BOARD OF TRUSTEES REGULAR MEETING
THURSDAY, SEPTEMBER 8TH, 2022 @ 4:30 PM
LIBRARY MEETING ROOM
AGENDA

I. Call to Order

II. Minutes:
   b. July 21st, 2022: BECPL Contract Special meeting
   c. August 24th, 2022: Special meeting, NYS Library Construction Grant

III. Period for Public Expression (agenda items)

IV. Financial Reports
   a. BECPL Second 2022 System Appropriation
   b. 2021 Return to System update

V. Claims Audit Abstract Report

VI. Correspondence
   a. Senator Ryan Grants-in-Aid

VII. Director’s Report
   a. End of summer report
   b. Fall Event Calendar
   c. Staff Update
   d. Library Improvements

VIII. Unfinished Business
   a. Credit card/online banking – update
   b. Long Range Plan survey - update

IX. New Business
   a. Funding requests
      i. Youth Services Fall Programming
      ii. Collection Development Funds
      iii. NYS Library Construction Grant funding: discussion

X. Period for Public Expression (any library related topic)

Next Regular Meeting: Thursday, November 10th, 2022 at 4:30pm

Adjournment

If you have additional agenda items, please contact Bridgette Heintz or Richard Crawford.

**Please RSVP Bridgette Heintz, 773-7124 if you can NOT make the meeting.
CALL TO ORDER: The meeting was called to order by President Crawford at 4:43 PM.

ROLL CALL: Present were:
President Richard Crawford
Vice President Jill Banaszak
Secretary Agnes Becker
Treasurer Richard Earne
Town Liaison Christian Bahleda
Library Director Bridgette Heintz
Trustee Pat Rizzuto

MINUTES
Trustee Banaszak made a motion to accept the minutes of the June 2, 2022 Long Range Plan Survey workshop. Trustee Earne seconded the motion. Motion passed by roll call 5-0.

Trustee Banaszak made a motion to accept the minutes of the July 21, 2022 BECL Contract Special meeting. Trustee Earne seconded the motion. Motion passed by roll call 5-0.

Trustee Banaszak made a motion to accept the minutes of the August 24, 2022 Special meeting, NYS Construction Grant. Trustee Rizzuto seconded the motion. Motion passed by roll call 5-0.

PERIOD FOR PUBLIC EXPRESSION
No speakers came forward.

FINANCIAL REPORTS
The financial reports were received, reviewed and filed for audit.

CLAIMS AUDIT ABSTRACT REPORT
The audited vouchers were reviewed and will be authorized by Trustee Banaszak.

CORRESPONDENCE
Director Heintz reported that on August 1 she attended a press conference with Senator Ryan who will be awarding GIML $10,000 in library aid.

DIRECTOR’S REPORT
The complete Director’s report is attached.

UNFINISHED BUSINESS
a. Credit cards/online banking
   Director Heintz reported that the credit card has been received. Online banking tied to the M&T account is not possible. Trustee Rizzuto moved to close the M&T account and move the money in it to a checking account at Northwest Bank. Trustee Becker seconded the motion. Motion passed by roll call vote 5-0.

b. Long Range Plan survey-update
   No information has been received regarding a date for the survey to be included in The Bridge. The survey will be made available to patrons during October. It will be available in the library, on social media, at the Book Sale, at Trunk or Treat and where ever appropriate.
NEW BUSINESS

a. Funding requests
   i. Youth Services Fall Programming
      Director Heintz requested $2,000 for fall programming. $1,520 would come from the Tower Fund and $480 would come from general funding. Trustee Banaszak made a motion to approve $2,000 for fall programming. Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.
   ii. Collection Development Funds Sale
      Director Heintz requested $378.77 to purchase 31 adult fiction items using 2021 October Discard Sale funds and a recent $100 donation. Trustee Rizzuto made a motion to approve $378.77 to purchase 31 adult fiction items. Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.
   iii. NYS Library Construction Grant funding
      Senator Ryan’s $10,000 grant will be used for construction costs amounting to $9,142. Since the grant may be received after the construction, trustees discussed using money market funds to be replaced when grant and state funds are received. Trustee Banaszak moved to expend money market funds up to $10,000 to cover construction costs. Trustee Rizzuto seconded the motion. Motion passed by roll call vote 5-0.

PUBLIC EXPRESSION

Speaking for the Friends of the Grand Island Library, Trustee Banaszak reported that their treasury is down to $4,000 from $12,000 because of the many library projects they have financially supported. They will have to move cautiously when considering funding for future library projects.

NEXT MEETINGS

The ACT meeting will be held at the Kenmore Library on September 24. Please respond to Bridgette if you plan to attend.

Regular meeting November 10, 2022 at 4:30.

Trustee Banaszak moved to adjourn the meeting at 6:04. Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.
CALL TO ORDER: The meeting was called to order by President Crawford at 4:01 PM.

ROLL CALL: Present were:
- President Richard Crawford
- Vice President Jill Banaszak
- Secretary Agnes Becker
- Treasurer Richard Earne
- Town Liaison Christian Bahleda
- Library Director Bridgette Heintz
- Trustee Pat Rizzuto – Excused

MINUTES
Trustee Banaszak made a motion to approve the minutes of the May 12th meeting. Trustee Crawford seconded. Motion passed by roll call 4-0.

PERIOD FOR PUBLIC EXPRESSION
No speakers came forward.

FINANCIAL REPORTS
Moved to next regular meeting.

CLAIMS AUDIT ABSTRACT REPORT
Moved to next regular meeting.

CORRESPONDENCE
Moved to next regular meeting.

DIRECTOR’S REPORT
Moved to next regular meeting.

UNFINISHED BUSINESS
a. Long Range Plan 2023-2027
   Following a discussion, a “Please complete by” date will be added to the survey. President Crawford moved to accept the survey to be made available in the library, published in the Bridge, on the GIML website, on the BECPL website and at other available sites. Trustee Earne seconded. Motion passed by roll call vote 4-0.

NEW BUSINESS
a. 2022 BECPL Contract
   Following discussion Trustee Crawford moved to approve the 2022 BECPL contract as presented via resolution. Trustee Banaszak seconded. Motion passed by roll call vote 4-0.

PERIOD FOR PUBLIC EXPRESSION
No speakers came forward.
NEXT REGULAR MEETING
The next regular meeting will be September 8th at 4:30.

ADJOURNMENT
Motion made by Trustee Banaszak and seconded by Trustee Earne to adjourn the meeting at 4:22. Motion passed by roll call vote 4-0.
CALL TO ORDER: The meeting was called to order by President Crawford at 4:36 PM.

ROLL CALL: Present were:
President Richard Crawford Town Liaison Christian Bahleda
Vice President Jill Banaszak Library Director Bridgette Heintz
Secretary Agnes Becker Trustee Pat Rizzuto
Treasurer Richard Earne

MINUTES
Moved to next regular meeting

PERIOD FOR PUBLIC EXPRESSION
Moved to next regular meeting

FINANCIAL REPORTS
Moved to next regular meeting.

CLAIMS AUDIT ABSTRACT REPORT
Moved to next regular meeting.

CORRESPONDENCE
Moved to next regular meeting.

DIRECTOR’S REPORT
Moved to next regular meeting.

UNFINISHED BUSINESS
a. Long Range Plan 2023-2027-Survey Update
   Director Heintz reported that the survey is ready to be circulated but BOCES has not informed her of the date it will be included in The Bridge. President Crawford will contact Dr. Graham, Superintendent of Schools, to learn if he knows of the date.

NEW BUSINESS
a. 2022-2023 NYS Library Construction Grant
   Director Heintz shared documents related to the State Aid for Library Construction Program (FY2022-2023). Director Heintz explained the need for sidewalk repair and replacement of public rest room partitions, sharing pictures of each. $9,000 of NYS Senator Sean Ryan’s grant to the library will be used to finance the repairs and any balance will be used to update the phone system. Following discussion, it was determined that the proposal must be presented at a Town Board meeting.
   President Crawford, Director Heintz and Town Liaison Bahleda will meet with Supervisor Whitney to discuss the Grant.
President Crawford moved that the President sign the Assurances for State Aid for Library Construction Program (FY2022-2023). Trustee Earne seconded the motion. Motion passed by roll call vote 5-0.

PERIOD FOR PUBLIC EXPRESSION
No speakers came forward.

NEXT REGULAR MEETING
The next regular meeting will be September 8th, 2022 at 4:30.

ADJOURNMENT
Motion made by President Crawford and seconded by Trustee Banaszak to adjourn the meeting at 4:51. Motion passed by roll call vote 5-0.
# GRAND ISLAND MEMORIAL LIBRARY PRIVATE FUNDS FINANCIAL REPORT

## MAY-AUGUST 2022

### Balance Private Checking Account

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/31/2022</td>
<td>$10,171.12</td>
</tr>
<tr>
<td>6/30/2022</td>
<td>$10,981.42</td>
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<tr>
<td>7/31/2022</td>
<td>$9,089.89</td>
</tr>
<tr>
<td>8/31/2022</td>
<td>$7,894.91</td>
</tr>
</tbody>
</table>

### Deposits Private Checking

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/11/2022</td>
<td>GI Lions Donation - for large print books</td>
<td>$250.00</td>
</tr>
<tr>
<td>5/27/2022</td>
<td>Amazon Smile Donation</td>
<td>$12.99</td>
</tr>
<tr>
<td>6/13/2022</td>
<td>NY Library Construction Grant (sidewalks/parking lot light poles) - last 10%</td>
<td>$1,787.00</td>
</tr>
<tr>
<td>6/27/2022</td>
<td>Deb Beis - Dr. Harper Memorial</td>
<td>$25.00</td>
</tr>
<tr>
<td>6/27/2022</td>
<td>Packard Donation</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

**Total May Deposits:** $262.99

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/10/2022</td>
<td>Amazon conference microphone/20' usb cord (2020 Tower)</td>
<td>$43.98</td>
</tr>
<tr>
<td>6/14/2022</td>
<td>Mustafa Gokcek-Ukraine presentation on 6/14/22 (2021 Tower)</td>
<td>$100.00</td>
</tr>
<tr>
<td>7/25/2022</td>
<td>Erie County Master Gardener - Folklore of Trees presentation on 7/25/22</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

**Total June Deposits:** $1826.00

**Total July Deposits:** $0

**Total August Deposits:** $0

### TOTAL Deposits May-August: $2,124.99

### Disbursements Private Checking

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/2/2022</td>
<td>N91: Art-y Time - Spring paint night on 5/2/22 (2020 Tower)</td>
<td>$255.00</td>
</tr>
<tr>
<td>5/26/2022</td>
<td>N88: Storybook Cook - Spring Appetizers Reading Program on 5/26/22 (2020 Tower)</td>
<td>$225.00</td>
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<tr>
<td>6/2/2022</td>
<td>N92: Fun Express-Fitness Fun Summer Reading Program supplies (2021 Tower)</td>
<td>$187.15</td>
</tr>
<tr>
<td></td>
<td>N93: Noah's Ark Workshop-supplies for plush penguin workshop on 8/1/22 (2021 Tower)</td>
<td></td>
</tr>
<tr>
<td>6/2/2022</td>
<td></td>
<td>$279.80</td>
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<tr>
<td>6/10/2022</td>
<td>N105: Amazon-conference microphone/20' usb cord (2020 Tower)</td>
<td>$43.98</td>
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<tr>
<td>6/10/2022</td>
<td>N106: Amazon-summer crafternoon supplies (2021 Tower)</td>
<td>$110.77</td>
</tr>
<tr>
<td>6/14/2022</td>
<td>N94: Mustafa Gokcek-Ukraine presentation on 6/14/22 (2021 Tower)</td>
<td>$100.00</td>
</tr>
<tr>
<td></td>
<td>N107: BECPL-collection development purchases (Garden Club/GI Lions/2021</td>
<td></td>
</tr>
<tr>
<td>6/27/2022</td>
<td>Discard sale funds/Geering Memorial</td>
<td>$579.73</td>
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<tr>
<td>7/5/2022</td>
<td>N96: Ben Berry - Circus for All workshop on 7/5/22 (2021 Tower)</td>
<td>$350.00</td>
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<tr>
<td>7/7/2022</td>
<td>N97: Lee Coppola - Reporter presentation on 7/7/22 (2021 Tower)</td>
<td>$120.00</td>
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<tr>
<td>7/8/2022</td>
<td>N98: Liz Baud - The Storybook Cook kids program on 7/15/22 (2021 Tower)</td>
<td>$175.00</td>
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<tr>
<td>7/15/2022</td>
<td>N99: Donna Baia - Kidding Around Yoga class on 7/15/22 (2021 Tower)</td>
<td>$75.00</td>
</tr>
<tr>
<td>7/18/2022</td>
<td>N100: Explore &amp; More - Invention Exchange program on 7/28/22 (2021 Tower)</td>
<td>$300.00</td>
</tr>
<tr>
<td>7/29/2022</td>
<td>N101: Donna Baia - Kidding Around Yoga class on 7/29/22 (2021 Tower)</td>
<td>$75.00</td>
</tr>
<tr>
<td></td>
<td>N109: Erie County Master Gardener - Folklore of Trees presentation on 7/25/22</td>
<td></td>
</tr>
<tr>
<td>7/25/2022</td>
<td>(2021 Tower)</td>
<td>$75.00</td>
</tr>
</tbody>
</table>

**Total May Disbursements:** $480.00

**Total June Disbursements:** $2790.08

**Total July Disbursements:** $1170.00
8/26/2022 N108: Ben Berry - Brain Dance for Seniors program pm 8/26/22 (2021 Tower) $250.00
8/24/2022 N110: Best Buy - 65” Samsung TV (2020 Tower) $569.98

Total August Disbursements: $819.98

TOTAL Disbursements May-August: $4,171.41

Balance Money Market Account

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>6/5/2022</td>
<td>$131,487.09</td>
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<tr>
<td>7/4/2022</td>
<td>$131,493.36</td>
</tr>
<tr>
<td>8/4/2022</td>
<td>$131,500.06</td>
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<tr>
<td>August</td>
<td>$131,506.98</td>
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Disbursements Money Market Account

None

Deposits Money Market Account

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>6/5/2022</td>
<td>$6.92</td>
</tr>
<tr>
<td>7/4/2022</td>
<td>$6.27</td>
</tr>
<tr>
<td>8/4/2022</td>
<td>$6.70</td>
</tr>
<tr>
<td>9/2/2022</td>
<td>$6.92</td>
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</table>

TOTAL: $26.81
# GRAND ISLAND MEMORIAL LIBRARY COUNTY FUNDS FINANCIAL REPORT
## MAY-AUGUST 2022

### Deposits

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/31/2022</td>
<td>Fines and Print</td>
<td>$124.40</td>
</tr>
<tr>
<td>5/31/2022</td>
<td>interest</td>
<td>$0.04</td>
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<tr>
<td>6/6/2022</td>
<td>BECPL System Appropriation</td>
<td>$1,017.00</td>
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<tr>
<td>6/30/2022</td>
<td>Fines and Print</td>
<td>$146.79</td>
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<tr>
<td>6/30/2022</td>
<td>interest</td>
<td>$0.05</td>
</tr>
<tr>
<td>7/28/2022</td>
<td>Fines and Print</td>
<td>$164.15</td>
</tr>
<tr>
<td>7/29/2022</td>
<td>interest</td>
<td>$0.07</td>
</tr>
<tr>
<td>8/31/2022</td>
<td>interest</td>
<td>$0.07</td>
</tr>
</tbody>
</table>

*Total May Deposits: $124.44
Total June Deposits: $1163.84
Total July Deposits: $164.21
Total August Deposits: $0.07

**Total Deposits May-August:** $1,452.57

### Disbursements

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/27/2022</td>
<td>M66: Peggy Koppman reimbursement for flower/shrubs for library gardens</td>
<td>$323.22</td>
</tr>
<tr>
<td>7/18/2022</td>
<td>M67: BECPL - 2021 Return to System</td>
<td>$4,317.83</td>
</tr>
<tr>
<td>7/18/2022</td>
<td>M68: Town of GI - water/sewer 4/16/22-7/15/22</td>
<td>$79.05</td>
</tr>
<tr>
<td>7/21/2022</td>
<td>M69: Donald Klein - mileage</td>
<td>$72.07</td>
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<tr>
<td>7/21/2022</td>
<td>M70: Carly Spatar - mileage</td>
<td>$20.12</td>
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<tr>
<td>7/21/2022</td>
<td>M71: Elizabeth Schultz - mileage</td>
<td>$12.05</td>
</tr>
<tr>
<td>7/21/2022</td>
<td>M72: Bridgette Heintz - mileage</td>
<td>$62.33</td>
</tr>
</tbody>
</table>

*Total June Disbursements: $323.33
Total July Disbursements: $4563.45
Total August Disbursements: $0

**Total Disbursements May-August:** $4,886.67

### Balance County Funds

<table>
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<tbody>
<tr>
<td>5/31/2022</td>
<td>$5,391.52</td>
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<tr>
<td>6/30/2022</td>
<td>$6,555.36</td>
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<tr>
<td>7/31/2022</td>
<td>$1,844.96</td>
</tr>
<tr>
<td>8/31/2022</td>
<td>$1,832.98</td>
</tr>
</tbody>
</table>
As per BECPL Resolution 2022-12 of 5/16/22:
our library will be receiving another BECPL System Appropriation of $1,017 to offset fine revenue shortages due to the Fines Free Initiative.
This is in addition to the System Appropriation of $770 received in February of this year.
The Direct Local Income expected for Fines, Lost Books, etc. has been lowered from $2,000 to $983.
## CONTRACT MEMBER LIBRARIES - Monthly Financial Report

**LIBRARY:** GRAND ISLAND MEMORIAL LIBRARY  
**MONTH:** Aug-22

### SAP Acct. Description

<table>
<thead>
<tr>
<th>SAP Acct.</th>
<th>Description</th>
<th>Adopted Budget</th>
<th>Budget Transfers</th>
<th>Year-to-Date Expenditures</th>
<th>Available Budget</th>
<th>Comments</th>
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<tbody>
<tr>
<td>500000</td>
<td>Salaries - Full-time</td>
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<td>0</td>
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<tr>
<td>502000</td>
<td>Fringe Benefits</td>
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<td>0</td>
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<td>0</td>
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<tr>
<td>515000</td>
<td>Water</td>
<td>200</td>
<td>0</td>
<td>84</td>
<td>116</td>
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<tr>
<td>515000</td>
<td>Sewer</td>
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<td>130</td>
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<td>Telephone - Maintenance</td>
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<tr>
<td>510200</td>
<td>Dues and Fees</td>
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<td>1,070</td>
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<td>545000</td>
<td>Rental Charges</td>
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<td>0</td>
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<td>506200</td>
<td>Repairs &amp; Maintenance Chgs.</td>
<td>1,300</td>
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<td>1,319</td>
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<tr>
<td>555050</td>
<td>Insurance Charges</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>510000</td>
<td>Travel &amp; Mileage Expenses</td>
<td>450</td>
<td>0</td>
<td>188</td>
<td>262</td>
<td></td>
</tr>
<tr>
<td>530000</td>
<td>Other Expenses &amp; Charges</td>
<td>700</td>
<td>0</td>
<td>171</td>
<td>529</td>
<td></td>
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<tr>
<td>530000</td>
<td>Contingency (Bullet Aid)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>4,080</strong></td>
<td><strong>0</strong></td>
<td><strong>1,992</strong></td>
<td><strong>2,068</strong></td>
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</tbody>
</table>

### DIRECT LOCAL INCOME

<table>
<thead>
<tr>
<th>Description</th>
<th>Adopted Budget</th>
<th>Budget Revisions</th>
<th>Y-T-D Revenues</th>
<th>To Be Realized</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fines, Lost Books, etc.</td>
<td>903</td>
<td>0</td>
<td>1,082</td>
<td>(99)</td>
<td></td>
</tr>
<tr>
<td>Copy Machines</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Print Cost Recovery</td>
<td>1,250</td>
<td>0</td>
<td>1,194</td>
<td>56</td>
<td></td>
</tr>
<tr>
<td>Other Income</td>
<td>60</td>
<td>0</td>
<td>5</td>
<td>55</td>
<td></td>
</tr>
<tr>
<td>State Funding</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Municipal Support</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Donations (priv. persons/foundations)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Fundraising (events/booksales)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Interest Income</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Misc Income</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Use of Fund Balance</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td><strong>TOTAL DIRECT INCOME</strong></td>
<td>2,283</td>
<td>0</td>
<td>2,281</td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

---

As per BECPL Resolution 2022-12 of 5/16/22:
our library will be receiving another BECPL System Appropriation of $1,017 to offset fine revenue shortages due to the Fines Free Initiative.

This is in addition to the System Appropriation of $770 received in February of this year.
The Direct Local Income expected for Fines, Lost Books, etc. has been lowered from $2,000 to $983.
# Expense Ledger Parameters

Report ID: LIBDETAIL  
Year: 2022  
Include Beg. Encumbrance: Yes  
Period: 1  
To: 8  
Apply to Budget Columns: No  
Trans Date:  
Description: Display  
Vendor/Desc: Both  
Sort by: Date  
Subtotal by Sort by: No  
Spacing: Single  
Print Budget Adj.: No  
Acct Status: Active  
Print Parent Account: No  
Summary Only: No  
Suppress Zero Accts: Yes  
Grand Totals on Separate Page: No  
Open Enc. Only: No  
Include Req:  
Account Table: LIB LIBRARY  
Rule No. | Component | From | To | Acct Type | From | To  
--- | --- | --- | --- | --- | --- | ---  
1 | FUND | 001 | 001 |  
1 | DEPT | 7410 | 7410 |  
Alt. Sort Table:  
Sort:  
1 | Fund | No | No | Yes  
2 | Item | Yes | No | Yes  
Print Display Description: No
### Expense Ledger

**Town of Grand Island**

#### Fiscal Year: 2022  Period From: 1 To: 8  Trans. Date From: To:

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Vendor Code</th>
<th>Description</th>
<th>PO No. / Trans No.</th>
<th>Voucher No.</th>
<th>Check No.</th>
<th>YTD Appropriation</th>
<th>Req/Enc</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
</tr>
</thead>
<tbody>
<tr>
<td>001.7410.0408</td>
<td>0001001047</td>
<td>DUES &amp; SUBSCRIPTIONS.LIBRARY</td>
<td>137437</td>
<td>53203</td>
<td>0.00</td>
<td>100.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100.00</td>
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<tr>
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<td>0000000129</td>
<td>TRAINING &amp; EDUCATION</td>
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<td>53237</td>
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<td>300.00</td>
<td>0.00</td>
<td>0.00</td>
<td>300.00</td>
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<td>001.7410.0422</td>
<td>0000000129</td>
<td>REP/MAIN. BLDGS. &amp; GROUNDS.LIBRARY</td>
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<td>0.00</td>
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<tr>
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<td>H &amp; V SALES INC</td>
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<td>1,021.38</td>
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<td>0.00</td>
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<td>Service at Library, MISC Materials</td>
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<tr>
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<td>Service at Library, Pump Motor, Pump Coupler</td>
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<td>200.00</td>
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<tr>
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<td>Service at Library, Misc Materials</td>
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<td>54111</td>
<td>0.00</td>
<td>3,758.00</td>
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<td>Cross Controls &amp; Electric, Inc.</td>
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<td>625.00</td>
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**Total Item 0408**

8,450.00 | 0.00 | 17,588.12 | (9,138.12)  

**Total Item 0412**

300.00 | 0.00 | 300.00 | 0.00  

**Total Item 0422**

8,450.00 | 0.00 | 8,450.00 | 0.00  

**Total Item 0422**

8,450.00 | 0.00 | 17,588.12 | (9,138.12)  

**Item 0434**

LANDSCAPING MATERIALS
**Expense Ledger**

**TOWN OF GRAND ISLAND**

**Fiscal Year:** 2022  **Period From:** 1  **To:** 8  **Trans. Date From:**  To:

**Expense Ledger**

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Vendor Code</th>
<th>Description</th>
<th>PO No. / Trans No.</th>
<th>Voucher No.</th>
<th>Check No.</th>
<th>YTD Appropriation</th>
<th>Req/Enc</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
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<tbody>
<tr>
<td>Fund 001</td>
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<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td>Item 0434</td>
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<td>GENERAL FUND</td>
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<td></td>
<td></td>
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<tr>
<td>001.7410.0434</td>
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<td>LANDSCAPING MATERIALS</td>
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<tr>
<td>07/18/22</td>
<td>00000000695</td>
<td>LANDSCAPING MATERIALS.LIBRARY</td>
<td>138722</td>
<td>54158</td>
<td>0.00</td>
<td>224.00</td>
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**Total Item 0434**

<table>
<thead>
<tr>
<th>Description</th>
<th>YTD Appropriation</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
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</thead>
<tbody>
<tr>
<td>LANDSCAPING MATERIALS</td>
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<td>224.00</td>
<td>76.00</td>
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**Item 0443**

<table>
<thead>
<tr>
<th>Description</th>
<th>PO No. / Trans No.</th>
<th>Voucher No.</th>
<th>Check No.</th>
<th>YTD Appropriation</th>
<th>Req/Enc</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENTAL SUPPLIES</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>05/16/22</td>
<td>0001001183</td>
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<td>267.99</td>
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**Total Item 0443**

<table>
<thead>
<tr>
<th>Description</th>
<th>YTD Appropriation</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
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<tbody>
<tr>
<td>DEPARTMENTAL SUPPLIES</td>
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<td>267.99</td>
<td>(267.99)</td>
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</table>

**Grand Total**

<table>
<thead>
<tr>
<th>Description</th>
<th>YTD Appropriation</th>
<th>Expenditure</th>
<th>YTD Unencumb</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9,150.00</td>
<td>18,080.11</td>
<td>(8,930.11)</td>
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NOTE: One or more accounts may not be printed due to Account Table restrictions.
Abstract of Audited Vouchers for Trustees’ Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 6/2/22  June 2022  Total Claims (# of invoices): 12

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

_____________________________  ______________________________________
Date  Authorizing Official

<table>
<thead>
<tr>
<th>GI Invoice Tracking #</th>
<th>Claimant</th>
<th>Amount</th>
<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N92</td>
<td>Fun Express: Fitness Fun Summer Reading Program supplies (2021 Tower)</td>
<td>$187.15</td>
<td>3150</td>
<td>6/2/22</td>
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<tr>
<td>N93</td>
<td>Noah’s Ark Workshop: supplies for Plush Penguin Workshop on 8/1/22 (2021 Tower)</td>
<td>$279.80</td>
<td>3151</td>
<td>6/2/22</td>
</tr>
<tr>
<td>N94</td>
<td>Mustafa Gokcek: presentation on 6/14/22 (2021 Tower)</td>
<td>$100.00</td>
<td>3152</td>
<td>6/14/22</td>
</tr>
<tr>
<td>N95</td>
<td>Kimberly Strell: Art-y Time Adult Paint Night on 6/27/22 (2021 Tower)</td>
<td>$400.00</td>
<td>3153</td>
<td>6/27/22</td>
</tr>
<tr>
<td>N96</td>
<td>Ben Berry: Circus for All Workshop on 7/5/22 (2021 Tower)</td>
<td>$350.00</td>
<td>3154</td>
<td>7/5/22</td>
</tr>
<tr>
<td>N97</td>
<td>Lee Coppola: presentation on 7/7/22 (2021 Tower)</td>
<td>$120.00</td>
<td>3155</td>
<td>7/7/22</td>
</tr>
<tr>
<td>N98</td>
<td>Liz Bauld-The Storybook Cook: Kids class on 7/8/22 (2021 Tower)</td>
<td>$175.00</td>
<td>3156</td>
<td>7/8/22</td>
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<tr>
<td>N99</td>
<td>Donna Baia: Kidding Around Yoga on 7/15/22 (2021 Tower)</td>
<td>$75.00</td>
<td>3157</td>
<td>7/15/22</td>
</tr>
<tr>
<td>N100</td>
<td>Explore &amp; More: Invention Exchange program on 7/18/22 (2021 Tower)</td>
<td>$300.00</td>
<td>3158</td>
<td>7/18/22</td>
</tr>
<tr>
<td>N101</td>
<td>Donna Baia: Kidding Around Yoga on 7/29/22 (2021 Tower)</td>
<td>$75.00</td>
<td>3159</td>
<td>7/29/22</td>
</tr>
<tr>
<td>N102</td>
<td>Nan Hoffman: concert on 8/11/22 (2021 Tower) CHECK VOIDED: this program paid with BECPL Year End Appeal funds.</td>
<td>$150.00</td>
<td>3160</td>
<td>8/11/22</td>
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<td>N103</td>
<td>Ben Berry: Brain Dance program on 8/26/22 (2021 Tower)</td>
<td>$250.00</td>
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<td>8/26/22</td>
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</table>

Total: $2461.95  $2311.95
Abstract of Audited Vouchers for Trustees’ Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 6/10/22 June 2022 Total Claims (# of invoices): __3__

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

__________________________ ____________________________
Date Authorizing Official

Invoices

<table>
<thead>
<tr>
<th>GI Invoice Tracking #</th>
<th>Claimant</th>
<th>Amount</th>
<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N104</td>
<td>Feelings Rock: program on 6/14/22 (2021 Tower)</td>
<td>$75.00</td>
<td>3162</td>
<td>6/14/22</td>
</tr>
<tr>
<td>N105</td>
<td>Amazon: conference microphone/20’ usb cord (2020 Tower)</td>
<td>$43.98</td>
<td>3163</td>
<td>6/10/22</td>
</tr>
<tr>
<td>N106</td>
<td>Amazon: summer crafternoon supplies (2021 Tower)</td>
<td>$110.77</td>
<td>3164</td>
<td>6/10/22</td>
</tr>
</tbody>
</table>

Total: $229.75
Abstract of Audited Vouchers for Trustees’ Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 7/5/22 June 2022 Total Claims (# of invoices): 2

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

__________________________________________  ______________________________________
Date Authorizing Official

Invoices

<table>
<thead>
<tr>
<th>GI Invoice Tracking #</th>
<th>Claimant</th>
<th>Amount</th>
<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N107</td>
<td>BECPL Business Office: Collection Development purchases (sources: Garden Club/GI Lions/2021 Discard Sale funds/Geering Memorial)</td>
<td>$579.73</td>
<td>3165</td>
<td>6/27/22</td>
</tr>
<tr>
<td>N108</td>
<td>Aquarium of Niagara: Touch Tank/Turtle Program on 8/12/22</td>
<td>$360.00</td>
<td>3166</td>
<td>8/12/22</td>
</tr>
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</table>

Total: $939.73
Abstract of Audited Vouchers for County Checking Account (M&T -M)

Grand Island Memorial Library

Date of Audit: 7/5/22 June 2022 Total Claims (# of invoices): 1

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

__________________  __________________________
Date  Authorizing Official

<table>
<thead>
<tr>
<th>GI Invoice Tracking #</th>
<th>Claimant</th>
<th>Amount</th>
<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>M66</td>
<td>Marian Koppman: reimbursement for plants and shrubs for the library gardens</td>
<td>$323.22</td>
<td>11390</td>
<td>6/27/22</td>
</tr>
</tbody>
</table>

Total: $323.22
Abstract of Audited Vouchers for County Checking Account (M&T -M)

Grand Island Memorial Library

Date of Audit: 7/21/22 July 2022 Total Claims (# of invoices): 6

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

This abstract was reviewed by the Grand Island Memorial Library Board of Trustees at a regular/special board meeting on the date noted below.

__________________________
Date

__________________________
Authorizing Official

<table>
<thead>
<tr>
<th>GI Invoice Tracking #</th>
<th>Claimant</th>
<th>Amount</th>
<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>M67</td>
<td>BECPL: 2021 Return to System</td>
<td>$4317.83</td>
<td>11391</td>
<td>7/18/22</td>
</tr>
<tr>
<td>M68</td>
<td>Town of GI: water/sewer 4/16/22-7/15/22</td>
<td>$79.05</td>
<td>11392</td>
<td>7/18/22</td>
</tr>
<tr>
<td>M69</td>
<td>Donald Klein: mileage</td>
<td>$72.07</td>
<td>11393</td>
<td>7/21/22</td>
</tr>
<tr>
<td>M70</td>
<td>Carly Spatar: mileage</td>
<td>$20.12</td>
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<td>7/21/22</td>
</tr>
<tr>
<td>M71</td>
<td>Elizabeth Schultz: mileage</td>
<td>$12.05</td>
<td>11395</td>
<td>7/21/22</td>
</tr>
<tr>
<td>M72</td>
<td>Bridgette Heintz: mileage</td>
<td>$62.33</td>
<td>11396</td>
<td>7/21/22</td>
</tr>
</tbody>
</table>

Total: $4563.45
Abstract of Audited Vouchers for Trustees’ Private Checking Account (Northwest -N)

Grand Island Memorial Library

Date of Audit: 7/21/22 July 2022 Total Claims (# of invoices): 1

I certify that the invoices listed on this abstract were audited by the Grand Island Memorial Library Board member appointed as Claims Auditor and allowed to be paid to the claimants in the amounts shown.

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Date Authorizing Official

<table>
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<th>Check #</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N109</td>
<td>Erie County Master Gardener Pati Aine Guzinski: Folklore of Trees Presentation on 7/25/22 (2021 Tower)</td>
<td>$75.00</td>
<td>3167</td>
<td>7/25/22</td>
</tr>
</tbody>
</table>

Total: $75.00
Grand Island Memorial Library Board Meeting
September 8th, 2022 @ 4:30 pm
Library Meeting Room

Director’s Report

Minutes

- June 2nd, 2022: Long Range Plan Survey workshop
- July 21st, 2022: BECPL Contract Special meeting
- August 24th, 2022: Special meeting, NYS Library Construction Grant

Financial Report

- 5/31/22: Our library received a system appropriation in the amount of $1,017 to offset the revenue loss from the Fines Free initiative for the rest of 2022. The funds are to be used to offset operating costs and have been added to the County bank account for that purpose.

Claims Audit

Correspondence

- 8/1/22: Our library will receive $10,000 from Senator Sean Ryan in library aid (Grants-in-Aid NY Senate Resolution R2869). A portion of the funding will be used as 50% match for another NYS Library Construction Grant which was submitted to the library system on 8/26/22. Remaining aid will be used for a new phone system in 2023.

Director’s Report

- End of Summer Report: 7/5/22 thru 8/31/22
  - # of Programs: 157 (38 in 2021. Up 76%)
    - Please note: the State will have us report 2997 for this due to the way they want us to report the passive one-on-one programs (scavenger hunt/art table)
  - # of Attendees: 4,220 (489 in 2021. Up 88%)
  - Door Count: 9,401 visits (7,238 in 2021. Up 24%)
  - Circulation: 24,685 items (14,438 in 2021. Up 42%)
- Fall Event Calendar – see handout
- Staff updates:
  - Ethan Klie was promoted to a Sr. Page effective 8/27/22.
- Library Improvements:
  - Phone system: not eligible for construction grant funding. Will use what is left from Senator Ryan funds in 2023.
• Children’s Area Mural. Artist: Terry Klaaren. Friends funding has been secured for this project set for summer 2023.

• NYS Library Construction Grant: north entrance walkway/adjacent walkway work and public restroom partitions.
  ‧ Item under New Business to discuss fronting the funds to get this project completed this fall with the understanding that reimbursement will come as the Senate funds and Construction Grant awards are received. It is anticipated that the Senate funds may not be received until December 2022. Construction Grant funds will be not be awarded until July/August 2023.

• The following meetings/trainings were attended by Director Heintz May through August:
  ‧ 5/3/22: John Spears Meet and Greet at Central Library
  ‧ 5/7/22: ACT meeting at Central Library
  ‧ 5/18/22: Contract Member Library meeting via Zoom
  ‧ 5/19/22: Friends of GI Library Annual Meeting
  ‧ 5/20/22: Golden Age Center luncheon
  ‧ 5/26/22: Hoopla Training via Zoom with BECPL Tech Lab
  ‧ 6/8/22: BECPL Manager/Director Meeting via Zoom
  ‧ 6/24/22: meeting with Peggy Koppman to set up garden QR code project
  ‧ 7/7/22: meeting with Marsha Mis to coordinate adult art program
  ‧ 7/13/22: BECPL Manager/Director Meeting at Central Library
  ‧ 7/26/22: Contract Member Library meeting via Zoom
  ‧ 8/1/22: Town Budget line meeting via Zoom with Crawford and Bahleda
  ‧ 8/8/22: meeting with Bull’s Concrete for sidewalk estimate

Unfinished Business

• Credit Card/Online Banking:
  ‧ Northwest (PVT/Local account): Online banking has been set up.
  ‧ M&T (County account): were unsuccessful in getting online privileges for this account. The bank states due to the accounts ‘entity’ as a non-profit, online banking is not allowed. Dick Earne and I were told I can come in to get a statement printed out for the Financial Reports. Would like to discuss this with the Board further.

• Long Range Plan:
  ‧ Survey follow-up: we still have not received set dates for when The Bridge is coming out. We may want to discuss dates for distribution regardless as the current LRP expires at the end of this year.
New Business

- Funding Requests:
  - Youth Services Programming – see handout. Funding sources: remainders from 2019/2020/2021 Tower Donations ($2235.62 available among the three)
    - Total request: $2000
  - An adult programming budget for fall has been requested from the Friends.
  - Collection Development Funds:
    - Funding sources: 2021 Oct Discard Sale ($279.80) and 11/26/19 Paula Macumber Memorial donation ($100, no restrictions).
      - Total request: $378.77 to purchase Adult Fiction: Scifi/Fantasy/Movie Tie-in books off the last system checklist. 31 items would be purchased.
  - NYS Library Construction Grant funding:
    - Discussion – State and Grant funding being received vs. getting project done this year or next year. Do we pay up front out of Money Market funds and get reimbursed or wait for the above funding to be received? Con: costs most likely will go up if we wait until next year.
      - Costs:
        - cement work: $4,750
        - Restroom work: $4,392
      TOTAL: $9,142

Respectfully submitted,
Bridgette Heintz
Performers/Special Programs

Feelings Rock!
Tuesday, September 15 & Tuesday, November 20 at 10 am

Feelings Rock is a fun, interactive music and movement class for babies, toddlers, and preschoolers. Instructors use music to teach developmental skills with an emphasis on social and emotional skills, laying the foundation for a healthy body and mind.

Program total: $300 (for both sessions)

Storybook Cook: Family Cupcake Wars!
Saturday, October 15 at 1 pm

A 90 minute food competition for teams of 2-3 family members! Each team will be able to decorate 6 cupcakes for judging.

Program total: $225

Anime/Manga Workshop Presented By Tom Paul Fox
Saturday, November 12 & Saturday, November 19 at 3 pm

Artist and Illustrator Tom Paul Fox will offer a two-part workshop for teens that teaches anime and manga drawing, shading, and coloring.

Program total: $250 (for both sessions)

Gingerbread Houses
Saturday, December 17 at 1 pm

We will be offering a gingerbread house building workshop for twenty kids ages 5 to 12.

Program supply total: $290
Regular Programs

**Itty Bitty Storytime**
*October Session (Tuesdays at 10 am)*
October 4, October 11, October 18, October 25

*November/December Session (Tuesdays at 10 am)*
November 29, December 6, December 13, December 20

Program total: $0

**Preschool Storytime**
*October Session (Wednesdays at 10 am)*
October 5, October 12, October 19, October 26

*November/December Session (Wednesdays at 10 am)*
November 30, December 7, December 14, December 21

Program total: $135 (Oriental Trading Crafts)

**LEGO Club**
*Saturdays at 1 pm*
October 1, November 5, December 3

Program total: $0

**Read To A Dog**
*Saturdays from 1 - 3 pm*
October 8, November 12, December 10

Program total: $0

**Outreach**

**Kiddo’s Korner**
*Fridays from 10:30 am to 12:00 pm*
September 9, October 7, November 4, December 2
Kinderkiddz
Fridays (Time TBD)
September 16, October 14, November 18, December 9

Program total: $250 (Oriental Trading Crafts)

Miscellaneous

Color-Your-Own Gingerbread Playhouse
For Children’s Area

Color-Your-Own-Spaceship Playhouse
For Children’s Area

Supplies total: $70

Trunk or Treat (Presented by Assemblyman Angelo Morinello)
Saturday, October 29 from 12 pm - 2 pm (tentative)

Trunk or treating, crafts, and other activities.

Program supply total: $480

Youth Services Programming & Supply total: $1520
Total Youth Services Fall Funding Request Total: $2000

Funding source (for everything except Trunk or Treat):
remaining funds from Tower donations 2019/2020/2021

Trunk or Treat Funding Source: General Programming/County Funds