

**Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, May 12, 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 April 14, 2022
- V. Report of the Director
- VI. Public Comment
- VII. Monthly Financial Report
 - A. April Report
 - B. CDs: #046 matures 5/24/22; #2355 matures 5/29/22
 - C. Quarterly Program Projection
- VIII. Old Business
 - A. Building Maintenance Update – Staff Room Renovations
 - B. Little Free Libraries Project
 - C. ACT Meeting Report
 - D. Elevator - Change Orders
- IX. New Business
 - A. Purchase of water container, storage cubicles - \$356
 - B. Demco: book repair, spine label, book jacket covers, name badges - \$174.97
 - C. Summer Reading Program prizes - \$493.76
 - D. Two croquet sets - \$99.98
- X. Adjournment

Next Meeting: THURSDAY, JUNE 9, 2022 – 4:00PM

Lancaster Public Library

Board of Trustees

Meeting Minutes

April 14, 2022

- I. Roll Call: S. Jacobs, J. Yarborough, G. Howell, K. Graber, K. Stock, D. Stempniak, R. Leary
- II. The meeting was called to order at 4:00 PM
- III. Agenda: A new item was added – New business, item K, Replenish Seeds. Moved by J. Yarborough, 2nd: Ken Graber, Vote: Unanimous
- IV. The March 10 meeting minutes were approved as presented. Moved by K. Graber, 2nd: Jan Yarborough, vote: unanimous
- V. Director's Report: K. Stock reported – new system director, John Spears – The Very Hungry Caterpillar won March Madness Children's book - – Janice Jaskowiak's last day of work was March 30 – There were two author visits – a variety of craft kits were handed out – activities included Lego club, making Leprechaun traps, conducting Leprechaun search, and the young adult book club.
- VI. Friends of the Library Meeting: D. Stempniak report on the Friends meeting. The first mini Book Sale earned \$4,533.00. The first Chicken Barbecue will be held on Saturday, May 22nd.
- VII. Financial Reports:
 - a. The March Financial report was approved as presented. Motion G. Howell, 2nd: Ken Graber, Vote: unanimous
 - b. Cd 042 was cashed in, the money put in the checking account.
 - c. Replenish Petty Cash - \$150.00 Motion: J. Yarborough, 2nd: S. Jacobs, Vote: unanimous.
 - d. Craft Budget Update – A report on the craft budget update was presented
- VIII. Old Business
 - a. Staff Room Renovations – Carmen Ciccarelli presented an estimate based on the town doing the work.
 - b. Little Free Library – The price per stand is \$300.00. One stand has arrived.
 - c. Time capsule Project – A motion was made to purchase acid free paper for \$20.00. Motion: G. Howell, 2nd: J. Yarborough, Vote: unanimous
- IX. New Business
 - a. ACT Meeting presentation – K. Stock prepared the presentation.
 - b. Fine Elimination Policy – The library is eliminating fines for overdue books. Patrons will still have to pay for lost or damaged materials
 - c. Staffing Updates – PT Page – Lisa Friol; Sr. Page – Paula Nelson, were hired.
 - d. 2021 State Report – A motion was made to approve the state report. Motion: K. Graber, 2nd: Jan Yarborough, Vote: unanimous.
 - e. New System Liaison – Michael Amodio is the Central Library Board Liaison to the Lancaster Library Board.
 - f. Summer Reading Program – The theme is Oceans of Possibilities. The kick-off party is Thursday, June 30th.
 - g. Photo Printer and Paper – A motion was made to spend \$175.00 . Motion J. Yarborough, 2nd: G. Howell, Vote: Unanimous.

Gary Howell

Director's Report April 2022

Highlights

Book Sale – The Friends of the Lancaster Public Library sponsored a well-attended donated book sale on Saturday, April 2nd and Sunday, April 3rd.

Lancaster Women's Civic Club - Library Director Kara Stock was the featured speaker at the Civic Club's monthly meeting on Thursday, April 14th. **12** club members learned about library services and participated in a round of library trivia for a chance to win prizes.

Seed Library – Library Assistant John Benzee debuted our new seed library on Thursday, April 7th. This library includes seed packets for a variety of vegetables, flowers, and herbs. A Facebook post about this new service went viral and **323** packets were picked up in April!



Programming

Author Visit - Isaiah Rashad gave a talk about his book *Homicide of a Rat* for **6** adults on Wednesday, April 20th.

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

Computer Coach – John held **4** one-on-one technology appointments, assisting patrons with learning how to navigate their smartphones, using email and Microsoft Word.

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

- **Craft & Carry** - 87 children picked up an Earth Day craft kit.
- **Pizza Garden Kits** - These new kits, created by John, contain tomato seeds, basil seeds, oregano seeds, soil, labels, instructions and recipes. The kit comes in a convenient egg carton for easy seed starting. **18** were picked up.
- **Rock Painting Kits** – **12** members of a local Girl Scout Troop picked up these kits and will return the completed products for our children's garden.



- **STEM Kits: Peep Boats** - 28 children picked up this kit and performed their experiment at home.
- **Take & Make** - These weekly kits had children's book themes such as *Creepy Carrots* by Aaron Reynolds and **175** were picked up.



Easter Egg Craft - Youth Services Librarian Meagan Carr held this program on Wednesday, April 13th for **9** children. They made three different crafts out of plastic eggs: a lightning bug, a wacky monster, and a painted egg.

Escape Room - Meagan held this program on Saturday, April 23rd for **3** teenagers. They figured out how to escape from the library by using clues to solve puzzles. The teens worked together and escaped in 45 minutes.

Family Literacy - Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back to back Family Literacy Workshops for **14 & 13** attendees respectively on Thursday, April 28th.

Kidding Around Yoga with Donna Baia - 7 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 25th.

LEGO® Club - Youth Services Librarian Meagan Carr held **2** LEGO® Clubs for a total of **15** children on Saturday, April 9th. They built their own adventure.

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

Ms. Melissa's Sprouts - Melissa Sacco helped **11** preschool age children learn and grow through music on Monday, April 11th.

Native Plants - Master Gardener Lyn Chimera gave a detailed overview of native plant gardening for **25** adults on Tuesday, April 19th.

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, April 30th. **4** children practiced reading out loud to the dog.

Rock Painting - Meagan helped **9** children paint rocks for our children's garden on Thursday, April 14th.

Storytime - Meagan conducted **11** sessions for a total of **65** children.

STEM Storytime - Meagan conducted **3** sessions of this new program: part storytime & part preschool STEM lab. **20** children learned about dinosaurs, bugs, and construction.

STEM Workshop: Coding & Carrousel Animals - The Herschell Carrousel Factory Museum held a STEM workshop for **5** children on Saturday, April 23rd. The students used squishy circuits to learn about electricity and how it relates to the carrousel. This program was made possible with support from Fund for the Arts & New York State Council on the Arts via Young Audiences of Western New York.

StoryWalk® - Children were encouraged to take a walk and read the book *Pete the Cat: Big Easter Adventure* by Kimberly and James Dean in the children's area of our library.

Young Adult Book Club - Part-time Librarian Michael Green held a book club for **4** attendees on Thursday, April 14th. They discussed *The Thief Lord* by Cornelia Funke.



Youth Bureau Craft Program - Volunteers from the Lancaster Youth Bureau held a hands-on Easter craft program on Wednesday, April 13th for **9** children.

Meetings

April 5, 6 & 6 - Kara and John conducted interviews for our Part-Time Page position.

April 13 - Kara attended the Manager-Director Meeting at the Central Library.

April 28 - Kara, Meagan, and John met to continue planning our 2022 goals. We are finalizing summer activities.

LANCASTER PUBLIC LIBRARY

2022 STATISTICS

CIRCULATION			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	8,583	3,832	124.0%
FEB	9,681	8,640	12.0%
MAR	11,175	9,752	14.6%
APR	15,609	8,582	81.9%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	45,048	30,806	46.2%

LIBRARY VISITS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	4,512	1,129	299.6%
FEB	5,318	3,544	50.1%
MAR	6,449	4,433	45.5%
APR	6,472	4,322	49.7%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	22,751	13,428	69.4%

PUBLIC ACCESS COMPUTER SESSIONS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	584	78	648.7%
FEB	574	510	12.5%
MAR	753	862	-12.6%
APR	613	673	-8.9%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	2,524	2,123	18.9%

WIFI			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	1,189	736	61.5%
FEB	1,356	1,079	25.7%
MAR	1,680	1,418	18.5%
APR	1,469	1,299	13.1%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	5,694	4,532	25.6%

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
	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
2022 Statistics and Proceeds**

	Tours		New Library Cards		Ref Q	Headphone	Copier	Vending	Book Sale	Donations
	No.	ATT	Child	Adult	No.	Proceeds	Proceeds	Proceeds	Proceeds	to Library
JAN	0	0	17	30	579	\$0.00	\$69.00	\$12.00	\$155.00	\$0.00
FEB	0	0	18	18	561	\$6.00	\$104.00	\$0.00	\$165.00	\$976.80
MAR	0	0	23	41	552	\$6.00	\$130.00	\$12.00	\$188.00	\$332.80
APR	0	0	19	36	514	\$9.00	\$56.00	\$0.00	\$151.00	\$0.00
MAY										
JUN										
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
TOTAL	0	0	77	125	2,206	\$21.00	\$359.00	\$24.00	\$659.00	\$1,309.60

Total Proceeds \$2,372.60

	Facebook	Instagram
	Followers	Followers
JAN	2,281	134
FEB	2,286	181
MAR	2,304	226
APR	2,412	249
MAY		
JUN		
JUL		
AUG		
SEP		
OCT		
NOV		
DEC		

Program Date	Title	Number of programs	Total Attendance
4/5/2022	Storytime	1	10
4/5/2022	Storytime	1	12
4/5/2022	Book Club	1	9
4/6/2022	Mahjong Club	1	6
4/8/2022	Storytime	1	11
4/8/2022	STEM Storytime	1	11
4/9/2022	Lego Club	1	14
4/9/2022	Lego Club	1	10
4/11/2022	Sprouts	1	21
4/12/2022	Storytime	1	6
4/12/2022	Storytime	1	18
4/12/2022	Book Club	1	9
4/13/2022	Egg Craft	1	14
4/13/2022	Mahjong Club	1	4
4/13/2022	Crafts with the Youth Bureau	1	13
4/14/2022	Rock Painting	1	13
4/14/2022	Outreach - Lancaster Women's Civic Club Meeting Presentation	1	12
4/14/2022	YA Book Club	1	4
4/19/2022	Storytime	1	13
4/19/2022	Storytime	1	14
4/19/2022	Native Plants	1	25
4/20/2022	Mahjong Club	1	5
4/20/2022	Author Talk	1	6
4/22/2022	Storytime	1	9
4/22/2022	STEM Storytime	1	11
4/23/2022	Escape Room	1	3
4/23/2022	Conductive Construction (Herschell Museum)	1	8
4/25/2022	Kidding Around Yoga	1	16
4/26/2022	Storytime	1	8
4/26/2022	Storytime	1	9
4/27/2022	Mahjong Club	1	6
4/28/2022	Family Literacy	1	14
4/28/2022	Family Literacy	1	13

4/29/2022 Storytime	1	13
4/29/2022 STEM Storytime	1	14
4/30/2022 PAWS for Love	1	8
4/30/2022 Craft & Carry	87	87
4/30/2022 Take & Make Craft	175	175
4/30/2022 STEM Kits	28	28
4/30/2022 Pizza Seed Kits	18	18
4/30/2022 Rock Painting Kits	12	12
4/30/2022 Seed Library	323	323
4/30/2022 Tutoring	10	10
4/30/2022 Tutoring	10	10
4/30/2022 Book a Tech Trainer	4	4


2022 Sunday Circulation

Date		Visits	Circulation
1/9		79	230
1/16		105	164
1/23		71	157
1/30		106	241
2/6		88	270
2/13		77	159
2/20		145	320
2/27		87	173
3/6		96	214
3/13		99	202
3/20		105	191
3/27		105	226
4/3	Book Sale	372	227
4/10		91	342
4/17	Easter		
4/24		72	126
5/1			
5/8			
5/15			
5/22	BBQ		
		1,698	3,242


includes autorenewals

Circulation

Total Circulations


 Library	April			Year to Date Totals			Footnotes
	2022 Total	2021 Total	% of	2022 Total	2021 Total	% of	
	Circulations	Circulations	Change	Circulations	Circulations	Change	
Alden (Ewell Free)	1,725	1,416	21.8%	5,284	5,291	-0.1%	<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>System-wide - Fine free with autorenewals implemented 4/2022.</p> <p>Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.</p> <p>Correctional Facility and Holding Center - Numbers not received.</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 2/14/2022-4/2/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	29,748	19,344	53.8%	80,853	67,599	19.6%	
Clearfield	24,946	15,385	62.1%	71,074	57,557	23.5%	
Eggertsville-Snyder	11,800	8,079	46.1%	33,528	29,833	12.4%	
Williamsville	3,737	2,258	65.5%	9,967	8,416	18.4%	
Angola	2,573	1,892	36.0%	7,388	6,709	10.1%	
Aurora	11,004	7,031	56.5%	31,972	25,564	25.1%	
Boston	2,545	2,015	26.3%	7,836	7,798	0.5%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	21,322	12,537	70.1%	60,655	46,862	29.4%	
Reinstein Memorial	7,507	4,295	74.8%	19,867	14,188	40.0%	
Clarence	13,136	12,292	6.9%	46,650	45,358	2.8%	
Collins	3,684	2,278	61.7%	10,530	9,008	16.9%	
Concord	4,175	2,941	42.0%	12,554	11,604	8.2%	
Eden	3,599	2,659	35.4%	10,392	10,768	-3.5%	
Elma	7,272	5,175	40.5%	21,254	17,947	18.4%	
Grand Island Memorial	8,994	6,929	29.8%	26,212	23,163	13.2%	
<i>Hamburg</i>							
Hamburg	15,492	9,324	66.2%	45,824	35,667	28.5%	
Lake Shore	5,521	2,749	100.8%	15,806	11,316	39.7%	
Lackawanna	3,154	1,924	63.9%	9,227	6,661	38.5%	
Lancaster	15,609	8,582	81.9%	45,048	30,806	46.2%	
Marilla	2,805	2,309	21.5%	8,613	9,171	-6.1%	
Newstead	4,499	2,498	80.1%	12,745	11,387	11.9%	
North Collins	1,588	913	73.9%	4,331	3,952	9.6%	
Orchard Park	20,108	12,786	57.3%	58,903	44,872	31.3%	
City of Tonawanda	8,556	5,274	62.2%	23,192	18,373	26.2%	
<i>Town of Tonawanda</i>							
Kenilworth	4,759	3,533	34.7%	13,777	12,298	12.0%	
Kenmore	21,936	14,502	51.3%	63,564	50,787	25.2%	
West Seneca	17,104	11,329	51.0%	47,773	42,236	13.1%	
<i>Buffalo</i>							
Coles	1,777	926	91.9%	5,089	3,794	34.1%	
Crane	7,783	3,648	113.3%	18,426	14,077	30.9%	
Dudley	4,161	2,229	86.7%	10,975	7,739	41.8%	
East Clinton	2,170	1,200	80.8%	5,965	3,987	49.6%	
González-Soto	3,343	2,215	50.9%	9,191	7,080	29.8%	
Merriweather	2,922	2,599	12.4%	8,509	8,921	-4.6%	
North Park	7,168	4,646	54.3%	20,271	16,193	25.2%	
Panty	1,663	1,491	11.5%	3,473	5,066	-31.4%	
<i>Central</i>	25,385	14,061	80.5%	66,896	54,474	22.8%	
<i>Bookmobile Services</i>							
Library on Wheels	2,177	880	147.4%	5,710	2,626	117.4%	
Library2Go	311	See note.	See note.	634	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	20,453	82,751	-75.3%	247,262	294,681	-16.1%	
Interlibrary Loans	1,214	1,021	18.9%	4,621	4,072	13.5%	
Audio Books Downloaded	43,135	37,873	13.9%	172,487	148,939	15.8%	
Videos Downloaded/Streamed	43	72	-40.3%	287	464	-38.1%	
eBook Checkouts/Downloads	72,286	76,983	-6.1%	303,249	315,405	-3.9%	
Music/Music Videos Downloaded	0	22,601	-100.0%	0	105,189	-100.0%	
B&ECPL Totals	474,889	437,445	8.6%	1,687,864	1,657,898	1.8%	
Member Libraries	278,898	182,249	53.0%	804,819	665,191	21.0%	
Buffalo Branches	30,987	18,954	63.5%	81,899	66,857	22.5%	
Central Library	25,385	14,061	80.5%	66,896	54,474	22.8%	
Bookmobile Services	2,488	880	182.7%	6,344	2,626	141.6%	
Institutions	0	0	#DIV/0!	0	0	#DIV/0!	
System	137,131	221,301	-38.0%	727,906	868,750	-16.2%	

Library Visits

	April			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)	779	771	1.0%	3,134	2,901	8.0%	<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>Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	8,920	7,870	13.3%	32,360	26,433	22.4%	
Clearfield	8,869	7,124	24.5%	32,773	25,009	31.0%	
Eggertsville-Snyder	4,005	3,951	1.4%	15,991	13,681	16.9%	
Williamsville	1,514	1,271	19.1%	5,730	4,474	28.1%	
Angola	2,756	3,326	-17.1%	14,073	11,927	18.0%	
Aurora	5,110	3,512	45.5%	17,956	11,731	53.1%	
Boston	1,057	991	6.7%	3,912	3,763	4.0%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	7,796	6,064	28.6%	29,361	21,973	33.6%	
Reinstein Memorial	2,968	2,288	29.7%	10,818	7,881	37.3%	
Clarence	4,010	5,090	-21.2%	19,802	17,654	12.2%	
Collins	1,104	899	22.8%	4,363	3,570	22.2%	
Concord	2,538	1,824	39.1%	9,305	7,419	25.4%	
Eden	1,402	1,085	29.2%	5,058	4,373	15.7%	
Elma	2,944	2,643	11.4%	11,185	8,745	27.9%	
Grand Island Memorial	4,465	2,918	53.0%	13,771	9,413	46.3%	
<i>Hamburg</i>							
Hamburg	6,175	4,408	40.1%	23,660	16,451	43.8%	
Lake Shore	2,867	2,038	40.7%	11,136	7,750	43.7%	
Lackawanna	2,252	1,929	16.7%	11,909	5,863	103.1%	
Lancaster	6,472	4,322	49.7%	22,751	13,428	69.4%	
Marilla	786	953	-17.5%	3,346	3,308	1.1%	
Newstead	2,379	1,879	26.6%	8,539	8,071	5.8%	
North Collins	1,008	789	27.8%	3,554	3,167	12.2%	
Orchard Park	9,197	6,897	33.3%	36,424	23,990	51.8%	
City of Tonawanda	3,674	3,105	18.3%	12,866	10,288	25.1%	
<i>Town of Tonawanda</i>							
Kenilworth	2,419	3,405	-29.0%	9,956	11,301	-11.9%	
Kenmore	7,901	6,278	25.9%	29,920	21,935	36.4%	
West Seneca	7,644	6,273	21.9%	29,519	25,693	14.9%	
<i>Buffalo</i>							
Coles	2,767	2,253	22.8%	9,727	8,398	15.8%	
Crane	3,020	2,771	9.0%	10,332	10,109	2.2%	
Dudley	2,512	2,088	20.3%	10,166	7,738	31.4%	
East Clinton	1,247	749	66.5%	4,390	2,722	61.3%	
González-Soto	3,139	2,460	27.6%	10,571	7,556	39.9%	
Merriweather	4,729	3,641	29.9%	18,122	13,054	38.8%	
North Park	4,144	3,415	21.3%	16,068	13,002	23.6%	
Panty	1,817	1,944	-6.5%	4,342	6,643	-34.6%	
<i>Central</i>	15,119	9,402	60.8%	58,256	36,488	59.7%	
<i>Bookmobile Services</i>							
Library on Wheels	1,716	72	2283.3%	3,973	288	1279.5%	
Library2Go	151	See note.	See note.	295	See note.	See note.	
<i>Institutions</i>							
Correctional Facility	669	957	-30.1%	2,437	3,608	-32.5%	
Holding Center	304	293	3.8%	1,203	1,168	3.0%	
System	154,345	123,948	24.5%	583,054	442,966	31.6%	
Member Libraries	113,011	93,903	20.3%	433,172	332,192	30.4%	
Buffalo Branches	23,375	19,321	21.0%	83,718	69,222	20.9%	
Central Library	15,119	9,402	60.8%	58,256	36,488	59.7%	
Bookmobile	1,867	72	2493.1%	4,268	288	1381.9%	
Institutions	973	1,250	-22.2%	3,640	4,776	-23.8%	


Registered Public Access Computer Sessions

Session Counts Per Outlet

	April			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)	55	42	31.0%	246	226	8.8%	<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>Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	1,060	1,025	3.4%	3,714	3,280	13.2%	
Clearfield	712	590	20.7%	2,634	1,907	38.1%	
Egbertsville-Snyder	431	469	-8.1%	1,598	1,556	2.7%	
Williamsville	142	118	20.3%	475	423	12.3%	
Angola	172	130	32.3%	743	431	72.4%	
Aurora	296	232	27.6%	1,174	786	49.4%	
Boston	71	61	16.4%	274	278	-1.4%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,384	921	50.3%	5,097	3,443	48.0%	
Reinstein Memorial	663	537	23.5%	2,340	1,705	37.2%	
Clarence	298	477	-37.5%	1,621	1,503	7.9%	
Collins	91	96	-5.2%	355	437	-18.8%	
Concord	172	172	0.0%	755	694	8.8%	
Eden	106	93	14.0%	389	425	-8.5%	
Elma	191	157	21.7%	731	519	40.8%	
Grand Island Memorial	278	236	17.8%	970	606	60.1%	
<i>Hamburg</i>							
Hamburg	883	672	31.4%	3,342	2,612	27.9%	
Lake Shore	238	151	57.6%	830	591	40.4%	
Lackawanna	396	337	17.5%	1,529	1,094	39.8%	
Lancaster	613	673	-8.9%	2,524	2,123	18.9%	
Marilla	41	42	-2.4%	134	190	-29.5%	
Newstead	147	142	3.5%	556	635	-12.4%	
North Collins	111	121	-8.3%	371	573	-35.3%	
Orchard Park	591	468	26.3%	2,217	1,375	61.2%	
City of Tonawanda	604	447	35.1%	1,972	1,373	43.6%	
<i>Town of Tonawanda</i>							
Kenilworth	364	339	7.4%	1,468	1,129	30.0%	
Kenmore	1,337	963	38.8%	5,397	3,182	69.6%	
West Seneca	1,041	990	5.2%	3,783	3,493	8.3%	
<i>Buffalo</i>							
Coles	888	765	16.1%	3,176	3,036	4.6%	
Crane	489	356	37.4%	1,532	1,316	16.4%	
Dudley	593	457	29.8%	2,219	1,553	42.9%	
East Clinton	335	164	104.3%	1,060	689	53.8%	
González-Soto	598	696	-14.1%	2,250	2,265	-0.7%	
Merriweather	1,408	1,053	33.7%	5,223	3,889	34.3%	
North Park	919	831	10.6%	3,248	2,966	9.5%	
Panty	334	332	0.6%	873	1,230	-29.0%	
Central	5,764	3,627	58.9%	19,953	14,284	39.7%	
<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	23,816	18,982	25.5%	86,773	67,817	28.0%	
Member Libraries	12,488	10,701	16.7%	47,239	36,589	29.1%	
Buffalo Branches	5,564	4,654	19.6%	19,581	16,944	15.6%	
Central Library	5,764	3,627	58.9%	19,953	14,284	39.7%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

WiFi

Total Logins

	April			Year to Date Totals			Footnotes
	2022	2021	% of	2022	2021	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	432	395	9.4%	1,592	1,237	28.7%	<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>Clarence - Closed starting 4/23/2022 - Renovations and carpet installation.</p> <p>Library2Go - Added to statistical reports 2/2022.</p> <p>Panty - Closed 2/14/2022-4/2/2022 - Floor replacement.</p>
<i>Amherst</i>							
Audubon	1,949	2,059	-5.3%	7,805	6,538	19.4%	
Clearfield	1,876	1,616	16.1%	7,042	5,563	26.6%	
Eggertsville-Snyder	928	938	-1.1%	3,724	3,274	13.7%	
Williamsville	1,232	1,694	-27.3%	4,414	4,882	-9.6%	
Angola	208	151	37.7%	749	527	42.1%	
Aurora	2,010	1,486	35.3%	7,312	5,396	35.5%	
Boston	159	123	29.3%	575	442	30.1%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,376	704	95.5%	4,681	2,519	85.8%	
Reinstein Memorial	577	576	0.2%	2,411	1,702	41.7%	
Clarence	928	1,020	-9.0%	4,200	3,586	17.1%	
Collins	245	205	19.5%	861	846	1.8%	
Concord	502	489	2.7%	1,820	1,686	7.9%	
Eden	240	205	17.1%	879	716	22.8%	
Elma	305	288	5.9%	1,151	1,006	14.4%	
Grand Island Memorial	579	681	-15.0%	2,258	2,031	11.2%	
<i>Hamburg</i>							
Hamburg	1,637	1,539	6.4%	6,455	5,442	18.6%	
Lake Shore	404	386	4.7%	1,564	1,352	15.7%	
Lackawanna	355	291	22.0%	1,535	927	65.6%	
Lancaster	1,469	1,299	13.1%	5,694	4,532	25.6%	
Marilla	91	94	-3.2%	348	388	-10.3%	
Newstead	326	528	-38.3%	1,480	2,303	-35.7%	
North Collins	402	286	40.6%	1,348	1,041	29.5%	
Orchard Park	1,509	1,004	50.3%	5,759	3,349	72.0%	
City of Tonawanda	572	758	-24.5%	2,121	2,108	0.6%	
<i>Town of Tonawanda</i>							
Kenilworth	417	317	31.5%	1,503	1,138	32.1%	
Kenmore	1,988	1,487	33.7%	7,436	5,059	47.0%	
West Seneca	1,743	1,638	6.4%	6,517	5,605	16.3%	
<i>Buffalo</i>							
Coles	928	565	64.2%	3,213	1,999	60.7%	
Crane	390	411	-5.1%	1,540	2,043	-24.6%	
Dudley	1,088	1,757	-38.1%	5,487	5,135	6.9%	
East Clinton	655	377	73.7%	2,322	1,509	53.9%	
González-Soto	2,111	1,517	39.2%	7,652	5,519	38.6%	
Merriweather	978	700	39.7%	3,568	2,438	46.3%	
North Park	1,049	703	49.2%	3,541	2,977	18.9%	
Panty	1,164	871	33.6%	3,823	3,325	15.0%	
<i>Central</i>	13,181	8,049	63.8%	49,393	31,003	59.3%	
<i>Bookmobile Services</i>							
Library on Wheels	84	5	1580.0%	190	76	150.0%	
Library2Go	0	See note.	See note.	0	See note.	See note.	
System	46,087	37,212	23.8%	173,963	131,219	32.6%	
Member Libraries	24,459	22,257	9.9%	93,234	75,195	24.0%	
Buffalo Branches	8,363	6,901	21.2%	31,146	24,945	24.9%	
Central Library	13,181	8,049	63.8%	49,393	31,003	59.3%	
Bookmobile Services	84	5	1580.0%	190	76	150.0%	

Lancaster Financial Monthly Report 2022

April

Account	Deposits	Disbursements	Interest	Sub-Total	Balance
M & T Checking					
Beginning Balance					\$4,317.37
Fine/ print revenue	\$421.19				
Ending Balance	\$421.19	\$0.00		\$421.19	\$4,738.56
Bank on Buffalo					
Beginning Balance					\$77,949.33
Cashed in CD 042	\$11,340.91				
Copier	\$56.00				
Headphones (3 @ \$3)	\$9.00				
Book sale	\$151.00				
Sprouts, NY LLC: 4/11 program (#455)		-\$75.00			
Oriental Trading: Craft supplies (Debit)		-\$314.35			
Amazon: Craft supplies (Debit)		-\$100.44			
Replenish petty cash (#456)		-\$150.00			
Lyn Chimera: Native plants program (#457)		-\$100.00			
Donna Baia: Kidding Around Yoga 4/25 program (#458)		-\$50.00			
Amaon: Summer prizes, seeds, contact paper, and battery (Debit)		-\$653.86			
Amazon: Photo printer and paper (Debit)		-\$166.50			
Ending Balance	\$11,556.91	-\$1,610.15		\$9,946.76	\$87,896.09
Bank on Buffalo CDs	Amount	Maturity	Interest Rate	Interest	Total
Bank on Buffalo CD 040	\$21,520.17	12M 6/28/22	0.28%	\$0.00	\$21,520.17
Bank on Buffalo CD 042	\$11,333.14	CLOSED*	N/A	\$7.77	\$0.00
Bank on Buffalo CD 043	\$11,984.21	36M 7/27/23	0.61%	\$18.03	\$12,002.24
Bank on Buffalo CD 045	\$28,152.07	12M 1/24/23	0.11%	\$7.55	\$28,159.62
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%	\$5.49	\$11,716.32
Bank on Buffalo CD 178	\$20,601.52	12M 8/03/22	0.28%	\$0.00	\$20,601.52
Bank on Buffalo CD 1283	\$10,571.03	12M 9/30/22	0.11%	\$0.00	\$10,571.03
Bank on Buffalo CD 2355	\$21,905.33	36M 5/29/22	3.20%	\$0.00	\$21,905.33
Bank on Buffalo CD 7632	\$20,061.68	12M 10/9/22	0.11%	\$5.44	\$20,067.12
CD Balance				\$44.28	\$171,160.28
Total Balance					\$263,794.93

*CD 042 closed on 4/7/2022. \$11340.91 transferred to checking acct.

**Petty Cash
April 2022**

Date	Item	Deposit	Withdrawl	Total
				\$41.92
4/11/2022	Kara- Amazon- luggage tags for yard games		-\$12.99	\$28.93
4/21/2022	Replenish petty cash	\$150.00		\$178.93
4/22/2022	John - Home Depot- Seeds for seed library		-\$41.84	\$137.09
		\$150.00	-\$54.83	\$137.09

Program Projections - 2022

Date(s)	Program Title	Cost
1/24/2022	Kidding Around Yoga (Donna Baia)	\$50.00
2/2/2022	Art-y Time (Kimberly Strell)	\$165.00
2/14/2022	Ms. Melissa's Sprouts (Melissa Sacco)	\$75.00
2/28/2022	Kidding Around Yoga (Donna Baia)	\$50.00
3/14/2022	Ms. Melissa's Sprouts (Melissa Sacco)	\$75.00
3/21/2022	Kidding Around Yoga (Donna Baia)	\$50.00
4/11/2022	Ms. Melissa's Sprouts (Melissa Sacco)	\$75.00
4/19/2022	Native Plants (Lyn Chimera)	\$100.00
4/25/2022	Kidding Around Yoga (Donna Baia)	\$50.00
5/9/2022	Ms. Melissa's Sprouts (Melissa Sacco)	\$75.00
5/11/2022	Art-y Time (Kimberly Strell)	\$205.00
5/23/2022	Kidding Around Yoga (Donna Baia)	\$50.00
6/6/2022	Ms. Melissa's Sprouts (Melissa Sacco)	\$75.00
6/27/2022	Kidding Around Yoga (Donna Baia)	\$50.00
6/30/2022	Glenn Colton - summer kick-off	\$449.00
7/7/2022	Benjamin Berry - Circus for all	\$350.00
7/14/2022	Cris Johnson	\$350.00
7/21/2022	Wondermakers	\$150.00
7/25/2022	Kidding Around Yoga (Donna Baia)	\$50.00
7/28/2022	Doug Rougeaux - BubbleMan	\$475.00
8/4/2022	Nels Ross - In Jest	\$500.00
8/11/2022	Hawk Creek	\$475.00
8/18/2022	Nan Hoffman	\$300.00
8/22/2022	Kidding Around Yoga (Donna Baia)	\$50.00

TOTAL SPENT **\$4,294.00**

Total Spent - Elks **\$3,399.00**

Funding Source	Notes	Funds Given
Library Board Funds for 2022		\$5,000.00
Elks 2020 grant (Sept 2020)	did not spend due to pandemic	\$3,400.00
2022 Program Budget (CEN)	must spend in 2022	\$500.00

TOTAL BUDGET for 2021 **\$8,900.00**

CURRENT BALANCE **\$4,606.00**

Change Order



Change Order Number: P5033-004

Job Information

Job Name: LANCASTER PUBLIC LIBRARY

Job No: P5033

To: LANCASTER PUBLIC LIBRARY

From: MICHAEL GEORGER
Schindler Elevator Corporation

Address: 5466 BROADWAY
LANCASTER, NY 14086

Address: 80 CURTWRIGHT DR STE 3
WILLIAMSVILLE NY 14221-7055

Attn: KARA STOCK

Phone:

Fax: 0000000000

Fax: 716-632-1466

Email:

Email: michael.georger@schindler.com

Date: May 5, 2022

Change Order Description

Summary: 2022 Material Inflation

Scope: - price increase due to inflation

Total Cost: \$1,820.00

This Change Order amends the terms, conditions and scope of the Agreement for the referenced Job. By execution of this Change Order, the Contractor / Purchaser accepts the contract price change / scope change / schedule change described herein. Except as expressly modified, all terms of the original trade contract / subcontract shall remain in full force and effect.

Authorization

Please sign and return a copy to our office as approval and authorization by Subcontractor to make the change(s) in its Scope of Work.

Contractor

Signature of

Authorized Person

Date:

By: (Type Name) Title

Subcontractor

Schindler Elevator Corporation

Signature of

Authorized Person

Date:

By: (Type Name)

Change Order



Change Order Number: P5033-005

Job Information

Job Name: LANCASTER PUBLIC LIBRARY

Job No: P5033

To: Lancaster Public Library

From: MICHAEL GEORGER
Schindler Elevator Corporation
Address: 80 CURTWRIGHT DR STE 3
WILLIAMSVILLE NY 14221-7055

Address: 5466 Broadway
Lancaster, NY 14086

Attn: KARA STOCK

Phone:

Fax: 0000000000

Fax: 716-632-1466

Email:

Email: michael.georger@schindler.com

Date: May 2, 2022

Change Order Description

Summary: Add Door Operator

Scope: - Add a GAL MOVFR II Door Operator

Total Cost: \$4,077.00

This Change Order amends the terms, conditions and scope of the Agreement for the referenced Job. By execution of this Change Order, the Contractor / Purchaser accepts the contract price change / scope change / schedule change described herein. Except as expressly modified, all terms of the original trade contract / subcontract shall remain in full force and effect.

Authorization

Please sign and return a copy to our office as approval and authorization by Subcontractor to make the change(s) in its Scope of Work.

Contractor

Subcontractor

Schindler Elevator Corporation

Signature of

Signature of

Authorized Person

Authorized Person

Date:

Date:

By: (Type Name) Title

By: (Type Name)

amazonprime

Deliver to Kara
Lancaster 14086

All ▾

water cooler hot cold

🔍

🇺🇸 ▾


Hello, Kara
Account & Lists ▾

Returns
& Orders

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AllAmazon BasicsBuy AgainPharmacyPet SuppliesCouponsBeauty & Personal CareShopper ToolkitShop Mother's Day musts

AppliancesBest SellersRefrigerationCookingWashers & DryersDishwashersParts & Accessories



Avalon A7BOTTLELESSBLK Self Cleaning Touchless Bottleless Cooler Dispenser-Hot & Cold Water Child Safety Lock,...

64

\$248.31 ✓prime


◀ Back to results

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Avalon Bottom Loading Water Cooler Water Dispenser with BioGuard- 3 Temperature Settings - Hot, Cold & Room Water, Durable Stainless Steel Construction, Anti-Microbial Coating-UL/Energy Star Approved

[Visit the Avalon Store](#)

★★★★★ ▾ 11,030 ratings

| 486 answered questions

#1 Best Seller in Water Coolers

\$199⁹⁹

✓prime & FREE Returns ▾

Get a \$100 Amazon Gift Card instantly upon approval for the Amazon Prime Rewards Visa Card. No annual fee.

May be available at a lower price from other sellers, potentially without free Prime shipping.

Color

Stainless Steel & Black

Material

High-Grade 304 Stainless Steel

Capacity

5 Gallons

Brand

Avalon

Style

Bottled


About this item

- THREE TEMPERATURES: Three temperature settings allow you to customize your drinking experience This dispenser features a crisp cold cool or piping hot output

\$199⁹⁹

✓prime & FREE Returns ▾

FREE delivery **Friday, May 6.** Order within **9 hrs 36 mins**


 Deliver to Kara - Lancaster 14086

In Stock.

Qty: 1 ▾

Add to Cart

Buy Now

 Secure transaction

Ships from

Amazon.com

Sold by

Amazon.com

Packaging

Shows what's inside a...

Details

Return policy: [Eligible for Return, Refund or Replacement within 30 days of receipt](#) ▾

Support: [Free Amazon product support included](#) ▾

☐ Add a gift receipt for easy returns

Add to List ▾

New & Used (6) from \$183.08 Prime FREE Delivery ▶

Have one to sell?

Sell on Amazon

amazonprime

Deliver to Kara
Lancaster 14086

Sports & Outdoors

🔍

🇺🇸

Hello, Kara

Account & Lists

🔄

Returns & Orders

🛒

0

All

Amazon Basics

Buy Again

Pharmacy

Pet Supplies

Coupons

Beauty & Personal Care

Shopper Toolkit

Shop Mother's Day musts

Sports & Outdoors

Exercise & Fitness

Outdoor Recreation

Sports Fan Shop


Team Sports


Hunting


Fishing


The Ride Shop


Sports & Outdoors > Sports & Outdoor Recreation Accessories > Sports Water Bottles



















Wave Enviro Products BPA Tritan™ Bottle, 5-Gallon

New Wave Enviro Products Store

★★★★★

1,485 ratings | 62 answered questions

Choice

in Water Bottles by New Wave Enviro...

\$31.99

returns

Get a \$100 Amazon Gift Card instantly upon approval for the Amazon Prime Rewards Visa Card. No annual fee.

available at a lower price from other sellers, lly without free Prime shipping.

Size: 5 Gallon Round

5 Gallon Round	2 Gallon Round	3 Gallon Round
\$31.99	\$23.99	\$25.99

Roll over image to zoom in

Material	Plastic
Brand	New Wave Enviro Products
Capacity	5 Gallons
Special Feature	Narrow Mouth
Color	5-Gallon

About this item

- Confidence: Our redesigned structure is significantly stronger, and proudly made in the USA. New Wave Enviro is the most trusted name in BPA Free Bottles. Be confident your water is stored in a bottle made of safe material
- Feel Prepared: Our BPA Free Tritan bottles are the perfect solution for long term water storage, without the worries of leaching. Feel confident that your whole family will stay safely hydrated through any emergency
- Sustainable: Can be used with New Wave Enviro porcelain or stainless steel water dispensers (or other brands) and office/home water coolers to help eliminate the need for single-use plastic bottles in your home or office. Reusable and BPA Free
- CARE: Clean bottles with warm water and baking soda, white vinegar, or mild dish soap. Circumference: 32.8 inches

\$31.99

prime & FREE Returns

FREE delivery **Monday, May 9.**
Order within **9 hrs 34 mins**

📍

Deliver to Kara - Lancaster 14086

In Stock.

Qty: 1

Add to Cart

Buy Now

🔒

Secure transaction

Ships from

Amazon.com

Sold by

Amazon.com

Packaging

Shows what's inside. T...

Details

Return policy: Eligible for Return, Refund or Replacement within 30 days of receipt

☐ Add a gift receipt for easy returns

Add to List

New & Used (4) from \$23.55 prime

Other Sellers on Amazon

\$33.45

Add to Cart

& FREE Shipping


Sold by: HealthyTrader

Have one to sell?

Sell on Amazon

Cart


\$124.00 subtotal • 4 items




Shipping

4 items

[Edit](#)






\$54.00
each \$18.00
11" Fabric Bin Bundle 4pk Gray - Room Essentials™


Qty 3 ▾

Save for later

☒ Standard shipping
Get it by Sat, May 7

☐ Order Pickup
Ready within 2 hours at North Buffalo [Change](#)






\$70.00
11" 12 Cube Organizer Shelf Espresso Brown - Room Essentials™

Qty 1 ▾

Save for later

 Assembly starting at \$39 at [Target.com/Assembly](#)

☐ Allstate 2 Year Furniture Protection Plan
Plan **\$13.00** [See plan details](#)

☒ Standard shipping
Get it by Sat, May 7

Sign in to check out

https://www.target.com/cart

1/4

Order summary

 Order includes a gift

☐

promo code

Promo code

Add

Subtotal (4 items)\$124.00

DeliveryFree

Estimated tax\$10.85


Delivery & tax for 14202

Total\$134.85

 Pay as low as \$13/mo.
Select Affirm as payment method

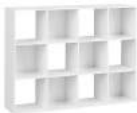


Your views




11" Fabric Bin
Bundle 4pk Gray -...
\$18.00

Add to cart



11" 12 Cube
Organizer Shelf -...
\$70.00

Add to cart



11" 9 Cube
Organizer S
\$45.00

Add to cart

Get **\$40**^{off**}

a future qualifying purchase
\$40 or more when approved
for a RedCard

Apply now

for a credit or debit RedCard

Offer valid 5/1-5/28. **Some restrictions apply.

Shop safely at Target Cart # 1077046372693

Sign in to check out



Shopping Cart

Products in Cart

Item Price Quantity

Basic Book Tool Kit \$65.54 1
Item # W16202080



This product is in stock. 2 unit(s) are on hand.

Subject Classification Labels \$8.79 2
Historical Fiction 500/Roll
Item # W12802880



This product is in stock. 946 unit(s) are on hand.

Superfold Assortment Pack 25-9", \$53.59 1
50-10", 25-12" 100/Pkg
Item # W12224560



This product is in stock. 17 unit(s) are on hand.

1-line Cust Engvded Magntc Name \$9.89 2
Badge 1"H x 3-1/2"W White



Hard copy sample being sent (email to customimprint@demco.com)

Yes

Engraved text for name badge (Enter all capital letters or upper/lower case as desired.)

Lisa

[Show More](#)

Item # W12741040

Cart Summary

Cart ID: 2620044

PRINT SHARE

Contract Used: [View Terms](#)

New York State Contract

Merchandise Total	\$160.89
Sale Discount	-\$4.40
Shipping	\$18.48
Tax	\$0.00

Cart Total \$174.97

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Color	Ybrpgo
Size	28" Standard
Material	Wood,Rubber,Steel
Brand	ApudArmis

About this item

- COMPLETE CROQUET SET - The Sports Outdoor Croquet set comes with everything you need, like 6x 28" Colourful Mallets, 6 Colored Croquet Balls, 2x 18" Ending stakes, 9 Steel Wickets, a Manual and a extra Large Portable Carry Bag. Providing your family a healthy and enjoyable leisure time.
- PREMIUM WOOD MATERIAL & PRACTICAL STRUCTURE: The Mallet head is crafted from premium rubber wood, which is durable for long-term use, sweat-proof. The mallet handle is made of quality poplar wood, which has clear texture, smooth planed surface, tough and strong corrosion resistance. With beautiful string surface pattern, it is comfortable to grip. The brightly-colored balls are made of Elastic Polymer. The professional six player croquet set meets for any lawn or backyard.
- EASY TO USE & FUNNY FOR FAMILY - With meticulously design, the croquet set with wooden mallets are very easy to install and learn, just set up it in minutes to play. Perfect croquet outdoor game sets for families outdoor entertainment, teens or adults sports, friends gathering games, competition and challenge. Enjoyed by all ages people and 2-6 players.

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