



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

Agenda

The August 2020 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday August 20 at 6:00 pm at the **Steele Memorial Library, 101 E. Church St., Elmira, NY 14901. The meeting will be available online.** The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Dworkin (607-398-2021), Mrs. Mellott (733-8607), or Mr. Shaw (733-8611).

1. Call to order
2. Pledge of allegiance
3. Introduction of Members
4. Approval of minutes (document #2020-43)
5. Treasurer's report
 - a) Financial report (document 2020-44)
 - b) Report of Unpaid Bills Detail (document 2020-45)
6. Correspondence
7. President's report (Dworkin)
8. Director's Report
 - Consent Item: Approval of Personnel Actions**
Resolved that the CCLD Board of Trustees approve the personnel actions as submitted.
9. Committee reports:
 - a) Executive Committee (Dworkin)
 - 1) Report of the Committee meeting (document 2019-46)
 - b) Budget & Finance Committee (Schamel)
 - 1) Report of the Committee meeting (document 2019-47)
 - Consent Item: Approval of 2021 Budget**
Resolved that the CCLD Board of Trustees approve the 2021 Budget as submitted.
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee meeting (document 2019-48)
 - d) Personnel Committee (Appenzellar)
 - e) Election and Continuity Committee (Rogan)
 - f) Advocacy Committee
10. Executive Session
11. Old business
12. New business
13. Period for public expression
14. Adjournment

(Minutes of the July 16, 2020 meeting of the Chemung County Library District Board of Trustees. Document #2020-43)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present via Zoom were Pat Silvernail, Martha Smith, Kevin Hansen, Jessica Roberts, Phyllis Rogan, Bonnie Chollet, Jack Schamel, Karl Schewesinger, Pam Larnard, Penny Appenzellar, Ann Hayes, Lee Saginario, and Mark Padgett. Excused: Crystal Gullo-Buzzetti. Also present were Ron Shaw and Holly Melott on behalf of the Library District's Administration.

Minutes. The minutes of the June 2020 meeting (Document #2020-37) were presented for board review. Ms. Chollett moved that the June Board minutes be approved as amended, seconded by Mr. Schamel to accept the minutes as amended. **VOTE: Unanimously Approved.**

Financial Report. The June 30, 2020 Financial Report (Document #2020-38) was presented for board review. Mr. Schamel moved, second by Ms. Chollett, to approve the June Financial Report as distributed in writing. **VOTE: Unanimously Approved.**

Report of Unpaid Bills (Document #2020-33) Mr. Schamel moved, second by Ms. Smith, that the board authorize the payment of the unpaid bills dated 7/16/20 for the General Fund - \$30,045.26 and for the Grant fund \$15,805.69 as distributed in writing. **VOTE: Unanimously Approved.** Ms. Dworkin moved that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the corona pandemic, second by Mr. Schamel. **VOTE: Unanimously Approved.**

Mr. Schamel moved that Mark Padgett be appointed as the trustee for the 13th district to complete the 2020 term, second by Ms. Rogan. **VOTE: Unanimously Approved.**

Correspondence. Nothing to report at this time.

President's Report. Ms. Dworkin continues to closely monitor the pandemic situation. She appreciates the boards support and flexibility during this challenging time.

CONSENT ITEM: Mr. Schamel moved, second by Ms. Larnard, to accept the 2021 Budget as proposed. **VOTE: Unanimously Approved. Mr. Padgett abstained.**

Director's Report. Mr. Shaw reported on the following:

- Curbside pickup is running smoothly.
- All branches are to open to patrons on Monday, August 3rd. Appointments will be made in 15 minute increments. Curbside pickup will continue for an additional month.
- All staff will return to work in their respective locations.
- Administration and union representation are in agreement that employee needs are being met.
- Bob Butcher is making final changes to the breakroom remodeling plans, once completed, bids will be accepted.
- Deb Brimmer, head of IT, has secured an opportunity for computers to be purchased with a 50% match through STLS. Reserve funds have been authorized for use.

CONSENT ITEM: Ms. Rogan moved that Personnel Actions are approved as submitted, second by Mr. Schewesinger. VOTE: Unanimously Approved.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2020-40)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board, approved as amended. (Document #2020-41)

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2020-42)

Personnel Committee.

Election & Continuity Committee. Ms. Rogan reported that as per the Governor's directive, petitions will not be required. Ballots will be write-in only. The Library Board election will be held on Tuesday, November 3, 2020 at Steele and Horseheads Library. She will look into the availability and distribution of absentee ballots.

Advocacy Committee.

Old Business. Mr. Schamel moved, second by Mr. Schewesinger, that Article 7, Section 5, be amended to state: "When circumstances will not allow for a meeting of the CCLD Board or its committees in person and said meeting(s) may be held remotely (using the internet) as long as the following are observed:

1. All parties must be able to hear everyone participating in the meeting
2. If voting takes place the chair must be able to verify each participants vote.
3. If the meeting is by means of any type of video or other similar method the public notice shall contain the password for the public to access the meeting.
4. The meeting shall be recorded and the recording shall be made available to the public.
5. Members of the public who participate in the remote access meeting shall have the right to address the Board under the agenda period for public expression."

Mr. Schamel made a motion, second by Mr. Padgett, to send the proposed amendment to the CCLD lawyer for review. **VOTE: Ms. Dworkin called for a roll call: Opposed – Ms. Silvernail, Ms. Dworkin, Ms. Roberts, Ms. Rogan, Ms. Hayes, Ms. Larnard, Ms. Saginario, Ms. Smith, Mr. Hansen. In favor – Mr. Schamel, Mr. Padgett. Abstained: Ms. Chollett.**

Ms. Roberts made a motion, second by Ms. Larnard, to amend Article IV Section 1, as follows: "Meetings of the Board of Trustees shall be held on the third Thursday of each month 12 times per annum at times to be established by the Board. All Board meetings will be publicized and are open to the public **in accordance with the law.**" The bold being the proposed change.

Mr. Schamel made a motion, second by Mr. Padgett, to table the motion. **VOTE: Ms. Roberts called for a role call: Opposed – Ms. Roberts, Ms. Smith, Mr. Hansen, Ms. Appenzellar, Ms. Larnard, Mr. Schewesinger. In favor – Ms. Silvernail, Ms. Dworkin, Ms. Rogan, Ms. Hayes, Ms. Saginario, Mr. Schamel, and Mr. Padgett. Abstained – Ms. Chollet.**

Ms. Hayes made a motion, second by Mr. Schamel, to adjourn. **VOTE: Unanimously Approved.**

The next regular meeting of the board will be held on Thursday, August 20, 2020 at 6:00pm at the Steele Memorial Library and online via Zoom.

CHEMUNG COUNTY LIBRARY DISTRICT

(DOCUMENT #2020-44)

Financial Report - July 31, 2020

Income	2020 Annual Budget	Received to Date	Balance Remaining	Percentage Received	Percentage through Year	Notes
Library Fines, Fees & Contributions	\$ 60,025	\$ 296,576	\$ (236,551)	494.09%		Covid Project: \$3425;Memorial: \$277,970.38;
Grants (other than N.Y.S.)		\$ 41,993				HH Friends \$8600;Ukelele class\$960;Art Council \$5758; Friends \$18,000
Foundation Contributions (HH & Steele)	\$ 200,000	\$ 39,985	160,015	20%		St Foundation \$20,000
Library District Tax Receipts	\$ 3,115,115	\$ 3,180,354	(65,239)	102%		
PILOT Funds	\$ 70,000			0%		
Interest on Investments	\$ 8,000	\$ 2,403	5,597	30%		
State Aid						
Central Library Development	\$ 99,272		99,272	0%		
Central Book Aid	\$ 67,599		67,599	0%		
Local Library Services Aid	\$ 39,546		39,546	0%		
Other State Aid						
TOTAL INCOME	\$ 3,659,557	\$ 3,561,310	\$ 70,240	97%	58%	
Expense	Annual Budget	Expended to Date	Balance Remaining	Percent Expended	Percentage through Year	
Personnel						
Salaries	1,675,556	\$ 991,580	\$ 683,976	59%		
Overtime & Holiday Salaries	22,619	\$ 5,991	16,628	26%		
Employee Benefits						
FICA	129,910	\$ 77,632	\$ 52,278	60%		
NY State Retirement	267,967	\$ 204,933	\$ 63,034	76%		
Medical & Dental	518,495	\$ 301,866	\$ 216,629	58%		
Other (Disability, Wk. Comp, Unemp)	17,980	\$ 20,143	\$ (2,163)	112%		
Subtotal - Personnel Expenses	2,632,527	1,602,145	\$ 1,030,382	61%	58%	
Contractual						
Equipment	62,310	\$ 10,046	52,264	16%		Grant funds: \$1875
Telephone	14,800	\$ 9,534	5,266	64%		
Supplies	48,700	\$ 33,256	15,444	68%		Grant \$11414; BF Omara\$153;HH Foundation \$552;Mkting \$1837
Travel & Continuing Education	12,915	\$ 3,940	8,975	31%		
Repairs & Maintenance	27,010	\$ 7,506	19,504	28%		
Postage	2,000	\$ 1,756	244	88%		Additional mailing b/c of Covid - paychecks, SRC material
Library Materials (books, video, etc.)	375,041	\$ 159,409	215,632	43%		Gifts \$6710;HH Friends \$40
Utilities	60,200	\$ 31,222	28,978	52%		
Building Cleaning Supplies	13,700	\$ 13,700	0	100%		Increased cost due to Covid needs
Fuel, Gas & Oil (Bookmobile)	3,100	\$ 1,234	1,866	40%		
Insurance	33,577	\$ 33,644	(67)	100%		
Vehicle Operation / Maintenance	7,000		7,000	0%		
Professional Fees (audit, engineer/legal fees)	22,175	\$ 22,175	0	100%		
Data Processing Expenses (Cost Share)	131,681	\$ 82,382	49,299	63%		
Payment of Taxes	5,080	\$ 5,111	(31)	101%		
Library Programming	37,997	\$ 33,779	4,218	89%		Grant Funds\$6625 incl Tlab; Friends \$2345; HH Friends\$4911;Mkt \$736
Chemung County costs (B&G, vision)	14,000	\$ 1,108	12,892	8%		
Capital Improvements STATE CONST see below	10,000	\$ 25,587	(15,587)	256%		St outdoor sign -pd w/Reserve Funds
Contingency Fund	52,643	\$ 12,720	39,923	24%		Building supplies & Prof fees -including Zoom accounts
Subtotal Expenses	\$ 3,566,456	\$ 2,090,253	\$ 1,476,203	59%	58%	
2019 & 2020 State Construction Projects						
TOTAL EXPENSES	\$ 3,566,456	\$ 2,090,253				

Chemung County Library District General Fund
Unpaid Bills Detail
As of August 20, 2020

Type	Date	Memo	Open Balance
Aleta Yarrow			
Bill	08/20/2020	online art classes @ HH "Colors of our Earth" 9/9	235.00
Total Aleta Yarrow			235.00
AT&T - Illinois			
Bill	08/20/2020	long distance charges-ST	9.25
Total AT&T - Illinois			9.25
City. of Elmira			
Bill	08/20/2020	Outdoor concert 9/22 pd by Friends	50.00
Total City. of Elmira			50.00
Dell Marketing L.P.			
Bill	08/20/2020	laptop for HH - pd by Foundation	787.00
Total Dell Marketing L.P.			787.00
Demco, Inc.			
Bill	08/20/2020	processing supplies BF & St	128.64
Total Demco, Inc.			128.64
Filomena Jack			
Bill	08/20/2020	online program "Beaded Crochet Necklaces" - St	275.00
Total Filomena Jack			275.00
Horseheads Do It Center			
Bill	08/20/2020	wall outlets @ HH	14.03
Total Horseheads Do It Center			14.03
Mark Margeson			
Bill	08/20/2020	mowing x 5 @ WE 6/11-7/16	350.00
Bill	08/20/2020	mowing x 6 @ HH 6/11-7/23	420.00
Total Mark Margeson			770.00
Staples Advantage			
Bill	08/20/2020	Processing supplies - Juv & adult prog sup - St	77.38
Total Staples Advantage			77.38
TOTAL			2,346.30

Chemung County Library District General Fund
Unpaid Bills Detail
As of August 5, 2020

Type	Date	Memo	Open Balance
ABDO-SPOTLIGHT-MAGIC WAGON			
Bill	08/05/2020	STJUV collection	3,148.60
Total ABDO-SPOTLIGHT-MAGIC WAGON			3,148.60
Accessible Archives, Inc.			
Bill	08/05/2020	2020/21 Online sub. to 18th & 19th Century Newspapers	229.95
Total Accessible Archives, Inc.			229.95
Amazon Credit Plan			
Bill	08/05/2020	c	1,841.98
Bill	08/05/2020	purchase all libraries 6/4-76	1,262.78
Total Amazon Credit Plan			3,104.76
American Library Association			
Bill	08/05/2020	membership dues-Director 8/20-8/21	275.00
Total American Library Association			275.00
Aridan Books, Inc.			
Bill	08/05/2020	Crayon Kiosk svc for HH 2020	120.00
Total Aridan Books, Inc.			120.00
Blackbourn Solutions			
Bill	08/05/2020	Av Supplies BF	94.69
Total Blackbourn Solutions			94.69
Blackstone Publishing			
Bill	08/05/2020	Audiobooks purchase - BF	35.99
Bill	08/05/2020	Audiobooks purchase - St	39.99
Bill	08/05/2020	Audiobooks purchase - St	50.00
Bill	08/05/2020	Audiobooks purchase - St	100.00
Total Blackstone Publishing			225.98
Brodart Co.			
Bill	08/05/2020	St Juv labels	47.69
Total Brodart Co.			47.69
CCLD Petty Cash			
Bill	08/05/2020	WE -petty cash	176.65
Bill	08/05/2020	St petty cash - including BF & HH travel reimb/postage/Tinker Lab/...	694.87
Bill	08/05/2020	St petty cash - including BF & HH travel reimb/postage/Tinker Lab/...	265.10
Total CCLD Petty Cash			1,136.62
Chemung Canal Trust Company			
Bill	08/05/2020	Hot Spot renewal/Genealogy annual renewal/Zoom accounts/Tiner...	838.05
Bill	08/05/2020	Hot Spot renewal/Genealogy annual renewal/Zoom accounts/Tiner...	185.71
Total Chemung Canal Trust Company			1,023.76
Copy Express			
Bill	08/05/2020	Signage for new procedures - St	33.00
Total Copy Express			33.00
Dell Marketing L.P.			
Bill	08/05/2020	keyboard covers x all libraries	22,655.83
Total Dell Marketing L.P.			22,655.83
Demco, Inc.			
Bill	08/05/2020	processing supplies all libraries	129.74
Bill	08/05/2020	processing supplies all libraries	125.35
Total Demco, Inc.			255.09

Chemung County Library District General Fund
Unpaid Bills Detail
As of August 5, 2020

Type	Date	Memo	Open Balance
Eastern Copy Products			
Bill	08/05/2020	Contract base rate charge (06/01/20-5/31/21)	816.30
Total Eastern Copy Products			816.30
Elmira Structures, Inc.			
Bill	08/05/2020	Outdoor sign @ Steele - final payment	23,512.50
Total Elmira Structures, Inc.			23,512.50
Elmira Water Board			
Bill	08/05/2020	Water bill St 04/16-06-15	157.24
Total Elmira Water Board			157.24
Fire Alarm Service Technology, Inc.			
Bill	08/05/2020	Annual Basic Security Monitoring & Fire Alarm Maintenance - St	1,128.00
Bill	08/05/2020	Annual Basic Security Monitoring & Fire Alarm Maintenance - HH	300.00
Total Fire Alarm Service Technology, Inc.			1,428.00
Foster's Disposal Service			
Bill	08/05/2020	Dumpster fee for weeding project	318.75
Total Foster's Disposal Service			318.75
Ingram Library Services			
Bill	08/05/2020	All libraries - July - Library material	2,964.29
Bill	08/05/2020	All libraries - July - Library material	228.38
Bill	08/05/2020	All libraries - July - Library material	1,571.22
Bill	08/05/2020	All libraries - July - Library material	65.43
Bill	08/05/2020	All libraries - July - Library material	1,326.48
Bill	08/05/2020	All libraries - July - Library material	694.16
Bill	08/05/2020	All libraries - July - Library material	65.33
Bill	08/05/2020	All libraries - July - Library material	551.42
Bill	08/05/2020	All libraries - July - Library material	6,731.80
Total Ingram Library Services			14,198.51
Iva Ripley Sewing			
Bill	08/05/2020	#10 roller shades @ WE	6,395.00
Total Iva Ripley Sewing			6,395.00
JanWay Company USA, Inc.			
Bill	08/05/2020	Social distancing signage for all libraries	1,063.31
Total JanWay Company USA, Inc.			1,063.31
Kirkus Reviews			
Bill	08/05/2020	annual subscription - DIGITAL +Print HH	199.00
Total Kirkus Reviews			199.00
MidWest Tape			
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	452.91
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	91.45
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	591.80
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	576.94
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	1,241.74
Bill	08/05/2020	Av purchases - WE/HH/St - Adult & Juv - July	1,415.64
Total MidWest Tape			4,370.48
Pitney Bowes			
Bill	08/05/2020	supply of ink for mail machine	142.77
Total Pitney Bowes			142.77
Recorded Books			
Bill	08/05/2020	7 day use charges - 5/1-5/31/20	128.57

Chemung County Library District General Fund
Unpaid Bills Detail
As of August 5, 2020

Type	Date	Memo	Open Balance
Bill	08/05/2020	7 day use charges - 6/1-6/30	125.58
Total Recorded Books			254.15
Robert L. Butcher			
Bill	08/05/2020	Schematic design for Breakroom Refresh at ST - project mgmt - 2...	800.00
Total Robert L. Butcher			800.00
Southern Tier Library System			
Bill	08/05/2020	2nd quarter cost share all libraries	1,800.00
Total Southern Tier Library System			1,800.00
Swift Office Equipment, Inc.			
Bill	08/05/2020	HH copier usage charges 3/22/20-7/22/20	109.63
Total Swift Office Equipment, Inc.			109.63
Vasco Brands, Inc.			
Bill	08/05/2020	cleaning supplies BF/HH/WE	328.49
Total Vasco Brands, Inc.			328.49
W. B. Mason Co, Inc.			
Bill	08/05/2020	PPE - all libraries	219.92
Total W. B. Mason Co, Inc.			219.92
TOTAL			88,465.02

8:46 AM
08/05/20

Chemung County Library District Grant Fund
Unpaid Bills Detail
As of August 5, 2020

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Open Balance</u>
Ingram Library Services			
Bill	08/05/2020	Non-Fiction Materials -July	71.42
Total Ingram Library Services			71.42
Midwest Tape, LLC			
Bill	08/05/2020	CBA educational DVDs July	85.91
Total Midwest Tape, LLC			85.91
TOTAL			157.33

Document #2020-46

Report of the August 5, 2020 meeting of the Executive Committee of the Chemung County Library District:

The meeting came to order at 6:00pm. Attending the meeting in person or via Zoom from the Executive Committee were Rachel Dworkin, Martha Smith, and Jack Schamel. Holly Melott and Ronald Shaw, CCLD management were also present. Other board members in attendance were Pat Silvernail, Karl Schwesinger, Jessica Roberts Bonnie Chollet, Penny Appenzellar, and Ann Hayes.

Ms. Dworkin called the meeting to order at 6:00 p.m.

UNPAID BILLS: Ms. Melott submitted the Unpaid Bill List dated 8/5/20 for the General Fund - \$88,465.02, Grant Fund - \$157.33. **Mr. Schwesinger moved, second by Ms. Chollet to approve payment of the bills as submitted in writing. VOTE: Unanimously Approved.** Ms. Dworkin moved, second by Mr. Schwesinger, that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the corona pandemic **VOTE: Unanimously Approved.**

Director Ron Shaw gave the following reports:

- Mr. Shaw has explained, via local news outlets and social media, the value of the book weeding process, in response to numerous concerns.
- A representative from the NY Public Safety and Health Board will be coming to CCLD to conduct a workplace violence training for all staff.
- All branches are now open to the public, attendance has been slow at each location. No proposed full opening date at this time, state regulations are continually monitored and implemented.

Mr. Schwesinger moved to adjourn, second by Ms. Chollet. VOTE: Unanimously Approved.

The meeting adjourned at 6:15 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, September 1, 2020 at 6pm via Zoom or in person in the Petrie Conference Room of the Steele Memorial

Document #2020-47

Report of the August 12, 2020 meeting of the Budget & Finance Committee of the Chemung County Library District.

Attending the meeting via Zoom were CCLD board member Mr. Jack Schamel, Ms. Ann Hayes, Ms. Rachel Dworkin, and Ms. Jessica Roberts. Also in attendance Holly Melott and Ron Shaw, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the July 31, 2020 Financial Report to the Committee. The report will be forwarded to the full CCLD board for its consideration.

Ms. Melott presented the Unpaid Bill List dated August 20, 2020 for the General Fund - \$2346.30. The Unpaid Bills Details will be forwarded to the full CCLD board for its consideration.

The meeting adjourned at 8:55am. The next meeting of the Budget & Finance Committee will be held on Wednesday, September 9, 2020, in the Petrie Conference Room of the Steele Memorial

Document #2020-48

Report of the August 5, 2020 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30 pm. Present via Zoom or in person were Mr. Karl Schwesinger, Ms. Rachel Dworkin, Ms. Bonnie Chollet, Ms. Pat Silvernail, Ms. Ann Hayes, Ms. Martha Smith, and Ms. Jessica Roberts. Also attending were Holly Melott and Ronald Shaw, CCLD Management.

The Committee received reports on the following:

- Payment for the electronic sign and its installation at Steele are complete
- Work continues on the boiler at Steele
- Preparation is underway to open bids for work to be done on the breakroom
- Paving of the parking lot at Steele qualifies for NY State construction funds, available monies will be significantly less.

The meeting adjourned at 5:40pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, September 2, 2020 at 5:30pm via Zoom and in the Petrie Conference Room at the Steele Memorial Library.

Library Materials Expenditure Report for 2020					
July 31, 2020		58%	through 2020		
	gift funds	2020 Budget	total	total remaining for	% spend this
	Gift	2020	spent	this year	year
Department	Funds	budget	this year		
	as of 07/30/20				
Steele Memorial Library					
Children's (JUV)	\$ 1,696	\$ 36,000	\$ 12,680	\$ 25,017	33.64%
Juv AV		\$ 2,500	\$ 824	\$ 1,676	32.95%
Juv eBooks CBA Fund+Covid	\$ 1,000	\$ 3,500	\$ 1,069	\$ 3,431	23.75%
Young Adult	\$ 50	\$ 9,000	\$ 1,614	\$ 7,436	17.83%
YA eBooks CBA Fund+Covid	\$ 1,000	\$ 5,500	\$ 164	\$ 6,336	2.52%
Graphic Novels		\$ 3,800	\$ 694	\$ 3,106	18.27%
Reference - CBA Grant		\$ 10,000	\$ 6,155	\$ 3,845	61.55%
Electronic Reference - Gen. Fund		\$ 16,000	\$ 5,814	\$ 10,186	36.34%
Periodicals	\$ 119	\$ 8,000	\$ 5,436	\$ 2,683	66.95%
Zinio - CBA Grant		\$ 17,500	\$ 14,250	\$ 3,250	81.43%
Zinio - Gen. Fund		\$ 1,000		\$ 1,000	0.00%
Microforms/Genealogy	\$ 2,918	\$ 6,000	\$ 4,242	\$ 4,676	47.57%
Fiction	\$ 4,561	\$ 41,190	\$ 18,409	\$ 27,342	40.24%
FIC LARGE Print		\$ 2,500	\$ 418	\$ 2,082	16.73%
FIC eBooks CBA Fund+Covid	\$ 3,000	\$ 22,671	\$ 3,609	\$ 22,062	14.06%
DownL Aud/music/dvd/blue ray Gen.	\$ 2,500	\$ 8,500	\$ 191	\$ 10,809	1.74%
Adult Non-Fiction-General Fund	\$ 4,344	\$ 10,000		\$ 14,344	0.00%
Non-FIC eBooks CBA Fund+Covid	\$ 1,000	\$ 8,000	\$ 588	\$ 8,412	6.54%
Non-Fiction- CBA Fund		\$ 6,700	\$ 2,598	\$ 4,102	38.77%
Audio video/music/dvd/blue ray - Gen.	\$ 7,050	\$ 47,500	\$ 23,976	\$ 30,574	43.95%
Non-Fic Educ DVD GEN FUND	\$ 820	\$ -		\$ 820	0.00%
Non-Fic Educ DVD - CBA Fund+Covid	\$ 2,000	\$ 6,500	\$ 2,497	\$ 6,003	29.38%
Subtotal for Steele	\$ 32,058	\$ 272,361	\$ 105,227	\$ 199,192	
Big Flats Library	\$ 2,368	\$ 24,462	\$ 13,685	\$ 13,145	51.01%
Bookmobile	\$ 1,220	\$ 7,592	\$ 2,345	\$ 6,467	26.61%
West Elmira Library	\$ 2,448	\$ 24,462	\$ 10,878	\$ 16,031	
Horseheads Free Library-Adult	\$ 1,949	\$ 20,900	\$ 11,565	\$ 11,284	50.61%
HFL- AV	\$ 345	9,000	\$ 4,381	\$ 4,964	46.88%
HFL - Books Plus	\$ 243	-		\$ 243	0.00%
HFL - Juvenile	\$ 19,708	\$ 12,485	\$ 9,346	\$ 22,847	29.03%
VanEtten Library	\$ 50	\$ 6,121	\$ 1,485	\$ 4,686	24.06%
Subtotal for other libraries	\$ 28,331	\$ 105,022	\$ 53,685	\$ 44,024	
GRAND TOTALS	\$ 60,389	\$ 377,383	\$ 158,913	\$ 243,216	
E-Books purchased from Cost Share NOT included in this report- STLS will track					
**Processing fees for materials purchased WILL be included in this report					

	Jan-20		Feb-20		Mar-20		Apr-20		May-20		Jun-20		Jul-20		Aug-20		Sep-20		Oct-20		Nov-20		Dec-20		2020		2019		2018			
	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age	Total	%-age		
Adult Non-Fiction	2627	6.56%	2,537	6.62%	1,652	6.11%	29	0.27%	4	0.05%	141	1.16%	966	6.26%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	7,956	5.22%	27,378	5.64%	30,760	6.06%		
Adult Fiction	6747	16.86%	6,219	16.22%	4,839	17.91%	65	0.61%	30	0.34%	408	3.36%	2814	18.23%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	21,122	13.86%	79,031	16.29%	81,962	16.15%		
Juv NF	1498	3.74%	1,743	4.55%	1,336	4.94%	2	0.02%	1	0.01%	108	0.89%	573	3.71%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	5,261	3.45%	18,967	3.91%	19,877	3.92%		
Juv Fic	6007	15.01%	6,520	17.01%	5,214	19.30%	43	0.41%	19	0.22%	248	2.04%	2213	14.33%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	20,264	13.30%	82,350	16.97%	92,131	18.16%		
AV	10425	26.05%	9,994	26.07%	6,114	22.63%	21	0.20%	18	0.20%	234	1.93%	1658	10.74%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	28,464	18.68%	120,261	24.79%	125,827	24.80%		
Periodicals	156	0.39%	122	0.32%	60	0.22%	0	0.00%	0	0.00%	8	0.07%	58	0.38%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	404	0.27%	1,794	0.37%	1,982	0.39%		
Other	347	0.87%	280	0.73%	133	0.49%	0	0.00%	0	0.00%	3	0.02%	25	0.16%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	788	0.52%	5,297	1.09%	4,467	0.88%		
Public Pcs	1703	4.26%	1,812	4.73%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	0	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3,515	2.31%	21,738	4.48%	22,016	4.34%		
Wireless	2963	7.40%	2,680	6.99%	0	0.00%	996	9.38%	1153	13.10%	1427	11.77%	1445	9.36%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10,664	7.00%	34,341	7.08%	28,199	5.56%		
Down Audio	1338	3.34%	1,285	3.35%	1,359	5.03%	1476	13.91%	1491	16.94%	1524	12.57%	1591	10.30%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10,064	6.61%	13,330	2.75%	8,161	1.61%		
Down Ebooks	2374	5.93%	2,330	6.08%	2,563	9.49%	3019	28.45%	3509	39.87%	3319	27.37%	3393	21.98%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	20,507	13.46%	24,191	4.99%	19,655	3.87%		
Down Music	3324	8.31%	2,410	6.29%	2,507	9.28%	3295	31.05%	2132	24.22%	4141	34.14%	0	0.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	17,809	#DIV/0!	35,953	7.41%	24,537	4.84%			
Down Video	165	0.41%	188	0.49%	982	3.63%	1408	13.27%	71	0.81%	218	1.80%	145	0.94%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3,177	2.09%	17,156	3.54%	12,731	2.51%		
Down Mags	345	0.86%	219	0.57%	262	0.97%	259	2.44%	373	4.24%	349	2.88%	559	3.62%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2,366	1.55%	3,362	0.69%	1,481	0.29%		
Total	40,019		38,339		27,021		10,613		8,801		12,128		15,440		0		0		0		0		0		0		152,361		485,149		507,466	

