

**AGENDA**  
**BOARD OF TRUSTEES**  
**Cuba Circulating Library**  
*Serving the Cuba Community for 149 Years!*

**Monday, July 12, 2021**  
**5:30pm**

1. Call to order
2. Public Comments
3. Friends Report
4. Minutes of June's Meeting
5. Treasurer's Report/Profit and Loss Report
6. Director's Report
7. Committee Reports
  - i. Finance
  - ii. Bldgs/Grounds
  - iii. Personnel
  - iv. Acquisitions/Gallery
  - v. Planning
  - vi. Programs
  - vii. Technology
  - viii. Nominating Committee
8. Unfinished Business
  - i. Landscaping Project Funding
9. New business
  - i. New personnel: custodian
  - ii. Director's yearly evaluation
10. Executive Session (if needed)
11. Adjournment

**Cuba Circulation Library**  
**Board of Trustees Monthly Meeting Minutes**  
**Monday, June 14, 2021**

**This meeting was held exclusively in person**

**Present:** Faith Stewart, Thomas Donahue, Lynn Fulmer, Sara Talbot, Tracy Knavel, Gary Enderle, Trisia Young, Bradley Weaver, Wendy Sprague and Lin Assink

**Absent:** Sharry Seamans, Marsha Long

**Also Present:** Cherilyn Wise

**Call to Order:** The meeting was called to order by Faith Stewart at 5:30 PM

**Public Comment:** None

**Friends Report:** No Friends members were present at the meeting, but Cherilyn Wise reported many new members were added today so that they could shop at the book sale.

**Minutes of Previous Meeting:** Lynn Fulmer moved to accept the Minutes of the May meeting. Lin Assink seconded the motion, and the motion passed.

**Treasurer's Report:** Gary Enderle presented Profit and Loss statement for May 2021 indicating the library is "doing quite well". No one had any questions. He directed the board's attention to the total equity amount which is "quite comfortable...outstanding". He mentioned the transition to the new bookkeeper has been a great success. A motion was made by Thomas Donahue to accept the reports. Wendy Sprague seconded the motion, and the motion passed.

**Committee Reports:**

**Finance:** Gary Enderle presented his report on our investments. He indicated the library is quite fortunate with all the continuous gains.

**Directors Report:** Cherilyn Wise provided a brief overview of Tina Dalton's report provided to all Board members. Cherilyn summarized on all activities she has completed in the last month, school outreach activities, chess club, and outdoor story time. Much discussion was had about the summer reading activities scheduled in person at the library and on the Cuba-Rushford Elementary School grounds for children, teens and adults. The library will keep patrons busy in the coming weeks.

**Building and Grounds:** Lynn Fulmer reported about the lack of success she has had getting workers to commit to completing the list of concerns bulleted in the May Board minutes. Lynn was able to recruit a few volunteers from the board to assist with watering the flowers around the library during the summer.

**Personnel:** Faith Stewart announced Gary Enderle has submitted his letter is resignation from the board effective immediately. With an abundance of regret and appreciation Lynn Fulmer moved to accept Gary's resignation. Tracy Knavel seconded the motion, and the motion passed. Lynn Fulmer announced she had a discussion with Tina Dalton and Marsha Long regarding Marsha fulfilling the role of Treasurer

due to Gary's departure from the Board. All Board members voted to appoint Marsha Long to the Treasurer role. Gary's name will be removed from bank accounts and Marsha's will replace his.

Faith Stewart announced Kahlin Weaver had submitted his letter of resignation June 8, 2021. Tom Donahue moved to accept Kahlin's resignation. Trisia Young seconded the motion, and the motion passed.

Faith Stewart announced David Wise applied and was conditionally hired on June 8, 2021 as groundskeeper pending board approval. Lynn Fulmer moved to accept David Wise to the Groundskeeper position. Lin Assink seconded the motion, and the motion passed.

Faith Stewart expressed the recommendation of the Personal Committee to promote Hannah Krull to the position of Library Assistant from Library Page, which she has worked as for three years. Brad Weaver moved to accept the promotion of Hannah to Library Assistant. Trisia Young seconded the motion, and the motion passed. With the promotion is title, Faith Stewart also advised an increase in pay accompany the promotion. Wendy Sprague moved to accept Hannah Krull's pay increase from \$12.50 per hour to \$12.75 per hour. Tracy Knavel seconded the motion, and the motion passed.

Faith Stewart reported a new Library Page, Christian Stuck, has been conditionally hired, pending Board approval and reference check. Faith indicated Tina is waiting to on a reply from a reference contact prior to hiring him. Tracy Knavel moved to accept Christian Stuck as Library Page, pending a positive outcome from has reference check. Lin Assink seconded the motion, and the motion passed.

In further discussion, the Personal Committee has recommended a pay increase for dedicated current employee, Shauna Comes to keep in line with her current rate she receives at the Friendship Library. Her rate is currently at \$13.00 per hour and the recommendation is to increase it to \$13.50 per hour. Shauna will also be gaining additional hours, left available from former employee Nancy Robinson's retirement. Lynn Fulmer moved to increase Shauna's rate of pay as suggested. Sara Talbot seconded the motion, and the motion passed.

**Acquisitions/Gallery:** The board took a moment to admire the Amish photos on the wall. No additional acquisitions have been made.

**Planning:** No report was made as Marsha Long was absent from the meeting.

**Programs:** Sara Talbot reported no meeting has been held and there is no need for one in the foreseeable future as the Summer Reading program is about to start, which is chalked full of activities for children and adults.

**Technology:** Tracy Knavel stated there is nothing to report and no meeting is scheduled at this time.

**Nominating Committee:** Lynn Fulmer spoke of a prospective board member interest in joining the Board. Sara Talbot reminded Lynn to have a background check completed prior to voting in a future Board members as a replacement for Gary Enderle's seat. Lynn spoke of future vacancies on the Board and the need to have additional people interested in fulfilling the seats, as terms are completed.

**Unfinished Business:**

1. **150<sup>th</sup> anniversary celebration:** Lynn Fulmer stated committees will bring financial requests to their next meeting scheduled in September.

**New Business:**

Cherilyn Wise reported on the progress and insight to the process of digitizing the Patriot newspaper.

Cherilyn also explained the STLS system wide grant being offered for upgraded to technology. A variety of equipment is being sought; computers, printer, and a large screen for public display of help wanted ads. If the Cuba Circulating Library is awarded grant monies, only 70% of funds needed will be covered. Tina has applied for additional grant funds to cover the remaining 30%. Should STLS award the 70% to the Cuba Circulating library but additional grant fund are not received to cover the remaining 30% discussing was had about funding the funds needed. Lynn Fulmer moved to proceed with applying for the STLS grant knowing with the understanding the library may need to fund the additional 30% should those monies not be received from an alternative source. Trisia Young seconded the motion, and the motion passed.

Lin Assink made a motion to adjourn the meeting at 6:11 PM, Faith Stewart seconded the motion. All were in favor.

Respectfully submitted:

Sara Talbot, Substitute Secretary

# Cuba Circulating Library Association

## Statement of Financial Position

As of June 30, 2021

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1020 Five Star	18,661.45
1090 Savings	37,304.13
<b>Total Bank Accounts</b>	<b>\$55,965.58</b>
Accounts Receivable	
1500 Bequest receivable	0.00
<b>Total Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
1300 Investments - cash	0.00
1303 Endowment Investment	0.00
American Cap Inc Builder A	46,875.65
American Funds Mortgage A	5,957.53
American Global Balanced A	52,745.06
American Inc Fd of America A	49,903.98
American Short-Term Bond A	10,947.23
American WA Mutual A	55,476.41
Cash, BDP, and Money Market Fds	955.82
Stocks	763.74
Unrealized Gain/Loss	59,154.78
<b>Total 1303 Endowment Investment</b>	<b>282,780.20</b>
1305 Anonymous Investment	0.00
American Balanced A	34,747.11
American Cap Inc Builder	97,555.77
American Cap World Growth & Inc	73,066.31
American Fundamental Inv A	51,247.47
American Funds Mortgage A	23,831.41
American Global Balanced A	61,486.53
American Inc Fd of America A	57,033.08
American Intm Bd Fd of Amer A	21,475.45
American Inv Co of Amer A	55,253.66
American Short-Term Bond A	21,894.48
American WA Mutual A	51,375.84
Cash, BDP, and Money Market Fds	1,226.64
Unrealized Gain/Loss	167,211.19

# Cuba Circulating Library Association

## Statement of Financial Position

As of June 30, 2021

	TOTAL
<b>Total 1305 Anonymous Investment</b>	<b>717,404.94</b>
1306 Adams Mem Book Fund Investment	0.00
American Cap Inc Builder A	5,717.50
American Inc Fd of America A	6,444.70
Cash, BDP, and Money Market Fds	0.66
Unrealized Gain/Loss	2,713.81
<b>Total 1306 Adams Mem Book Fund Investment</b>	<b>14,876.67</b>
1400 Prepaid Fee	5,577.10
<b>Total Other Current Assets</b>	<b>\$1,020,638.91</b>
<b>Total Current Assets</b>	<b>\$1,076,604.49</b>
Fixed Assets	
1520 Building and equipment	750,126.60
Elevator Replacement	20,822.50
<b>Total 1520 Building and equipment</b>	<b>770,949.10</b>
1525 A/D Building and equipment	-462,466.61
1526 Capital Improvement	0.00
Accumulated Depreciation	-71,578.59
Furniture and Fixtures	117,419.00
Land	46,763.00
<b>Total Fixed Assets</b>	<b>\$401,085.90</b>
Other Assets	
1000 Friends Cash	0.00
<b>Total Other Assets</b>	<b>\$0.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,477,690.39</b>

# Cuba Circulating Library Association

## Statement of Financial Position

As of June 30, 2021

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2001 Accounts Payable	548.25
<b>Total Accounts Payable</b>	<b>\$548.25</b>
Credit Cards	
5662 Bank Of America	1,883.66
<b>Total Credit Cards</b>	<b>\$1,883.66</b>
Other Current Liabilities	
2100 Payroll Liabilities	0.00
American Funds	0.00
Federal Taxes (941/944)	1,029.28
NYS Employment Taxes	178.46
NYS Income Tax	-164.90
NYS Taxes	270.45
Payroll Tax Federal	841.42
<b>Total 2100 Payroll Liabilities</b>	<b>2,154.71</b>
2200 Payroll taxes payable	0.00
2300 accrued payroll	0.00
Direct Deposit Payable	0.00
Payroll Liability	9.30
PPE Currant Liability	26,600.00
<b>Total Other Current Liabilities</b>	<b>\$28,764.01</b>
<b>Total Current Liabilities</b>	<b>\$31,195.92</b>
<b>Total Liabilities</b>	<b>\$31,195.92</b>
Equity	
3000 Opening Bal Equity	0.00
3500 Unrealized Gain/Loss on Inv	229,129.95
3800 Restricted Fund	10,000.00
3900 Fund Balance	1,209,889.24
Realized Gain/Loss Equity	79,578.42
Net Revenue	-82,103.14
<b>Total Equity</b>	<b>\$1,446,494.47</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,477,690.39</b>

# Cuba Circulating Library Association

Budget vs. Actuals: FY\_2021 - FY21 P&L

January - June, 2021

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
<b>Revenue</b>			
4001 Town Income	9,500.00	19,000.00	50.00 %
4002 Village Income	9,500.00	19,000.00	50.00 %
4003 School Income		130,468.00	
4004 Local Lib Services Aid	452.31	1,657.00	27.30 %
4007 Other Income	119.20		
Arts	190.00		
Book Replacement	136.00		
Copies Income	630.60	2,200.00	28.66 %
Donation Box	526.32	500.00	105.26 %
Fines	50.00		
<b>Total 4007 Other Income</b>	<b>1,652.12</b>	<b>2,700.00</b>	<b>61.19 %</b>
4017 Memorials/Gifts	2,977.82		
4019 Refunds/Reimb	113.94		
4020 Meeting Room Fee	300.00	1,125.00	26.67 %
4031 Interest Income	14.10		
4032 Dividend Income	13,430.69		
4038 Misc Income	366.71	400.00	91.68 %
4200 Restricted Funds Revenue	50.00		
Adult Programs	75.00		
Childrens Programs	184.00		
Dept For Youth Grant Income		1,295.00	
Friends	1,000.00	2,000.00	50.00 %
Grants	3,327.00		
<b>Total 4200 Restricted Funds Revenue</b>	<b>4,636.00</b>	<b>3,295.00</b>	<b>140.70 %</b>
Adams Memorial		1,000.00	
Budget Carryover		34,470.82	
Morgan Stanley	0.00		
Endowment Fund	8,740.18	8,740.18	100.00 %
<b>Total Morgan Stanley</b>	<b>8,740.18</b>	<b>8,740.18</b>	<b>100.00 %</b>
<b>Total Revenue</b>	<b>\$51,683.87</b>	<b>\$221,856.00</b>	<b>23.30 %</b>
<b>GROSS PROFIT</b>	<b>\$51,683.87</b>	<b>\$221,856.00</b>	<b>23.30 %</b>
<b>Expenditures</b>			
6100 Payroll Expenses			
6101 Employee Wages	62,608.69	124,945.00	50.11 %
6102 Taxes	1,757.59		
Payroll Tax	4,373.75	9,558.00	45.76 %
SUTA	713.78	2,400.00	29.74 %
<b>Total 6102 Taxes</b>	<b>6,845.12</b>	<b>11,958.00</b>	<b>57.24 %</b>
6103 Employee Benefits			
Health Insurance		500.00	
Retirement	1,491.45	3,250.00	45.89 %



# Cuba Circulating Library Association

Budget vs. Actuals: FY\_2021 - FY21 P&L

January - June, 2021

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
<b>Total 6103 Employee Benefits</b>	<b>1,491.45</b>	<b>3,750.00</b>	<b>39.77 %</b>
6105 Ins - Disability	1,006.08	420.00	239.54 %
Company Contributions			
Retirement	267.73		
<b>Total Company Contributions</b>	<b>267.73</b>		
<b>Total 6100 Payroll Expenses</b>	<b>72,219.07</b>	<b>141,073.00</b>	<b>51.19 %</b>
6200 Library Materials			
6205 Books-J	1,856.84	3,500.00	53.05 %
Book Replacement	-2.60		
<b>Total 6205 Books-J</b>	<b>1,854.24</b>	<b>3,500.00</b>	<b>52.98 %</b>
6210 Books-A	2,905.78	6,500.00	44.70 %
6220 Serials	726.45	500.00	145.29 %
6230 Audio	1,200.77	2,000.00	60.04 %
6240 Equipment		500.00	
6250 Digital Books	2,930.00	2,930.00	100.00 %
6260 DVD	1,263.60	2,900.00	43.57 %
6270 Video Games	595.64	1,000.00	59.56 %
6280 Adult Programming	691.72	1,000.00	69.17 %
6285 Childrens Programming	116.39	1,000.00	11.64 %
6290 STLS cost share	10,218.00	10,218.00	100.00 %
<b>Total 6200 Library Materials</b>	<b>22,502.59</b>	<b>32,048.00</b>	<b>70.22 %</b>
6300 Restricted Fund Spending			
6310 Arts Grant Expense	1,740.00		
6315 ALA Grant	1,339.70		
6320 Friends Expense	635.48		
6330 Manley Grant expense	296.95		
6350 Wilday Grant	990.91		
6370 Memorials & Gifts	2,178.80		
<b>Total 6300 Restricted Fund Spending</b>	<b>7,181.84</b>		
6410 Advertisement	150.32	200.00	75.16 %
6415 Bank fees	20.20	200.00	10.10 %
6420 Custodial supplies	271.99	900.00	30.22 %
6425 Discretionary Fund	54.88	500.00	10.98 %
6430 Insurance			
Ins - Liability Insurance		878.00	
Ins - Property	5,830.72	5,600.00	104.12 %
Ins - Workman's Comp	-129.00	1,130.00	-11.42 %
<b>Total 6430 Insurance</b>	<b>5,701.72</b>	<b>7,608.00</b>	<b>74.94 %</b>
6435 Interest Expense	2.36		
6440 Investment Fee	0.00		
6445 Library supplies	1,104.62	2,800.00	39.45 %

# Cuba Circulating Library Association

Budget vs. Actuals: FY\_2021 - FY21 P&L

January - June, 2021

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Library Equipment	179.73	500.00	35.95 %
<b>Total 6445 Library supplies</b>	<b>1,284.35</b>	<b>3,300.00</b>	<b>38.92 %</b>
6447 Membership	311.93	600.00	51.99 %
6450 Postage	40.90	400.00	10.23 %
6455 Processing Fee	242.85	325.00	74.72 %
6460 Personal Protection Supplies	941.82	2,500.00	37.67 %
6465 Repairs/Building & Grounds	5,610.96	2,500.00	224.44 %
6470 Services	3,546.92	3,914.10	90.62 %
Alarm System - Doyle	89.95		
Argentieries	42.00	384.00	10.94 %
Audit	2,500.00	2,500.00	100.00 %
Austin Security		798.90	
Bookkeeper	1,850.80	3,600.00	51.41 %
Computer Tech		500.00	
Copier Acme	65.12	315.00	20.67 %
Elevator	673.77	1,255.00	53.69 %
Fire Extinguishers		56.00	
Gutters Cleaned	345.00		
Lawn Care / Snow Removal	245.00	500.00	49.00 %
Mobile Beacon		600.00	
Parking Lot Maint		250.00	
Patriot Microfilm	335.00	335.00	100.00 %
Payroll Processing	326.55	1,200.00	27.21 %
Rug Shampoos		250.00	
Water Softener	42.50	144.00	29.51 %
Window Cleaner		450.00	
<b>Total 6470 Services</b>	<b>10,062.61</b>	<b>17,052.00</b>	<b>59.01 %</b>
6475 Technical	13.90		
6480 Train/conference	125.82	750.00	16.78 %
6485 Travel	-10.63	1,500.00	-0.71 %
6490 Utilities			
Electric	3,015.71	4,100.00	73.55 %
Extended Broadband	900.00	1,800.00	50.00 %
Fuel	2,217.91	3,000.00	73.93 %
Phone	719.61	1,500.00	47.97 %
<b>Total 6490 Utilities</b>	<b>6,853.23</b>	<b>10,400.00</b>	<b>65.90 %</b>
6500 Other Expense	0.96		
6510 Miscellaneous Exp/Discretionary	203.34		
<b>Total Expenditures</b>	<b>\$133,787.01</b>	<b>\$221,856.00</b>	<b>60.30 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -82,103.14</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>NET REVENUE</b>	<b>\$ -82,103.14</b>	<b>\$0.00</b>	<b>0.00%</b>

# Cuba Circulating Library Association

## Statement of Activity

June 2021

	TOTAL	
	JUN 2021	JAN - JUN, 2021 (YTD)
<b>Revenue</b>		
4001 Town Income		9,500.00
4002 Village Income		9,500.00
4004 Local Lib Services Aid		452.31
4007 Other Income	119.20	119.20
Arts	50.00	190.00
Book Replacement		136.00
Copies Income	70.00	630.60
Donation Box		526.32
Fines	28.00	50.00
<b>Total 4007 Other Income</b>	<b>267.20</b>	<b>1,652.12</b>
4017 Memorials/Gifts	425.00	2,977.82
4019 Refunds/Reimb		113.94
4020 Meeting Room Fee	100.00	300.00
4031 Interest Income	4.36	14.10
4032 Dividend Income	9,404.18	13,430.69
4038 Misc Income	31.96	366.71
4200 Restricted Funds Revenue	50.00	50.00
Adult Programs	75.00	75.00
Childrens Programs		184.00
Friends	1,000.00	1,000.00
Grants		3,327.00
<b>Total 4200 Restricted Funds Revenue</b>	<b>1,125.00</b>	<b>4,636.00</b>
Morgan Stanley		0.00
Endowment Fund		8,740.18
<b>Total Morgan Stanley</b>		<b>8,740.18</b>
<b>Total Revenue</b>	<b>\$11,357.70</b>	<b>\$51,683.87</b>
<b>GROSS PROFIT</b>	<b>\$11,357.70</b>	<b>\$51,683.87</b>
<b>Expenditures</b>		
6100 Payroll Expenses		
6101 Employee Wages	15,999.88	62,608.69
6102 Taxes	1,355.92	1,757.59
Payroll Tax		4,373.75
SUTA		713.78
<b>Total 6102 Taxes</b>	<b>1,355.92</b>	<b>6,845.12</b>
6103 Employee Benefits		
Retirement	159.79	1,491.45
<b>Total 6103 Employee Benefits</b>	<b>159.79</b>	<b>1,491.45</b>
6105 Ins - Disability		1,006.08

# Cuba Circulating Library Association

## Statement of Activity

June 2021

	TOTAL	
	JUN 2021	JAN - JUN, 2021 (YTD)
Company Contributions		
Retirement	267.73	267.73
<b>Total Company Contributions</b>	<b>267.73</b>	<b>267.73</b>
<b>Total 6100 Payroll Expenses</b>	<b>17,783.32</b>	<b>72,219.07</b>
6200 Library Materials		
6205 Books-J	326.45	1,856.84
Book Replacement		-2.60
<b>Total 6205 Books-J</b>	<b>326.45</b>	<b>1,854.24</b>
6210 Books-A	372.25	2,905.78
6220 Serials	19.98	726.45
6230 Audio	43.99	1,200.77
6250 Digital Books		2,930.00
6260 DVD	230.24	1,263.60
6270 Video Games	124.78	595.64
6280 Adult Programming		691.72
6285 Childrens Programming		116.39
6290 STLS cost share		10,218.00
<b>Total 6200 Library Materials</b>	<b>1,117.69</b>	<b>22,502.59</b>
6300 Restricted Fund Spending		
6310 Arts Grant Expense		1,740.00
6315 ALA Grant	198.04	1,339.70
6320 Friends Expense	635.48	635.48
6330 Manley Grant expense	296.95	296.95
6350 Wilday Grant	300.00	990.91
6370 Memorials & Gifts	88.16	2,178.80
<b>Total 6300 Restricted Fund Spending</b>	<b>1,518.63</b>	<b>7,181.84</b>
6410 Advertisement	10.00	150.32
6415 Bank fees		20.20
6420 Custodial supplies	49.50	271.99
6425 Discretionary Fund		54.88
6430 Insurance		
Ins - Property		5,830.72
Ins - Workman's Comp	-129.00	-129.00
<b>Total 6430 Insurance</b>	<b>-129.00</b>	<b>5,701.72</b>
6435 Interest Expense		2.36
6440 Investment Fee		0.00
6445 Library supplies	158.26	1,104.62
Library Equipment		179.73
<b>Total 6445 Library supplies</b>	<b>158.26</b>	<b>1,284.35</b>

# Cuba Circulating Library Association

## Statement of Activity

June 2021

	TOTAL	
	JUN 2021	JAN - JUN, 2021 (YTD)
6447 Membership	64.00	311.93
6450 Postage		40.90
6455 Processing Fee	31.20	242.85
6460 Personal Protection Supplies	52.08	941.82
6465 Repairs/Building & Grounds	3,644.11	5,610.96
6470 Services		3,546.92
Alarm System - Doyle		89.95
Argentieries	21.00	42.00
Audit		2,500.00
Bookkeeper	1,250.00	1,850.80
Copier Acme	65.12	65.12
Elevator		673.77
Gutters Cleaned	345.00	345.00
Lawn Care / Snow Removal	245.00	245.00
Patriot Microfilm	335.00	335.00
Payroll Processing		326.55
Water Softener		42.50
<b>Total 6470 Services</b>	<b>2,261.12</b>	<b>10,062.61</b>
6475 Technical		13.90
6480 Train/conference		125.82
6485 Travel		-10.63
6490 Utilities		
Electric	409.46	3,015.71
Extended Broadband		900.00
Fuel	137.54	2,217.91
Phone	120.08	719.61
<b>Total 6490 Utilities</b>	<b>667.08</b>	<b>6,853.23</b>
6500 Other Expense		0.96
6510 Miscellaneous Exp/Discretionary	202.98	203.34
<b>Total Expenditures</b>	<b>\$27,430.97</b>	<b>\$133,787.01</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -16,073.27</b>	<b>\$ -82,103.14</b>
<b>NET REVENUE</b>	<b>\$ -16,073.27</b>	<b>\$ -82,103.14</b>

Cuba Library Director's Monthly Report

June 2021

	June 2021	May 2021	June 2020	June 2019	June 2018
Circulation	2216 (adult 1192) (J/YA 1024)	1874 (adult 1133) (J/YA 741)	472 (adult 269) (J/YA 203)	4638 (adult 2899) (J/YA 2303)	3422
Holds Filled	416	290	3	457	276
New Library Cards	43	13	2	32	23
Overdrive (eBooks)	448	450	548	375	316
Wifi Use	280	243	84	214	
Visits to website	996	859	644		
Door Count	1545				

Upcoming Programs

- |                        |           |   |
|------------------------|-----------|---|
| Mon., July 5, 19, & 26 | 6:30 p.m. | Teen programs                                   |
| Wed., July 7           | 6:30 p.m. | Composting 101 with Master Gardner Ian Roberson |
| Wed., July 14          | 6:00 p.m. | Cabochoon Jewelry with Patience Wnek            |
| Thurs., July 22        | 6:00 p.m. | Books and Brews Book Club                       |
| Thurs., July 29        | 6:00 p.m. | Collage class with Rise Peacock                 |

Outreach: This month has afforded several opportunities for outreach. For the Dairy Days festival on June 19, Cheryl and I set up a booth in front of the library where we signed people up for library cards and summer reading. We also had Mike Morton's petting zoo in front of the library that day, which was great fun for everyone. We estimate about 400 people came by to see the animals that day. Cheryl did an amazing job this month doing outreach at the elementary school to promote the summer reading program. Hannah and I went to the Cattaraugus County Pride Coalition's Pride Picnic on Sunday, June 27. We had approximately 100 people visit our booth to learn more about how libraries are for everyone.

Professional Activities: I spoke on a NYLA virtual panel about Libraries Reopening. This was a follow up to a panel I did back in November, a sort of "where are they now." It was very interesting to see how our experience as a rural library has varied so much from libraries in the cities. There were 90 people in attendance.

Programs: This month we held our first adult in-person presenter: The Language of Flowers with Chris Kieber from the Genesee Country Village and Museum. This program was funded by Friends of the Library. We had a small attendance of only 5 people, but it's a start. Lisa Robinson's Architectural Sketching classes were well attended. Lisa has offered the students a pro bono session later this summer, simply because they enjoyed her class so much. We had 3 teens attend our first Teen program of the year.

## Youth Services Monthly Report: June 2021

### **In Person Programs**

6/16 I did an in person storytime outside in front of the old entrance. There were 11 children in attendance plus their grown-ups (5). It was short but we still read 3 books and sang three songs together.

### **Outreach**

6/1 Mrs. Quattrone brought her class with 9 students, 8 of whom signed up for library cards!

6/7 Mrs. Roberts brought 16 students for a library visit.

6/8 Mrs. Bump brought 14 students, most of whom signed up for library cards.

6/10 I spent around half the day at the elementary school presenting summer reading to a total of most of students!

9am 4th Grade - 48C, 5A

9:25am Virtual Academy - 5C, 1A

9:50am 3rd Grade - 45C, 5A

10:15am Kindergarten - 60C, 6A

10:40am Schmitt - 8C, 3A

11:05am 5th Grade - 32C, 4A

12:15pm 2nd Grade - 44C, 4A

6/15 AM and PM Pre-K classes both walked to the library for an end of the year storytime with Mrs. Klotz

6/19 Dairy Days Outreach with Tina from 10-1

### **Upcoming Programs**

#### ***Storytimes***

Tuesdays 10a Preschool (age 2-4) \*

Thursdays 10a K-3 (ages 5-8) \*

#### ***STEAM***

Mondays 3pm \* (excluding 7/5)

Ages 9-14

We will be learning about harnessing the power of the wind with Brad Weaver and Miss Cherilyn.

#### ***Art Classes with Lisa Robinsion***

Ages 5-8 7/13 and 8/3

Ages 9-12 Tues/Thurs 7/15 and 8/5

#### ***Special Programs***

##### **7/7 Hawk Creek Wildlife Center: Talk on the Wildside**

Their educators will bring several animals to visit our summer program and to teach us about wildlife conservation.

##### **7/14 Wondermakers: Animal Tales**

The Wondermakers will present interactive stories from Turkey, Kenya, and Mexico. The children will be dogs, animals of the jungle, Toro the Bull, and turtles.

## **7/21 Artsapalooza**

### **7/28 Benjamin Berry: Circus Arts\***

In this 60 minute program, Benjamin will share his expertise of object manipulation circus arts, highlighting the accessibility and inclusivity of the circus community. Participants will learn skills with various props including juggling, hula hoops, poi, and spinning plate, and will also be educated about the physical, emotional, and social benefits of circus arts.

### **8/4 All American Dinosaur Show**

The show will cover the formation of fossils and herbivores vs. carnivores. He will discuss his work as field paleontologist and his background in geology. The presentation will feature "Mr. Nixon," an eight-foot Triceratops skull discovered by the team in 1996. An Albertosaurus skull will highlight the features of a carnivore.

### **8/11 Repco Wildlife**

REPCO Wildlife is a private conservation facility whose mission is to help as many species as we can, protect as many ecosystems as possible, and inspire the next generation of children to become wildlife warriors and active stewards of our Earth. REPCO will present a variety of reptiles.

\*Registration is Required