | 12/01/2010 | Long distance chg-HH | 27.06 27.06 |
| Michael R Lavin | 12/01/2010 | Speaker fee-Staff Training Workshop 11/12/10 | 417.45 417.45 |
| Purchase Power Total Purchase Power | 12/01/2010 | postage machine-ST | 102.40 102.40 |
| Raymond Youngman | 12/01/2010 | Patron Refund | <u>5.00</u> 5.00 |
| Ronald Shaw | 12/01/2010 | NOV moving exp/mileage-Oct/Nov | 967.94 967.94 |
| Rose Woodard Total Rose Woodard | 12/01/2010 | book purchase/programming supplies-WE | 435.44 435.44 |

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| | Date | Memo | Open Balance |
|------------------------------------|------------|--|----------------------|
| Staples Credit Plan | | | |
| Total Staples Credit Plan | 12/01/2010 | BF printer supplies/ST computer supply | 255.91 255.91 |
| Stuart Finch | | | |
| Total Stuart Finch | 12/01/2010 | Mileage reimb-workshop 11/9/10 | 97.00 97.00 |
| Time Warner Cable | 12/01/2010 | VPN service-HFL/WE & Phone svc @ HH | 504.90 |
| Total Time Warner Cable | 12/01/2010 | | 504.90 |
| Town of Big Flats | | | 00.75 |
| Total Town of Big Flats | 12/01/2010 | BF water bill 8/4/10-10/28/10 | 28.75 28.75 |
| Verizon | | | |
| Total Verizon | 12/01/2010 | phone service-ST/WE | 523.74 523.74 |
| Verizon Wireless | | | |
| Total Verizon Wireless | 12/01/2010 | BKM/IT Dept cellular service-NOV | 180.04 180.04 |
| Village of Horseheads | | | |
| Total Village of Horseheads | 12/01/2010 | HFL water bill 7/13-10/15/10 | 27.71 27.71 |
| Warehouse Carpet Outlet Inc. | | | |
| Total Warehouse Carpet Outlet Inc. | 12/01/2010 | Carpet Installation at VE | 2,412.00 2,412.00 |
| WLVY Radio | | | |
| Total WLVY Radio | 12/01/2010 | Haunted Library @ ST-10/29 | 500.00 500.00 |
| | | | 18,739.19 |
| | | | |

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Report of the December 1st 2010 meeting of the Executive Committee of the Chemung County Library District:

A meeting of the Executive Committee of the Chemung County Library District was held on Wednesday, December 1st 2010, beginning at 6pm. Attending the meeting were Georgia Reynolds, Denny Smith and Robin Fitzgerald. Also attending were Library Director Ron Shaw and Joan Santulli, CCLD management. The meeting opened at 6pm.

President Reynolds stated that she is pleased that the Library District has been in the news in a positive manner several times in the last month and she commended Mr. Shaw for staying in contact with the news media.

Regarding the CSEA grievance of the Library District's Dress Code, Mr. Shaw notified the Committee that he has received the list of possible Arbitrators from the union and has forwarded the list to the Library District Attorney. He also reported that the Library District was a recipient of a \$100 donation from the Rotary Club's recent "Dancing with the Stars".

The December 9th Plan of Service meeting at the Southern Tier Library System was discussed. The Library System's Long Range Plan will be discussed. Ms. Reynolds stated that she will attend the meeting with Mr. Shaw and the staff as a representative of the Library District board of trustees.

The Committee discussed the need to appoint officers at the January meeting. There is currently a vacancy in the Vice-President position. Also at the January meeting, the President will make appointments to the board committees. There are currently vacancies on the Budget & Finance Committee and the Buildings & Grounds Committee. Board members should be appointed to at least one committee. There are also currently three vacant trustee positions on the board – those being in Districts #1, #9 and #13.

Ms. Santulli presented & reviewed the Unpaid Bills Detail dated December 1st 2010. Ms. Fitzgerald moved, seconded by Mr. Smith to approve payment of the General Fund bills totaling \$18,739.19 and Grant Fund bills in the amount of \$4,759.81. Motion carried.

The meeting adjourned at 6:30pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, January 5th, 2011 at 6pm in the Petrie Conference Room of the Steele Memorial Library.

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Report of the December 9th, 2010 meeting of the Budget & Finance Committee of the Chemung County Library District:

A meeting of the Budget & Finance Committee of the Chemung County Library District was held on Thursday, December 9th, 2010, beginning at 8:15am. Attending the meeting were CCLD board members Sue Cook, Georgia Reynolds, Denny Smith and Robin Fitzgerald. Also attending were Joan Santulli, CCLD Administrative Assistant, and Ron Shaw, CCLD Director. The meeting opened at 8:15am.

The following topics were discussed:

- Ms. Fitzgerald stated that the final CD in the amount of \$500,000 will come due on December 30th and a decision will need to be made about reinvesting it.
- The Committee reviewed the Fund Balance worksheet dated December 1st, 2010. The worksheet spells out the anticipated revenues and expenses for the remainder of the year as well as the current balances in the restricted accounts. The Fund Balance Report for 2010 will be distributed at the December 16th meeting of the full board.
- The Committee discussed the newest notification from the Southern Tier Library System regarding the Cost Share charges to CCLD for the upcoming year. The dollar amount listed is even higher than the amount that was proposed a few months ago. Ms. Cook requested that CCLD board members to receive more information from STLS on the explanation of the formula used and to compare the cost CCLD is paying to Central Libraries in other library systems in New York State.
- The Committee reviewed the November 30, 2010 Financial Report and directed that it be forwarded to the full CCLD board for its consideration.
- Unpaid Bills Detail. Ms. Santulli presented and discussed the December 9th, 2010 Unpaid Bills Detail, where General Fund bills totaled \$58,265.35 and Grant Fund bills totaled \$1,605.66. Items to note were the 4th quarter payments to the Chemung County Treasurer for Debt Service and the Southern Tier Library System for Cost Share. The final payment on the new Bookmobile is also included in the list. This Unpaid Bills Detail will be forwarded to the full CCLD board for its consideration.

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Report of the December 8th 2010 meeting of the Buildings & Grounds Committee of the Chemung County Library District

A meeting of the Buildings & Grounds Committee of the Chemung County Library District was held on Wednesday, December 8th, 2010, beginning at 4pm. Attending the meeting were Karl Schwesinger and Georgia Reynolds. Also attending were Joan Santulli and Ron Shaw, CCLD Management. The meeting opened at 4:00pm.

The following topics were discussed:

- Mr. Schwesinger reported he expects the Green Roof project at the Steele Memorial Library to be completed by the end of this week. Collins & Walton will be installing a roof hydrant, with Evans Roofing handling the safety aspect of the job. A Change Order from Evans Roofing that will cover the cost of supplying the safety for the roof hydrant installation. Mr. Schwesinger stated that Change Order has been approved that reduces the Collins & Walton total bid by \$15,000. A weather station listed in the original bid documents will not be installed. He will submit the final paperwork to the State Environmental Facilities Corporation so that the project expenses can be paid out by the end of the year.
- Mr. Schwesinger stated that Fagan Engineers has completed a survey on Lake Minier at the Big Flats Library. This survey will assist in resolving the drainage problem at the library.
- Mr. Schwesinger reported that he is working on completing the specifications to put the new signage for all CCLD libraries out for bid. The specs will be very specific about what is needed in the removal of the current signs and will be more general in the specs for the new signage.

The meeting adjourned at 4:32pm. The next meeting of the Buildings & Grounds Committee will be held on Wednesday, January 12th, 2011 at 4pm in the Director's Office at the Steele Memorial Library.