

Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, May 11, 2023
4:15 PM

- 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 April 13, 2023
- V. Report of the Director

VI. Public Comment

VII. Monthly Financial Report

- A. April Report
- B. Audit Report
- C. CD 46 Matures 5/24/2023
- D. CD 2344 Matures 5/29/2023

VIII. Old Business

- A. Building Maintenance Updates
 - 1. Staff Room

IX. New Business

- A. ACT Meeting, Saturday, May 20
- B. Site Management Plan
- C. Policy Review – Public Relations Policy
- D. Patron Survey for Summer 2023
- E. Outdoor Recycle Bins \$2,471.64
- F. Outdoor Benches \$1,779.73
- G. New book truck and 10 panel displays \$1,084.41
- H. Rugs (2) for children's play area \$1,074.06

X. Adjournment

Next Meeting, June 8, 2023, at 4:15 PM

Lancaster Public Library
Board of Trustees
Meeting Minutes
April 13,2023

- I. Roll Call - G. Howell, K. Graber, B. Tamol, K. Stock (Library Director), D. Stempniak (Friends of the Library liaison).
- II. Meeting called to Order at 4:13 p.m.
- III. The meeting agenda was approved. MSP - Tamol, Graber. Vote - unanimous
- IV. The March meeting minutes were reviewed and approved. MSP - Graber, Tamol. Vote - unanimous
- V. Kira informed the Board that programming is being well attended. The Seed Library has started and 66 packets of seeds have been taken out already. The Sustainable Library Initiative has almost completed Section A and is starting Section B (outdoor spaces).
- VI. Donna informed the Board that the Book Sale details have been finalized. The Monica Wallace Grant paperwork is near completion. The 1st Chicken BBQ is scheduled for May 21,2023.
- VII. Monthly Financial Reports
 - A. The March financial report was reviewed and approved. MSP -Howell, Tamol. Vote - unanimous.
 - B. Audit Report for February and March was conducted by B. Tamol. Motion to accept MSP - Graber, Howell. Vote - unanimous
 - C. K. Stock provided the Board with Craft expenditures YTD.
 - D. K. Stock provided expenditures from the Elks Grant for the period of 09/22 - 08/23.
- VIII. Old Business -
 - A. Building Maintenance Update - Waiting on bid for staff room from the Town.
 - B. Approval of \$3.00 increase for plant stand. MSP - Howell, Graber. Vote - unanimous
- IX. New Business -
 - A. NYS 2022 Report reviewed and approved.MSP - Graber, Howell. Vote - unanimous
 - B. The Annual Report to the Community was reviewed and approved. MSP - Tamol,Howell. Vote - unanimous
 - C. An additional \$6000 was approved for the Programming Budget. MSP - Howell, Graber. Vote - unanimous
 - D. Expenditure of \$2,324.99 for summer programming was approved. MSP - Tamol, Graber. Vote - unanimous
 - E. Expenditure of \$478.70 for the Comic Festival was approved. MSP - Howell, Graber. Vote - unanimous
 - F. The purchase of two card tables for \$94.66 was approved. MSP - Howell, Tamol. Vote - unanimous
- X. The meeting was adjourned at 4:49 p.m. MSP - Howell, Graber. Vote - unanimous.

**Lancaster Public Library
Director's Report
April 2023**

OUTREACH

Bloomsbury Toy Shoppe – On Monday, April 3rd, Youth Services Librarian Meagan Carr and Senior Page Paula Nelson visited this toy store and helped **16** children make a train craft in anticipation of the train show at the library later that day.

PARTNERSHIPS

Family Literacy – Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back-to-back Family Literacy Workshops for **30 & 16** attendees respectively on Thursday, April 27th.

Friends of the Lancaster Library & the Lancaster Women's Civic Club - These two organizations ran a large book sale for the library on April 15th and April 16th. This fundraiser will help to fund Sunday hours.

Lancaster Historical Society – This organization is using our front display case to highlight their collection. Their April display focused on "The Kid," a newspaper published by Charles English from 1903-1905 for Lancaster children.

Lancaster Youth Bureau – Volunteers from the Youth Bureau held a hands-on Easter craft program on Wednesday, April 5th for **9** children.

PROGRAMMING

Computer Coach – Library Assistant John Benzee held **3** one-on-one technology appointments, assisting patrons with how to use an Android phone, basic computer use, and how to use a iPhone.

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

- **Craft & Carry** - **75** children picked up a spring-themed craft kit.
- **STEM Kits: Peep Slime** – **54** children picked up this kit.
- **Take & Make** – These weekly kits had book themes and **180** were picked up.

Earth Day Craft & Plant – Meagan led this program on Saturday, April 22nd along with assistance from Library Director Kara Stock and two members of the Friends of the Library. **18** children made earth day crafts and then planted seedlings for our new pollinator garden.



Eco-Friendly Gardening – On Wednesday, March 19th, Master Gardener Lyn Chimera taught **38** adults how to garden without harming the environment. She covered lawn care, perennial gardening, soil, and composting.

Family Yoga – **10** school-aged children, each accompanied by an adult, enjoyed music, yoga poses, mindful activities, and a guided relaxation time with certified instructor Donna Baia on Sunday, April 30th.

Feelings Rock – **17** preschool age children attended this program on Thursday, April 27th. They enjoyed a fun music and movement class that encourages families to move, learn, and grow together.

Kidding Around Yoga – **9** preschool age children, each accompanied by an adult, enjoyed yoga poses, fun music, storytelling, yoga games, and a special guided relaxation time on Monday, April 3rd.

LEGO® Club – Meagan held **2** LEGO® Clubs for a total of **27** children on Saturday, April 8th. The theme was “your name” and the creations are on display in the library.



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

Secret Places of WNY – On Wednesday, April 26th, local authors Jennifer Hillman and William McKeever presented secret and scenic family-friendly hikes within a day's drive of Buffalo and Niagara Falls to **30** adults.

Seed Library – **178** vegetable, flower, and herb packets were picked up in April.



Spring Break at the Library – We had a busy week at the library during this school break and offered the following free activities:

- **Joy of Trains** – **75** people of all ages visited Dean Hunneshagen's hands-on train displays on Monday, April 3rd.
- **Family Storytime with local author Carmen Dangelo** – **56** attendees over two sessions were treated to a book reading of *Shape the World* Tuesday April 4th.
- **Library on Wheels** – Patrons were able to visit the bookmobile during a special visit to our library on Tuesday April 4th.
- **Manga Drawing** – Illustrator Tom Paul Fox held a Manga art workshop on Wednesday, April 5th for **23** tweens. He'll be back this summer due to the popularity of this program.
- **Botanical Gardens** – **26** kids learned how to make their own terrarium on Thursday April 6th.



Sprouts - Melissa Sacco helped **13** preschool age children learn and grow through music on Monday, April 24th.

Storytimes - Meagan conducted a total of **8** sessions this month: **19** children attended Lapsit, **49** children attended Toddler Time, and **23** children attended Preschool Time.

T'ai Chi Chih – Accredited teacher Denise Miller taught **2** classes in April with an average attendance of **16**.

Young Adult Book Club – Part-time Librarian Michael Green held a book club for 4 attendees on Thursday, April 13th. They discussed *Cinder* by Marissa Meyer.

MEETINGS

April 12th – Kara attended the Manager-Director meeting via Zoom.

April 20th - Kara, Meagan, John, and Caretaker Josh Strell met to discuss “Section B: Outdoor Spaces” from the Sustainable Libraries Certification Program. One of the assignments is to create a pollinator garden and our Earth Day program will meet that expectation. We also verified that we do not have any invasive plants, and do use any herbicides or pesticides. We’ll be taking a closer look at light pollution and storm drains.

April 27th – Kara and Meagan met to finalize the summer programming schedule.

Bee Editorial

Lancaster Public Library: A place for everyone

With National Library Week falling at the end of April, let's look ahead of time at all that your local library has to offer; furthermore, let's identify why the vibrancy, funding, and maintenance of any local library is a direct reflection of a cohesive, healthy community. If one proposed that the town or village hall is the mind of a local government, you could say that the library is its beating heart.

At its core, according to Lancaster Public Library director Kara Stock, libraries are a place for everyone to learn, and they always will be. "Libraries are one of the only institutions that provide equal access to information. All ages are encouraged to take advantage of its resources and services." Stock says that the equity in service which a library provides "creates a common bond" within the community.

While libraries are "a place for everyone" to participate in literacy education, Stock says being a library means a lot more than just checking out books to members these days. "A few decades ago, the only programs offered

were typically story times and book clubs. Currently, our community can attend a wide range of free programs, from technology training workshops, T'ai Chi Chih, painting classes, STEM activities, comic book club, Lego club, in addition to story times for various age groups."

Focusing on the core objective of all libraries, both in the past and present, promoting reading is always front and center. "Reading helps us understand the world by exposing us to other voices and perspectives, and increases our vocabulary, grammar and communication," said Stock. "It builds focus, improves writing skills, self-confidence, and imagination." She added that if your child is too young for reading on their own, having caregivers reading to their child only 15 minutes each day promotes a few benefits, like language development and learning phonics. Stock added that the experience also "helps to develop a bond between parent and child."

On how to get kids to be more interested in literature, Lancaster's youth services librarian, Megan Carr, says a "child that does not read,

simply hasn't found the right book." She added, "That's why it's so important for them to visit the library to nurture a love of reading." Carr says the key is letting children find a book on their own: "This gives them a sense of ownership; kids remember that experience and want to feel that each time they visit the library."

Lancaster's library, which receives visitors from the Lancaster-Depew communities, has been identified as a critical piece to the Buffalo & Erie County Library system, attracting \$15,000 in New York state funding in the fall of 2022 to remain open on Sundays. This funding was secured by Assemblymember Monica Wallace and delivered to The Friends of the Lancaster Library, a 501(c)(3) organization dedicated to fundraising for library causes. "It has really become a hub - more than it was even before - for community activity. It is an incredible community resource," said Wallace.

National Library Week is held from Sunday, April 23, to Saturday, April 29. To see what programs and events the library is hosting, see our library news section on page 14.

Spindle Items



James Sinner

• **UNSUNG HEROES** - Colleen Mulvaney Killian and Adrienne Kusmierczyk are two of the 10 people who will be honored on Tuesday, May 2,

which Poland celebrates the people of Polish ancestry who live outside Poland. Some of the honorees are not of Polish ancestry themselves but have been great volunteers and supporters of the Polish community.

The ceremony will be at Kloc's Grove, 1245 Seneca Creek Road. Cocktail hour is at 6 p.m., with dinner to follow at 7 p.m. Tickets are \$10.

For more information, email generalpulaskiparade@gmail.com or call 716-218-0550.

• **SCAM ALERT** - Yet another scam is circulating, according to a social media post from the Erie County Sheriff's Office. The scammer allegedly poses as someone from the sheriff's office, accuses the

• **SCHOLARSHIP** - The Polish Arts Club of Buffalo Scholarship Foundation is accepting applications for a \$1,500 scholarship. Applicants must be legal residents of New York state living in the Western New York area and be of Polish ancestry. They must also be a student at the junior level or higher majoring in

LANCASTER PUBLIC LIBRARY

2023 STATISTICS

CIRCULATION			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	19,104	8,583	122.6%
FEB	19,227	9,681	98.6%
MAR	21,501	11,175	92.4%
APR	20,469	15,609	31.1%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	80,301	45,048	78.3%

LIBRARY VISITS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	6,008	4,512	33.2%
FEB	7,096	5,318	33.4%
MAR	7,252	6,449	12.5%
APR	7,829	6,472	21.0%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	28,185	22,751	23.9%

PUBLIC ACCESS COMPUTER SESSIONS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	646	584	10.6%
FEB	605	574	5.4%
MAR	628	753	-16.6%
APR	674	613	10.0%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	2,553	2,524	1.1%

WIFI			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	1,352	1,189	13.7%
FEB	1,342	1,356	-1.0%
MAR	1,525	1,680	-9.2%
APR	1,489	1,469	1.4%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	5,708	5,694	0.2%

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

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

DAYS OPEN AND CLOSED

Days Open: 28

Days Closed: 2

**Lancaster Public Library
2023 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	27	32	757	\$15.00	\$48.25	\$0.00	\$146.00	\$9,345.39
FEB	1	12	22	38	773	\$3.00	\$85.60	\$24.00	\$243.00	\$48.84
MAR	0	0	27	46	728	\$9.00	\$79.55	\$0.00	\$153.00	\$0.00
APR	0	0	22	38	694	\$15.00	\$84.82	\$0.00	\$223.00	\$0.00
MAY										
JUN										
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
TOTAL	1	12	98	154	2,952	\$42.00	\$298.22	\$24.00	\$765.00	\$9,394.23

Total Proceeds \$10,523.45

	Facebook	Instagram
	Followers	Followers
JAN	2,801	439
FEB	2,822	467
MAR	2,870	531
APR	2,913	565
MAY		
JUN		
JUL		
AUG		
SEP		
OCT		
NOV		
DEC		

Programming Statistics April 2023


Date	Title	# of programs	Attendance	Target Audience
4/3/2023	Kidding Around Yoga	1	18	Children 5 and under
4/3/2023	Bloomsbury Toy Outreach	1	16	Children 6-11
4/3/2023	Joy of Trains	1	75	Children 6-11
4/4/2023	Storytime	1	32	Children 5 and under
4/4/2023	Storytime	1	25	Children 5 and under
4/4/2023	Book Club	1	10	Adults
4/5/2023	Anime/Manga Drawing	1	23	Teens
4/5/2023	Mahjong Club	1	6	Adults
4/5/2023	Youth Bureau Crafts	1	15	Children 6-11
4/6/2023	Terrariums	1	38	Children 6-11
4/8/2023	LEGO Club	1	35	Children 6-11
4/8/2023	LEGO Club	1	12	Children 6-11
4/11/2023	Book Club	1	8	Adults
4/12/2023	Mahjong Club	1	10	Adults
4/13/2023	YA Book Club	1	4	Teens
4/18/2023	Storytime	1	21	Children 5 and under
4/18/2023	Storytime	1	22	Children 5 and under
4/19/2023	Mahjong Club	1	11	Adults
4/19/2023	T'ai Chi Chih	1	16	Adults
4/19/2023	Eco-Friendly Gardening	1	38	Adults
4/21/2023	Storytime	1	21	Children 5 and under
4/21/2023	Storytime	1	22	Children 5 and under
4/22/2023	Earth Day Craft & Plant	1	26	Children 6-11
4/24/2023	Sprouts	1	26	Children 5 and under
4/25/2023	Storytime	1	22	Children 5 and under
4/25/2023	Storytime	1	27	Children 5 and under
4/26/2023	Mahjong Club	1	5	Adults
4/26/2023	T'ai Chi Chih	1	16	Adults
4/26/2023	Author Talk: Secret Hikes	1	30	Adults
4/27/2023	Family Literacy	1	30	Intergenerational/Combined
4/27/2023	Feelings Rock	1	29	Children 5 and under
4/27/2023	Family Literacy	1	16	Intergenerational/Combined
4/28/2023	Storytime	1	15	Children 5 and under
4/28/2023	Storytime	1	20	Children 5 and under
4/30/2023	Family Yoga	1	20	Intergenerational/Combined
4/30/2023	Take & Make Craft	180	180	Intergenerational/Combined
4/30/2023	Craft & Carry	75	75	Intergenerational/Combined
4/30/2023	STEM Kits	54	54	Intergenerational/Combined
4/30/2023	Library Card Kits	7	7	Intergenerational/Combined
4/30/2023	Seed Library	178	178	Intergenerational/Combined
4/30/2023	Book a Tech Trainer	5	5	Adults
4/30/2023	Tutoring	20	20	Children 6-11
4/30/2023	Tutoring	11	11	Teens
4/30/2023	Tutoring	10	10	Adults

2023 Sunday Circulation


Date		Visits	Circulation
1/8		73	166
1/15		108	175
1/22		148	282
1/29		116	251
2/5		151	300
2/12		129	187
2/19		126	270
2/26		184	357
3/5		150	268
3/12		165	387
3/19		124	202
3/26		139	326
4/2		149	251
4/9	Easter		
4/16	Book Sale	293	157
4/23		160	286
4/30		142	176
5/7			
5/14			
5/21	BBQ		
		2,357	4,041

Circulation

Total Circulations


 Library	April			Year to Date Totals			Footnotes
	2023 Total	2022 Total	% of	2023 Total	2022 Total	% of	
	Circulations	Circulations	Change	Circulations	Circulations	Change	
Alden (Ewell Free)	1,921	1,725	11.4%	7,172	5,284	35.7%	Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff. System-wide - Hoopla streaming services and Overdrive Magazines implemented 6/1/2022. Clarence - Increase due to closure last year 4/23/2022-5/14/2022 for renovations and carpet installation. Correctional Facility and Holding Center - Correctional Facility numbers reported again starting 9/2022. Staff returned to Holding Center 8/2022. Crane - Closed starting 8/15/2022 - Phase 2 construction. González-Soto closed starting 9/12/2022 - Phase 1 Construction. Grand Island - Closed 4/21/2023 - Staffing.
Amherst							
Audubon	35,167	29,748	18.2%	62,223	80,853	-23.0%	
Clearfield	30,756	24,946	23.3%	153,271	71,074	115.6%	
Eggertsville-Snyder	13,431	11,800	13.8%	58,498	33,528	74.5%	
Williamsville	4,131	3,737	10.5%	18,566	9,967	86.3%	
Angola	2,896	2,573	12.6%	11,592	7,388	56.9%	
Aurora	12,902	11,004	17.2%	54,370	31,972	70.1%	
Boston	2,868	2,545	12.7%	11,598	7,836	48.0%	
Cheektowaga							
Julia Boyer Reinstein	23,826	21,322	11.7%	94,299	60,655	55.5%	
Reinstein Memorial	8,931	7,507	19.0%	33,725	19,867	69.8%	
Clarence	20,105	13,136	53.1%	81,689	46,650	75.1%	
Collins	4,939	3,684	34.1%	20,831	10,530	97.8%	
Concord	4,884	4,175	17.0%	20,308	12,554	61.8%	
Eden	3,653	3,599	1.5%	14,353	10,392	38.1%	
Elma	8,985	7,272	23.6%	37,330	21,254	75.6%	
Grand Island Memorial	10,624	8,994	18.1%	42,163	26,212	60.9%	
Hamburg							
Hamburg	18,589	15,492	20.0%	73,840	45,824	61.1%	
Lake Shore	6,459	5,521	17.0%	24,963	15,806	57.9%	
Lackawanna	3,797	3,154	20.4%	16,338	9,227	77.1%	
Lancaster	20,469	15,609	31.1%	80,301	45,048	78.3%	
Marilla	3,276	2,805	16.8%	13,549	8,613	57.3%	
Newstead	4,661	4,499	3.6%	18,521	12,745	45.3%	
North Collins	2,230	1,588	40.4%	7,783	4,331	79.7%	
Orchard Park	23,687	20,108	17.8%	94,660	58,903	60.7%	
City of Tonawanda	8,721	8,556	1.9%	37,209	23,192	60.4%	
Town of Tonawanda							
Kenilworth	5,462	4,759	14.8%	22,722	13,777	64.9%	
Kenmore	25,656	21,936	17.0%	105,066	63,564	65.3%	
West Seneca	20,132	17,104	17.7%	77,098	47,773	61.4%	
Buffalo							
Coles	2,562	1,777	44.2%	9,437	5,089	85.4%	
Crane	16	7,783	-99.8%	16	18,426	-99.9%	
Dudley	4,354	4,161	4.6%	18,008	10,975	64.1%	
East Clinton	3,084	2,170	42.1%	10,346	5,965	73.4%	
González-Soto	0	3,343	-100.0%	0	9,191	-100.0%	
Merriweather	4,769	2,922	63.2%	18,486	8,509	117.3%	
North Park	12,087	7,168	68.6%	47,271	20,271	133.2%	
Panty	2,251	1,663	35.4%	8,957	3,473	157.9%	
Central	28,875	25,385	13.7%	119,173	66,896	78.1%	
BookmobileServices							
Library on Wheels	3,025	2,177	39.0%	16,413	5,710	187.4%	
Library2Go	1,904	311	512.2%	7,798	634	1130.0%	
Institutions							
Correctional Facility	4,332	0	See note.	19,450	0	See note.	
Holding Center	10,098	0	See note.	39,385	0	See note.	
System							
Online Renewals	670	20,453	-96.7%	2,652	247,262	-98.9%	
Interlibrary Loans	1,247	1,214	2.7%	5,135	4,621	11.1%	
eAudiobooks	57,039	43,135	32.2%	223,203	172,487	29.4%	
eVideos	690	43	1504.7%	2,705	287	842.5%	
eBooks	82,137	72,286	13.6%	338,324	303,249	11.6%	
eMusic	203	0	See note.	871	0	See note.	
eMagazines	7,291	0	See note.	28322	0	See note.	
B&ECPL Totals	559,792	474,889	17.9%	2,209,990	1,687,864	30.9%	
Member Libraries	333,158	278,898	19.5%	1,294,038	804,819	60.8%	
Buffalo Branches	29,123	30,987	-6.0%	112,521	81,899	37.4%	
Central Library	28,875	25,385	13.7%	119,173	66,896	78.1%	
Bookmobile Services	4,929	2,488	98.1%	24,211	6,344	281.6%	
Institutions	14,430	0	See note.	58,835	0	See note.	
System	149,277	137,131	8.9%	601,212	727,906	-17.4%	

Library Visits

	April			Year to Date Totals			Footnotes
	2023	2022	% of	2023	2022	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	721	779	-7.4%	2,933	3,134	-6.4%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Clarence - Increase due to closure last year 4/23/2022-5/14/2022 for renovations and carpet installation.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Grand Island - High visitor count - Easter event 4/7/2023 in conjunction with the Grand Island Recreation Department.</p> <p>Grand Island - Closed 4/21/2023 - Staffing.</p>
<i>Amherst</i>							
Audubon	10,205	8,920	14.4%	19,305	32,360	-40.3%	
Clearfield	9,565	8,869	7.8%	47,000	32,773	43.4%	
Eggertsville-Snyder	4,190	4,005	4.6%	18,331	15,991	14.6%	
Williamsville	1,490	1,514	-1.6%	6,605	5,730	15.3%	
Angola	2,548	2,756	-7.5%	9,457	14,073	-32.8%	
Aurora	4,806	5,110	-5.9%	19,603	17,956	9.2%	
Boston	1,087	1,057	2.8%	4,175	3,912	6.7%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	8,070	7,796	3.5%	31,828	29,361	8.4%	
Reinstein Memorial	3,713	2,968	25.1%	14,518	10,818	34.2%	
Clarence	6,496	4,010	62.0%	24,483	19,802	23.6%	
Collins	1,317	1,104	19.3%	5,349	4,363	22.6%	
Concord	2,346	2,538	-7.6%	10,026	9,305	7.7%	
Eden	1,567	1,402	11.8%	4,938	5,058	-2.4%	
Elma	3,139	2,944	6.6%	12,632	11,185	12.9%	
Grand Island Memorial	5,613	4,465	25.7%	15,141	13,771	9.9%	
<i>Hamburg</i>							
Hamburg	7,058	6,175	14.3%	29,485	23,660	24.6%	
Lake Shore	3,292	2,867	14.8%	12,267	11,136	10.2%	
Lackawanna	2,395	2,252	6.3%	10,445	11,909	-12.3%	
Lancaster	7,829	6,472	21.0%	28,185	22,751	23.9%	
Marilla	888	786	13.0%	3,813	3,346	14.0%	
Newstead	2,599	2,379	9.2%	9,867	8,539	15.6%	
North Collins	1,053	1,008	4.5%	4,213	3,554	18.5%	
Orchard Park	10,044	9,197	9.2%	40,042	36,424	9.9%	
City of Tonawanda	3,738	3,674	1.7%	15,333	12,866	19.2%	
<i>Town of Tonawanda</i>							
Kenilworth	3,206	2,419	32.5%	11,107	9,956	11.6%	
Kenmore	8,257	7,901	4.5%	33,240	29,920	11.1%	
West Seneca	7,463	7,644	-2.4%	32,047	29,519	8.6%	
<i>Buffalo</i>							
Coles	2,967	2,767	7.2%	11,891	9,727	22.2%	
Crane	0	3,020	-100.0%	0	10,332	-100.0%	
Dudley	2,247	2,512	-10.5%	9,815	10,166	-3.5%	
East Clinton	1,233	1,247	-1.1%	4,289	4,390	-2.3%	
González-Soto	0	3,139	-100.0%	0	10,571	-100.0%	
Merriweather	7,137	4,729	50.9%	26,716	18,122	47.4%	
North Park	5,215	4,144	25.8%	20,454	16,068	27.3%	
Panty	2,421	1,817	33.2%	8,786	4,342	102.3%	
<i>Central</i>	17,796	15,119	17.7%	83,330	58,256	43.0%	
<i>Bookmobile Services</i>							
Library on Wheels	786	1,716	-54.2%	5,266	3,973	32.5%	
Library2Go	172	151	13.9%	697	295	136.3%	
<i>Institutions</i>							
Correctional Facility	1,136	669	69.8%	4,151	2,437	70.3%	
Holding Center	500	304	64.5%	2,468	1,203	105.2%	
System	166,305	154,345	7.7%	654,231	583,054	12.2%	
Member Libraries	124,695	113,011	10.3%	476,368	433,172	10.0%	
Buffalo Branches	21,220	23,375	-9.2%	81,951	83,718	-2.1%	
Central Library	17,796	15,119	17.7%	83,330	58,256	43.0%	
Bookmobile	958	1,867	-48.7%	5,963	4,268	39.7%	
Institutions	1,636	973	68.1%	6,619	3,640	81.8%	


Registered Public Access Computer Sessions

Session Counts Per Outlet

	April			Year to Date Totals			Footnotes
	2023	2022	% of	2023	2022	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	72	55	30.9%	238	246	-3.3%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Clarence - Increase due to closure last year 4/23/2022-5/14/2022 for renovations and carpet installation.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Grand Island - Closed 4/21/2023 - Staffing.</p>
<i>Amherst</i>							
Audubon	894	1,060	-15.7%	1,629	3,714	-56.1%	
Clearfield	688	712	-3.4%	3,760	2,634	42.7%	
Egbertsville-Snyder	434	431	0.7%	1,907	1,598	19.3%	
Williamsville	114	142	-19.7%	443	475	-6.7%	
Angola	159	172	-7.6%	652	743	-12.2%	
Aurora	363	296	22.6%	1,511	1,174	28.7%	
Boston	52	71	-26.8%	218	274	-20.4%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,365	1,384	-1.4%	5,341	5,097	4.8%	
Reinstein Memorial	828	663	24.9%	3,055	2,340	30.6%	
Clarence	457	298	53.4%	1,758	1,621	8.5%	
Collins	98	91	7.7%	490	355	38.0%	
Concord	155	172	-9.9%	684	755	-9.4%	
Eden	106	106	0.0%	399	389	2.6%	
Elma	177	191	-7.3%	750	731	2.6%	
Grand Island Memorial	191	278	-31.3%	825	970	-14.9%	
<i>Hamburg</i>							
Hamburg	855	883	-3.2%	3,363	3,342	0.6%	
Lake Shore	241	238	1.3%	925	830	11.4%	
Lackawanna	438	396	10.6%	1,891	1,529	23.7%	
Lancaster	674	613	10.0%	2,553	2,524	1.1%	
Marilla	26	41	-36.6%	153	134	14.2%	
Newstead	182	147	23.8%	662	556	19.1%	
North Collins	92	111	-17.1%	373	371	0.5%	
Orchard Park	709	591	20.0%	2,798	2,217	26.2%	
City of Tonawanda	568	604	-6.0%	2,407	1,972	22.1%	
<i>Town of Tonawanda</i>							
Kenilworth	321	364	-11.8%	1,380	1,468	-6.0%	
Kenmore	1,247	1,337	-6.7%	5,170	5,397	-4.2%	
West Seneca	954	1,041	-8.4%	3,885	3,783	2.7%	
<i>Buffalo</i>							
Coles	1,085	888	22.2%	3,818	3,176	20.2%	
Crane	0	489	-100.0%	0	1,532	-100.0%	
Dudley	453	593	-23.6%	1,851	2,219	-16.6%	
East Clinton	268	335	-20.0%	977	1,060	-7.8%	
González-Soto	0	598	-100.0%	0	2,250	-100.0%	
Merriweather	1,389	1,408	-1.3%	5,667	5,223	8.5%	
North Park	1,069	919	16.3%	4,528	3,248	39.4%	
Panty	443	334	32.6%	1,718	873	96.8%	
Central	6,883	5,764	19.4%	28,453	19,953	42.6%	
<i>Bookmobile Services</i>							
Library on Wheels	0	0	#DIV/0!	0	0	#DIV/0!	
Library2Go	0	0	#DIV/0!	0	0	#DIV/0!	
System	24,050	23,816	1.0%	96,232	86,773	10.9%	
Member Libraries	12,460	12,488	-0.2%	49,220	47,239	4.2%	
Buffalo Branches	4,707	5,564	-15.4%	18,559	19,581	-5.2%	
Central Library	6,883	5,764	19.4%	28,453	19,953	42.6%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

WiFi

Total Logins

	April			Year to Date Totals			Footnotes
	2023	2022	% of	2023	2022	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	374	432	-13.4%	1,463	1,592	-8.1%	<p>Libraries are operating consistent with guidance from the Erie County Department of Health (ECDOH) and Centers for Disease Control, emphasizing safety for patrons and staff.</p> <p>Clarence - Increase due to closure last year 4/23/2022-5/14/2022 for renovations and carpet installation.</p> <p>Crane - Closed starting 8/15/2022 - Phase 2 construction.</p> <p>González-Soto closed starting 9/12/2022 - Phase 1 Construction.</p> <p>Grand Island - Closed 4/21/2023 - Staffing.</p>
<i>Amherst</i>							
Audubon	3,336	1,949	71.2%	8,139	7,805	4.3%	
Clearfield	2,212	1,876	17.9%	10,175	7,042	44.5%	
Eggertsville-Snyder	811	928	-12.6%	3,644	3,724	-2.1%	
Williamsville	967	1,232	-21.5%	3,510	4,414	-20.5%	
Angola	119	208	-42.8%	441	749	-41.1%	
Aurora	1,618	2,010	-19.5%	6,196	7,312	-15.3%	
Boston	170	159	6.9%	625	575	8.7%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,318	1,376	-4.2%	5,107	4,681	9.1%	
Reinstein Memorial	664	577	15.1%	2,520	2,411	4.5%	
Clarence	1,253	928	35.0%	5,148	4,200	22.6%	
Collins	237	245	-3.3%	1,014	861	17.8%	
Concord	442	502	-12.0%	1,761	1,820	-3.2%	
Eden	176	240	-26.7%	602	879	-31.5%	
Elma	324	305	6.2%	1,267	1,151	10.1%	
Grand Island Memorial	596	579	2.9%	2,247	2,258	-0.5%	
<i>Hamburg</i>							
Hamburg	1,489	1,637	-9.0%	6,088	6,455	-5.7%	
Lake Shore	473	404	17.1%	1,549	1,564	-1.0%	
Lackawanna	411	355	15.8%	1,797	1,535	17.1%	
Lancaster	1,489	1,469	1.4%	5,708	5,694	0.2%	
Marilla	92	91	1.1%	347	348	-0.3%	
Newstead	419	326	28.5%	1,591	1,480	7.5%	
North Collins	332	402	-17.4%	1,451	1,348	7.6%	
Orchard Park	1,757	1,509	16.4%	6,869	5,759	19.3%	
City of Tonawanda	794	572	38.8%	2,795	2,121	31.8%	
<i>Town of Tonawanda</i>							
Kenilworth	395	417	-5.3%	1,653	1,503	10.0%	
Kenmore	1,919	1,988	-3.5%	7,463	7,436	0.4%	
West Seneca	1,585	1,743	-9.1%	6,664	6,517	2.3%	
<i>Buffalo</i>							
Coles	914	928	-1.5%	3,547	3,213	10.4%	
Crane	0	390	-100.0%	0	1,540	-100.0%	
Dudley	1,688	1,088	55.1%	6,322	5,487	15.2%	
East Clinton	613	655	-6.4%	2,104	2,322	-9.4%	
González-Soto	291	2,111	-86.2%	1,743	7,652	-77.2%	
Merriweather	1,311	978	34.0%	5,012	3,568	40.5%	
North Park	1,055	1,049	0.6%	4,260	3,541	20.3%	
Panty	1,098	1,164	-5.7%	3,894	3,823	1.9%	
<i>Central</i>	14,580	13,181	10.6%	57,187	49,393	15.8%	
<i>Bookmobile Services</i>							
Library on Wheels	84	84	0.0%	325	190	71.1%	
Library2Go	0	0	#DIV/0!	0	0	#DIV/0!	
System	47,406	46,087	2.9%	182,228	173,963	4.8%	
Member Libraries	25,772	24,459	5.4%	97,834	93,234	4.9%	
Buffalo Branches	6,970	8,363	-16.7%	26,882	31,146	-13.7%	
Central Library	14,580	13,181	10.6%	57,187	49,393	15.8%	
Bookmobile Services	84	84	0.0%	325	190	71.1%	

Lancaster Financial Monthly Report 2023

April

Account	Deposits	Disbursements	Interest	Sub-Total	Balance
M & T Checking					
Beginning Balance					\$3,176.18
Receipts	\$327.74				
Ending Balance	\$327.74	\$0.00		\$327.74	\$3,503.92
Bank on Buffalo					
Beginning Balance					\$155,088.42
Headphones (5 @ \$3)	\$15.00				
Book sale	\$223.00				
Copier	\$84.82				
Amazon: STEM kit supplies and paper bags (Crafts) (Debit)		-\$117.66			
Denise Miller: March Tai Chi Chih classes (#529)		-\$250.00			
Sprouts, NY LLC: 4/24 program (#531)		-\$75.00			
Kelly Floss: 4/27 Feelings Rock program (#532)		-\$100.00			
Donna Baia: 4/30 family yoga program (#533)		-\$75.00			
Tom Paul Fox: 5/3 author program (#534)		-\$125.00			
Amazon: Card tables and bingo prizes (Debit)		-\$171.08			
Amazon: BB8's for comic fest (Debit)		-\$439.34			
Fun Express: Summer reading prizes (Debit)		-\$1,136.32			
Lyn Chimera: 4/19 garden program (#430)		-\$100.00			
Fun Express: Summer reading prizes (Debit)		-\$38.97			
S&S: Comic fest crafts (Crafts) (Debit)		-\$99.10			
Amazon: STEM kit supplies (Crafts) (Debit)		-\$16.99			
Bloomsbury Lane Toy Shoppe: Summer raffle prizes (Debit)		-\$509.93			
Donna Baia: 5/8 kids yoga program (#535)		-\$50.00			
Kimberly Strell: 5/10 Art-Y Time (#536)		-\$205.00			
Ending Balance	\$322.82	-\$3,509.39		-\$3,186.57	\$151,901.85
Bank on Buffalo CDs	Amount	Maturity	Interest Rate	Interest	Total
Bank on Buffalo CD 040	\$21,552.98	12M 6/28/23	0.11%	\$0.00	\$21,552.98
Bank on Buffalo CD 043	\$12,057.48	36M 7/27/23	0.61%	\$18.14	\$12,075.62
Bank on Buffalo CD 046	\$24,654.11	12M 5/24/23	0.11%	\$0.00	\$24,654.11
Bank on Buffalo CD 028	\$11,733.10	36M 10/27/24	0.19%	\$5.50	\$11,738.60
Bank on Buffalo CD 178	\$20,641.48	12M 8/03/23	0.11%	\$0.00	\$20,641.48
Bank on Buffalo CD 1283	\$10,685.82	18M 4/01/24	2.05%	\$0.00	\$10,685.82
Bank on Buffalo CD 2355	\$22,035.32	36M 5/29/23	0.11%	\$0.00	\$22,035.32
Bank on Buffalo CD 7632	\$20,182.99	18M 4/10/24	2.05%	\$102.02	\$20,285.01
Evans CD 6749	\$28,182.88	12M 1/24/24	4.00%	\$273.79	\$28,456.67
CD Balance				\$399.45	\$172,125.61
Total Balance					\$327,531.38

**Petty Cash
April 2023**

Date	Item	Deposit	Withdrawl	Total
				\$107.74
4/11/2023	John- Tractor Supply Store- seeds for pizza garden kits		-\$20.90	\$86.84
4/14/2023	Josh- Tops- 5 gal. water bottle exchange		-\$6.99	\$79.85
4/21/2023	Meagan- Dollar Tree- Earth Day program supplies		-\$17.50	\$62.35
		\$0.00	-\$45.39	\$62.35



LANCASTER PUBLIC LIBRARY SITE MANAGEMENT PLAN

Landscaping

- Native plants should be implemented on site: <https://bnwaterkeeper.org/nativeplantguide/>
- Mulch is to be used around plantings to prevent weeds and to reduce the need for watering.
- Invasive plants are to be removed regularly: <https://erie.cce.cornell.edu/invasive-species>.
- Herbicides: Limit, if not eliminate, the use of herbicides.
- Pesticides: Limit, if not eliminate, the use of chemical pesticides.
- The Building Caretaker should ensure the site is litter free on a weekly basis.

Stormwater

- The Building Caretaker is responsible for ensuring all stormwater drains are unobstructed.
- A spill kit to cleanup spills from leaking vehicles or liquid material spills is on hand.

Outdoor Lighting

- Outdoor lighting should be limited to what is necessary for safety purposes. Should new lighting be added it should respect local lighting ordinances and be within the context of the Dark Sky Assessment Guide, www.darksky.org, to avoid unnecessary light pollution.

Cleaning Protocols

- The Building Caretaker is advised to use the least toxic yet effective cleaners possible.
- Vacuum cleaners used on site will feature a high efficiency particulate air (HEPA) filter.

Ventilation

- We will work with the Town of Lancaster, the owners of this building, to request an annual inspection and a preventative maintenance schedule for the HVAC system.
- Air filters will meet at least a MERV 13 rating.

- All windows will remain operable.

Managing Excess Moisture

- The Building Caretaker will conduct routine moisture inspections.
- The Town of Lancaster Parks and Recreation Department will be contacted if indoor humidity levels are below 20 percent or above 60 percent.
- Moisture problems will be addressed promptly. Dry wet areas within 24 to 48 hours.

Other

- All aerosols should be replaced with pump dispensers whenever feasible.
- Staff are advised to use low-toxicity and low-emitting paint.
- Staff are advised to use formaldehyde-free materials.

Energy Consumption

- All staff are responsible for turning off lights in office and meeting spaces that are not being used.
- ENERGY STAR, www.energystar.gov, rated equipment should be purchased whenever possible and economically feasible.
- The break room refrigerator should be set between 35°-38°F and the freezer between 0-5°F.
- All workstations, including monitors, should be shut down at the end of the workday.
- Utilize sleep/standby mode for equipment, including computers and copiers after a specified time of non-use (example: 15 minutes).

Water Conservation

- Staff are asked to ensure leaks are detected regularly and fixed immediately.
- Staff are advised to purchase WaterSense labeled products whenever possible and economically feasible. Resource: <https://www.epa.gov/watersense>.

Materials Management

Staff will:

- Provide recycling bins near printers, copy machines, staff work areas, and breakrooms.
- Select two-sided printing whenever feasible.
- Scan rather than copy item whenever feasible.



Lancaster Public Library Public Relations Policy

In recognition of the Lancaster Library's responsibility to maintain continuing communication with present and potential users of the Lancaster Library's services and resources, so as to assure effective and maximum usage by all citizens, the Board of Trustees of the Lancaster Library adopts the following resolution as a matter of policy.

The objectives of the Lancaster Library's public relations program are:

- 1) To promote community awareness of library service.
- 2) To stimulate public interest in and usage of the Lancaster Library.
- 3) To develop public understanding and support of the Lancaster Library and its role in the community.

The following means may be used to accomplish the foregoing objectives:

- 1) An annual plan of specific goals and objectives shall be developed, sufficient funds shall be allocated to carry out the program, and the program shall be evaluated periodically.
- 2) Personal and informational group contacts shall be maintained with government officials, opinion leaders, service clubs, civic associations and other community organizations by library staff and Board members.
- 3) Local media and the Lancaster Library web page of the B&ECPL web site and other social media shall be utilized to keep the public aware of and informed about the Lancaster Library's resources and services.
- 4) Newsletters, brochures, and other promotional materials shall be produced and distributed through effective methods of reaching the public.
- 5) The Lancaster Library may sponsor programs, classes, exhibits, and other library-centered activities and shall cooperate with other groups in organizing these to fulfill the community's needs for educational, cultural, informational, or recreational opportunities.
- 6) The Library Director or a designated qualified staff member shall have the responsibility for coordinating the Lancaster Library's public relations and public information activities.

Adopted: May, 1990

Reaffirmed: November, 1994

Amended: May 17, 2000

Amended: December 16, 2010

Reaffirmed: November 13, 2019



**Lancaster Public Library - Survey
2023**

Please take a moment to complete this quick survey to help us better serve you. This survey will be accessible through Monday, July 31, 2023.

1. What is your age range?*
 - ☐ Under 18
 - ☐ 18-35
 - ☐ 36-50
 - ☐ 51-64
 - ☐ 65+
2. Do you have a Buffalo & Erie County Public Library card?*
 - ☐ Yes
 - ☐ No
3. On average, how often do you visit our library?*
 - ☐ Daily
 - ☐ Weekly
 - ☐ Monthly
 - ☐ Less than once a month
 - ☐ Never
4. What are the most important reasons you visit our library? Choose all that apply.
 - ☐ Books
 - ☐ DVDs
 - ☐ CDs
 - ☐ Audiobooks
 - ☐ Magazines & Newspapers
 - ☐ Computer Use
 - ☐ Printing
 - ☐ Technology Assistance
 - ☐ Research Assistance
 - ☐ Photocopier
 - ☐ WiFi
 - ☐ Programs
 - ☐ A Place to Study

☐ Community Meeting Room
☐ Other (please specify): _____

5. If you do not visit our library, please select why.

☐ I only access library services online.
☐ I don't need library services.
☐ I don't know what the library offers.
☐ Other (please specify): _____

6. When you consider future program offerings, please select which topics are important to you (choose all that apply):

☐ Children's or family programs
☐ Teen programs
☐ Genealogy/family history
☐ Author Visits
☐ Health/fitness
☐ Technology training
☐ Other (please specify): _____

7. How do you find out about the library's programs and services?*

☐ Library staff
☐ Library signage/flyers
☐ Library website
☐ Lancaster-Depew Bee
☐ Library Facebook page
☐ Word of mouth
☐ School
☐ Not applicable
☐ Other (please specify): _____

8. If you have or care for someone with a disability, is there anything we can do to improve your library experience? _____

9. What do you value most about the library? _____

10. How could the library or its services be improved? _____

11. Is there anything else you would like to share?



35 Frost Street, Brattleboro, VT 05301

800.664.5340
sales@recycleaway.com

Customer Information

Buyer: Lancaster Public Library
5466 Broadway St.
Lancaster, NY 14086
(716) 683-1120

Bill To: Lancaster Public Library
5466 Broadway St.
Lancaster, NY 14086

Ship To: Lancaster Public Library
5466 Broadway St.
Lancaster, NY 14086

Quote #0078421

ACCOUNT REP Elizabeth Burns

QUOTE DATE	QUOTE AMOUNT	QUOTE EXPIRES
March 31, 2023	\$2,060.00	May 24, 2023

Shipping and Delivery Notes:

Shipping cost includes lift-gate service and call ahead, it does not include inside delivery or other special services and assumes the use of a 53' delivery truck. Please let us know if you have special delivery requirements.

Lead time for these containers is : **4 - 6 Weeks**

ITEM CODE	QTY	DESCRIPTION	UNIT PRICE	TOTAL
N1-20355P4	2.00	Split Two-Stream Recycling and Waste Barrel with Lift-Off Lid Left Color: Blue Left Opening: Single Stream Left Label: Recycle Right Color: Black Right Opening: Half Round Right Label: Waste *Website Price: \$1146.00 / Your Price: \$1030.00	\$1,030.00	\$2,060.00

<i>Subtotal</i>	\$2,060.00
<i>Tax</i>	\$0.00
<i>Shipping</i>	\$411.64
Total	\$2,471.64

- To approve your quote via **FAX**: Print, Sign and Fax this page to **888.506.0210**
- To approve your quote via **USMail**: Print, Sign and Mail this page to **Recycle Away, 35 Frost Street, Brattleboro, VT 05301**
- To approve your quote via **Email**, fill out download to us at **sales@recycleaway.com**

Signature:

Email:

Company:

PO# (Optional):

Credit Card# (Optional):

Exp. / / Billing Zip Code _____

Please note: there is a 3% credit card processing fee applied to all payments received via credit card. This fee will be added to order total. To avoid these fees we can accept ACH payments or you can mail a check to 35 Frost Street Brattleboro, VT 05301

Damages & Returns

Damages - All shipments are insured against damage in transit. If your shipment shows any sign of visual damage, it should be noted on the freight bill or receiving ticket and signed by the driver. If damage to the shipment is not visible until the carton is opened, please keep all of the packing materials and the original carton. In either case, please notify Recycle Away within five days.

Returns - If your order is damaged in shipment, we will either issue credit for the product and the shipping costs, or ship a replacement product at no cost for the product and shipping. If you need to return the purchase for any other reason please notify us within five days. Please note that special orders are non-refundable. The customer must pay for the return shipping and a re-stocking fee of 25, for returned items. The items must be returned in their original cartons in new condition.

35 Frost Street | Brattleboro, VT 05301 | Tel : 800.664.5340 | Fax: 888.506.0210 | Email: sales@recycleaway.com



1-800-295-5510
uline.com
customer.service@uline.com

**PRICING
REQUEST**

REQUEST # PRB170503

Thank you for your interest in Uline!

PROVIDED TO: LANCASTER PUBLIC LIBRARY
5466 BROADWAY ST
LANCASTER NY 14086-2133

SHIP TO: LANCASTER PUBLIC LIBRARY
5466 BROADWAY ST
LANCASTER NY 14086-2133

CUSTOMER NUMBER			SHIP VIA	REQUEST DATE	
25404932			DROP SHIP	04/26/23	
QUANTITY	U/M	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXT. PRICE
2	EA	H-2888C	RECYCLED PLASTIC BENCH WITH BACK - 6', CEDAR ITEM IS DROP SHIPPED	750.00	1,500.00

SUB-TOTAL 1,500.00	SALES TAX .00	SHIPPING/HANDLING 279.73	TOTAL 1,779.73
-----------------------	------------------	-----------------------------	-------------------

NOTE:
ATTENTION: KARA STOCK
ADDITIONAL SHIPPING TIME IS REQUIRED FOR DROP SHIP ITEMS. PLEASE CONTACT CUSTOMER SERVICE FOR MORE INFORMATION.



P.O. Box 7488
Madison, WI 53707-7488
PH 800-356-1200 FAX 800-245-1329

QUOTATION

Reference: W3111075
Contract/Bid ID: C20601
Today: 4/21/23
Quote Expiration Date: 5/21/23

NAME: Lancaster Public Library
CONTACT: KARA STOCK
PHONE: 716-686-0749
EMAIL: lnc@buffalolib.org

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
1	1	W12234030	LibraryQuiet Single-side BktrkEnd-Range 44-1/2"x18"x17" Teal		439.99	8%	404.80
2	10	W13790740	End Panel Display Bin 6" x 21" x 3-1/2"		65.99	15%	560.92
Order Subtotal							965.72
Shipping/Processing							118.69
Sales Tax							Exempt
Grand Total							1,084.41

Additional Note: Pricing is based on the NCPA contract #07-85 using Demco contract code C20601.
Pricing is based on the NCPA contract #07-85 using Demco contract code C20601.

BILL TO:

Lancaster Public Library
5466 Broadway St
Lancaster NY 14086-2168

SHIP TO:

Kara Stock
Buffalo and Erie Co Public Lib
5466 Broadway
Lancaster NY 14086

CONTACT:

KARA STOCK
BUFFALO AND ERIE CO PUBLIC LIB
1 LAFAYETTE SQ
BUFFALO NY 14203-1823



P.O. Box 7488
Madison, WI 53707-7488
PH 800-356-1200 FAX 800-245-1329

QUOTATION

Reference: W3116123
Contract/Bid ID: C20601
Today: 4/26/23
Quote Expiration Date: 5/26/23

NAME: Lancaster Public Library
CONTACT: KARA STOCK
PHONE: 716-686-0749
EMAIL: lnc@buffalolib.org

Line	Qty	Product	Product Description	Colors/Finished/Options	Unit Price	Discount	Ext Total
------	-----	---------	---------------------	-------------------------	------------	----------	-----------

1	1	W13834990	Joy Carpets Learning Letter Sounds 10'9" x 7'8" PLEASE NOTE: This item may not be returned unless damaged or defective.		492.99	8%	453.56
2	1	W13808730	Reading Cave 10'9" x 7'8" Rectangle PLEASE NOTE: This item may not be returned unless damaged or defective.		492.99	8%	453.56

Order Subtotal	907.12
Shipping/Processing	166.94
Sales Tax	Exempt
Grand Total	1,074.06

Additional Note: Pricing is based on the NCPA contract #07-85 using Demco contract code C20601.
Pricing is based on the NCPA contract #07-85 using Demco contract code C20601.

BILL TO:

Lancaster Public Library
5466 Broadway St
Lancaster NY 14086-2168

SHIP TO:

Kara Stock
Buffalo and Erie Co Public Lib
5466 Broadway
Lancaster NY 14086

CONTACT:

KARA STOCK
BUFFALO AND ERIE CO PUBLIC LIB
1 LAFAYETTE SQ
BUFFALO NY 14203-1823