

**Cuba Circulating Library
Board of Trustees Monthly Meeting Minutes
Monday, July 17, 2023**

Present: Lin Assink, Tom Donahue, Wendy Sprague, Sharry Semans, Faith Stewart, and Brad Weaver
Absent: Denean Emerson (phone connection), Lionel Legry, Jill Schwab

Also Present: Tina Dalton, Pat Ash

Call to Order: Faith called the meeting to order at 5:26 PM.

Public Comments: None

Friends' Report: Pat Ash gave her report on the Friends of the Library activity (Upcoming Cheers, Cheese & Chocolate Event, August 4th.)

Minutes of the Previous Meeting: Lin moved that the minutes of the May meeting be accepted. Tom seconded the motion, and it was approved.

Financial Officer's Report: The financial statements were presented. (See attached.) Wendy moved that the report be accepted. Brad seconded and the report was approved.

Corresponding Secretary's Report: NTR

Director's Report: (See attached.)

Committee Reports

Planning: Nothing to report.

Finance: Nothing to report.

Building and Grounds: Watering schedule for the flowers was circulated and thanks to all for their participation. Water hose reel was replaced.

Personnel: Reminder to turn in evaluation forms.

Technology: Nothing to report.

Liaison with Friends: Nothing to report.

Education: NTR

Ad hoc Committees

Children's Area Renovation: Meeting dates set for phase II planning. (7/20/23 at 3:30 PM)

Disaster Plan: DHPSNY final draft report delivered.

Unfinished Business

Duct Cleaning: Motion to approve Cuba Carpet Services duct cleaning estimate made by Tom, seconded by Lin and approved by the board.

New Business

Security camera estimates: Estimates for additional camera, recorder and service plan provided for consideration and discussion. More information on the service plan requested.

Book Challenges: Modifications suggested to the book challenge form to specify service area residence and library cardholder status as requirements for challengers. Tina will draft for August board meeting.

Children Safety Policy: NTR

Executive Session: The Board entered executive session to discuss a legal issue on a motion made by Tom and seconded by Lin at 6:14 PM. The Board exited executive session on a motion by Wendy and seconded by Lin at 6:52 PM.

Adjournment: Motion to adjourn was made by Lin and seconded by Tom. Meeting was adjourned at 6:53 PM.

Report submitted: Brad Weaver, Secretary

Cuba Circulating Library Association

Statement of Financial Position

As of June 30, 2023

| | TOTAL | |
|----------------------------------|---------------------|-------------------------|
| | AS OF JUN 30, 2023 | AS OF JUN 30, 2022 (PY) |
| ASSETS | | |
| Current Assets | | |
| Bank Accounts | | |
| 1020 Five Star | 10,433.19 | 9,306.38 |
| 1090 Savings | 156,378.54 | 29,672.19 |
| Total Bank Accounts | \$166,811.73 | \$38,978.57 |
| Accounts Receivable | | |
| 1500 Bequest receivable | 0.00 | 0.00 |
| Total Accounts Receivable | \$0.00 | \$0.00 |
| Other Current Assets | | |
| 1300 Investments - cash | 0.00 | 0.00 |
| 1303 Endowment Investment | 0.00 | 0.00 |
| American Balanced A | 28,597.98 | 36,565.60 |
| American Cap Inc Builder A | 87,614.09 | 139,851.56 |
| American Cap World Growth & Inc | 59,276.77 | 72,141.81 |
| American Fundamental Inv A | 44,966.73 | 51,885.35 |
| American Funds Mortgage A | 22,908.32 | 29,957.20 |
| American Global Balanced A | 87,517.68 | 112,373.52 |
| American Inc Fd of America A | 88,472.55 | 105,877.26 |
| American Intm Bd Fd of Amer A | 16,696.92 | 21,754.21 |
| American Inv Co of Amer A | 20,621.83 | 53,500.11 |
| American Short-Term Bond A | 22,620.03 | 29,512.90 |
| American WA Mutual A | 88,968.42 | 109,648.18 |
| Cash, BDP, and Money Market Fds | 1,311.56 | 6,494.15 |
| Stocks | 725.71 | 794.50 |
| Unrealized Gain/Loss | 63,587.20 | 70,976.32 |

Cuba Circulating Library Association

Statement of Financial Position

As of June 30, 2023

| | TOTAL | |
|--|---------------------|-------------------------|
| | AS OF JUN 30, 2023 | AS OF JUN 30, 2022 (PY) |
| Total 1303 Endowment Investment | 633,885.79 | 841,332.67 |
| 1305 Anonymous Investment | 0.00 | 0.00 |
| American Balanced A | 0.00 | 0.00 |
| American Cap Inc Builder | 0.00 | 0.00 |
| American Cap World Growth & Inc | 0.00 | 0.00 |
| American Fundamental Inv A | 0.00 | 0.00 |
| American Funds Mortgage A | 0.00 | 0.00 |
| American Global Balanced A | 0.00 | 0.00 |
| American Inc Fd of America A | 0.00 | 0.00 |
| American Intm Bd Fd of Amer A | 0.00 | 0.00 |
| American Inv Co of Amer A | 0.00 | 0.00 |
| American Short-Term Bond A | 0.00 | 0.00 |
| American WA Mutual A | 0.00 | 0.00 |
| Cash, BDP, and Money Market Fds | 0.00 | 0.00 |
| Unrealized Gain/Loss | 0.00 | 0.00 |
| Total 1305 Anonymous Investment | 0.00 | 0.00 |
| 1306 Adams Mem Book Fund Investment | 0.00 | 0.00 |
| American Cap Inc Builder A | 6,001.82 | 5,771.29 |
| American Inc Fd of America A | 6,778.65 | 6,306.15 |
| Cash, BDP, and Money Market Fds | 0.66 | 0.66 |
| Unrealized Gain/Loss | 1,264.37 | 1,167.91 |
| Total 1306 Adams Mem Book Fund Investment | 14,045.50 | 13,246.01 |
| 1400 Prepaid Fee | 0.00 | 79.00 |
| Repayment | | |
| Travel Reimbursement | 0.00 | 0.00 |
| Total Repayment | 0.00 | 0.00 |
| Total Other Current Assets | \$647,931.29 | \$854,657.68 |
| Total Current Assets | \$814,743.02 | \$893,636.25 |
| Fixed Assets | | |
| 1520 Building and equipment | 750,653.00 | 750,653.00 |
| Elevator Replacement | 41,645.00 | 41,645.00 |
| Total 1520 Building and equipment | 792,298.00 | 792,298.00 |
| 1525 A/D Building and equipment | -480,795.47 | -461,014.05 |
| 1526 Capital Improvement | 0.00 | 0.00 |
| 1530 Furniture and Fixtures | 117,419.00 | 117,419.00 |
| 1535 A/D Furniture and Fixtures | -108,566.20 | -101,454.85 |
| Land | 46,763.00 | 46,763.00 |
| Total Fixed Assets | \$367,118.33 | \$394,011.10 |

Cuba Circulating Library Association

Statement of Financial Position

As of June 30, 2023

| | TOTAL | |
|--|-----------------------|-------------------------|
| | AS OF JUN 30, 2023 | AS OF JUN 30, 2022 (PY) |
| Other Assets | | |
| 1000 Friends Cash | 0.00 | 0.00 |
| Total Other Assets | \$0.00 | \$0.00 |
| TOTAL ASSETS | \$1,181,861.35 | \$1,287,647.35 |
| LIABILITIES AND EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| 2001 Accounts Payable | 675.00 | 1,162.23 |
| Total Accounts Payable | \$675.00 | \$1,162.23 |
| Credit Cards | | |
| 5662 Bank Of America | 0.00 | 0.00 |
| Total Credit Cards | \$0.00 | \$0.00 |
| Other Current Liabilities | | |
| 2100 Payroll Liabilities | 0.00 | 0.00 |
| American Funds | 776.84 | 0.00 |
| Federal Taxes (941/944) | 1,356.67 | 1,213.53 |
| NYS Employment Taxes | 484.68 | 546.05 |
| NYS Income Tax | 258.99 | 238.68 |
| NYS Taxes | 0.00 | 0.00 |
| Payroll Liability | 0.00 | 0.00 |
| Payroll Tax Federal | 0.00 | 0.00 |
| Total 2100 Payroll Liabilities | 2,877.18 | 1,998.26 |
| Direct Deposit Payable | 0.00 | 0.00 |
| PPE Currant Liability | -17.08 | 0.00 |
| Total Other Current Liabilities | \$2,860.10 | \$1,998.26 |
| Total Current Liabilities | \$3,535.10 | \$3,160.49 |
| Total Liabilities | \$3,535.10 | \$3,160.49 |
| Equity | | |
| 3000 Opening Bal Equity | 0.00 | 0.00 |
| 3500 Unrealized Gain/Loss on Inv | 64,949.37 | 72,287.96 |
| 3550 Realized Gain/Loss Equity | -24,138.23 | 13,163.40 |
| 3800 Restricted Fund | 10,000.00 | 10,000.00 |
| 3900 Fund Balance | 1,093,016.37 | 1,318,480.14 |
| Net Revenue | 34,498.74 | -129,444.64 |
| Total Equity | \$1,178,326.25 | \$1,284,486.86 |
| TOTAL LIABILITIES AND EQUITY | \$1,181,861.35 | \$1,287,647.35 |

Cuba Circulating Library Association

Budget vs. Actuals:

January - June, 2023

| | TOTAL | | | |
|--|---------------------|---------------------|--------------------|------------------|
| | ACTUAL | BUDGET | REMAINING | % REMAINING |
| Revenue | | | | |
| 4003 School Income | | 231,846.00 | 231,846.00 | 100.00 % |
| 4004 Local Lib Services Aid | | 1,675.00 | 1,675.00 | 100.00 % |
| 4017 Memorials/Gifts | 3,479.71 | | -3,479.71 | |
| 4020 Meeting Room Fee | 710.00 | 750.00 | 40.00 | 5.33 % |
| 4100 Other Income | | | | |
| Arts | 170.00 | | -170.00 | |
| Book Replacement | 82.99 | | -82.99 | |
| Copies Income | 1,522.94 | 2,000.00 | 477.06 | 23.85 % |
| Donation Box | 211.64 | 400.00 | 188.36 | 47.09 % |
| Fines | 126.40 | 200.00 | 73.60 | 36.80 % |
| Misc Income | 273.02 | 400.00 | 126.98 | 31.75 % |
| Total 4100 Other Income | 2,386.99 | 3,000.00 | 613.01 | 20.43 % |
| 4200 Restricted Funds Revenue | | | | |
| Adult Programs | 280.00 | | -280.00 | |
| Arts Grant | 4,010.00 | | -4,010.00 | |
| Childrens Programs | -303.00 | | 303.00 | |
| DFY Grant | 1,435.00 | | -1,435.00 | |
| Friends | 3,105.56 | 2,000.00 | -1,105.56 | -55.28 % |
| Grant - STLS | -296.01 | | 296.01 | |
| Grants | 6,207.22 | | -6,207.22 | |
| Lions Club Grant | 500.00 | | -500.00 | |
| Total 4200 Restricted Funds Revenue | 14,938.77 | 2,000.00 | -12,938.77 | -646.94 % |
| 4500 Investment Income | | | | |
| Capital Gains Distribution | 0.00 | | 0.00 | |
| Dividend Income | 10,388.20 | | -10,388.20 | |
| Interest Income | 9.69 | | -9.69 | |
| Morgan Stanley | | | | |
| Adams Memorial | | 500.00 | 500.00 | 100.00 % |
| Endowment Fund | 207,723.00 | 25,723.00 | -182,000.00 | -707.54 % |
| Total Morgan Stanley | 207,723.00 | 26,223.00 | -181,500.00 | -692.14 % |
| Total 4500 Investment Income | 218,120.89 | 26,223.00 | -191,897.89 | -731.79 % |
| Budget Carryover | | 31,978.00 | 31,978.00 | 100.00 % |
| Total Revenue | \$239,636.36 | \$297,472.00 | \$57,835.64 | 19.44 % |
| GROSS PROFIT | \$239,636.36 | \$297,472.00 | \$57,835.64 | 19.44 % |
| Expenditures | | | | |
| 6100 Payroll Expenses | | | | |
| 6101 Wages | 85,221.89 | 172,687.00 | 87,465.11 | 50.65 % |
| 6102 Taxes | 7,925.81 | | -7,925.81 | |
| Payroll Tax | | 13,171.00 | 13,171.00 | 100.00 % |
| SUTA | | 2,310.00 | 2,310.00 | 100.00 % |

Cuba Circulating Library Association

Budget vs. Actuals:

January - June, 2023

| | TOTAL | | | |
|--|------------------|-------------------|------------------|----------------|
| | ACTUAL | BUDGET | REMAINING | % REMAINING |
| Total 6102 Taxes | 7,925.81 | 15,481.00 | 7,555.19 | 48.80 % |
| 6103 Employee Benefits | | | | |
| Company Contributions | | | | |
| Retirement | 2,434.72 | 5,500.00 | 3,065.28 | 55.73 % |
| Total Company Contributions | 2,434.72 | 5,500.00 | 3,065.28 | 55.73 % |
| Health Insurance | | 500.00 | 500.00 | 100.00 % |
| Total 6103 Employee Benefits | 2,434.72 | 6,000.00 | 3,565.28 | 59.42 % |
| 6105 Ins - Disability | | 1,060.00 | 1,060.00 | 100.00 % |
| Total 6100 Payroll Expenses | 95,582.42 | 195,228.00 | 99,645.58 | 51.04 % |
| 6200 Library Materials | | | | |
| 6205 Books-J | 1,929.14 | 4,500.00 | 2,570.86 | 57.13 % |
| 6210 Books-A | 3,451.54 | 7,500.00 | 4,048.46 | 53.98 % |
| 6220 Serials | 968.98 | 1,300.00 | 331.02 | 25.46 % |
| 6230 Audio | 596.61 | 1,000.00 | 403.39 | 40.34 % |
| 6240 Equipment | 229.20 | 500.00 | 270.80 | 54.16 % |
| 6250 Digital Books | 3,557.00 | 3,557.00 | 0.00 | 0.00 % |
| 6260 DVD | 884.34 | 1,500.00 | 615.66 | 41.04 % |
| 6270 Video Games | 472.13 | 1,000.00 | 527.87 | 52.79 % |
| 6280 Adult Programming | 1,527.04 | 1,200.00 | -327.04 | -27.25 % |
| 6285 Childrens Programming | 320.12 | 1,200.00 | 879.88 | 73.32 % |
| 6290 STLS cost share | 10,774.00 | 10,774.00 | 0.00 | 0.00 % |
| Total 6200 Library Materials | 24,710.10 | 34,031.00 | 9,320.90 | 27.39 % |
| 6202 Book Replacement | -7.14 | | 7.14 | |
| 6300 Restricted Fund Spending | 286.23 | | -286.23 | |
| 6310 Arts Grant Expense | 2,126.12 | | -2,126.12 | |
| 6330 Manley Grant expense | 524.71 | | -524.71 | |
| 6345 Lions Club Grant | 123.69 | | -123.69 | |
| 6350 Wilday Grant | 1,513.66 | | -1,513.66 | |
| 6355 STLS Outreach | 481.86 | | -481.86 | |
| 6360 DFY Grant | 257.43 | | -257.43 | |
| 6370 Memorials & Gifts | 1,778.13 | | -1,778.13 | |
| 6390 United Way Grant | -2,957.59 | | 2,957.59 | |
| Total 6300 Restricted Fund Spending | 4,134.24 | | -4,134.24 | |
| 6410 Advertisement | 145.92 | 350.00 | 204.08 | 58.31 % |
| 6415 Bank fees | 0.00 | 100.00 | 100.00 | 100.00 % |
| 6420 Custodial supplies | 325.76 | 700.00 | 374.24 | 53.46 % |
| 6425 Discretionary Fund | 122.42 | 500.00 | 377.58 | 75.52 % |
| 6430 Insurance | | | | |
| Ins - Liability Insurance | | 878.00 | 878.00 | 100.00 % |
| Ins - Property | 6,198.06 | 6,195.00 | -3.06 | -0.05 % |
| Ins - Workman's Comp | 2,007.00 | 1,190.00 | -817.00 | -68.66 % |

Cuba Circulating Library Association

Budget vs. Actuals:

January - June, 2023

| | TOTAL | | | |
|------------------------------------|---------------------|---------------------|----------------------|----------------|
| | ACTUAL | BUDGET | REMAINING | % REMAINING |
| Total 6430 Insurance | 8,205.06 | 8,263.00 | 57.94 | 0.70 % |
| 6435 Interest Expense | 0.70 | | -0.70 | |
| 6445 Library supplies | 1,909.34 | 3,600.00 | 1,690.66 | 46.96 % |
| Library Equipment | 420.89 | 1,000.00 | 579.11 | 57.91 % |
| Total 6445 Library supplies | 2,330.23 | 4,600.00 | 2,269.77 | 49.34 % |
| 6447 Membership | 511.00 | 600.00 | 89.00 | 14.83 % |
| 6450 Postage | 179.64 | 200.00 | 20.36 | 10.18 % |
| 6455 Processing Fee | 256.79 | 500.00 | 243.21 | 48.64 % |
| 6460 Personal Protection Supplies | | 300.00 | 300.00 | 100.00 % |
| 6465 Repairs/Building & Grounds | 750.07 | 7,000.00 | 6,249.93 | 89.28 % |
| 6470 Services | | 649.00 | 649.00 | 100.00 % |
| Alarm System - Doyle | 515.68 | 850.00 | 334.32 | 39.33 % |
| Argentieries | 168.00 | 300.00 | 132.00 | 44.00 % |
| Attorney | 2,150.00 | 3,000.00 | 850.00 | 28.33 % |
| Audit | 2,750.00 | 2,750.00 | 0.00 | 0.00 % |
| Bookkeeper | 4,800.00 | 8,100.00 | 3,300.00 | 40.74 % |
| Computer Tech | 480.00 | 900.00 | 420.00 | 46.67 % |
| Copier Acme | 234.15 | 2,500.00 | 2,265.85 | 90.63 % |
| Fire Extinguishers | | 56.00 | 56.00 | 100.00 % |
| Fire Place Clean | | 200.00 | 200.00 | 100.00 % |
| Hotspots | 1,169.44 | 3,000.00 | 1,830.56 | 61.02 % |
| Parking Lot Maint | | 250.00 | 250.00 | 100.00 % |
| Patriot Microfilm | 495.00 | 495.00 | 0.00 | 0.00 % |
| Payroll Processing | 71.02 | | -71.02 | |
| Rug Shampoos | | 250.00 | 250.00 | 100.00 % |
| Tax Filing (990) | | 750.00 | 750.00 | 100.00 % |
| Water Softener | 269.28 | 250.00 | -19.28 | -7.71 % |
| Window Cleaner | | 450.00 | 450.00 | 100.00 % |
| Total 6470 Services | 13,102.57 | 24,750.00 | 11,647.43 | 47.06 % |
| 6480 Train/conference | | 1,500.00 | 1,500.00 | 100.00 % |
| 6485 Travel | 755.22 | 1,500.00 | 744.78 | 49.65 % |
| 6490 Utilities | | | | |
| Electric | 3,257.33 | 9,000.00 | 5,742.67 | 63.81 % |
| Extended Broadband | 450.00 | 1,800.00 | 1,350.00 | 75.00 % |
| Fuel | 1,303.87 | 5,300.00 | 3,996.13 | 75.40 % |
| Phone | 745.03 | 1,250.00 | 504.97 | 40.40 % |
| Total 6490 Utilities | 5,756.23 | 17,350.00 | 11,593.77 | 66.82 % |
| Publicity | 39.99 | | -39.99 | |
| Total Expenditures | \$156,901.22 | \$297,472.00 | \$140,570.78 | 47.26 % |
| NET OPERATING REVENUE | \$82,735.14 | \$0.00 | \$ -82,735.14 | 0.00% |
| Other Expenditures | | | | |
| Children's Area Remodel (Net) | | | | |

Cuba Circulating Library Association

Budget vs. Actuals:

January - June, 2023

| | TOTAL | | | |
|--|--------------------|---------------|----------------------|--------------|
| | ACTUAL | BUDGET | REMAINING | % REMAINING |
| Children's Area Remodel Donations | -58,117.58 | | 58,117.58 | |
| Children's Area Remodel Expenses | 106,353.98 | | -106,353.98 | |
| Total Children's Area Remodel (Net) | 48,236.40 | | -48,236.40 | |
| Total Other Expenditures | \$48,236.40 | \$0.00 | \$ -48,236.40 | 0.00% |
| NET OTHER REVENUE | \$ -48,236.40 | \$0.00 | \$48,236.40 | 0.00% |
| NET REVENUE | \$34,498.74 | \$0.00 | \$ -34,498.74 | 0.00% |

Cuba Circulating Library Association

Statement of Activity

June 2023

| | TOTAL | |
|--|-------------------|--------------------|
| | JUN 2023 | JUN 2022 (PY) |
| Revenue | | |
| 4017 Memorials/Gifts | 1,651.62 | 225.00 |
| 4020 Meeting Room Fee | 210.00 | 100.00 |
| 4100 Other Income | | |
| Arts | 30.00 | |
| Book Replacement | 30.00 | |
| Copies Income | 243.30 | 155.22 |
| Donation Box | 25.70 | 21.00 |
| Fines | 42.15 | 8.00 |
| Misc Income | 158.01 | 22.50 |
| Total 4100 Other Income | 529.16 | 206.72 |
| 4200 Restricted Funds Revenue | | |
| Adult Programs | 280.00 | |
| Childrens Programs | -303.00 | |
| Grant - STLS | -296.01 | |
| Total 4200 Restricted Funds Revenue | -319.01 | |
| 4500 Investment Income | | |
| Capital Gains Distribution | | 6,363.90 |
| Dividend Income | 6,373.00 | 4,419.12 |
| Interest Income | | 5.06 |
| Total 4500 Investment Income | 6,373.00 | 10,788.08 |
| Total Revenue | \$8,444.77 | \$11,319.80 |
| GROSS PROFIT | \$8,444.77 | \$11,319.80 |
| Expenditures | | |
| 6100 Payroll Expenses | | |
| 6101 Wages | 13,763.48 | 18,100.48 |
| 6102 Taxes | 1,147.14 | 1,426.86 |
| 6103 Employee Benefits | | |
| Company Contributions | | |
| Retirement | 388.42 | 526.28 |
| Total Company Contributions | 388.42 | 526.28 |
| Total 6103 Employee Benefits | 388.42 | 526.28 |
| Total 6100 Payroll Expenses | 15,299.04 | 20,053.62 |
| 6200 Library Materials | | |
| 6205 Books-J | 336.93 | 105.15 |
| 6210 Books-A | 34.95 | 386.16 |
| 6230 Audio | 56.44 | 96.76 |
| 6260 DVD | 184.34 | |

Cuba Circulating Library Association

Statement of Activity

June 2023

| | TOTAL | |
|--|---------------------|----------------------|
| | JUN 2023 | JUN 2022 (PY) |
| 6270 Video Games | 137.49 | |
| 6280 Adult Programming | 612.31 | |
| Total 6200 Library Materials | 1,362.46 | 588.07 |
| 6300 Restricted Fund Spending | 286.23 | |
| 6310 Arts Grant Expense | 710.17 | 100.00 |
| 6320 Friends Expense | | 120.00 |
| 6345 Lions Club Grant | 47.19 | |
| 6350 Wilday Grant | | 809.09 |
| 6370 Memorials & Gifts | 27.41 | 63.70 |
| 6390 United Way Grant | -3,487.50 | 490.91 |
| Total 6300 Restricted Fund Spending | -2,416.50 | 1,583.70 |
| 6410 Advertisement | | 9.50 |
| 6420 Custodial supplies | 15.46 | |
| 6445 Library supplies | 157.13 | 17.27 |
| Library Equipment | 30.12 | |
| Total 6445 Library supplies | 187.25 | 17.27 |
| 6447 Membership | 50.00 | |
| 6455 Processing Fee | | 15.60 |
| 6465 Repairs/Building & Grounds | 358.03 | 778.08 |
| 6470 Services | | |
| Argentieries | 24.00 | 21.00 |
| Bookkeeper | 675.00 | 600.00 |
| Copier Acme | | 159.57 |
| Fire Place Clean | | 193.85 |
| Hotspots | 265.78 | 197.40 |
| Payroll Processing | 71.02 | |
| Water Softener | 103.00 | |
| Window Cleaner | | 450.00 |
| Total 6470 Services | 1,138.80 | 1,621.82 |
| 6485 Travel | 305.49 | |
| 6490 Utilities | | |
| Electric | 502.05 | 572.16 |
| Fuel | | 243.00 |
| Phone | 126.97 | |
| Total 6490 Utilities | 629.02 | 815.16 |
| Publicity | -30.00 | |
| Total Expenditures | \$16,899.05 | \$25,482.82 |
| NET OPERATING REVENUE | \$ -8,454.28 | \$ -14,163.02 |

Cuba Circulating Library Association

Statement of Activity

June 2023

| | TOTAL | |
|--|----------------------|----------------------|
| | JUN 2023 | JUN 2022 (PY) |
| Other Expenditures | | |
| Anniversary (Net) | | |
| Anniversary Donations | | -886.00 |
| Anniversary Expenses | | 32.94 |
| Total Anniversary (Net) | | -853.06 |
| Children's Area Remodel (Net) | | |
| Children's Area Remodel Donations | -4,151.82 | |
| Children's Area Remodel Expenses | 26,859.65 | 6,500.00 |
| Total Children's Area Remodel (Net) | 22,707.83 | 6,500.00 |
| Total Other Expenditures | \$22,707.83 | \$5,646.94 |
| NET OTHER REVENUE | \$ -22,707.83 | \$ -5,646.94 |
| NET REVENUE | \$ -31,162.11 | \$ -19,809.96 |

Cuba Library Director's Monthly Report

June 2023

| | June 2023 | June 2022 | May 2022 | June 2021 | June 2020 |
|-------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|----------------------------------|
| Circulation | 2419 (adult 1143) (J/YA 1276) | 2194 (adult 1055) (J/YA 1139) | 2204 (adult 1111) (J/YA 1093) | 2216 (adult 1192) (J/YA 1024) | 472 (adult 269) (J/YA 203) |
| Holds Filled | 330 | 326 | 310 | 416 | 3 |
| New Library Cards | 33 | 32 | 19 | 43 | 2 |
| Libby (eBooks) | 425 | 467 | 482 | 448 | 548 |
| Wifi Use | 296 | 423 | 396 | 280 | 84 |
| Visits to website | 717 | 889 | 853 | 996 | 644 |
| Door Count | 3500 | 2042 | 1742 | 1545 | |

Upcoming Programs

see Summer Reading Brochure

Programming: We held the Beaded Strawberry Pin Cushion classes on June 14-15 taught by Samantha Jacobs. This was the last of Samantha's beading classes and they were all very well received. We've had multiple requests for her to return again for future classes. Jane Gram finished up her six-week Chair Yoga class and Linda Botens started teaching Chair Aerobics on Thursday mornings. On June 26 we held a class for those interested in learning how to grow their own mushrooms. There was so much interest in this class that we've scheduled a second session to be held in August.

Grants: Much of this month has been spent working on the grants for phase II of the Children's area renovation. I presented to STLS on June 28 and have already received notice that STLS approved our grant for \$128,584. The next phase is to work with STLS to submit to New York state by August 25. This is a much quicker turn around than in previous years.

I present to Southern Tier West for our ARC grant proposal on July 18. We are asking for \$209,275 from this grant. If approved, we will need a sponsoring federal agency. I've been working with Howard Kunz and Tom Becker through the USDA Rural Development office in hopes that they will take on our project.

Community: I assisted with the Chamber of Commerce's Dairy Days activities on June 16-17. On Saturday, Sun-Dance-Kid farms brought their petting zoo to the library from 10-1. It was a great success; we estimate around 600 people came to see the animals. We also set up a booth in front of the library, giving away t-shirts, water bottles, and other library merch. Grow It Forward also set up a booth to promote their organization. Library staff rode on a float in the parade and

used that opportunity to promote registration for the Summer Reading Program. Thank you to Lynn Fulmer, Shauna, Chris, and Dave for building the float, Mike Jeffries for lending us his trailer, and Chris Dalton for driving the float in the parade. A lot of work went into our float this year and the great news is that our float won best in show! We also used this day as an open house to showcase new children's area and the library was so busy. We had new people in and out all day long and many new library card sign ups. It was a very successful day all around.

