

**Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, January 12, 2023
4:15PM**

- I. Roll Call
- II. Call to Order
- III. Approval of and/or changes to the agenda
- IV. Review and approval of the meeting minutes of December 8, 2022
- V. Report of the Director

- VI. Public Comment

- VII. Monthly Financial Report
 - A. December Report
 - B. Audit Report
 - C. CD#045, matures 1/24/23
 - D. Mileage Reimbursement
 - E. 2023 Board Budget
 - F. Craft Budget Report – Oct.-Dec. 2022

- VIII. Old Business
 - A. Building Maintenance Update
 - 1. Staff Room Renovation
 - 2. Elevator
 - 3. Community Room Furnace
 - 4. Staff Room Heater Replacement
 - B. Nominations for Officers -2023 – VOTE
 - C. Sustainable Libraries Policy Review - VOTE

- IX. New Business
 - A. Annual Disclosure Statements
 - B. ACT Meeting: 1/23/23
 - C. Trustee Training
 - D. Contract Extension – Information Only
 - E. Display Case Policy Review
 - F. B&ECPL Sunday Payment: \$9,599.97
 - G. Collection Development: Vox Books, Adult Large Print - \$5,000
 - H. Wish List Items:
 - 1. Empire Pass - \$80
 - 2. Citizen Science - \$1,001.88
 - 3. Storytime Instruments: \$819.17
 - 4. Battery Recycling - \$65.00
 - 5. Garden Tools - \$520.84
 - 6. Snowblower - \$1,769.00

- X. Adjournment

Next Meeting: THURSDAY, February 9, 2023 – 4:15PM

**Lancaster Public Library
Board of Trustees
Meeting Minutes
December 8, 2022**

- I. Roll Call- President Sue Jacobs, Treasurer Jan Yarborough, Trustee Kristyn Wind, Library Director Kara Stock, Friends President Donna Stempniak, Trustee Emeritus Albert Martin.
- II. Call to Order- called to order at 4:15pm by Jacobs
- III. Approval/changes to the agenda- Section VII F-Petty cash and section IX J- Firewood added. Accepted as amended. 1st- Yarborough, 2nd Jacobs, unanimous
- IV. Changed the name of system trustee to Carima El-Bhairi. Accepted as amended, 1st Yarborough, 2nd Jacobs, unanimous
- V. Report of the Director- Received a thank you letter from the AAVW for our book donation. Outreach at the St. Mary Elementary craft show, 80 people participated at the library's table. We have received our mentor for the sustainable library initiative.
- VI. Public Comment- Donna Stempniak on behalf of the Friends of the Library- Monica Wallace grant paperwork is in progress. New fundraiser being considered, a jewelry and accessories sale.
- VII. Monthly Financial Report
 - A. November Report- accepted as amended, 1st Yarborough, 2nd Wind, unanimous
 - B. Audit Report- tabled until next meeting
 - C. CD#045- tabled until next meeting
 - D. Town Budget- Quarterly report was presented
 - E. Holiday Party Budget- moved to add \$71.99 to party budget, 1st Yarborough, 2nd Jacobs
 - F. Replenish Petty Cash- moved to replenish \$150 to petty cash, 1st Jacobs, 2nd Yarborough
- VIII. Old Business
 - A. Building Maintenance Update
 1. Staff Room Renovation- no progress
 2. Elevator- waiting on parts due to supply chain issue
 3. Community Room Furnace- fixed this past Tuesday
 4. Staff Room Heater- to be replaced
 5. Roof Leaks- due to damage from the snow storm, repairs are in progress
 6. Gutter De-Icers- damaged from the snow storm, repairs are in progress
 - B. Nominations for Officers for 2023- tabled
 - C. Rules of Conduct Policy- policy adopted as amended, 1st Jacobs, 2nd Wind
 - D. Advocacy Meetings
 1. Assemblywoman Wallace- Kara Stock and Ken Graber attended
 2. Senator Gallivan, Friday, December 9- Kara Stock will be attending
- IX. New Business
 - A. Sustainable Libraries Initiative Policy Review- tabled
 - B. 2023 Craft Budget Request- moved to spend \$2,500, 1st Wind, 2nd Jacobs

C. 2023 Policy review schedule was presented

D. Beverly Panton Bequest Suggestions- motion to spend up to \$3,000 on music purchases,
1st Yarborough, 2nd Jacobs

E. Break Room Table and Chairs- motion to spend up to \$850 on this purchase, 1st
Yarborough, 2nd Jacobs

F. Book Labels- Move to spend \$204.82 on book labels, 1st Jacobs, 2nd Yarborough

G. Taproot Subscription- moved to spend \$60.00 for subscription, 1st Wind, 2nd Yarborough

H. Seed Library Hubs- moved to spend \$29.98, 1st Wind, 2nd Jacobs

I. CD Case- moved to spend \$32.99, 1st Yarborough, 2nd Jacobs

J. Firewood- moved to spend up to \$200, 1st Yarborough, 2nd Jacobs

X. Adjournment at 601:pm, 1st Wind, 2nd Yarborough

**Lancaster Public Library
Director's Report
December 2022**

PARTNERSHIPS

Family Literacy – Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back-to-back Family Literacy Workshops for **19 & 11** attendees respectively on Wednesday, December 21st.

Lancaster Garden Club – This club decorated the library for the holidays.

Lancaster High School Work-Based Learning Program – Students in the program made free bookmarks to provide for our patrons.

Math Tutor – NYS certified math teacher Catherine Thielmann offered free tutoring for grades 3 through 9 on Tuesday evenings.



Paws for Love – A volunteer from the SPCA Paws for Love organization brought a therapy dog to the library on Saturday, December 10th. **4** children practiced reading out loud to the dog.

Sleep in Heavenly Peace – The library collected bedding donations for this organization that helps children and families in need.

Toys for Tots – The library collected toys for this organization that distributes Christmas gifts to needy children in the community.

Youth Bureau Craft Program – Volunteers from the Lancaster Youth Bureau held a hands-on Christmas craft program on Wednesday, December 14th for **11** children.

PROGRAMMING

Book Clubs – Our two adult book clubs met on the first and second Tuesday of the month.

Computer Coach – Library Assistant John Benzee held **3** one-on-one technology appointments, assisting patrons with Microsoft Word, backing up files, and how to use a computer.

Craft Kits – We gave out a variety of free kits this month:

- **Craft & Carry** - 145 children picked up a holiday-themed craft kit.
- **STEM Kits: Build a Gumdrops Tree** - 22 children picked up this kit.
- **Take & Make** – These weekly kits had book themes and 151 were picked up.

Graham Cracker House Workshop – Youth Services Librarian Meagan Carr held two workshops on Saturday, December 17th for a total attendance of 31.



Happy "Noon" Year Party – Meagan held this event on Friday, December 30th for 22 children. They began with a story, *The Night Before New Year's* by Natasha Wing. Then they colored New Year's crowns, wishing wands, and countdown crafts. They rang in the "noon" year by tossing balloons up in the air using a colorful parachute.

Holiday Card Making – Meagan set up this station in the children's area of the library on Thursday, December 1st and 21 people of all ages made their own card using our supplies.

Kidding Around Yoga – 6 preschool age children, each accompanied by an adult, enjoyed yoga poses, fun music, storytelling, yoga games, and a special guided relaxation time on Monday, December 19th.

LEGO® Club – Youth Services Librarian Meagan Carr held 2 LEGO® Clubs for a total of 18 children on Saturday, December 3rd. The theme was "builder's choice" and the creations are on display in the library.

Mahjong Club - Our Mahjong Club continued to meet every Wednesday morning.

Storytimes - Meagan conducted a total of 14 sessions: 30 children attended Lapsit, 57 children attended Toddler Time, and 28 children attended Preschool Time.

Tech Training: Digital Magazines – 2 adults learned how to borrow digital magazines through the Libby app on Thursday, December 8th.

Young Adult Book Club – Part-time Librarian Michael Green held a book club for 5 attendees on Thursday, December 8th. They discussed *An Ember in the Ashes* by Sabaa Tahir.

TOUR

Meagan gave a tour of the library to **16** members of a local Girl Scout troop on Sunday, December 18th.

CONTINUING EDUCATION

December 7 – Meagan viewed *Less Work, More Fun: A System to Super-Charge Your Storytime Planning and Creativity*, a webinar from the New York State Library.

December 13 – Library Director Kara Stock viewed *Composting & Beyond for Library Staff*, a webinar from the Rochester Regional Libraries Council.

December 16 - John watched *Greening Your Home Office* by the Green NY Lunchtime Learning Sustainability Series.

MEETINGS

December 2 – Kara and Trustee Ken Graber attended an advocacy meeting with Assemblymember Monica Wallace.

December 9 – Kara attended an advocacy meeting with Senator Patrick Gallivan.

December 14 – Kara met with part-time Librarian Genevieve Maynard to discuss progress on her accessibility kits.

December 15 - Kara, Meagan, John, and Michael met to work on “Section A: Getting Started” as part of the certification process for the Sustainable Libraries Initiative. This is the first section out of 13 that need to be completed for the certification process. They planned for their upcoming waste audit, one of the many requirements for Section A. They also discussed ideas for less paper waste, better recycling practices, more environmentally friendly crafts, composting for staff, rain barrels, circulating garden tools, and native plants for the front garden.

Lancaster Public Library 2022 Highlights

Battle of the Books – Led by part-time Librarian Michael Green, the Lancaster Public Library won the 2022 Battle of the Books teen summer reading competition for the third time in a row!

Craft Kits - A total of 4,219 craft kits were picked up by families in 2022.

Little Free Library – This was installed in June at 321 Columbia Avenue in Depew through a partnership with the Lancaster-Depew Rotary Club. Our library is responsible for keeping this library stocked with free books.

Outreach was expanded in 2022:

- *April 14* - Library Director Kara Stock was the featured speaker at the Lancaster Women's Civic Club monthly meeting.
- *May 21* - Kara and Youth Services Librarian Meagan Carr staffed a table at the Village of Lancaster Spring Fest.
- *June 13* - Kara promoted our Village Scavenger Hunt to members of the Village VOICE, a non-profit organization run by merchants in the Village of Lancaster.
- *July 4* - Part-time Librarian Genevieve Maynard handed out free books to people walking by the library after the Village of Lancaster Independence Day parade.
- *August 2* - Meagan presented a storytime at St. Mary's Elementary School.
- *September 1* – Kara and Meagan gave a presentation about library resources to teachers at the Lancaster Central School District Staff Development Day.
- *September 17* – Kara and Meagan staffed a table at the Village of Lancaster Fall Fest.
- *October 2* – Kara staffed a table at the Erie County Fall Festival at Como Lake Park.
- *October 5 & 6* - Meagan presented storytimes at St. Mary's Elementary School.
- *October 7* - Genevieve visited It's a Small World Daycare for Community Helpers Week.
- *November 12* – Genevieve staffed a table at the St. Mary's Elementary Craft Show.

Partnerships:

- | | |
|------------------------------------|-----------------------------------|
| ● Albright Knox Art Truck | ● Lancaster Central Schools |
| ● Alden Lancaster Art Club | ● Lancaster-Depew Rotary Club |
| ● Alzheimer's Association | ● Lancaster Garden Club |
| ● Buffalo Museum of Science | ● Lancaster Historical Society |
| ● Erie County Botanical Gardens | ● Lancaster Women's Civic Club |
| ● Erie County Department of Health | ● Lancaster Youth Bureau |
| ● Friends of the Lancaster Library | ● League of Women Voters |
| | ● Catherine Thielmann, math tutor |

- New York State Department of Environmental Conservation
- St. Mary's Elementary School
- Sleep in Heavenly Peace
- SPCA Paws for Love
- The Tool Library
- Toys for Tots
- Village of Lancaster
- Young Audiences of Western New York

Programming – The library expanded in-person programming as we began to emerge from the COVID-19 pandemic. We offered a range of options for children through adults including storytimes, yoga for children, LEGO® club, read to a dog, makerspace, comic book club, young adult book club, author visits, mahjong, painting classes, technology training for adults, and computer coach appointments.

Seed Library - Library Assistant John Benzee debuted our new seed library in April. 625 vegetable, flower, and herb seed packets were picked up in 2022!

Social Narrative – Part-time Librarian Genevieve Maynard created a social narrative for our library: <https://www.buffalolib.org/locations-hours/lancaster-public-library>. This learning tool helps people with Autism Spectrum Disorder, or social anxieties, navigate social situations and learn social skills by simply stating the social expectations of a space as well as providing pictures of important details so they know what to expect when they visit.

Staffing - The library welcomed two new staff members, Paula Nelson and Lisa Friol.

Summer Kick-off Party – 200 people of all ages attended this party on Thursday, June 30th. Musician Glenn Colton provided a lively concert and Taco Dragon from *Dragons Love Tacos* made an appearance. Kids made a variety of crafts, went magnet fishing, and enjoyed a sensory table.

Sustainable Libraries Certification Program – In October 2022, our library was the first library in Western New York to join this program.

Village Scavenger Hunt - We partnered with 18 village locations to offer our first ever scavenger hunt for all ages. Participants looked for sea creatures in business windows and stopped in to get a sticker. 84 completed entries were returned to the library.

LANCASTER PUBLIC LIBRARY 2022 STATISTICS

CIRCULATION			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	8,583	3,832	124.0%
FEB	9,681	8,640	12.0%
MAR	11,175	9,752	14.6%
APR	15,609	8,582	81.9%
MAY	17,971	7,941	126%
JUN	18,973	9,924	91.2%
JUL	22,830	13,422	70.1%
AUG	24,206	11,479	110.9%
SEP	18,392	9,135	101.3%
OCT	18,462	9,748	89.4%
NOV	17,396	8,738	99.1%
DEC	16,364	8,279	97.7%
YR/DATE	199,642	109,472	82.4%

LIBRARY VISITS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	4,512	1,129	299.6%
FEB	5,318	3,544	50.1%
MAR	6,449	4,433	45.5%
APR	6,472	4,322	49.7%
MAY	5,648	3,824	47.7%
JUN	6,502	5,648	15.1%
JUL	7,816	6,169	26.7%
AUG	7,744	5,509	40.6%
SEP	5,823	4,423	31.7%
OCT	7,028	5,373	30.8%
NOV	5,097	4,606	10.7%
DEC	4,783	4,633	3.2%
YR/DATE	73,192	53,613	36.5%

PUBLIC ACCESS COMPUTER SESSIONS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	584	78	648.7%
FEB	574	510	12.5%
MAR	753	862	-12.6%
APR	613	673	-8.9%
MAY	693	661	4.8%
JUN	644	594	8.4%
JUL	631	738	-14.5%
AUG	717	698	2.7%
SEP	626	573	9.2%
OCT	662	644	2.8%
NOV	503	598	-15.9%
DEC	459	567	-19.0%
YR/DATE	7,459	7,196	3.7%

WIFI			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	1,189	736	61.5%
FEB	1,356	1,079	25.7%
MAR	1,680	1,418	18.5%
APR	1,469	1,299	13.1%
MAY	1,704	1,403	21.5%
JUN	1,710	1,559	9.7%
JUL	1,736	1,714	1.3%
AUG	1,659	1,221	35.9%
SEP	1,568	1,149	36.5%
OCT	1,543	1,454	6.1%
NOV	1,430	1,505	-5.0%
DEC	1,181	1,219	-3.1%
YR/DATE	18,225	15,756	15.7%

STAFF	
Librarian	Kara Stock
	Meagan Carr
	Genevieve Maynard, Michael Green
Lib. Asst.	John Benzee
Clerical	Lisa Watt
	Mary Pryzbyla
Sr. Page	Paige Ciezki, Eric Stiller
	Alexis Bartkowiak, Paula Nelson
Page	Lynn Hoy, Lisa Friol
	Yurie Calo
Caretaker	Joshua Strell

BRANCH HOURS	
Mon.	10:00 a.m. - 6:00 p.m.
Tues.	10:00 a.m. - 9:00 p.m.
Wed.	10:00 a.m. - 9:00 p.m.
Thurs.	10:00 a.m. - 9:00 p.m.
Fri.	10:00 a.m. - 5:00 p.m.
Sat.	10:00 a.m. - 5:00 p.m.
Sun.	12:00 p.m. - 5:00 p.m.

DAYS OPEN AND CLOSED

Days Open: 26

Days Closed: 5

**Lancaster Public Library
2022 Statistics and Proceeds**

	Tours		New Library Cards		Ref Q	Headphone	Copier	Vending	Book Sale	Donations
	No.	ATT	Child	Adult	No.	Proceeds	Proceeds	Proceeds	Proceeds	to Library
JAN	0	0	17	30	579	\$0.00	\$69.00	\$12.00	\$155.00	\$0.00
FEB	0	0	18	18	561	\$6.00	\$104.00	\$0.00	\$165.00	\$976.80
MAR	0	0	23	41	552	\$6.00	\$130.00	\$12.00	\$188.00	\$332.80
APR	0	0	19	36	514	\$9.00	\$56.00	\$0.00	\$151.00	\$0.00
MAY	0	0	20	31	507	\$9.00	\$61.00	\$20.00	\$187.00	\$201.00
JUN	1	23	37	35	654	\$12.00	\$72.00	\$0.00	\$183.00	\$320.00
JUL	0	0	61	46	745	\$18.00	\$92.00	\$12.00	\$200.00	\$0.00
AUG	0	0	24	33	709	\$3.00	\$62.00	\$20.00	\$215.50	\$100.00
SEP	0	0	53	32	717	\$15.00	\$83.00	\$0.00	\$181.00	\$36.00
OCT	0	0	39	36	648	\$12.00	\$75.60	\$13.00	\$139.00	\$103,864.29
NOV	0	0	16	19	523	\$9.00	\$80.70	\$0.00	\$171.00	\$134.68
DEC	1	16	22	25	523	\$3.00	\$43.30	\$21.00	\$171.00	\$25.00
TOTAL	2	39	349	382	7,232	\$102.00	\$928.60	\$110.00	\$2,106.50	\$105,990.57

Total Proceeds \$109,237.67

	Facebook	Instagram
	Followers	Followers
JAN	2,281	134
FEB	2,286	181
MAR	2,304	226
APR	2,412	249
MAY	2,418	261
JUN	2,438	282
JUL	2,490	311
AUG	2,523	326
SEP	2,670	357
OCT	2,720	385
NOV	2,753	407
DEC	2,775	428

December 2022 Programs


Program Date	Title	# of programs	Attendance	Target Audience
12/1/2022	Holiday Card Making	1	21	Intergenerational/Combined
12/2/2022	Storytime	1	20	Children 5 and under
12/2/2022	Storytime	1	20	Children 5 and under
12/3/2022	LEGO Club	1	12	Children 6-11
12/3/2022	LEGO Club	1	14	Children 6-11
12/6/2022	Storytime	1	16	Children 5 and under
12/6/2022	Storytime	1	20	Children 5 and under
12/6/2022	Book Club	1	8	Adults
12/7/2022	Mahjong Club	1	8	Adults
12/8/2022	Digital Magazines	1	2	Adults
12/8/2022	YA Book Club	1	5	Teens
12/9/2022	Storytime	1	20	Children 5 and under
12/9/2022	Storytime	1	18	Children 5 and under
12/10/2022	Manga Drawing	1	10	Teens
12/10/2022	Read to a Dog	1	8	Children 6-11
12/13/2022	Storytime	1	20	Children 5 and under
12/13/2022	Storytime	1	20	Children 5 and under
12/13/2022	Book Club	1	8	Adults
12/14/2022	Mahjong Club	1	4	Adults
12/14/2022	Youth Bureau Craft	1	11	Children 6-11
12/16/2022	Storytime	1	20	Children 5 and under
12/16/2022	Storytime	1	12	Children 5 and under
12/17/2022	Graham Cracker Houses	1	22	Children 6-11
12/17/2022	Graham Cracker Houses	1	40	Children 6-11
12/18/2022	Tour: Girl Scouts	1	16	Children 6-11
12/19/2022	Kidding Around Yoga	1	12	Children 5 and under
12/20/2022	Storytime	1	20	Children 5 and under
12/20/2022	Storytime	1	22	Children 5 and under
12/21/2022	Family Literacy	1	19	Intergenerational/Combined
12/21/2022	Mahjong Club	1	5	Adults
12/21/2022	Family Literacy	1	11	Intergenerational/Combined
12/30/2022	Noon Year Celebration	1	32	Intergenerational/Combined
12/31/2022	Take and Make Crafts	151	151	Intergenerational/Combined
12/31/2022	Craft & Carry	145	145	Intergenerational/Combined
12/31/2022	STEM Kits	22	22	Intergenerational/Combined
12/31/2022	Library Card Kits	2	2	Intergenerational/Combined
12/31/2022	Seed Library	5	5	Intergenerational/Combined
12/31/2022	Tutoring	10	10	Children 6-11
12/31/2022	Tutoring	10	10	Teens
12/31/2022	Tutoring	5	5	Adults

2022 Sunday Circulation

Date		Visits	Circulation
1/9		79	230
1/16		105	164
1/23		71	157
1/30		106	241
2/6		88	270
2/13		77	159
2/20		145	320
2/27		87	173
3/6		96	214
3/13		99	202
3/20		105	191
3/27		105	226
4/3	Book Sale	372	227
4/10		91	342
4/17	Easter		
4/24		72	126
5/1		99	315
5/8		55	92
5/15		105	253
5/22	BBQ	82	206
		2,039	4,108

9/11		73	106
9/18		104	253
9/25		69	265
10/2		68	148
10/9		85	196
10/16	Book Sale	255	151
10/23		72	85
10/30		82	122
11/6		101	186
11/13		94	184
11/20	Storm		
11/27		77	127
12/4		119	288
12/11		44	107
12/18		90	125
		1,333	2,343

	Patron Count	Circ
2022 Yearly Total Open 33 Sundays	3,372	6,451
2019 Yearly Total Open 37 Sundays	5,746	9,627
2018 Yearly Total Open 35 Sundays	5,437	9,539
2017 Yearly Total Open 35 Sundays	6,141	10,208
2016 Yearly total Open 36 Sundays	5,880	9,567
2015 Yearly Total Open 35 Sundays	5,992	9,779

Circulation							
Total Circulations							
 Library	December			Year to Date Totals			Footnotes
	2022 Total Circulations	2021 Total Circulations	% of Change	2022 Total Circulations	2021 Total Circulations	% of Change	
Alden (Ewell Free)	1,556	1,129	37.8%	19,522	16,855	15.8%	Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.
Amherst							
Audubon	49	16,640	-99.7%	279,960	228,364	22.6%	
Clearfield	37,854	12,674	198.7%	344,858	195,688	76.2%	
Eggertsville-Snyder	13,341	6,683	99.6%	153,116	95,529	60.3%	
Williamsville	6,013	2,054	192.7%	55,899	26,100	114.2%	
Angola	2,430	1,398	73.8%	31,849	20,653	54.2%	
Aurora	12,255	6,461	89.7%	140,261	83,949	67.1%	
Boston	2,434	1,437	69.4%	31,913	23,697	34.7%	
Cheektowaga							
Julia Boyer Reinstein	19,568	11,376	72.0%	244,259	154,443	58.2%	System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings. Erie County was under a State of Emergency at this time.
Reinstein Memorial	6,862	4,066	68.8%	86,706	48,756	77.8%	
Clarence	16,646	9,925	67.7%	205,340	146,326	40.3%	
Collins	4,944	2,000	147.2%	47,281	25,372	86.4%	
Concord	4,337	2,696	60.9%	53,215	34,019	56.4%	
Eden	3,361	2,392	40.5%	42,532	31,711	34.1%	
Elma	7,669	4,383	75.0%	94,463	56,791	66.3%	
Grand Island Memorial	9,949	4,916	102.4%	113,459	73,711	53.9%	
Hamburg							
Hamburg	15,789	7,866	100.7%	194,340	116,302	67.1%	
Lake Shore	5,154	3,019	70.7%	64,839	38,229	69.6%	
Lackawanna	3,590	1,906	88.4%	43,425	22,255	95.1%	
Lancaster	16,364	8,279	97.7%	199,642	109,472	82.4%	
Marilla	3,375	1,913	76.4%	35,876	27,002	32.9%	
Newstead	3,864	2,178	77.4%	53,180	32,043	66.0%	
North Collins	1,389	618	124.8%	17,222	11,537	49.3%	
Orchard Park	20,517	11,038	85.9%	250,766	152,759	64.2%	
City of Tonawanda	8,593	5,019	71.2%	97,945	60,111	62.9%	
Town of Tonawanda							
Kenilworth	5,081	3,153	61.1%	61,284	38,609	58.7%	Correctional Facility and Holding Center - Correctional Facility numbers reported again starting 9/2022. Staff returned to Holding Center 8/2022.
Kenmore	22,483	12,477	80.2%	269,869	165,714	62.9%	
West Seneca	15,779	8,448	86.8%	207,393	130,160	59.3%	
Buffalo							
Coles	1,772	906	95.6%	18,567	13,570	36.8%	
Crane	0	3,256	-100.0%	52,275	33,791	54.7%	
Dudley	4,106	2,101	95.4%	46,110	26,195	76.0%	
East Clinton	1,876	1,305	43.8%	25,517	13,869	84.0%	
González-Soto	0	2,026	-100.0%	26,394	27,613	-4.4%	
Merriweather	3,860	1,654	133.4%	40,286	25,709	56.7%	
North Park	10,949	3,582	205.7%	99,500	51,961	91.5%	Library2Go - Added to statistical reports 2/2022.
Panty	2,370	1,247	90.1%	23,781	15,026	58.3%	
Central	26,767	12,819	108.8%	304,349	169,153	79.9%	
BookmobileServices							
Library on Wheels	3,782	1,075	251.8%	28,467	13,129	116.8%	
Library2Go	1,811	See note.	See note.	9,091	See note.	See note.	
Institutions							
Correctional Facility	3,146	0	#DIV/0!	17,001	0	#DIV/0!	
Holding Center	8,790	0	#DIV/0!	30,601	0	#DIV/0!	
System							
Online Renewals	487	74,987	-99.4%	252,688	929,586	-72.8%	
Interlibrary Loans	856	818	4.6%	12,664	12,549	0.9%	
eAudiobooks	49,200	40,628	21.1%	558,182	468,831	19.1%	
eVideos	613	74	728.4%	5,582	1,176	374.7%	
eBooks	78,610	74,350	5.7%	918,475	913,868	0.5%	
eMusic	182	27,458	-99.3%	1,867	291,372	-99.4%	
eMagazines	5,512	See note.	See note.	44,599	See note.	See note.	
B&ECPL Totals	475,935	404,430	17.7%	5,956,410	5,173,555	15.1%	
Member Libraries	271,246	156,144	73.7%	3,440,414	2,166,157	58.8%	
Buffalo Branches	24,933	16,077	55.1%	332,430	207,734	60.0%	
Central Library	26,767	12,819	108.8%	304,349	169,153	79.9%	
Bookmobile Services	5,593	1,075	420.3%	37,558	13,129	186.1%	
Institutions	11,936	0	#DIV/0!	47,602	0	#DIV/0!	
System	135,460	218,315	-38.0%	1,794,057	2,617,382	-31.5%	

All 2022 Footnotes in Chronological Order

January:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

System-wide - Most (but not all) libraries closed 1/6/2022 due to weather.

Boston - Closed 1/7/2022 - Weather.

Clearfield - Closed 1/25/2022 - Heating issue.

Correctional Facility and Holding Center - Numbers not received.

Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.

Dudley - Closed 1/5/2022 - National Fuel issue.

East Aurora - Closed 1/6/2022 - Gas Line Repair.

Marilla - Closed 1/3/2022-1/10/2022 - Staffing.

Music/Music Videos Downloaded - The Library is in the process of evaluating a new service provider.

February:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

Audubon - Closed 2/7/2022-2/13/2022 - Main entrance/foyer construction.

Boston - 2/7/2022 - Internet down approximately 5 hours.

City of Tonawanda - Closed 2/7/2022-2/11/2022 - Carpet installation.

Clearfield - Closed 11am 2/10/2022 and closed 2/11/2022 - National Fuel Issue.

Correctional Facility and Holding Center - Numbers not received.

Elma and Orchard Park - 2/12/2022 - Internet down approximately 4 hours.

Julia Boyer Reinstein - Closed 2/9/2022 - Power work.

Library2Go - Added to statistical reports 2/2022.

Music/Music Videos Downloaded - The Library is in the process of evaluating a new service provider.

Orchard Park - Closed Sunday 2/27/2022.

Panty - Closed starting 2/14/2022 - Floor replacement.

March:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.

Correctional Facility and Holding Center - Numbers not received.

Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.

Library2Go - Added to statistical reports 2/2022.

Music/Music Videos Downloaded - The Library is in the process of implementing a new service provider.

Panty - Closed starting 2/14/2022 - Floor replacement.

April:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.

Correctional Facility and Holding Center - Numbers not received.

Library2Go - Added to statistical reports 2/2022.

Music/Music Videos Downloaded - The Library is in the process of implementing a new service provider.

Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.

May:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

Clarence - Closed 4/23/2022-5/14/2022 - Renovations and carpet installation.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Correctional Facility and Holding Center - Numbers not received.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

Music/Music Videos Downloaded - The Library is in the process of implementing a new service provider.

Orchard Park - Closed Sunday, 5/8/2022 - Staffing.

June:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Most libraries closed for Juneteenth federal holiday 6/20/2022.

System-wide - Fine free with autorenewals implemented 4/2022.

Aurora - Parking lot construction 6/13/2022-6/30/2022.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Correctional Facility and Holding Center - Numbers not received.

Dudley - Closed 6/21/2022 - Water main break.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

System - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

July:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

Coles - Closed 5/9/2022-7/9/2022 - Renovations and flooring project. Re-opened 7/11/2022.

Correctional Facility and Holding Center - Numbers not received.

Eggertsville - Closed 7/21/2022 - Building maintenance.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

System - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

August:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

Alden - 8/6/2022 - Closed 4 1/4 hours early (open 9-9:45am) due to power outage.

City of Tonawanda - Closed 8/24/2022 - sewer line repair.

Correctional Facility - Numbers not received. Staff returned to Holding Center 8/2022.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

Merriweather - Community assistance with NYS East Side Assistance grant applications.

September:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

Audubon - Closed 9/14/2022 and a partial day 9/15/2022 - Plumbing issues.

Correctional Facility and Holding Center - Correctional Facility numbers reported again starting this month. Staff returned to Holding Center 8/2022.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed September 2021 due to construction.

González-Soto - Closed starting 9/12/2022 - Phase 1 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

October:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Fine free with autorenewals implemented 4/2022.

System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

Alden - Closed 10/8/22-10/27/22 - Renovations.

Angola - Closed 10/10/22 - Columbus Day.

Audubon - Closed starting 10/10/2022 - Construction.

Correctional Facility and Holding Center - Correctional Facility numbers reported again starting 9/2022. Staff returned to Holding Center 8/2022.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed October 2021 due to construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Marilla - Closed 10/8/2022 - Staffing.

November:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm 11/17/2022-11/22/2022, including partial and full day closings.

System-wide - Fine free with autorenewals implemented 4/2022.

System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

Audubon - Closed starting 10/10/2022 - Construction.

Correctional Facility and Holding Center - Correctional Facility numbers reported again starting 9/2022. Staff returned to Holding Center 8/2022.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

December:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings.

Erie County was under a State of Emergency at this time.

System-wide - Fine free with autorenewals implemented 4/2022.

System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022.

Audubon - Closed starting 10/10/2022 - Construction.

Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.


Correctional Facility and Holding Center - Correctional Facility numbers reported again starting 9/2022. Staff returned to Holding Center 8/2022.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Library Visits

	December			Year to Date Totals			Footnotes
	2022	2021	% of	2022	2021	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	606	711	-14.8%	9,178	9,780	-6.2%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings. Erie County was under a State of Emergency at this time.</p> <p>Audubon - Closed starting 10/10/2022 - Construction.</p> <p>Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Library2Go - Added to statistical reports 2/2022.</p>
<i>Amherst</i>							
Audubon	0	7,823	-100.0%	82,395	100,436	-18.0%	
Clearfield	10,264	6,699	53.2%	121,398	97,860	24.1%	
Eggertsville-Snyder	3,422	3,431	-0.3%	51,218	47,419	8.0%	
Williamsville	1,981	1,188	66.8%	24,362	16,372	48.8%	
Angola	2,684	3,176	-15.5%	35,394	36,400	-2.8%	
Aurora	3,914	3,960	-1.2%	55,668	45,048	23.6%	
Boston	859	840	2.3%	13,640	13,459	1.3%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	5,593	6,346	-11.9%	88,768	78,134	13.6%	
Reinstein Memorial	2,356	2,460	-4.2%	37,043	27,387	35.3%	
Clarence	4,167	4,678	-10.9%	62,253	63,831	-2.5%	
Collins	1,232	951	29.5%	15,011	11,862	26.5%	
Concord	2,026	1,740	16.4%	29,355	24,473	19.9%	
Eden	860	1,032	-16.7%	15,375	14,704	4.6%	
Elma	2,442	2,467	-1.0%	36,441	30,322	20.2%	
Grand Island Memorial	2,770	2,642	4.8%	45,313	37,415	21.1%	
<i>Hamburg</i>							
Hamburg	5,735	4,670	22.8%	75,597	60,253	25.5%	
Lake Shore	2,208	2,254	-2.0%	32,350	26,691	21.2%	
Lackawanna	2,300	1,871	22.9%	33,503	24,068	39.2%	
Lancaster	4,783	4,633	3.2%	73,192	52,465	39.5%	
Marilla	779	913	-14.7%	10,587	11,702	-9.5%	
Newstead	2,163	1,521	42.2%	28,583	24,825	15.1%	
North Collins	873	781	11.8%	11,871	10,515	12.9%	
Orchard Park	7,964	7,752	2.7%	115,563	92,384	25.1%	
City of Tonawanda	3,560	3,119	14.1%	44,298	39,844	11.2%	
<i>Town of Tonawanda</i>							
Kenilworth	2,138	2,120	0.8%	32,054	31,875	0.6%	
Kenmore	5,846	6,132	-4.7%	91,014	76,702	18.7%	
West Seneca	6,416	5,903	8.7%	89,857	75,625	18.8%	
<i>Buffalo</i>							
Coles	2,414	2,161	11.7%	26,853	30,777	-12.7%	
Crane	0	2,301	-100.0%	21,250	25,751	-17.5%	
Dudley	1,982	2,148	-7.7%	30,152	27,634	9.1%	
East Clinton	669	900	-25.7%	15,982	10,912	46.5%	
González-Soto	0	2,144	-100.0%	22,969	29,861	-23.1%	
Merriweather	4,428	3,852	15.0%	76,887	47,820	60.8%	
North Park	3,802	3,591	5.9%	54,058	46,266	16.8%	
Panty	1,880	1,749	7.5%	25,312	23,299	8.6%	
<i>Central</i>	19,485	12,422	56.9%	198,184	123,448	60.5%	
<i>Bookmobile Services</i>							
Library on Wheels	1,270	742	71.2%	15,965	8,530	87.2%	
Library2Go	160	See note.	See note.	2,707	See note.	See note.	
<i>Institutions</i>							
Correctional Facility	672	549	22.4%	7,600	9,379	-19.0%	
Holding Center	444	300	48.0%	4,840	3,453	40.2%	
System	127,147	124,672	2.0%	1,864,040	1,568,981	18.8%	
Member Libraries	89,941	91,813	-2.0%	1,361,281	1,181,851	15.2%	
Buffalo Branches	15,175	18,846	-19.5%	273,463	242,320	12.9%	
Central Library	19,485	12,422	56.9%	198,184	123,448	60.5%	
Bookmobile	1,430	742	92.7%	18,672	8,530	118.9%	
Institutions	1,116	849	31.4%	12,440	12,832	-3.1%	

All 2022 Footnotes in Chronological Order

January:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

System-wide - Most (but not all) libraries closed 1/6/2022 due to weather.

Boston - Closed 1/7/2022 - Weather.

Clearfield - Closed 1/25/2022 - Heating issue.

Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.

Dudley - Closed 1/5/2022 - National Fuel issue.

East Aurora - Closed 1/6/2022 - Gas Line Repair.

Marilla - Closed 1/3/2022-1/10/2022 - Staffing.

February:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

Audubon - Closed 2/7/2022-2/13/2022 - Main entrance/foyer construction.

Boston - 2/7/2022 - Internet down approximately 5 hours.

City of Tonawanda - Closed 2/7/2022-2/11/2022 - Carpet installation.

Clearfield - Closed 11am 2/10/2022 and closed 2/11/2022 - National Fuel Issue.

Elma and Orchard Park - 2/12/2022 - Internet down approximately 4 hours.

Julia Boyer Reinstein - Closed 2/9/2022 - Power work.

Library2Go - Added to statistical reports 2/2022.

Orchard Park - Closed Sunday 2/27/2022.

Panty - Closed starting 2/14/2022 - Floor replacement.

March:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.

Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.

Library2Go - Added to statistical reports 2/2022.

Panty - Closed starting 2/14/2022 - Floor replacement.

April:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.

Library2Go - Added to statistical reports 2/2022.

Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.

May:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Clarence - Closed 4/23/2022-5/14/2022 - Renovations and carpet installation.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

Orchard Park - Closed Sunday, 5/8/2022 - Staffing.

June:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Most libraries closed for Juneteenth federal holiday 6/20/2022.

Aurora - Parking lot construction 6/13/2022-6/30/2022.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Dudley - Closed 6/21/2022 - Water main break.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

July:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Coles - Closed 5/9/2022-7/9/2022 - Renovations and flooring project. Re-opened 7/11/2022.

Eggertsville - Closed 7/21/2022 - Building maintenance.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

August:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Alden - 8/6/2022 - Closed 4 1/4 hours early (open 9-9:45am) due to power outage.

City of Tonawanda - Closed 8/24/2022 - sewer line repair.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

Merriweather - Community assistance with NYS East Side Assistance grant applications.

September:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Audubon - Closed 9/14/2022 and a partial day 9/15/2022 - Plumbing issues.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed September 2021 due to construction.

González-Soto - Closed starting 9/12/2022 - Phase 1 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

October:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Alden - Closed 10/8/22-10/27/22 - Renovations.

Angola - Closed 10/10/22 - Columbus Day.

Audubon - Closed starting 10/10/2022 - Construction.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed October 2021 due to construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Marilla - Closed 10/8/2022 - Staffing.

Merriweather - Estimated 10/14/2022-10/31/2022 - Counter malfunction.

November:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm 11/17/2022-11/22/2022, including partial and full day closings.

Audubon - Closed starting 10/10/2022 - Construction.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Lackawanna - Estimates 11/2022 - Counter malfunction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Estimates 11/1/2022-11/14/2022 - Counter malfunction.

December:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings.

Erie County was under a State of Emergency at this time.

Audubon - Closed starting 10/10/2022 - Construction.

Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.


Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Registered Public Access Computer Sessions

Session Counts Per Outlet

 Library	December			Year to Date Totals			Footnotes
	2022	2021	% of	2022	2021	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	34	54	-37.0%	646	748	-13.6%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings. Erie County was under a State of Emergency at this time.</p> <p>Audubon - Closed starting 10/10/2022 - Construction.</p> <p>Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Library2Go - Added to statistical reports 2/2022.</p>
<i>Amherst</i>							
Audubon	0	900	-100.0%	8,679	11,910	-27.1%	
Clearfield	902	537	68.0%	9,553	6,895	38.5%	
Eggertsville-Snyder	402	362	11.0%	5,382	5,046	6.7%	
Williamsville	188	108	74.1%	2,055	1,297	58.4%	
Angola	117	108	8.3%	1,963	1,552	26.5%	
Aurora	278	294	-5.4%	3,954	3,125	26.5%	
Boston	51	54	-5.6%	783	806	-2.9%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	939	1,079	-13.0%	15,221	12,662	20.2%	
Reinstein Memorial	453	562	-19.4%	8,338	5,898	41.4%	
Clarence	318	414	-23.2%	4,762	5,142	-7.4%	
Collins	95	101	-5.9%	1,204	1,266	-4.9%	
Concord	166	138	20.3%	2,209	2,280	-3.1%	
Eden	70	85	-17.6%	1,154	1,152	0.2%	
Elma	137	171	-19.9%	2,005	1,911	4.9%	
Grand Island Memorial	186	231	-19.5%	2,914	2,490	17.0%	
<i>Hamburg</i>							
Hamburg	614	628	-2.2%	9,659	8,429	14.6%	
Lake Shore	157	205	-23.4%	2,548	2,151	18.5%	
Lackawanna	352	369	-4.6%	5,046	4,147	21.7%	
Lancaster	459	567	-19.0%	7,459	7,196	3.7%	
Marilla	30	30	0.0%	387	492	-21.3%	
Newstead	102	100	2.0%	1,845	1,782	3.5%	
North Collins	73	87	-16.1%	1,179	1,396	-15.5%	
Orchard Park	424	451	-6.0%	6,638	5,515	20.4%	
City of Tonawanda	528	504	4.8%	7,063	5,454	29.5%	
<i>Town of Tonawanda</i>							
Kenilworth	311	329	-5.5%	4,547	4,029	12.9%	
Kenmore	988	1,252	-21.1%	15,382	12,311	24.9%	
West Seneca	785	869	-9.7%	11,815	11,256	5.0%	
<i>Buffalo</i>							
Coles	743	704	5.5%	8,289	9,666	-14.2%	
Crane	0	341	-100.0%	3,273	3,393	-3.5%	
Dudley	377	482	-21.8%	6,061	5,665	7.0%	
East Clinton	156	214	-27.1%	3,213	2,656	21.0%	
González-Soto	0	549	-100.0%	4,890	7,844	-37.7%	
Merriweather	955	1,087	-12.1%	15,221	13,892	9.6%	
North Park	808	798	1.3%	11,479	10,191	12.6%	
Panty	314	389	-19.3%	4,643	4,343	6.9%	
<i>Central</i>	6,010	4,379	37.2%	70,376	47,469	48.3%	
<i>BookmobileServices</i>							
Library on Wheels	0	0	#DIV/0!	0	0	#DIV/0!	
Library2Go	0	See note.	See note.	0	See note.	See note.	
System	18,522	19,532	-5.2%	271,835	233,457	16.4%	
Member Libraries	9,159	10,589	-13.5%	144,390	128,338	12.5%	
Buffalo Branches	3,353	4,564	-26.5%	57,069	57,650	-1.0%	
Central Library	6,010	4,379	37.2%	70,376	47,469	48.3%	
Bookmobile	0	0	#DIV/0!	0	0	#DIV/0!	

All 2022 Footnotes in Chronological Order

January:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

System-wide - Most (but not all) libraries closed 1/6/2022 due to weather.

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Clearfield - Closed 1/25/2022 - Heating issue.

Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.

Dudley - Closed 1/5/2022 - National Fuel issue.

East Aurora - Closed 1/6/2022 - Gas Line Repair.

Marilla - Closed 1/3/2022-1/10/2022 - Staffing.

February:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.

Audubon - Closed 2/7/2022-2/13/2022 - Main entrance/foyer construction.

Boston - 2/7/2022 - Internet down approximately 5 hours.

City of Tonawanda - Closed 2/7/2022-2/11/2022 - Carpet installation.

Clearfield - Closed 11am 2/10/2022 and closed 2/11/2022 - National Fuel Issue.

Elma and Orchard Park - 2/12/2022 - Internet down approximately 4 hours.

Julia Boyer Reinstein - Closed 2/9/2022 - Power work.

Library2Go - Added to statistical reports 2/2022.

Orchard Park - Closed Sunday 2/27/2022.

Panty - Closed starting 2/14/2022 - Floor replacement.

March:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.

Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.

Library2Go - Added to statistical reports 2/2022.

Panty - Closed starting 2/14/2022 - Floor replacement.

April:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.

Library2Go - Added to statistical reports 2/2022.

Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.

May:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

Clarence - Closed 4/23/2022-5/14/2022 - Renovations and carpet installation.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

Orchard Park - Closed Sunday, 5/8/2022 - Staffing.

June:

Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Most libraries closed for Juneteenth federal holiday 6/20/2022.

Aurora - Parking lot construction 6/13/2022-6/30/2022.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Dudley - Closed 6/21/2022 - Water main break.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

July:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Coles - Closed 5/9/2022-7/9/2022 - Renovations and flooring project. Re-opened 7/11/2022.

Eggertsville - Closed 7/21/2022 - Building maintenance.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

August:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Alden - 8/6/2022 - Closed 4 1/4 hours early (open 9-9:45am) due to power outage.

City of Tonawanda - Closed 8/24/2022 - sewer line repair.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

Merriweather - Community assistance with NYS East Side Assistance grant applications.

September:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Audubon - Closed 9/14/2022 and a partial day 9/15/2022 - Plumbing issues.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed September 2021 due to construction.

González-Soto - Closed starting 9/12/2022 - Phase 1 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

October:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

Alden - Closed 10/8/22-10/27/22 - Renovations.

Angola - Closed 10/10/22 - Columbus Day.

Audubon - Closed starting 10/10/2022 - Construction.

Crane - Closed starting 8/15/2022 - Phase 2 construction. Crane also closed October 2021 due to construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Marilla - Closed 10/8/2022 - Staffing.

November:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm 11/17/2022-11/22/2022, including partial and full day closings.

Audubon - Closed starting 10/10/2022 - Construction.

Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

December:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings.

Erie County was under a State of Emergency at this time.

Audubon - Closed starting 10/10/2022 - Construction.

Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.


Crane - Closed starting 8/15/2022 - Phase 2 construction.

González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

WiFi

Total Logins

 Library	December			Year to Date Totals			Footnotes
	2022	2021	% of	2022	2021	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	358	397	-9.8%	5,072	4,451	14.0%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>System-wide - All libraries impacted by winter storm and storm cleanup 12/23/2022-12/31/2022, including partial and full day closings. Erie County was under a State of Emergency at this time.</p> <p>Audubon - Closed starting 10/10/2022 - Construction.</p> <p>Clarence - Closed 12/21/2022-12/22/2022 - Construction on main foyer.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Library2Go - Added to statistical reports 2/2022.</p>
Amherst							
Audubon	579	2,523	-77.1%	20,303	27,558	-26.3%	
Clearfield	2,311	1,738	33.0%	27,074	21,330	26.9%	
Eggertsville-Snyder	803	983	-18.3%	11,869	11,189	6.1%	
Williamsville	884	1,167	-24.3%	14,168	15,518	-8.7%	
Angola	81	182	-55.5%	2,273	2,076	9.5%	
Aurora	1,521	2,032	-25.1%	24,334	19,929	22.1%	
Boston	157	136	15.4%	2,012	1,689	19.1%	
Cheektowaga							
Julia Boyer Reinstein	973	962	1.1%	13,432	9,906	35.6%	
Reinstein Memorial	416	628	-33.8%	7,517	7,557	-0.5%	
Clarence	990	1,036	-4.4%	12,771	12,535	1.9%	
Collins	232	174	33.3%	2,788	2,401	16.1%	
Concord	385	414	-7.0%	6,094	5,626	8.3%	
Eden	136	166	-18.1%	2,410	2,092	15.2%	
Elma	259	236	9.7%	3,673	3,019	21.7%	
Grand Island Memorial	531	512	3.7%	7,928	8,629	-8.1%	
Hamburg							
Hamburg	1,089	1,619	-32.7%	19,230	19,076	0.8%	
Lake Shore	220	392	-43.9%	4,378	4,537	-3.5%	
Lackawanna	365	310	17.7%	4,958	3,619	37.0%	
Lancaster	1,181	1,219	-3.1%	18,225	15,756	15.7%	
Marilla	61	77	-20.8%	1,014	1,086	-6.6%	
Newstead	310	404	-23.3%	4,488	6,161	-27.2%	
North Collins	298	344	-13.4%	4,224	3,477	21.5%	
Orchard Park	1,195	1,220	-2.0%	18,410	13,411	37.3%	
City of Tonawanda	634	703	-9.8%	7,908	8,184	-3.4%	
Town of Tonawanda							
Kenilworth	374	386	-3.1%	5,296	4,140	27.9%	
Kenmore	1,400	1,653	-15.3%	22,432	18,012	24.5%	
West Seneca	1,320	1,473	-10.4%	20,963	18,675	12.3%	
Buffalo							
Coles	730	692	5.5%	9,354	7,535	24.1%	
Crane	0	350	-100.0%	3,351	4,281	-21.7%	
Dudley	1,528	1,808	-15.5%	17,713	19,835	-10.7%	
East Clinton	461	480	-4.0%	7,772	5,214	49.1%	
González-Soto	720	1,678	-57.1%	22,777	20,197	12.8%	
Merriweather	882	735	20.0%	12,903	8,751	47.4%	
North Park	901	945	-4.7%	12,528	9,821	27.6%	
Panty	868	999	-13.1%	13,714	11,643	17.8%	
Central	12,124	11,916	1.7%	164,305	118,232	39.0%	
Bookmobile Services							
Library on Wheels	53	50	6.0%	825	690	19.6%	
Library2Go	0	See note.	See note.	0	See note.	See note.	
System	37,330	42,739	-12.7%	560,486	477,838	17.3%	
Member Libraries	19,063	23,086	-17.4%	295,244	271,639	8.7%	
Buffalo Branches	6,090	7,687	-20.8%	100,112	87,277	14.7%	
Central Library	12,124	11,916	1.7%	164,305	118,232	39.0%	
Bookmobile	53	50	6.0%	825	690	19.6%	

All 2022 Footnotes in Chronological Order

January:

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Clearfield - Closed 1/25/2022 - Heating issue.

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Dudley - Closed 1/5/2022 - National Fuel issue.

East Aurora - Closed 1/6/2022 - Gas Line Repair.

Marilla - Closed 1/3/2022-1/10/2022 - Staffing.

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Library2Go - Added to statistical reports 2/2022.

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Library2Go - Added to statistical reports 2/2022.

Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.

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Clarence - Closed 4/23/2022-5/14/2022 - Renovations and carpet installation.

Coles - Closed starting 5/9/2022 - Renovations and flooring project.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

Orchard Park - Closed Sunday, 5/8/2022 - Staffing.

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Dudley - Closed 6/21/2022 - Water main break.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Community assistance and support in the wake of 5/14/2022.

July:

Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.

System-wide - Estimates 7/16/2022-7/17/2022 - Server outage.

Bookmobile - Estimate - Server outage data transfer issues.

Coles - Closed 5/9/2022-7/9/2022 - Renovations and flooring project. Re-opened 7/11/2022.

Eggertsville - Closed 7/21/2022 - Building maintenance.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

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González-Soto - Closed starting 9/12/2022 - Phase 1 construction.

Library2Go - Added to statistical reports 2/2022.

Merriweather - Open during 7-week renovation project starting 7/25/2022.

Williamsville - Lower count due to broken access point.

October:

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Angola - Closed 10/10/22 - Columbus Day.

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González-Soto closed starting 9/12/2022 - Phase 1 Construction.

Library2Go - Added to statistical reports 2/2022.

Lancaster Financial Monthly Report 2022

December

Account	Deposits	Disbursements	Interest	Sub-Total	Balance
M & T Checking					
Beginning Balance					\$6,147.71
Fines/ print revenue	\$406.45				
Ending Balance	\$406.45	\$0.00		\$406.45	\$6,554.16
Bank on Buffalo					
Beginning Balance					\$158,666.39
Headphones (1@ \$3)	\$3.00				
Vending	\$21.00				
Book sale	\$171.00				
Copier	\$43.30				
Sharon Herbert memorial book donation	\$25.00				
Amazon: Paper bags (Debit)		-\$73.98			
Lancaster's Broadway Deli: Holiday party food (Debit)		-\$421.99			
Donna Baia: 12/19 Kidding Around Yoga (#501)		-\$50.00			
Replenish petty cash (#502)		-\$150.00			
Taproot Magazine: Magazine subscription (Debit)		-\$60.00			
Demco: Classification labels and dust jackets (Debit)		-\$204.82			
Amazon: Herb seeds and storage bins (Debit)		-\$53.47			
Home Depot: Table and chairs for breakroom (Debit)		-\$841.80			
Ending Balance	\$263.30	-\$1,856.06		-\$1,592.76	\$157,073.63
Bank on Buffalo CDs	Amount	Maturity	Interest Rate	Interest	Total
Bank on Buffalo CD 040	\$21,541.23	12M 6/28/23	0.11%	\$5.91	\$21,547.14
Bank on Buffalo CD 043	\$12,038.97	36M 7/27/23	0.61%	\$0.00	\$12,038.97
Bank on Buffalo CD 045	\$28,175.15	12M 1/24/23	0.11%	\$0.00	\$28,175.15
Bank on Buffalo CD 046	\$24,647.28	12M 5/24/23	0.11%	\$0.00	\$24,647.28
Bank on Buffalo CD 028	\$11,727.48	36M 10/27/24	0.19%	\$0.00	\$11,727.48
Bank on Buffalo CD 178	\$20,635.76	12M 8/03/23	0.11%	\$0.00	\$20,635.76
Bank on Buffalo CD 1283	\$10,576.83	18M 4/01/24	2.05%	\$55.25	\$10,632.08
Bank on Buffalo CD 2355	\$22,029.28	36M 5/29/23	0.11%	\$0.00	\$22,029.28
Bank on Buffalo CD 7632	\$20,078.12	18M 4/10/24	2.05%	\$0.00	\$20,078.12
CD Balance				\$61.16	\$171,511.26
Total Balance					\$335,139.05

**Petty Cash
December 2022**

Date	Item	Deposit	Withdrawl	Total
				\$71.66
5-Dec	Kara- Dollar Tree- Holiday party supplies		-\$12.50	\$59.16
6-Dec	Meagan- Target- Holiday party supplies		-\$25.13	\$34.03
6-Dec	Meagan- Party City- Holiday party supplies		-\$10.00	\$24.03
15-Dec	Replenish petty cash	\$150.00		\$174.03
20-Dec	Josh- Tops- 5 gal water bottle exchange		-\$6.99	\$167.04
20-Dec	Meagan- Target- Gingerbread house supplies		-\$96.39	\$70.65
29-Dec	John- Hudson Valley Seeds- Postage for seed donation		-\$5.00	\$65.65
		\$150.00	-\$156.01	\$65.65

2022 CLAIM FOR MILEAGE FORM

For use of privately owned vehicle. To be used for travel within Erie County.

Employee must complete and submit to the CFO's Office with supporting documentation on or before the 10th of the month following date(s) of travel

Name			Department					
Address			Employee ID					
Date	From	To	Miles Driven	Mileage Total	Day	Daily Total	Tolls	Parking
TOTAL								
Reimbursement rate is dependent upon the current rate negotiated in the Collective Bargaining Agreement. Minimum reimbursement for mileage per day is actual miles times rate or \$____, whichever is greater.			Amount in Miles					
			Amount for days @ \$__					
			Amount for tolls					
			Amount for parking					
			Total to be paid					
<p align="center">79FH =75HCB 6M7@5-A 5BH9A D@CM9</p> <p>I, the undersigned, hereby certify that the mileage indicated with this claim has actually been traveled by me on behalf of the B&ECPL. Further, that the amount indicated is accurate and that payment of this claim has not been previously received.</p> <p>Employee Signature: _____ Date: _____</p>								
<p align="center">79FH =75HCB C: G D9FJ =GCF CF 89D5FHA 9BH< 958</p> <p>I, the undersigned, hereby certify that the mileage claimed in the above account was actually and necessarily traveled by the claimant in the performance of his/her duties and that the best interests of the B&ECPL were serviced by using an automobile in lieu of other means of transportation.</p> <p>Signature: _____ Date: _____</p> <p>Supervisor or Department Head _____</p>								
<p align="center">: =B5B79C: : =79I G9'CB@M</p> <p>Signature: _____ Date: _____</p> <p>Deputy Director, CFO _____</p>								

2022 CLAIM FOR MILEAGE FORM

For use of privately owned vehicle. To be used for travel within Erie County.

Employee must complete and submit to the CFO's Office with supporting documentation on or before the 10th of the month following date(s) of travel

Name			Department					
Address			Employee ID					
Date	From	To	Miles Driven	Mileage Total	Day	Daily Total	Tolls	Parking
TOTAL								
Reimbursement rate is dependent upon the current rate negotiated in the Collective Bargaining Agreement. Minimum reimbursement for mileage per day is actual miles times rate or \$____, whichever is greater.			Amount in Miles					
			Amount for days @ \$__					
			Amount for tolls					
			Amount for parking					
			Total to be paid					
<p align="center">79FH =75HCB 6M7@5-A 5BH9A D@CM9</p> <p>I, the undersigned, hereby certify that the mileage indicated with this claim has actually been traveled by me on behalf of the B&ECPL. Further, that the amount indicated is accurate and that payment of this claim has not been previously received.</p> <p>Employee Signature: _____ Date: _____</p>								
<p align="center">79FH =75HCB C: G D9FJ =GCF CF 89D5FHA 9BH< 958</p> <p>I, the undersigned, hereby certify that the mileage claimed in the above account was actually and necessarily traveled by the claimant in the performance of his/her duties and that the best interests of the B&ECPL were serviced by using an automobile in lieu of other means of transportation.</p> <p>Signature: _____ Date: _____</p> <p>Supervisor or Department Head _____</p>								
<p align="center">: =B5B79C: : =79I G9'CB@M</p> <p>Signature: _____ Date: _____</p> <p>Deputy Director, CFO _____</p>								

2022 CLAIM FOR MILEAGE FORM

For use of privately owned vehicle. To be used for travel within Erie County.

Employee must complete and submit to the CFO's Office with supporting documentation on or before the 10th of the month following date(s) of travel

Name			Department					
Address			Employee ID					
Date	From	To	Miles Driven	Mileage Total	Day	Daily Total	Tolls	Parking
TOTAL								
Reimbursement rate is dependent upon the current rate negotiated in the Collective Bargaining Agreement. Minimum reimbursement for mileage per day is actual miles times rate or \$____, whichever is greater.			Amount in Miles					
			Amount for days @ \$__					
			Amount for tolls					
			Amount for parking					
			Total to be paid					
<p align="center">79FH =75HCB 6M7@5-A 5BH9A D@CM9</p> <p>I, the undersigned, hereby certify that the mileage indicated with this claim has actually been traveled by me on behalf of the B&ECPL. Further, that the amount indicated is accurate and that payment of this claim has not been previously received.</p> <p>Employee Signature: _____ Date: _____</p>								
<p align="center">79FH =75HCB C: G D9FJ =GCF CF 89D5FHA 9BH< 958</p> <p>I, the undersigned, hereby certify that the mileage claimed in the above account was actually and necessarily traveled by the claimant in the performance of his/her duties and that the best interests of the B&ECPL were serviced by using an automobile in lieu of other means of transportation.</p> <p>Signature: _____ Date: _____</p> <p>Supervisor or Department Head _____</p>								
<p align="center">: =B5B79C: : =79I G9'CB@M</p> <p>Signature: _____ Date: _____</p> <p>Deputy Director, CFO _____</p>								

**LANCASTER PUBLIC LIBRARY
LOCAL FUNDS BUDGET – 2023**

REVENUES			
	2022 Budget	2022 Actual	2023 Budget
Bequests/Donations	\$12,000.00	\$104,312.00	12,000.00
Grants	20,000.00	24,500.00	3,000.00
Friends Donation	11,000.00	4,241.79	11,000.00
Headphones	50.00	102.00	100.00
Copier Proceeds	600.00	929.00	900.00
Vending Proceeds	100.00	110.00	100.00
Used Book Sale	900.00	2,106.00	2,000.00
Interest on CDs	2,000.00	707.00	1,000.00
TOTAL INCOME	\$46,650.00	\$132,765.00	30,100.00
EXPENSES			
Programming	\$5,000.00	\$6,336.00	5,000.00
Equipment	10,000.00	23,045.00	3,000.00
Materials/Supplies	20,000.00	21,433.00	10,100.00
Petty Cash	1,000.00	650.00	1,000.00
Building Improvement	10,650.00	0.00	16,500.00
TOTAL EXPENSES	\$46,650.00	\$51,464.00	30,100.00
BALANCE			0.00
ACCUMULATED RESERVES			
Bank on Buffalo	\$157,073.63		
Certificates of Deposit	\$171,511.26		
TOTAL ACCUMULATED RESERVES	\$328,584.89		

Crafts budget 2022				
DATE	VENDOR	PURPOSE	CHECK #	AMOUNT
1/4/2022	Fun Express	Winter crafts	437	\$352.86
1/19/2022	Oriental Trading	Spring- summer crafts	Debit	\$523.44
1/27/2022	Michaels	Construction paper	Debit	\$71.70
1/27/2022	Amazon	Paper bags and googly eyes	Debit	\$42.96
2/9/2022	Michaels	Vinyl sticker sheets	Debit	\$51.80
3/16/2022	Michaels	Construction paper	Debit	\$64.45
3/16/2022	Amazon	Paper bags, cups, and googly eyes	Debit	\$117.40
4/6/2022	Oriental Trading	Summer crafts	Debit	\$314.35
4/6/2022	Amazon	Paper bags and paper plates	Debit	\$100.44
5/25/2022	Amazon	Ellison die cut- fish	Debit	\$15.71
6/16/2022	Amazon	Paper bags and googly eyes	Debit	\$99.92
7/6/2022	Oriental Trading	Fall crafts	Debit	\$638.80
7/6/2022	Amazon	Craft supplies	Debit	\$74.97
7/21/2022	Amazon	Paper bags	Debit	\$73.98
8/26/2022	Oriental Trading	Halloween party crafts	Debit	\$460.46
10/12/2022	Amazon	Craft supplies	Debit	\$171.94
10/21/2022	Amazon	Holiday card craft supplies	Debit	\$33.77
11/16/2022	Michaels	Construction paper	Debit	\$146.04
11/17/2022	Fun Express	Craft stickers	Debit	\$186.79
12/5/2022	Amazon	Paper bags	Debit	\$73.98
			Total	\$3,615.76
			Left over:	\$ 776.53

Income	
DATE	ISSUED AMOUNT
2021 Elks left over	\$892.29
2022 budget	\$2,000.00
Elks donation Feb. 2022	\$500.00
Elks grant Sept. 2022 (split)	\$1,000.00
Total:	\$4,392.29



LANCASTER PUBLIC LIBRARY SUSTAINABILITY POLICY

The Lancaster Public Library (LPL) has adopted the “triple bottom line” definition of sustainability: using practices that are environmentally sound, economically feasible, and socially equitable.

Environmentally Sound

The LPL is committed to reducing our environmental footprint and promoting environmental stewardship within our organization. By limiting our impact on the environment, our goal is to maximize future generations’ ability to live, work, and play in our shared natural environment, with equal access to clean air, clean water, and natural resources.

We will strive to minimize pollution and waste, conserve energy and water, protect habitat, support renewable energy resources, buy environmentally friendly products, and encourage environmentally preferable transportation.

Economically Feasible

The LPL is committed to making good use of the public and local dollars invested in our organization. Our goal is to leverage funds to the maximum benefit of the community served by our library, while honoring our commitment to environmental stewardship and equity, diversity, and inclusion.

Socially Equitable

The LPL will promote equity, diversity, and inclusion as a core value. The library is committed to a culture of inclusion and mutual respect that welcomes the differences and variety of background, perspectives, interests and talents represented by the community served and our staff members.

These efforts will extend to contractor and supplier relationships.

Employee understanding and involvement are essential to the implementation of this policy. All employees will have access to education about our organization’s efforts to dedicate our work to creating a more equitable society and improve our environmental performance. Employees at all levels will be involved in supporting our goals.

Adopted by the Lancaster Public Library Board of Trustees at a public meeting on ____.

**Appendix A
DISCLOSURE STATEMENT
OF THE
LANCASTER PUBLIC LIBRARY**

The undersigned, being a trustee, officer, committee member or Key Employee of the Lancaster Public Library, hereby acknowledges and confirms the following:

(1) I have received, read and understand the Lancaster Public Library's Conflict of Interest Policy in effect as of the date written below, and I agree to comply with the Conflict of Interest Policy.

(2) I understand that the Lancaster Public Library is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

(3) Personal Interests & Relationships. I am an officer, director, trustee, member, owner (either as a sole proprietor or a partner), or an employee of the following entities with which the Lancaster Public Library has a relationship: **[If none, please write "None." If such interests exist, please specify the capacity in which you hold such an interest (for example, employee, director, or owner). If an owner, please specify your percentage ownership).]**

(4) Interests & Relationships of Relatives. A Relative (spouse or domestic partner, ancestors, brothers and sisters (whether whole or half blood), children (whether natural or adopted), grandchildren; great-grandchildren, and spouses of brothers, sisters, children, Grandchildren and great-grandchildren) of mine is an officer, director, trustee, member, owner (either as a sole proprietor or a partner), or an employee of the following entities with which the Lancaster Public Library has a relationship: **[If none, please write "None." If such interests exist, please specify the Relative (for example, sibling or spouse) and the Relative's position (for example, employee, director, or owner). If an owner, please specify the percentage ownership).]**

(5) Transactions. The Lancaster Public Library is a participant in the following transactions in

which my Relative or I may have a Financial Interest that may give rise to a Conflict of Interest or Related Party Transaction, as defined in the Conflict of Interest Policy. [If none, please write "None." If such transaction(s) exists, please specify the transaction and the potential financial interest involved and whether you or a Relative has such an interest for any such transaction(s). Please specify the Relative and their position, if applicable.]

I certify that the above statements are true and correct to the best of my knowledge.

Name: _____

Position: _____

Signature: _____

Date: _____

Adopted: October 15, 2009
Amended: December 10, 2020

SELF-ASSURANCE of Trustee Education Activity Completion

Beginning January 1, 2023, each library trustee, elected or appointed, of a board of trustees is required to complete a minimum of two hours of trustee education annually. (Education Law 260-d as added by *Chapter 468 of the Laws of 2021*)

Please use this self-assurance form if a certificate of completion is not available from the approved education activity provider. Please submit this form to the library board president for review and signature. Trustees should retain a copy of the signed form.

I give the following assurance:

I attended the following trustee education activity:

Trustee Name: _____

Approved Provider: _____

Title of Activity: _____

Topic/Content: _____

Format (e.g. workshop, webinar, online course): _____

Date of Activity: _____

Contact Hours: _____

Trustee Signature/Date



Lancaster Public Library

Display Case Policy

The display cases in the Lancaster Public Library (LPL) are for the purpose of exhibiting library and community oriented educational, cultural, and recreational materials and are not to be used to promote any commercial, political or controversial causes.

Neither the LPL nor the LPL's Board of Trustees accepts responsibility for loss or damage to any exhibit/ display.

Adopted: January, 1990

Amended: June 13, 2019



BUFFALO & ERIE COUNTY PUBLIC LIBRARY
BUSINESS OFFICE
1 LAFAYETTE SQUARE BUFFALO, NEW YORK 14203 716-858-7163

Inv # 22067

Bill To: Lancaster Public Library
Customer # 300216
5466 Broadway
Lancaster, NY

Date: December 21, 2022

ITEM	UNIT COST	EXTENSION
Sunday Librarian 5 hours @ 38.427 for 33 Sundays		6,340.46
Senior Page 5.5 hours @ 14.20 for 33 Sundays		2,577.30
FICA		552.90
MC		129.31
BALANCE DUE:		\$ 9,599.97
Make check payable to: "BUFFALO & ERIE COUNTY PUBLIC LIBRARY" and mail to the attention of Tracy Palicki, Business Office		



2023 Season Empire Pass	\$80.00	(Expires 12/31/2023)
3-Year Empire Pass	\$205.00	(Expires 12/31/2025)
5-Year Empire Pass	\$320.00	(Expires 12/31/2027)

What is the benefit of having an Empire Pass Card?

- The Empire Pass is your key to all-season enjoyment at New York State Parks. It provides unlimited day-use vehicle entry to most facilities operated by New York State Parks and the State Dept. of Environmental Conservation including forests, beaches, trails and more. Empire Passes are available for the 2023 season, multi-year or your lifetime. Instead of paying the vehicle use fee on each visit, simply present your season pass and it waives the fee for day use entry.
- The Empire Pass Card can be easily shared with friends and family as long as the physical card is presented.
- In addition to being usable at traditional entrance booths, the Empire Pass Card is accepted at facilities with automated entrances.
- The Empire Pass Card does not include waiver of fees for camping, golf, museum or historic site admission and other special activity fees are not included.

Is the Empire Pass renewable?

YES! Don't toss your Empire Pass card at the end of the season. If you saved your Empire Pass card, you now have the option to renew and receive a discount! There is a renewal discount off the regular price of a 1, 3 or 5-Season Empire Pass Card.

What type of technology does the Empire Pass Card contain? Does it store any personal information?

The Empire Pass Card contains an embedded radio-frequency identification (RFID) chip. This technology allows the card to be scanned and accepted at facilities with automated pay stations and/or scanners used by staff. The RFID chip does **not** contain any personal information. It stores only the card's 6-digit serial number, and whether the card is in an active or inactive status.

Need to Replace your Empire Pass?

Empire Pass Replacement:

If the Empire Pass is lost, stolen, damaged or destroyed, it is replaceable with a **\$17.00 fee** payable by credit card, check, money order, or cash (in person only at most NYS Parks). NOTE: If in the event the original pass is found after the purchase of a replacement, we will not refund the replacement fee. The original pass will have been deactivated and is no longer usable.

[Empire Pass - NYS Parks, Recreation & Historic Preservation](#)

WISH LIST REQUESTS - Citizen Science Kits

For multiple kits (Office Depot)

QTY.	Description	Website	Price per each	Total
10	Containers	https://www.officedepot.com	\$13.49	\$134.90
1	Notebooks (12pk)	https://www.officedepot.com	\$10.79	\$10.79
1	Dry erase markers (4 pk)	EXPO Low Odor Dry Erase	\$8.49	\$8.49
4	Clipboard 6" x 9"	https://www.officedepot.com	\$3.39	\$13.56
			Shipping	\$0.00
			Total	\$167.74

Observing Pollinators

QTY.	Description	Website	Price per each	Total
1	Binoculars	https://www.amazon.com	\$19.99	\$19.99
1	Stopwatch	Amazon.com : FCXJTU	\$8.99	\$8.99
1	Wildflowers guide	https://www.amazon.com	\$7.95	\$7.95
1	Bees in your backyard book	The Bees in Your Backyard	\$29.95	\$29.95
			Total	\$66.88

Mapping Mosquito Habitats

QTY.	Description	Website	Price per each	Total
1	Wireless handheld microscope	https://www.amazon.com	\$29.99	\$29.99
1	Baster	https://www.amazon.com	\$6.99	\$6.99
1	The Mosquito book	The Mosquito Book: An	\$12.95	\$12.95
1	Magnifying glass (2 pk)	https://www.amazon.com/h	\$12.99	\$12.99
			Total	\$62.92

Monitoring Air Quality

QTY.	Description	Website	Price per each	Total
1	Air Beam3 Air Quality instrument	AirBeam - Buy It Now (h	\$249.00	\$249.00

1	Air Pollution! Environment & Ecology Book	Air Pollution! Environme	\$14.99	\$14.99
			Shipping	\$8.00
			Total	\$271.99

Measuring Light at Night

QTY.	Description	Website	Price per each	Total
1	Sky Quality Meter	Sky Quality Meter (unihe	\$103.00	\$103.00
1	Red Light LED flashlight	https://www.amazon.com	\$8.99	\$8.99
1	Night Sky star finder	https://www.amazon.com	\$11.95	\$11.95
1	Simple Stargazing book	Simply Stargazing: Your G	\$9.95	\$9.95
			Shipping	\$37.15
			Total	\$171.04

Exploring Biodiversity

QTY.	Description	Website	Price per each	Total
1	Phone camera lens 11 in 1 kit	https://www.amazon.com	\$25.99	\$25.99
1	Phone tripod	Amazon.com: Ailun Pho	\$5.99	\$5.99
1	Binoculars	https://www.amazon.com	\$19.99	\$19.99
1	NYS nature ID	https://www.amazon.com/N	\$17.95	\$17.95
1	Bugs and Slugs ID	https://www.amazon.com/E	\$7.95	\$7.95
			Total	\$77.87

ZomBee Hunting

QTY.	Description	Website	Price per each	Total
1	Outdoor battery LED light (4 pk)	Amazon.com: Coideal C	\$15.99	\$15.99
1	2" rings (3 pk)	Amazon.com: Charles L	\$3.82	\$3.82
1	50 Ways to Help Save the Bees book	50 Ways to Help Save the b	\$14.95	\$14.95
			Total	\$34.76

Project Squirrel

QTY.	Description	Website	Price per each	Total
1	Trees of NY book	Trees of New York Field	\$14.95	\$14.95
1	Binoculars	https://www.amazon.com	\$19.99	\$19.99
1	Squirrel's Busy Year book	The Squirrels' Busy Year	\$17.99	\$17.99
Total				\$52.93

Lost Ladybug Project

QTY.	Description	Website	Price per each	Total
1	Bug catching kit	Amazon.com: Bug Catch	\$11.98	\$11.98
1	Bug tongs (6 pk)	Amazon.com: TOYANDC	\$12.69	\$12.69
1	Ladybug book	Ladybugs (New and Upd	\$18.99	\$18.99
1	Ladybug life cycle	Amazon.com: Ladybug C	\$10.65	\$10.65
Total				\$54.31

Firefly Watch

QTY.	Description	Website	Price per each	Total
1	Red light LED flashlight	https://www.amazon.com	\$8.99	\$8.99
1	Silent Sparks: The Wondrous World of Fire	Silent Sparks: The Wond	\$27.85	\$27.85
Total				\$36.84

Bookshop shipping for all books:	\$12.99
Total:	\$1,010.27

WISH LIST REQUESTS - Storytime instruments

Lakeshore Learning

QTY.	Description	Website	Price per each	Total
11	Light-Up Musical Shape Sorter	https://bit.ly/3Vm0u2Z	\$27.99	\$307.89
11	Xylophones	https://bit.ly/3FPsKVY	\$24.99	\$274.89

\$582.78

Shipping \$87.42

Total \$670.20

Demco

2	Shifu Plugo Tunes	https://bit.ly/3WcRleu	\$59.99	\$119.98
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Amazon

1	Keyboard Mat	https://bit.ly/3PRXQ4c	\$28.99	\$28.99
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Total \$819.17



Big Green Box "Original"

\$65.00

Pay in 4 interest-free installments of **\$16.25** with [Learn more](#)

- Box Weight Capacity: 43 lbs.
- Box Dimensions: 12.0"W x 11.0"L x 8.0"H

Perfect for all of your everyday household batteries and small portable electronics, preferred by businesses large and small, municipalities, campus use and government

Perfect for all of your everyday household batteries and small portable electronics, preferred by businesses large and small, municipalities, campus use and government agencies.

Our Big Green Box program is the perfect solution for Residential & Commercial or Government businesses to recycle batteries

The Big Green Box for Household Batteries offers certified recycling for all batteries commonly used around the home and office. Perfect for alkaline batteries from your remote control or wireless mouse, rechargeable laptop or cell phone batteries or even your old power tool batteries. See Acceptable Materials below.

Each Big Green Box includes all supplies needed to compliantly and safely ship your batteries for recycling which includes:

- UN approved fully assembled recycling container with attractive countertop display.
- D.O.T. Special Permit 16474
- All outbound and return shipping fees
- Easy to follow packaging/shipping instructions

- Recycling fees for up to 43 lbs. of batteries
- All required labeling/markings
- 1 pack of 100 baggies
- Certificate of Acceptance & Recycling sent directly to your email

Acceptable Materials

- Alkaline Batteries
- Nickel Cadmium Batteries (NiCd)
- Nickel-Metal Hydride Batteries (NiMH)
- Lithium Ion Batteries (less than 300 Wh rated capacity)
- Lithium Metal batteries (less than 25g of lithium content) *
- Non-Spillable Lead Acid (weigh less than 11 Lbs. each)
- Silver Oxide
- Carbon Zinc
- Portable Electronics(see [FAQ to know more](#))

*Customers recycling more than 10 lbs. of Lithium Metal (NonRechargeable/Single Use) Lithium Batteries MUST purchase a [Lithium Metal Big Green Box](#)

Prohibited Materials

- Batteries containing free-flowing electrolyte.
- Low production run and prototype batteries.
- Damaged, defective or recalled batteries. ([see options available for DDR cellphone/laptop batteries](#))
- See [FAQ for more details](#)

Specifications

- Box Weight Capacity: 43 lbs.
- Box Dimensions: 12.0"W x 11.0"L x 8.0"H


TheBigGreenBox





Cart > Information > Shipping > Payment


Contact	Inc@buffalolib.org	Change
Ship to	5466 Broadway, Lancaster NY 14086, United States	Change
Method	Standard - Free	


Payment


All transactions are secure and encrypted.

 Credit card

 and more...







Big Green Box "Original"

BGB 01 Pack

\$65.00

Apply

Subtotal

\$65.00

Shipping

Free

Total

USD \$65.00

WISH LIST REQUESTS - Garden Tools

Home Depot

QTY.	Description	Website	Price per each	Total
1	Spading Fork	Husky 28 in. D-Grip Short Wood H	\$49.98	\$49.98
1	Shovel	Anvil D-Handle Digging Shovel 353	\$19.98	\$19.98
1	Mini Shovel	Radius Garden 28 in., 14 in. Handl	\$29.99	\$29.99
1	Bulb planter	Husky 9 in. Stainless Steel Bulb Pla	\$9.98	\$9.98
1	Stirrup hoe	Husky 54 in. L Wood Handle Actio	\$27.98	\$27.98
1	Hand pruners	Fiskars 3/4 in. Cutting Capacity Ste	\$16.98	\$16.98
1	Bow Rake	Anvil 47 in. L Wood Handle 14-Tin	\$14.98	\$14.98
			Shipping/ pickup	\$0.00
			Total	\$169.87

Hudson Valley Seeds

QTY.	Description	Website	Price per each	Total
2	Deadheads mini-snips	Deadheads Mini-Snips – Hudson V	\$7.99	\$15.98
1	Ninja Claw	Ninja Claw – Hudson Valley Seed C	\$11.99	\$11.99
1	Ika Hoe	Ika Hoe – Hudson Valley Seed Con	\$34.99	\$34.99
2	Hand Trowel	Hand Trowel – Hudson Valley Seed	\$24.99	\$49.98
1	Stainless Steel Seed Seive Set	Stainless Steel Sieve Set – Hudson	\$33.99	\$33.99
1	Hori Hori garden knife	Hori Hori Garden Knife – Hudson V	\$39.99	\$39.99
1	Needle nose pruner	Needle-nose Pruner – Hudson Val	\$24.99	\$24.99
			Shipping	\$0.00
			Total	\$211.91
			20% off	\$169.53

Johnny's Seeds

QTY.	Description	Website	Price per each	Total
1	Ho-Mi EZ Digger	Ho-Mi EZ Digger Johnny's Select	\$25.30	\$25.30
1	Multi-blade herb scissors	Multi-Blade Herb Scissors Johnn	\$10.75	\$10.75
1	Cobrahead weeder/ cultivator	CobraHead® – Standard - Weeder	\$30.80	\$30.80

1	Soil blocker	Hand-held 4 Soil Blocker Johnny	\$44.90	\$44.90
1	Transplant trowel	Trowel – Transplant Johnny's Se	\$21.00	\$21.00
			Shipping	\$17.50
			Total	\$150.25

Sow Perfect Seeder

QTY.	Description	Website	Price per each	Total
1	Sow Perfect Seeder	Sow Perfect Seeder - Seeding tool	\$26.00	\$26.00
			Shipping	\$6.80
			Total	\$32.80

Total: \$522.45

From: Kyle Wegman <kyle@wegmanmotorworks.com>

Sent: Tuesday, January 3, 2023 2:28 PM



Limited supply left fully setup and assembled at \$1769 plus tax. There is a new load coming in, unaware of freight costs. Thank you for considering purchasing your snowblower from us.
Kyle

On 1/3/23 13:12, Joshua Strell wrote:

Quote Request

Equipment: Ariens Deluxe 28 SHO

Name: Joshua Strell

Contact Method: The customer wants to get contacted via Email

Message: Hello, can you please quote me on this machine and let me know if you have this in stock. Thank you!

This form was submitted on January 3rd 2023, 06:12PM.

--

Kyle Wegman
Wegman Motor Works Inc.
1500 Kenmore Ave.
Buffalo NY 14216
716-875-2321