

**Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, April 14, 2022
4:00PM**

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 March 10, 2022

V. Report of the Director

VI. Public Comment

VII. Monthly Financial Report

- A. February Report
- B. CDs: #042 matured 4/6/22
- C. Replenish Petty Cash
- D. Craft Budget Update

VIII. Old Business

- A. Building Maintenance Update – Staff Room Renovations
- B. Little Free Libraries Project
- C. Time Capsule Project Update
- D. Book Sale Report

IX. New Business

- A. ACT Meeting Presentation – May 7, 2022
- B. Fine Elimination Policy
- C. Staffing Updates: PT Page – Lisa Friol; Sr. Page – Paula Nelson
- D. 2021 State Report: Resolution 2022-1 – VOTE
- E. New System Liaison – Michael Amodeo
- F. Summer Reading Program, “Oceans of Possibilities” - \$650
Summer Kick-Off Party – Thursday, June 30 at 11AM
- G. Photo Printer and Paper - \$172.94
- H. Battle of the Books – Buzzers \$128.85
- I. Phone Battery Replacement - \$7.90
- J. Contact Paper for Seed Library - \$16.99

X. Adjournment

Next Meeting: THURSDAY, MAY 12, 2022 – 4:00PM

**Lancaster Public Library
Board of Trustees
Meeting Minutes
March 10,2022**

- I. Roll Call - B.Tamol, S. Jacobs, J. Yarborough, K. Wind, K. Graber, G. Howell, K. Stock(Library Director), D. Stempniak (Friends liaison), B. Leary (Town liaison)
- II. The meeting was called to order at 4:04 p.m.
- III. The meeting agenda was approved.MSP - G. Howell, K. Graber. Vote - unanimous
- IV. The February meeting minutes were reviewed and approved, MSP- K. Graber, J. Yarborough. Vote - unanimous
- V. Director's Report - Kara reported that the Library was very busy during the recent Winter Break. The new LEGO wall and READ posters have been put up. PT librarian, Michael Green, organized the Local History section and Beth Farrar has started the Family Literacy Program up again. As of April, John Benzee will become the new computer coach. Kara, Meghan and John have been working on the seed library which will debut in April and on the Village wide Scavenger Hunt.
- VI. Public Comment - D. Stempniak informed the Board that the Friends mini book sale will be April 2nd and 3rd with the Civic Club Bake Sale on April 2nd. Children's garden kits will start to be distributed on March 14th and need to be returned by May 21st for planting in the Children's Garden.
- VII. Financial -
 - A. The February financial report was reviewed and approved. MSP - G. Howell, K. Graber. Vote - unanimous
 - B. CD#2404 and CD #042 in the total amount of \$32,736 will be cashed in and deposited in the checking account. MSP- K. Graber, J. Yarborough. Vote - unanimous. The Board will retain Ed Schiller to monitor the bidding process. MSP - J. Yarborough, B. Tamol. Vote - unanimous
 - C. Approval of payment in the amount of \$8451.13, Return to System, MSP - B. Tamol, G. Howell. Vote - unanimous
 - D. The full 2021 Town Budget Report was provided to the Board.
 - E. \$20,000 from the Monica Wallace Grant was received.
 - F. Annual Sales Tax Payment of \$246.55 was approved. MSP - B. Tamol, K. Graber.Vote - unanimous
- VIII. Old Business
 - A. Staff Room renovation will be done all at one time. Reducing inconvenience for staff and patrons.
 - B. The Lancaster Rotary Club will purchase two Little Library Stands.
 - C. The Time capsule will be placed in a metal container inside of a wooden box. Purchase of a metal container for \$59.99 approved. MSP - B. Tamol, J. Yarborough. Vote - unanimous
 - D. Both Sen Gallivan and Assemblywoman Wallace participated in Library Advocacy Day, March 2,2022.
 - E. As COVID - 19 numbers continue to decline, masks are now optional

for staff and patrons.

IX. New Business

- A. The Annual Report was provided to the board for approval. MSP - S. Jacobs, G. Howell. Vote - unanimous
- B. Approval to spend \$50.39 for Volunteer Gifts. MSP - J. Yarborough, K. Wind. Vote - unanimous
- C. Approval to spend \$37.15 for tote bags to be used for Literacy Kits. MSP- K. Graber, K. Wind. Vote - unanimous
- D. Approval to spend \$97.35 for Stampers. MSP - S, Jacobs, B. Tamol. Vote - unanimous
- E. Approval to purchase Yard Games in the amount of \$298.40. MSP - J. Yarborough, K. Wind. Vote - unanimous

- X. Meeting was adjourned at 5:25 p.m. MSP - K. Graber, G. Howell.
Vote - unanimous

Respectfully submitted by,
Barbara Tamol
Secretary

Director's Report March 2022

Highlights

March Madness - Children's book characters competed against one another in daily brackets with voting taking place on Instagram and in the library. *The Very Hungry Caterpillar* edged out *Biscuit* to win!

Letter Stomp - Children visited our children's area to stomp on letters to spell out words such as mitten, penguin, bear, and truck.

Staffing - Janice Jaskowiak's last day of work was March 30th.



Winter Reading Log - 130 children participated in this challenge. For every 10 books read, they colored a mitten on their reading log and handed it in for a small prize.

Programming

Author Visits - Isaiah Rashad gave a talk about his book *Homicide of Rat* for 6 adults on Tuesday, March 22nd and Lissa Marie Redmond gave a talk about her book *The Parting Glass* for 24 adults on Wednesday, March 23rd.

Book Clubs - Our two adult book clubs continue to meet on the first and second Tuesday each month.

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

- **Craft & Carry** - 147 children picked up a St. Patrick's Day-themed craft kit.
- **STEM Kits: Oobleck** - 40 children picked up this kit and performed their experiment at home.
- **Take & Make** - These weekly kits had spring themes and 225 were picked up.
- **Garden Kits** - 80 kits were picked up. Kits were generously created by the Friends of the Lancaster Library and children will return their seedlings on May 21st for our children's garden in front of the library.



Family Literacy – Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back to back Family Literacy Workshops for **10 & 14** attendees respectively on Thursday, March 24th. This program will continue to be offered on a monthly basis for the duration of the school year.

Kidding Around Yoga with Donna Baia – 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, March 21st.

LEGO® Club – Youth Services Librarian Meagan Carr held **2** LEGO® Clubs for a total of **10** children on Saturday, March 12th. They made Leprechaun traps.

Leprechaun Scavenger Hunt – **126** children searched for a picture of a Leprechaun in the children's area of the library. If located, they were entered to win a \$10 gift card to The Early Bird Bakery and a winner was drawn each Friday in March.

Mahjong Club – Our Mahjong Club continued to meet on a weekly basis.

Ms. Melissa's Sprouts – Melissa Sacco helped **10** preschool age children learn and grow through music on Monday, March 14th.

Paws for Love: Read to a Dog – A volunteer from the SPCA Paws for Love organization brought a therapy dog to the library on Saturday, March 26th. **3** children practiced reading out loud to the dog.

Storytime – Meagan conducted **9** sessions for a total of **56** children.

STEM Storytime - Meagan conducted **3** sessions of this new program: part storytime & part preschool STEM lab. **15** children learned about colors, sounds, and growing seeds.

StoryWalk® – Children were encouraged to take a walk and read the book *The Tiny Seed* by Eric Carle in the children's area of our library.

Young Adult Book Club – Part-time Librarian Michael Green held a book club for **5** attendees. They discussed *Gilda Joyce*, *Psychic Investigator* by Jennifer Allison.



Youth Bureau Craft Program – Volunteers from the Lancaster Youth Bureau held a St. Patrick's Day craft program on Wednesday, March 16th for **9** children.

Meetings

March 1 – Trustees Suzanne Jacobs, Gary Howell, and Ken Graber along with Library Director Kara Stock met with Greg from MGR to receive an overview of the possibilities for the staff break room renovations.

March 2 – Trustee Jan Yarborough, Kara, and Meagan attended Zoom meetings with Senator Patrick Gallivan and staff from Assemblymember Monica Wallace’s office for the New York Library Association’s Library Advocacy Day.

March 9 – Kara attended the Manager-Director Meeting via Zoom.

March 17 – Kara, Meagan, and Library Assistant John Benzee met to continue planning our 2022 goals. We are developing a seed library to debut in April while also planning summer activities.

March 28, 29 & 30 – Meagan and Kara conducted interviews for our Part-Time Clerk Typist position.

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			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	29,439	22,224	32.5%

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			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	16,279	9,106	78.8%

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			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	1,911	1,450	31.8%

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			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	4,225	3,233	30.7%

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
Page	Lynn Hoy, Janice Jaskowiak
	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: 31

Days Closed: 0

**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										
MAY										
JUN										
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
TOTAL	0	0	58	89	1,692	\$12.00	\$303.00	\$24.00	\$508.00	\$1,309.60

Total Proceeds \$2,156.60

	Facebook	Instagram
	Followers	Followers
JAN	2,281	134
FEB	2,286	181
MAR	2,304	226
APR		
MAY		
JUN		
JUL		
AUG		
SEP		
OCT		
NOV		
DEC		


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		
4/10			
4/17	Easter		
4/24			
5/1			
5/8			
5/15			
5/22	BBQ		
		1,163	2,547


Program Date	Title	Number of programs	Total Attendance
3/1/2022	Book Club	1	4
3/2/2022	Mahjong Club	1	7
3/8/2022	Storytime	1	12
3/8/2022	Storytime	1	18
3/8/2022	Book Club	1	8
3/9/2022	Mahjong Club	1	4
3/10/2022	YA Book Club	1	5
3/11/2022	Storytime	1	10
3/11/2022	STEM Storytime	1	10
3/12/2022	Lego Club	1	11
3/12/2022	Lego Club	1	5
3/14/2022	Sprouts	1	20
3/15/2022	Storytime	1	8
3/15/2022	Storytime	1	10
3/16/2022	Mahjong Club	1	6
3/16/2022	Crafts with the Youth Bureau	1	18
3/18/2022	Storytime	1	14
3/18/2022	STEM Storytime	1	12
3/21/2022	Kids Yoga	1	13
3/22/2022	Storytime	1	14
3/22/2022	Storytime	1	10
3/22/2022	Author Talk: Isaiah Rashad	1	6
3/23/2022	Author Talk: Lissa Marie Redmond	1	24
3/23/2022	Mahjong Club	1	7
3/24/2022	Family Literacy	1	10
3/24/2022	Family Literacy	1	14
3/25/2022	Storytime	1	8
3/25/2022	STEM Storytime	1	8
3/26/2022	PAWS for Love	1	6
3/30/2022	Mahjong Club	1	4
3/31/2022	Leprechaun Scavenger Hunt	126	126
3/31/2022	Take & Make Craft	225	225
3/31/2022	Craft & Carry	147	147
3/31/2022	STEM Kits	40	40
3/31/2022	Garden Kits	80	80
3/31/2022	Winter Reading Log	1	130
3/31/2022	Read Down Your Fines	1	2
3/31/2022	Read Down Your Fines	1	2
3/31/2022	Tutoring	15	15
3/31/2022	Read Down Your Fines	1	1
3/31/2022	Book a Tech Trainer	5	5
3/31/2022	Tutoring	25	25

Circulation

Total Circulations


 Library	March			Year to Date Totals			Footnotes
	2022 Total	2021 Total	% of	2022 Total	2021 Total	% of	
	Circulations	Circulations	Change	Circulations	Circulations	Change	
Alden (Ewell Free)	1,447	1,523	-5.0%	3,559	3,875	-8.2%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.</p> <p>Correctional Facility and Holding Center - Numbers not received.</p> <p>Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Music/Music Videos Downloaded - The Library is in the process of implementing a new service provider.</p> <p>Panty - Closed starting 2/14/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	19,386	19,738	-1.8%	51,105	48,255	5.9%	
Clearfield	17,077	17,330	-1.5%	46,128	42,172	9.4%	
Eggertsville-Snyder	8,013	8,176	-2.0%	21,728	21,754	-0.1%	
Williamsville	2,577	2,683	-4.0%	6,230	6,158	1.2%	
Angola	1,909	1,957	-2.5%	4,815	4,817	0.0%	
Aurora	7,435	7,364	1.0%	20,968	18,533	13.1%	
Boston	2,010	2,441	-17.7%	5,291	5,783	-8.5%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	14,252	13,876	2.7%	39,333	34,325	14.6%	
Reinstein Memorial	4,808	4,574	5.1%	12,360	9,893	24.9%	
Clarence	12,222	13,101	-6.7%	33,514	33,066	1.4%	
Collins	2,357	2,393	-1.5%	6,846	6,730	1.7%	
Concord	3,342	3,244	3.0%	8,379	8,663	-3.3%	
Eden	2,351	3,007	-21.8%	6,793	8,109	-16.2%	
Elma	5,127	5,214	-1.7%	13,982	12,772	9.5%	
Grand Island Memorial	6,319	6,747	-6.3%	17,218	16,234	6.1%	
<i>Hamburg</i>							
Hamburg	10,852	10,352	4.8%	30,332	26,343	15.1%	
Lake Shore	3,794	3,707	2.3%	10,285	8,567	20.1%	
Lackawanna	2,424	2,328	4.1%	6,073	4,737	28.2%	
Lancaster	11,175	9,752	14.6%	29,439	22,224	32.5%	
Marilla	2,282	2,587	-11.8%	5,808	6,862	-15.4%	
Newstead	2,996	2,993	0.1%	8,246	8,889	-7.2%	
North Collins	1,186	1,179	0.6%	2,743	3,039	-9.7%	
Orchard Park	14,764	13,049	13.1%	38,795	32,086	20.9%	
City of Tonawanda	5,887	5,626	4.6%	14,636	13,099	11.7%	
<i>Town of Tonawanda</i>							
Kenilworth	3,307	3,222	2.6%	9,018	8,765	2.9%	
Kenmore	14,995	15,377	-2.5%	41,628	36,285	14.7%	
West Seneca	11,823	12,245	-3.4%	30,669	30,907	-0.8%	
<i>Buffalo</i>							
Coles	1,309	1,090	20.1%	3,312	2,868	15.5%	
Crane	3,296	2,843	15.9%	10,643	10,429	2.1%	
Dudley	2,804	2,405	16.6%	6,814	5,510	23.7%	
East Clinton	1,425	1,097	29.9%	3,795	2,787	36.2%	
González-Soto	2,360	2,199	7.3%	5,848	4,865	20.2%	
Merriweather	1,923	2,565	-25.0%	5,587	6,322	-11.6%	
North Park	5,114	5,038	1.5%	13,103	11,547	13.5%	
Panty	6	1,510	-99.6%	1,810	3,575	-49.4%	
<i>Central</i>	15,416	15,531	-0.7%	41,511	40,413	2.7%	
<i>Bookmobile Services</i>							
Library on Wheels	1,265	834	51.7%	3,533	1,746	102.3%	
Library2Go	158	See note.	See note.	323	See note.	See note.	
<i>Institutions</i>							
Correctional Facility	0	0	#DIV/0!	0	0	#DIV/0!	
Holding Center	0	0	#DIV/0!	0	0	#DIV/0!	
<i>System</i>							
Online Renewals	84,310	94,135	-10.4%	226,809	211,930	7.0%	
Interlibrary Loans	1,294	1,174	10.2%	3,407	3,051	11.7%	
Audio Books Downloaded	44,972	39,168	14.8%	129,352	111,066	16.5%	
Videos Downloaded/Streamed	79	106	-25.5%	244	392	-37.8%	
eBook Checkouts/Downloads	76,628	80,417	-4.7%	230,963	238,422	-3.1%	
Music/Music Videos Downloaded	0	26,879	-100.0%	0	82,588	-100.0%	
B&ECPL Totals	438,476	472,776	-7.3%	1,212,975	1,220,453	-0.6%	
Member Libraries	196,117	195,785	0.2%	525,921	482,942	8.9%	
Buffalo Branches	18,237	18,747	-2.7%	50,912	47,903	6.3%	
Central Library	15,416	15,531	-0.7%	41,511	40,413	2.7%	
Bookmobile Services	1,423	834	70.6%	3,856	1,746	120.8%	
Institutions	0	0	#DIV/0!	0	0	#DIV/0!	
System	207,283	241,879	-14.3%	590,775	647,449	-8.8%	

Library Visits

	March			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)	917	845	8.5%	2,355	2,130	10.6%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.</p> <p>Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed starting 2/14/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	9,297	8,602	8.1%	23,440	18,563	26.3%	
Clearfield	9,098	7,686	18.4%	23,904	17,885	33.7%	
Eggertsville-Snyder	4,767	4,043	17.9%	11,986	9,730	23.2%	
Williamsville	1,653	1,330	24.3%	4,216	3,203	31.6%	
Angola	4,432	3,757	18.0%	11,317	8,601	31.6%	
Aurora	4,539	3,540	28.2%	12,846	8,219	56.3%	
Boston	1,028	1,096	-6.2%	2,855	2,772	3.0%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	8,071	6,550	23.2%	21,565	15,909	35.6%	
Reinstein Memorial	3,134	2,460	27.4%	7,850	5,593	40.4%	
Clarence	5,902	5,681	3.9%	15,792	12,564	25.7%	
Collins	1,172	1,022	14.7%	3,259	2,671	22.0%	
Concord	2,599	2,043	27.2%	6,767	5,595	20.9%	
Eden	1,296	1,248	3.8%	3,656	3,288	11.2%	
Elma	3,045	2,586	17.7%	8,241	6,102	35.1%	
Grand Island Memorial	3,588	3,101	15.7%	9,306	6,495	43.3%	
<i>Hamburg</i>							
Hamburg	6,815	4,937	38.0%	17,485	12,043	45.2%	
Lake Shore	3,103	2,348	32.2%	8,268	5,712	44.7%	
Lackawanna	5,698	1,950	192.2%	9,657	3,934	145.5%	
Lancaster	6,449	4,433	45.5%	16,279	9,106	78.8%	
Marilla	894	1,066	-16.1%	2,560	2,355	8.7%	
Newstead	2,395	2,458	-2.6%	6,160	6,192	-0.5%	
North Collins	1,022	894	14.3%	2,546	2,378	7.1%	
Orchard Park	10,848	7,232	50.0%	27,227	17,093	59.3%	
City of Tonawanda	3,691	3,226	14.4%	9,192	7,183	28.0%	
<i>Town of Tonawanda</i>							
Kenilworth	2,878	3,582	-19.7%	7,537	7,896	-4.5%	
Kenmore	8,451	6,996	20.8%	22,019	15,657	40.6%	
West Seneca	8,522	6,920	23.2%	21,875	19,420	12.6%	
<i>Buffalo</i>							
Coles	2,768	2,433	13.8%	6,960	6,145	13.3%	
Crane	2,028	1,865	8.7%	7,312	7,338	-0.4%	
Dudley	3,124	2,396	30.4%	7,654	5,650	35.5%	
East Clinton	1,154	864	33.6%	3,143	1,973	59.3%	
González-Soto	3,158	2,394	31.9%	7,432	5,096	45.8%	
Merriweather	5,371	4,271	25.8%	13,393	9,413	42.3%	
North Park	4,715	4,037	16.8%	11,924	9,587	24.4%	
Panty	0	2,171	-100.0%	2,525	4,699	-46.3%	
<i>Central</i>	17,633	11,164	57.9%	43,137	27,086	59.3%	
<i>Bookmobile Services</i>							
Library on Wheels	740	115	543.5%	2,257	216	944.9%	
Library2Go	144	See note.	See note.	144	See note.	See note.	
<i>Institutions</i>							
Correctional Facility	683	1,399	-51.2%	1,768	2,651	-33.3%	
Holding Center	346	336	3.0%	899	875	2.7%	
System	167,168	135,077	23.8%	428,708	319,018	34.4%	
Member Libraries	125,304	101,632	23.3%	320,160	238,289	34.4%	
Buffalo Branches	22,318	20,431	9.2%	60,343	49,901	20.9%	
Central Library	17,633	11,164	57.9%	43,137	27,086	59.3%	
Bookmobile	884	115	668.7%	2,401	216	1011.6%	
Institutions	1,029	1,735	-40.7%	2,667	3,526	-24.4%	


Registered Public Access Computer Sessions

Session Counts Per Outlet

	March			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)	68	70	-2.9%	191	184	3.8%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.</p> <p>Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed starting 2/14/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	1,093	1,186	-7.8%	2,654	2,255	17.7%	
Clearfield	787	625	25.9%	1,922	1,317	45.9%	
Egbertsville-Snyder	484	469	3.2%	1,167	1,087	7.4%	
Williamsville	148	135	9.6%	333	305	9.2%	
Angola	237	119	99.2%	571	301	89.7%	
Aurora	330	250	32.0%	878	554	58.5%	
Boston	83	87	-4.6%	203	217	-6.5%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,443	1,107	30.4%	3,713	2,522	47.2%	
Reinstein Memorial	695	539	28.9%	1,677	1,168	43.6%	
Clarence	523	501	4.4%	1,323	1,026	28.9%	
Collins	98	109	-10.1%	264	341	-22.6%	
Concord	193	188	2.7%	583	522	11.7%	
Eden	98	124	-21.0%	283	332	-14.8%	
Elma	186	178	4.5%	540	362	49.2%	
Grand Island Memorial	271	209	29.7%	692	370	87.0%	
<i>Hamburg</i>							
Hamburg	1,015	812	25.0%	2,459	1,940	26.8%	
Lake Shore	256	163	57.1%	592	440	34.5%	
Lackawanna	476	419	13.6%	1,133	757	49.7%	
Lancaster	753	862	-12.6%	1,911	1,450	31.8%	
Marilla	34	40	-15.0%	93	148	-37.2%	
Newstead	147	149	-1.3%	409	493	-17.0%	
North Collins	104	154	-32.5%	260	452	-42.5%	
Orchard Park	638	427	49.4%	1,626	907	79.3%	
City of Tonawanda	614	524	17.2%	1,368	926	47.7%	
<i>Town of Tonawanda</i>							
Kenilworth	429	377	13.8%	1,104	790	39.7%	
Kenmore	1,543	1,054	46.4%	4,060	2,219	83.0%	
West Seneca	1,139	1,094	4.1%	2,742	2,503	9.5%	
<i>Buffalo</i>							
Coles	892	910	-2.0%	2,288	2,271	0.7%	
Crane	291	231	26.0%	1,043	960	8.6%	
Dudley	671	458	46.5%	1,626	1,096	48.4%	
East Clinton	266	212	25.5%	725	525	38.1%	
González-Soto	650	728	-10.7%	1,652	1,569	5.3%	
Merriweather	1,419	1,232	15.2%	3,815	2,836	34.5%	
North Park	941	913	3.1%	2,329	2,135	9.1%	
Panty	0	420	-100.0%	539	898	-40.0%	
Central	6,025	4,265	41.3%	14,189	10,657	33.1%	
<i>Bookmobile Services</i>							
Library on Wheels	0	0	#DIV/0!	0	0	#DIV/0!	
Library2Go	0	See note.	See note.	0	See note.	See note.	
System	25,040	21,340	17.3%	62,957	48,835	28.9%	
Member Libraries	13,885	11,971	16.0%	34,751	25,888	34.2%	
Buffalo Branches	5,130	5,104	0.5%	14,017	12,290	14.1%	
Central Library	6,025	4,265	41.3%	14,189	10,657	33.1%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

WiFi

Total Logins

	March			Year to Date Totals			Footnotes
	2022	2021	% of	2022	2021	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	451	355	27.0%	1,160	842	37.8%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Aurora - Closed 3/7/2022-3/9/2022 - LED conversion project.</p> <p>Crane - Closed 3/7/2022-3/18/2022 - Complete construction Phase I.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed starting 2/14/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	2,161	2,154	0.3%	5,856	4,479	30.7%	
Clearfield	1,894	1,746	8.5%	5,166	3,947	30.9%	
Eggertsville-Snyder	1,065	956	11.4%	2,796	2,336	19.7%	
Williamsville	1,320	1,629	-19.0%	3,182	3,188	-0.2%	
Angola	222	169	31.4%	541	376	43.9%	
Aurora	2,028	1,492	35.9%	5,302	3,910	35.6%	
Boston	149	138	8.0%	416	319	30.4%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,362	737	84.8%	3,305	1,815	82.1%	
Reinstein Memorial	670	596	12.4%	1,834	1,126	62.9%	
Clarence	1,259	1,184	6.3%	3,272	2,566	27.5%	
Collins	248	237	4.6%	616	641	-3.9%	
Concord	538	457	17.7%	1,318	1,197	10.1%	
Eden	249	229	8.7%	639	511	25.0%	
Elma	348	283	23.0%	846	718	17.8%	
Grand Island Memorial	634	645	-1.7%	1,679	1,350	24.4%	
<i>Hamburg</i>							
Hamburg	1,898	1,591	19.3%	4,818	3,903	23.4%	
Lake Shore	431	398	8.3%	1,160	966	20.1%	
Lackawanna	488	276	76.8%	1,180	636	85.5%	
Lancaster	1,680	1,418	18.5%	4,225	3,233	30.7%	
Marilla	105	109	-3.7%	257	294	-12.6%	
Newstead	334	701	-52.4%	1,154	1,775	-35.0%	
North Collins	368	333	10.5%	946	755	25.3%	
Orchard Park	1,769	958	84.7%	4,250	2,345	81.2%	
City of Tonawanda	564	746	-24.4%	1,549	1,350	14.7%	
<i>Town of Tonawanda</i>							
Kenilworth	448	329	36.2%	1,086	821	32.3%	
Kenmore	2,216	1,543	43.6%	5,448	3,572	52.5%	
West Seneca	1,937	1,668	16.1%	4,774	3,967	20.3%	
<i>Buffalo</i>							
Coles	936	551	69.9%	2,285	1,434	59.3%	
Crane	371	406	-8.6%	1,150	1,632	-29.5%	
Dudley	1,297	1,781	-27.2%	4,399	3,378	30.2%	
East Clinton	645	449	43.7%	1,667	1,132	47.3%	
González-Soto	2,401	1,702	41.1%	5,541	4,002	38.5%	
Merriweather	985	755	30.5%	2,590	1,738	49.0%	
North Park	1,044	847	23.3%	2,492	2,274	9.6%	
Panty	970	1,025	-5.4%	2,659	2,454	8.4%	
Central	14,618	8,808	66.0%	36,212	22,954	57.8%	
<i>Bookmobile Services</i>							
Library on Wheels	35	48	-27.1%	106	71	49.3%	
Library2Go	0	See note.	See note.	0	See note.	See note.	
System	50,138	39,449	27.1%	127,876	94,007	36.0%	
Member Libraries	26,836	23,077	16.3%	68,775	52,938	29.9%	
Buffalo Branches	8,649	7,516	15.1%	22,783	18,044	26.3%	
Central Library	14,618	8,808	66.0%	36,212	22,954	57.8%	
Bookmobile Services	35	48	-27.1%	106	71	49.3%	

Lancaster Financial Monthly Report 2022

March

Account	Deposits	Disbursements	Interest	Sub-Total	Balance
M & T Checking					
Beginning Balance					\$12,007.91
Receipts	\$815.85				
BECPL- 2021 return to system (#24979)		-\$8,506.39			
Ending Balance	\$815.85	-\$8,506.39		-\$7,690.54	\$4,317.37
Bank on Buffalo					
Beginning Balance					\$66,167.91
AmazonSmile donation	\$32.80				
NYSUT retirees Bruce Smith memorial donation (Sunday hours)	\$300.00				
Cashed in CD 2404	\$12,771.49				
Copier	\$130.00				
Vending	\$12.00				
Headphones (2 @ \$3)	\$6.00				
Book sale	\$188.00				
Lakeshore Learning: STEM items (449)		-\$304.27			
Amazon Web Services: Transcription service (Debit)		-\$0.17			
Sprouts, NY LLC: 3/14 program (#450)		-\$75.00			
Donna Baia- Kidding Around Yoga 3/21 program (#541)		-\$50.00			
Lakeshore Learning: Numbers kit items (#452)		-\$124.38			
Positive Promotions: Volunteer gifts (Debit)		-\$50.39			
New York State: Sales tax return (Debit)		-\$246.55			
Amazon: Strong box (time capsule) (Debit)		-\$59.99			
Amazon: Yard games (Debit)		-\$171.79			
Amazon: Jenga carrying cases (Debit)		-\$119.97			
The Library Store: 8 stamps (#454)		-\$97.35			
Michales: Construction paper (Debit)		-\$64.45			
Amazon: Craft supplies (Debit)		-\$117.40			
Oriental Trading: STEM kit bags (Debit)		-\$27.16			
Green Lawn Landscapes: Firewood (453)		-\$150.00			
Ending Balance	\$13,440.29	-\$1,658.87		\$11,781.42	\$77,949.33
Bank on Buffalo CDs	Amount	Maturity	Interest Rate	Interest	Total
Bank on Buffalo CD 040	\$21,505.32	12M 6/28/22	0.28%	\$14.85	\$21,520.17
Bank on Buffalo CD 042	\$11,333.14	12M 4/6/22	0.28%	\$0.00	\$11,333.14
Bank on Buffalo CD 043	\$11,984.21	36M 7/27/23	0.61%	\$0.00	\$11,984.21
Bank on Buffalo CD 045	\$28,152.07	12M 1/24/23	0.11%	\$0.00	\$28,152.07
Bank on Buffalo CD 046	\$24,616.93	12M 5/24/22	0.28%	\$0.00	\$24,616.93
Bank on Buffalo CD 028	\$11,710.83	36M 10/27/24	0.19%	\$0.00	\$11,710.83
Bank on Buffalo CD 178	\$20,601.52	12M 8/03/22	0.28%	\$0.00	\$20,601.52
Bank on Buffalo CD 1283	\$10,568.16	12M 9/30/22	0.11%	\$2.87	\$10,571.03
Bank on Buffalo CD 2355	\$21,733.18	36M 5/29/22	3.20%	\$172.15	\$21,905.33
Bank on Buffalo CD 2404	\$12,762.74	CLOSED*	0.28%	\$8.75	\$0.00
Bank on Buffalo CD 7632	\$20,061.68	12M 10/9/22	0.11%	\$0.00	\$20,061.68
CD Balance				\$198.62	\$182,456.91
Total Balance					\$264,723.61

*CD 2404 closed on 3/23/2022. \$12771.49 transferred to checking acct.

**Petty Cash
March 2022**

Date	Item	Deposit	Withdrawl	Total
				\$82.77
3-Mar	Meagan- Dollar General- disinfectant wipes		-\$6.85	\$75.92
22-Mar	Kara- Dollar General- tablecloths for book sale		-\$8.00	\$67.92
24-Mar	Josh- Valu- handles for seed library		-\$6.00	\$61.92
31-Mar	Meagan- Dollar General- trash can and Peeps		-\$20.00	\$41.92
		\$0.00	-\$40.85	\$41.92

Craft 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
Total:				\$1,224.61
Balance:				<u>\$ 2,167.68</u>

Income	
DATE	ISSUED AMOUNT
2021 Elks left over	\$892.29
2022 Board budget	2,000.00
2022 Elks donation	\$500.00
Total Budget:	\$3,392.29

amazonprime

Deliver to Kara
Lancaster 14086

Home & Kitchen

acid free paper

Q

US

Hello, Kara
Account & Lists

Returns
& Orders

0

AllBuy AgainAmazon BasicsPharmacyCouponsAmazon OutletHealth & HouseholdSupport small, shop women-owned

Amazon HomeShop by RoomDiscoverShop by StyleHome DécorFurnitureKitchen & DiningBed & BathGarden & OutdoorHome Improvement



Back to resultsSponsored



Roll over image to zoom in

White - 96 Sheets, 15 Inch x 20 Inch - Acid-free Tissue Paper for Long-term storage | Colors of Rainbow

Visit the Colors of Rainbow Store
★★★★★ 1,440 ratings
21 answered questions

-45% \$9⁸⁶

List Price: \$17.99

prime One-Day
& FREE Returns

Color: White acid-free



Size1 pack (96 sheets)
MaterialPaper
ColorWhite acid-free
BrandColors of Rainbow
OccasionAll Occasions

About this item

- Premium quality tissue paper, acid-free and eco-friendly. Aging-resistant tissue paper can be used to wrap sensitive objects, or used as fillings or interleaving materials for photos and storage boxes. Tissue paper can be used in place of gift wrapping paper, for various craft projects or handmade items, and has many possible applications for party decoration.

\$9⁸⁶

prime One-Day
& FREE Returns

FREE delivery Tomorrow, March 29. Order within 7 hrs 30 mins

Deliver to Kara - Lancaster 14086

In Stock.

Qty: 1

Add to Cart

Buy Now

Secure transaction

Ships from Amazon
Sold by Colors of Rainbow LLC

Return policy: Eligible for Return, Refund or Replacement

☐ Add a gift receipt for easy returns

Add to List

Share

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Lancaster Public Library

Annual Report For Public And Association Libraries - 2021

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2021, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	0800143520
1.2	Library Name	LANCASTER PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Lancaster
1.6	Beginning Fiscal Reporting Year	01/01/2021
1.7	Ending Fiscal Reporting Year	12/31/2021
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to	N/A

Question 1.8.

- | | | |
|------|--|---|
| 1.10 | Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A |
| 1.11 | Beginning <u>Local</u> Fiscal Year | 01/01/2021 |
| 1.12 | Ending <u>Local</u> Fiscal Year | 12/31/2021 |
| 1.13 | Address Status | 00 (for no change from previous year) |
| 1.14 | Street Address | 5466 BROADWAY |
| 1.15 | City | LANCASTER |
| 1.16 | Zip Code | 14086 |
| 1.17 | Mailing Address | 5466 BROADWAY |
| 1.18 | City | LANCASTER |
| 1.19 | Zip Code | 14086 |
| 1.20 | Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) | (716) 683-1120 |
| 1.21 | Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) | (716) 686-0749 |
| 1.22 | E-Mail Address to Contact the Library (Enter N/A if no e-mail address) | lnc@buffalolib.org |
| 1.23 | Library Home Page URL (Enter N/A if no home page URL) | https://www.buffalolib.org/locations-hours/lancaster-public-library |
| 1.24 | Population Chartered to Serve (per 2010 Census) | 41,604 |
| 1.25 | Indicate the type of library as stated in the library's charter (select one): | PUBLIC |

- | | | |
|------|---|--------------------------------------|
| 1.26 | Indicate the area chartered to serve as stated in the library's charter (select one): | Town |
| 1.27 | During the reporting year, has there been any change to the library's legal service area boundaries?
Changes must be the result of a Regents charter action. Answer Y for Yes, N for No. | N |
| 1.28 | Indicate the type of charter the library currently holds (select one): | Absolute |
| 1.29 | Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter | 09/16/1915 |
| 1.30 | Date the library was last registered | 12/30/1947 |
| 1.31 | Federal Employer Identification Number | 166002581 |
| 1.32 | County | ERIE |
| 1.33 | School District | Lancaster Central School District |
| 1.34 | Town/City | Lancaster |
| 1.35 | Library System | Buffalo & Erie County Public Library |

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

- | | | |
|-------|----------------------------|-----|
| 1.36a | President/CEO Name | N/A |
| 1.36b | President/CEO Phone Number | N/A |
| 1.36c | President/CEO Email | N/A |

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

- | | | |
|------|---|-------|
| 1.37 | First Name of Library Director/Manager | Kara |
| 1.38 | Last Name of Library Director/Manager | Stock |
| 1.39 | NYS Public Librarian Certification Number | 19485 |

- 1.40 What is the highest education level of the library manager/director? Master's Degree
- 1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y
- 1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.
- 1.43 E-mail Address of the Director/Manager stockk@buffalolib.org
- 1.44 Fax Number of the Director/Manager (716) 686-0749
- 1.45 Does the library charge fees for library cards to people residing outside the system's service area? Y

Public Votes/Contracts

- 1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2021? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. N
1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote N/A
3. Date the vote was held (mm/dd/2021) N/A
4. Was the vote successful? Y/N N/A
5. What type of public vote was it? N/A
- 6a. Most recent prior year approved appropriation from a public vote: N/A

- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

- 1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2021) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. N
1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote
3. Date the last successful vote was held (mm/dd/yyyy) N/A
4. What type of public vote was it?
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A

Unusual Circumstances

- 1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. N
1. Name of contracting municipality or district N/A
2. Is this a written contractual agreement? N/A

- | | | |
|----|---|-----|
| 3. | Population of the geographic area served by this contract | N/A |
| 4. | Dollar amount of contract | N/A |
| 5. | Enter the appropriate code for range of services provided (select one): | N/A |

- 1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? **Y**
 If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.

Note: As a result of the COVID-19 pandemic and due to the fact that the library was located in an NYS Micro-Cluster Orange Zone, the library building was closed to the public from 1/1/2021 - 1/25/2021, but offered curbside and walk-up services. In addition, Lancaster was open 46 hours per week in January, 55 February-August, and 60 September through December with the addition of Sunday hours. Lancaster was closed Sundays January-June.

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please [read](#) general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

- | | | |
|-----|-------------------------|--------|
| 2.1 | Adult Fiction Books | 13,292 |
| 2.2 | Adult Non-fiction Books | 7,976 |

2.3	Total Adult Books (Total questions 2.1 & 2.2)	21,268
2.4	Children's Fiction Books	13,544
2.5	Children's Non-fiction Books	3,498
2.6	Total Children's Books (Total questions 2.4 & 2.5)	17,042
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	38,310

Other Print Materials

2.8	Total Uncataloged Books	2,489
2.9	Total Print Serials	1,419
2.10	All Other Print Materials	12
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	3,920
2.12	Total Print Materials (Total questions 2.7 and 2.11)	42,230

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	0
2.14	Local Electronic Collections	24
2.15	NOVEL _{NY} Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	39
2.17	Audio - Downloadable Units	0
2.18	Video - Downloadable Units	0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs;	1

and electronic government documents, reference tools, scores and maps.)

2.20 **Total Electronic Materials** (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) 40

Non-Electronic Materials

2.21 Audio - Physical Units 4,360

2.22 Video - Physical Units 14,487

2.23 Other Circulating Physical Items 51

2.24 **Total Physical Items in Collection** (Total questions 2.21 through 2.23) 18,898

Grand Total/Additions to Holdings

2.25 **GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24) 61,168

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26 Cataloged Books 2,769

2.27 All Other Print Materials 1,234

2.28 Electronic Materials 0

2.29 All Other Materials 1,491

2.30 **Total Additions** (Total questions 2.26 through 2.29) 5,494

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	52,465
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count
3.2	Registered resident borrowers	17,989
3.3	Registered non-resident borrowers	6

Please report information on WRITTEN POLICIES as of 12/31/21.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle blower policy?	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y

Please report information on ACCESSIBILITY as of 12/31/21.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
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Note: Library by Mail offered at the System level.

3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N
------	--	---

3.13 Does the library have large print books? Y

3.14 Does the library have assistive technology for people who are visually impaired or blind? Y

3.15 - If so, what do you have?

screen reader, such as JAWS, Windoweyes or NVDA Yes

refreshable Braille commonly referred to as a refreshable Braille display No

screen magnification software, such as Zoomtext Yes

electronic scanning and reading software, such as OpenBook No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

For Questions 3.19, 3.19a, 3.19b,

- If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.
- If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.

For Questions 3.26, 3.26a, 3.26b,

- If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.
- If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.

3.17 Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older 49

3.18 Number of Synchronous Program Sessions Targeted 22

at Young Adults Ages 12-18

3.19	Number of Children's Programs	115
3.19a	Number of Synchronous Program Sessions Targeted at Children Ages 0-5	76
3.19b	Number of Synchronous Program Sessions Targeted at Children Ages 6-11	39
3.20	Number of Synchronous General Interest Program Sessions	24

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

3.20a	Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs in Q3.19a and Q3.19b (Total questions 3.17, 3.18, 3.19, 3.20)	210
3.21	Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.	210
3.21a	Number of Synchronous In-Person Onsite Program Sessions	202
3.21b	Number of Synchronous In-Person Offsite Program Sessions	2
3.21c	Number of Synchronous Virtual Program Sessions	6
3.22	One-on-One Program Sessions	3,871

Note: Increase due to take and makes being counted as one-on-ones this year.

3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.24	Attendance at Synchronous Programs Targeted at Adults Age 19 or Older	428

3.25 Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 158

3.26 Children's Program Attendance 3,686

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

3.26a Attendance at Synchronous Programs Targeted at Children Ages 0-5 1,125

3.26b Attendance at Synchronous Programs Targeted at Children Ages 6-11 2,561

3.27 Attendance at Synchronous General Interest Programs 1,575

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

3.27a Total Attendance at Synchronous Programs for those libraries who are not reporting the Children's Program Attendance in Q3.26a and Q3.26b (Total questions 3.24, 3.25, 3.26, 3.27) 5,847

3.28 Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27). This is the Total Number for those libraries who are breaking out Children's Programming questions by age. 5,847

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

3.28a Synchronous In-Person Onsite Program Attendance 4,375

3.28b Synchronous In-Person Offsite Program Attendance 623

3.28c Synchronous Virtual Program Attendance 849

3.29 One-on-One Program Attendance 3,871

Note: Increase due to take and makes being counted as one-on-ones this year.

3.29a Total Number of Asynchronous Program Presentations 44

3.29b Total Views of Asynchronous Program Presentations within 7 Days 5,801

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

- | | | |
|----|---|-----|
| a. | Program(s) for children | Yes |
| b. | Program(s) for young adults | Yes |
| c. | Program(s) for Adults | Yes |
| d. | Summer Reading at New York Libraries name and/or logo used | Yes |
| e. | Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) | Yes |
| f. | N/A | No |

- | | | |
|------|---|-----|
| 3.31 | Library outlets offering the summer reading program | 1 |
| 3.32 | Children registered for the library's summer reading program | 70 |
| 3.33 | Young adults registered for the library's summer reading program | 15 |
| 3.34 | Adults registered for the library's summer reading program | 26 |
| 3.35 | Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34) | 111 |
| 3.36 | Children's program sessions - Summer 2021 | 56 |
| 3.37 | Young adult program sessions - Summer 2021 | 13 |
| 3.38 | Adult program sessions - Summer 2021 | 15 |

3.39	Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38)	84
3.40	Children's program attendance - Summer 2021	400
3.41	Young adult program attendance - Summer 2021	125
3.42	Adult program attendance - Summer 2021	124
3.43	Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42)	649

COLLABORATORS

3.44	Public school district(s) and/or BOCES	0
3.45	Non-public school(s)	0
3.46	Childcare center(s)	0
3.47	Summer camp(s)	0
3.48	Municipality/Municipalities	0
3.49	Literacy provider(s)	0
3.50	Other (describe using the State note)	2

Note: SPCA Paws for Love (Debbie Braun, pawsforlove@yoursPCA.org) and Therapy Dogs International (Lauren Kotrys, kotrys.lauren.e@gmail.com)

3.51	Total Collaborators (total 3.44 through 3.50)	2
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Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.

EARLY LITERACY PROGRAMS

3.52	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	N
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3.53 - Indicate types of programs offered (check all that apply)

a.	Focus on birth - school entry (kindergarten)	Yes
b.	Focus on parents & caregivers	No
c.	Combined audience	No
d.	N/A	No

3.54 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	76
b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0

3.55 **Total Sessions** 76

3.56 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	1,125
----	--	-------

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0

3.57 **Total Attendance** 1,125

Note: In 2020, programming numbers also included take and makes and other self-directed passive programs, which we broke out separately for this year and are now added to the one-on-ones, causing a decrease in group numbers and an increase in one-on-ones.

3.58 - Collaborators (check all that apply):

a.	Childcare center(s)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No

d. Health care providers/agencies No

e. Other (describe using the State note) Yes

Note: SPCA Paws for Love (Debbie Braun, pawsforlove@yoursPCA.org)

Please report information on ADULT LITERACY for the 2021 calendar year.

ADULT LITERACY

3.59 Did the library offer adult literacy programs? No

3.60 Total group program sessions 0

3.61 Total one-on-one program sessions 59

3.62 Total group program attendance 0

3.63 Total one-on-one program attendance 59

3.64 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) Yes

b. Public School District(s) and/or BOCES No

c. Non-Public Schools No

d. Other (see instructions and describe using Note) No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2021 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)

3.66 Children's program sessions 0

3.67 Young adult program sessions 0

3.68 Adult program sessions 0

3.69	Total program sessions (total 3.66 + 3.67 + 3.68)	0
3.70	One-on-one program sessions	0
3.71	Children's program attendance	0
3.72	Young adult program attendance	0
3.73	Adult program attendance	0
3.74	Total program attendance (total 3.71 + 3.72 + 3.73)	0
3.75	One-on-one program attendance	0
3.76	- Collaborators (check all that apply):	
a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No
d.	Other (describe using the Note)	No

Please report information on DIGITAL LITERACY for the 2021 calendar year.

DIGITAL LITERACY

3.77	Did the library offer digital literacy programs?	Y
3.78	Total group program sessions	0
3.79	Total one-on-one program sessions	77
3.80	Total group program attendance	0
3.81	Total one-on-one program attendance	77
3.82	Did your library offer teen-led activities during the 2021 calendar year?	N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	24,501
4.2	Adult Non-fiction Books	8,052
4.3	Total Adult Books (Total questions 4.1 & 4.2)	32,553
4.4	Children's Fiction Books	34,991
4.5	Children's Non-fiction Books	5,286
4.6	Total Children's Books (Total questions 4.4 & 4.5)	40,277
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	72,830

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	32,549
4.9	Circulation of Children's Other Materials	4,093
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	36,642
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	109,472

ELECTRONIC USE

4.12	Use of Electronic Material	0
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Note: This is being reported at the System level.

4.13	Successful Retrieval of Electronic Information	0
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Note: This is being reported at the System level.

4.14	Electronic Content Use (Total questions 4.12 & 4.13)	0
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4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	109,472
------	--	---------

4.16	Total Collection Use (Total questions 4.13 & 4.15)	109,472
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	44,370

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	6,627
4.18a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count
4.19	Does the library offer virtual reference?	Y

Interlibrary Loan**INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

4.20	TOTAL MATERIALS RECEIVED	0
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Note: This is being reported at the System level.

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	0
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Note: This is being reported at the System level.

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	19,873
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Does your library use social media?	Y

5.7 Does the library file for E-rate benefits? Y

Note: Included as a component unit of B&ECPL.

5.8 Is the library part of a consortium for E-rate benefits? N

5.9 If yes, in which consortium are you participating? N/A

5.10 Name of the person responsible for the library's Information Technology (IT) services Steven Hovey IT Administrator

5.11 IT contact's telephone number (enter 10 digits only and hit the Tab key) (716) 858-6004

5.12 IT contact's email address hoveys@buffalolib.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	1.29
6.5	Vacant Librarian (certified)	0
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0

6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	5.49
6.11	Vacant Other Staff	.4
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	7.78
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.40

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$45,698
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$74,969
6.18	FTE - Library Manager (not certified)	0
6.19	Salary - Library Manager (not certified)	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2021 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2021**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. Y
2. Has a community-based, board-approved, written long-range plan of service developed by the library Y

board of trustees and staff.

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. Y
4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. Y
5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. Y
6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. Y
7. Is open the minimum standard number of public service hours for population served. (see instructions) Y
8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:
 - 8a. space Y
 - 8b. lighting Y
 - 8c. shelving Y
 - 8d. seating Y
 - 8e. power infrastructure Y
 - 8f. data infrastructure Y
 - 8g. public restroom Y
9. Provides programming to address community needs, as outlined in the library's long-range plan of service. Y

10. Provides

- 10a. a circulation system that facilitates access to the local library collection and other library catalogs Y
- 10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y
11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. Y
12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y
13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service. Y
14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

- 8.1 Main Library 1
- 8.2 Branches 0
- 8.3 Bookmobiles 0
- 8.4 Other Outlets 0
- 8.5 **TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)** 1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total Hours - Main Library 46.00

Note: The library was located in an NYS Micro-Cluster Orange Zone from 1/1/2021 - 1/25/2021, therefore the library building was closed to the public, but offered curbside and walk-up services 46 hours per week. The library resumed its minimum weekly hours of 55 hours per week on Saturday, February 6, 2021 and maintained the minimum requirement for the duration of 2021. Furthermore, Lancaster was open 60 hours per week from September through December with the addition of Sunday hours.

8.7 Minimum Weekly Total Hours - Branch Libraries 0.00

8.8 Minimum Weekly Total Hours - Bookmobiles 0.00

8.9 **Minimum Weekly Total Hours - Total Hours Open**
(Total questions 8.6 - 8.8) 46.00

Note: The library was located in an NYS Micro-Cluster Orange Zone from 1/1/2021 - 1/25/2021, therefore the library building was closed to the public, but offered curbside and walk-up services 46 hours per week. The library resumed its minimum weekly hours of 55 hours per week on Saturday, February 6, 2021 and maintained the minimum requirement for the duration of 2021. Furthermore, Lancaster was open 60 hours per week from September through December with the addition of Sunday hours.

8.10 Annual Total Hours - Main Library 2,800.00

8.11 Annual Total Hours - Branch Libraries 0.00

8.12 Annual Total Hours - Bookmobiles 0.00

8.13 **Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)** 2,800.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from January 1, 2021 to December 31, 2021.

CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? No

Note: As a result of the COVID-19 pandemic and due to the fact that the library was located in an NYS Micro-Cluster Orange Zone, the library building was closed to the public from 1/1/2021 - 1/25/2021, but offered curbside and walk-up services.

CV2 Did library staff continue to provide services to the public during any portion of the period when the

building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?

CV3 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes

CV4 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes

CV5 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

CV6 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic? Yes

Note: External WiFi was in place prior to pandemic.

CV7 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? No

CV8 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

CV9 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19 19

Note: January 26, 2021 - June 7, 2021, the library building was open, but our meeting room was closed due to using it as a quarantine space for returned materials. The meeting room reopened on June 8, 2021.

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main

libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to collectconnect@baker-taylor.com

- | | | |
|-----|---|---|
| 1. | Outlet Name | Lancaster Public Library |
| 2. | Outlet Name Status | 00 (for no change) |
| 3. | Street Address | 5466 Broadway |
| 4. | Outlet Street Address Status | 00 (for no change) |
| 5. | City | Lancaster |
| 6. | Zip Code | 14086 |
| 7. | Phone (enter 10 digits only) | (716) 683-1120 |
| 8. | Fax Number (enter 10 digits only) | (716) 686-0749 |
| 9. | E-mail Address | lnc@buffalolib.org |
| 10. | Outlet URL | https://www.buffalolib.org/locations-hours/lancaster-public-library |
| 11. | County | Erie |
| 12. | School District | Lancaster |
| 13. | Library System | Buffalo & Erie County Public Library |
| 14. | Outlet Type Code (select one): | CE |
| 15. | Public Service Hours Per Year for This Outlet | 2,800 |
| 16. | Number of Weeks This Outlet is Open | 49 |

16a Number of weeks an outlet closed due to COVID-19 3

Note: As a result of the COVID-19 pandemic and due to the fact that the library was located in an NYS Micro-Cluster Orange Zone, the library building was closed to the public from 1/1/2021 - 1/25/2021, but offered curbside and walk-up services.

16b Number of weeks an outlet had limited occupancy due to COVID-19 19

Note: January 26, 2021 - June 7, 2021, the library building was open, but our meeting room was closed due to using it as a quarantine space for returned materials. The meeting room reopened on June 8, 2021.

17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y

18. Is the meeting space available for public use even when the outlet is closed? N

19. Total number of non-library sponsored programs, meetings and/or events at this outlet 28

20. Enter the appropriate outlet code (select one): LRF

21. Who owns this outlet building? Town

22. Who owns the land on which this outlet is built? Town

23. Indicate the year this outlet was initially constructed 1975

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more 2020

25. Square footage of the outlet 15,609

26. Number of Internet Computers Used by General Public 31

27. Number of uses (sessions) of public Internet computers per year 7,196

27a Reporting Method for Number of Uses of Public Internet Computers Per Year CT - Annual Count

28. Type of connection on the outlet's public Internet computers Other (specify using the State note)

Note: Ethernet connections to central.

29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
31.	Internet Provider	Other (specify using the State note)
	Note: Crown Castle	
32.	WiFi Access	Password required
33.	Wireless Sessions	15,756
33a	Reporting Method for Wireless Sessions	CT - Annual Count
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
36.	Does your outlet have a Makerspace?	N
37.	<i>LIBID</i>	0800143520
38.	<i>FSCSID</i>	NY0021
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1 Total number of board meetings held during calendar year (January 1, 2021 to December 31, 2021) 12

NUMBER OF TRUSTEES AND TERMS

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)? No

10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? 6

10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note. Yes

10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 6 years

BOARD MEMBER SELECTION

10.8 Enter Board Member Selection Code (select one): EP - board members are elected in a public election

List Officers and Board Members as of February 1, 2022. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9 First Name Suzanne

10.10 Last Name Jacobs

10.11 Mailing Address 6008 Genesee St.

10.12 City Lancaster

10.13 Zip Code (5 digits only) 14086

10.14 Phone (enter 10 digits only) (716) 681-5494

10.15 E-mail Address smjacobs2001@yahoo.com

10.16	Term Begins - Month	January
10.17	Term Begins - Year (yyyy)	2022
10.18	Term Expires - Month	December
10.19	Term Expires - Year (yyyy)	2027
10.20	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes
10.21	The date the Oath of Office was taken (mm/dd/yyyy)	01/21/2022
10.22	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/21/2022
10.23	Is this a brand new trustee?	N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (**but do not include the Board President—this information should still be entered directly into the survey**). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](https://collectconnect.baker-taylor.com/SurveyReport.aspx?IncludeAnno=Y&Impersonate=&ResponseTypes=CY&SelectSection=ALL&SectionId=&...). Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled
2.	First Name of Board Member	Kenneth
3.	Last Name of Board Member	Graber
4.	Mailing Address	4 Foxhunt Rd.
5.	City	Lancaster
6.	Zip Code (5 digits only)	14086
7.	E-mail address	kamas5@aol.com
8.	Office Held or Trustee	Vice President

- | | | |
|-----|--|------------|
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2020 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2025 |
| 13. | Is the trustee serving a full term? If No, add a Note.
The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/09/2020 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/09/2020 |
| 16. | Is this a brand new trustee? | N |
-
- | | | |
|----|----------------------------|--------------------|
| 1. | Status | Filled |
| 2. | First Name of Board Member | Barbara |
| 3. | Last Name of Board Member | Tamol |
| 4. | Mailing Address | 487 Central Ave. |
| 5. | City | Lancaster |
| 6. | Zip Code (5 digits only) | 14086 |
| 7. | E-mail address | lomat328@gmail.com |
| 8. | Office Held or Trustee | Secretary |
| 9. | Term Begins - Month | January |

- | | | |
|-----|--|------------|
| 10. | Term Begins - Year (year) | 2022 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2027 |
| 13. | Is the trustee serving a full term? If No, add a Note.
The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/27/2022 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/27/2022 |
| 16. | Is this a brand new trustee? | N |
-
- | | | |
|-----|----------------------------|------------------------|
| 1. | Status | Filled |
| 2. | First Name of Board Member | Jan |
| 3. | Last Name of Board Member | Yarborough |
| 4. | Mailing Address | 329 Olmstead Ave. |
| 5. | City | Depew |
| 6. | Zip Code (5 digits only) | 14043 |
| 7. | E-mail address | jpyarborough@gmail.com |
| 8. | Office Held or Trustee | Financial Officer |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2018 |

- | | | |
|-----|--|------------|
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2023 |
| 13. | Is the trustee serving a full term? If No, add a Note.
The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/11/2018 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/11/2018 |
| 16. | Is this a brand new trustee? | N |
-
- | | | |
|-----|----------------------------|------------------------|
| 1. | Status | Filled |
| 2. | First Name of Board Member | Gary |
| 3. | Last Name of Board Member | Howell |
| 4. | Mailing Address | 633 Terrace Blvd. |
| 5. | City | Depew |
| 6. | Zip Code (5 digits only) | 14043 |
| 7. | E-mail address | ghowl53@protonmail.com |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2018 |
| 11. | Term Expires | December |

- | | | |
|-----|--|------------|
| 12. | Term Expires - Year (yyyy) | 2023 |
| 13. | Is the trustee serving a full term? If No, add a Note.
The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 01/02/2018 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/02/2018 |
| 16. | Is this a brand new trustee? | N |
-
- | | | |
|-----|----------------------------|------------------|
| 1. | Status | Filled |
| 2. | First Name of Board Member | Kristyn |
| 3. | Last Name of Board Member | Wind |
| 4. | Mailing Address | 26 Schlemmer Rd. |
| 5. | City | Lancaster |
| 6. | Zip Code (5 digits only) | 14086 |
| 7. | E-mail address | kwind6@gmail.com |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2020 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2025 |

13. Is the trustee serving a full term? If No, add a Note.
The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 01/31/2020
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/31/2020
16. Is this a brand new trustee? N

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2021. These trustees will not be exactly the same as the trustees listed in the section above.

1. Trustee Name Suzanne Jacobs

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Kenneth Graber

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Jan Yarborough

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Barbara Tamol

2. Has the trustee participated in trustee education in the last calendar year (2021)? N

- | | | |
|----|---|-------------|
| 1. | Trustee Name | Gary Howell |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | N |

- | | | |
|----|---|--------------|
| 1. | Trustee Name | Kristyn Wind |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | N |

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- 11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. Y

- | | | |
|----|---|-----------|
| 1. | Source of Funds | County |
| 2. | Name of funding County, Municipality or School District | Erie |
| 3. | Amount | \$513,641 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N |
| 5. | Written Contractual Agreement | Y |

- | | | |
|----|--|-----------|
| 1. | Source of Funds | Town |
| 2. | Name of funding County, Municipality or School | Lancaster |

District

- | | | |
|----|---|----------|
| 3. | Amount | \$24,062 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N |
| 5. | Written Contractual Agreement | N |

11.2	TOTAL LOCAL PUBLIC FUNDS	\$537,703
------	---------------------------------	-----------

SYSTEM CASH GRANTS TO MEMBER LIBRARY

- | | | |
|------|---|----------|
| 11.3 | Local Library Services Aid (LLSA) | \$11,884 |
| 11.4 | Record all Central Library Services Aid monies received from system headquarters | \$0 |
| 11.5 | Additional State Aid received from the System
Note: Special Legislative Aid | \$20,000 |
| 11.6 | Federal Aid received from the System | \$0 |
| 11.7 | Other Cash Grants | \$0 |
| 11.8 | TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) | \$31,884 |

OTHER STATE AID

- | | | |
|------|---|---------|
| 11.9 | State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants | \$3,558 |
|------|---|---------|
- Note:** Balance of Construction grant funding

Federal Aid/Other Receipts**FEDERAL AID FOR LIBRARY OPERATION**

- | | | |
|-------|---|-----|
| 11.10 | LSTA | \$0 |
| 11.11 | Other Federal Aid | \$0 |
| 11.12 | TOTAL FEDERAL AID (Add Questions 11.10 and | \$0 |

11.11)

11.13 **CONTRACTS WITH PUBLIC LIBRARIES
AND/OR PUBLIC LIBRARY SYSTEMS IN
NEW YORK STATE** \$0

OTHER RECEIPTS

11.14 Gifts and Endowments \$25,795

11.15 Fund Raising \$2,684

11.16 Income from Investments \$1,970

11.17 Library Charges \$8,690

11.18 Other \$3,241

11.19 **TOTAL OTHER RECEIPTS** (Add Questions
11.14, 11.15, 11.16, 11.17 and 11.18) \$42,380

11.20 **TOTAL OPERATING FUND RECEIPTS** (Add
Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) \$615,525

11.21 **BUDGET LOANS** \$0

Transfers/Grant Total**TRANSFERS**

11.22 From Capital Fund (Same as Question 14.8) \$0

11.23 From Other Funds \$0

11.24 **TOTAL TRANSFERS** (Add Questions 11.22 and
11.23) \$0

11.25 **BALANCE IN OPERATING FUND - Beginning**
Balance for Fiscal Year Ending 2021 (Same as
Question 12.40 of previous year if fiscal year has not
changed) \$238,988

11.26 **GRAND TOTAL RECEIPTS, BUDGET LOANS,
TRANSFERS AND BALANCE** (Add Questions \$854,513

11.20, 11.21, 11.24 and 11.25; Same as Question
12.40)

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$147,777
12.2	Other Staff	\$127,396
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$275,173
12.4	Employee Benefits Expenditures	\$103,137
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$378,310

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$38,580
12.7	Electronic Materials Expenditures	\$50,171
12.8	Other Materials Expenditures	\$19,016
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$107,767

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$0
12.12	Total Capital Expenditures (Add Questions 12.10	\$0

and 12.11)

OPERATION AND MAINTENANCE OF BUILDINGS**Repairs to Building & Building Equipment**

12.13 From Local Public Funds (72PF) \$27,620

12.14 From Other Funds (72OF) \$9,542

12.15 **Total Repairs** (Add Questions 12.13 and 12.14) \$37,162

12.16 Other Disbursements for Operation & Maintenance of Buildings \$20,817

12.17 **Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16) \$57,979**MISCELLANEOUS EXPENSES**

12.18 Office and Library Supplies \$5,925

12.19 Telecommunications \$1,325

12.20 Postage and Freight \$139

12.21 Professional & Consultant Fees \$265

12.22 Equipment \$338

12.23 Other Miscellaneous \$25,686

12.24 **Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23) \$33,678**Contracts/Debt Service/Transfers/Grand Total**12.25 **CONTRACTS WITH PUBLIC LIBRARIES
AND/OR PUBLIC LIBRARY SYSTEMS IN
NEW YORK STATE** \$0**DEBT SERVICE****Capital Purposes Loans (Principal and Interest)**

12.26	From Local Public Funds (73PF)	\$0
12.27	From Other Funds (73OF)	\$0
12.28	Total (Add Questions 12.26 and 12.27)	\$0
Other Loans		
12.29	Budget Loans (Principal and Interest)	\$0
12.30	Short-Term Loans	\$0
12.31	Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$0
12.32	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$577,734
TRANSFERS		
Transfers to Capital Fund		
12.33	From Local Public Funds (76PF)	\$0
12.34	From Other Funds (76OF)	\$0
12.35	Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36	Transfer to Other Funds	\$8,451
12.37	TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$8,451
12.38	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$586,185
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2021	\$268,328
12.40	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$854,513

ASSURANCE

12.41 The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). 04/14/2022

Note: Approval pending for the Lancaster Public Library's Board of Trustees meeting on April 14, 2022.

FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy) 05/19/2011

12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 1/1/2010-12/31/2010

12.44 Indicate type of audit (select one): Private Accounting Firm

CAPITAL FUND

12.45 Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. N

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources \$0

13.2 All Other Revenues from Local Sources \$0

13.3 **Total Revenues from Local Sources (Add Questions 13.1 and 13.2)** \$0

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0

13.5 Other State Aid \$0

13.6 **Total State Aid (Add Questions 13.4 and 13.5)** \$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.35)	\$0
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0
13.10	NON-REVENUE RECEIPTS	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2021 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

14.1	Construction	\$0
14.2	Incidental Construction	\$0
Other Disbursements		
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0

14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2021	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	2.00
16.2	Total Librarians	2.00
16.3	All Other Paid Staff	5.15
16.4	Total Paid Employees	7.15
16.5	State Government Revenue	\$35,442
Note: Includes \$20,000 in special legislative aid awarded in 2021. Also includes balance of construction aid funding of \$3,558.		
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$42,380

16.8	Total Operating Revenue	\$615,525
16.9	Other Operating Expenditures	\$91,657
16.10	Total Operating Expenditures	\$577,734
16.11	Total Capital Expenditures	\$0
16.12	Print Materials	42,218
16.13	Total Registered Borrowers	17,995
16.14	Other Capital Revenue and Receipts	\$0
16.15	Number of Internet Computers Used by General Public	31
16.16	Total Uses (sessions) of Public Internet Computers Per Year	7,196
16.17	Wireless Sessions	15,756
16.18	Total Capital Revenue	\$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	0800143520
17.2	Interlibrary Relationship Code	ME
17.3	Legal Basis Code	CI
17.4	Administrative Structure Code	SO
17.5	FSCS Public Library Definition	Y
17.6	Geographic Code	OTH
17.7	FSCS ID	NY0021
17.8	SED CODE	141901700040

17.9 *INSTITUTION ID*

800000052078

SUGGESTED IMPROVEMENTS

Library Name: LANCASTER PUBLIC LIBRARY

Library System: Buffalo & Erie County Public Library

Name of Person Completing Form: Kara Stock

Phone Number: (716) 683-1120

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Agree

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you! No suggestions.

Resolution 2022-1

RESOLUTION adopted by the Board of Trustees of the Lancaster Public Library at a regular meeting of said Board of Trustees held at the Lancaster Public Library on the fourteenth day of April 2022 at four o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Lancaster Public Library, held at Lancaster Public Library on the fourteenth day of April 2022, a resolution was adopted of which the following is a true copy:

RESOLVED, that the Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and be it further

RESOLVED, that the Library attests that the financial information provided to the Buffalo & Erie County Public Library and New York State as part of any and all reporting is true and complete, and be it further

RESOLVED, that the "Annual Report" was reviewed and accepted by the Board of Trustees.

Clerk _____

Ayes _____

Noes _____

SUMMER READING PROGRAM REQUESTS

RAFFLE ITEMS

Title	Cost	Website
Giant Splash Pad with Sprinkler	\$99.99	https://amzn.to/372yoqN
LEGO Ocean Explorer	\$99.99	https://amzn.to/3JwEmxd
Telescope for Beginners	\$99.99	https://amzn.to/38wNJju
Camping Tent - 4 person	\$99.99	https://amzn.to/3NVqK1M
\$399.96		

MISCELLANEOUS

Title	Cost	Website
Lakeshore Magnetic Fishing Set (Summer Kickoff)	\$32.99	https://bit.ly/364AxBG
Shipping	\$5.00	
Rainbow Fish Costume (Summer Kickoff)	\$175.00	https://bit.ly/38J7BQD
Flouresccent Light Covers - Seascape	\$35.99	https://amzn.to/3KyIw8W
\$248.98		

TOTAL \$648.94

Deliver to Kara
Lancaster 14086

Electronics ▾

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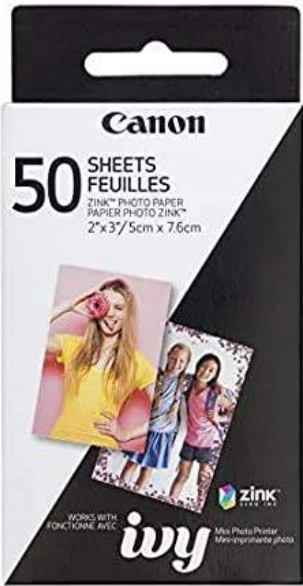
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Brand	Kastar
Battery Cell Composition	NiMH
Unit Count	1 Count
Voltage	2.4 Volts

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- COSNIGHT
- Wood Grain
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