

**Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, December 9, 2021
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 July 8 and November 10, 2021

V. Report of the Director

VI. Public Comment

VII. Monthly Financial Report

A. November Report

B. CDs mature 1/24/22 and 1/28/22

C. System Paid Budget Analysis as of 9/30/21

VIII. Old Business

A. Building Maintenance Update

B. 200th Anniversary Update

C. Long-Range Plan - VOTE

D. Slate of Officers:

President – S. Jacobs

Secretary – B. Tamol

Vice President – K. Graber

Treasurer – J. Yarborough

E. Staff Room Renovation Ideas

IX. New Business

A. 2022 Program Budget - \$5,000 Request

B. READ Posters

C. Winter Reading Log Prizes

D. STEM Explorers Program Materials

E. Aprons

F. Volunteer Gifts

X. Adjournment

Next Meeting: THURSDAY, JANUARY 13, 2022 – 4:00PM

Proposed Meeting Minutes
Lancaster Public Library
Board of Trustees
July 8, 2021

- I. Roll Call - S. Jacobs, G. Howell, K. Graber, J. Yarborough, D. Stempniak (Friends liaison), K. Stock (Library Director), and K. Wind
- II. The meeting was called to order at 4:06PM.
- III. The agenda was approved. Vote - unanimous.
- IV. Review of meeting minutes from June 10, 2021. Tabled until the August meeting.
- V. Report of the Director – The library is getting busier and part-time staff hours are being increased. Assemblymember Monica Wallace visited the library on June 29th to announce her summer reading challenge. Meagan Carr created a video about our summer programs for the Lancaster Central School District. We debuted our new Memory Kits, geared for caregivers.
- VI. Public Comment - D. Stempniak informed the board that the Friends' Chicken BBQ will be held July 18. They will co-sponsor a fall book sale with the Women's Civic Club.
- VII. Financial
 - A. Monthly Report - June was approved. Vote - unanimous.
 - B. CD 178 – increased by \$10,000. Vote - unanimous.
 - C. Petty Cash Replenishment – add \$150. Vote - unanimous.
- VIII. Old Business
 - A. Building Maintenance Update – Kara reported that the town will be getting us a new air handler; replacement will cost \$13,000. The work will take 8 days and the building will not have air conditioning during that time. We are trying to schedule the work for mid-September.
 - B. 200th Anniversary update – An article about our new learning kits was in the Lancaster Bee. Frosty's coupons are being hidden in the library each day. The committee is working on getting quotes for the catering for December 11th.
 - C. Monica Wallace Grant – elevator. We are waiting to hear if the town will supplement the funds for this project.
- IX. New Business
 - A. Monica Wallace Visit – see Director Report above.
 - B. 2021 B&ECPL Contract Approval – approved. Vote - unanimous.
 - C. Spine Label Purchase – \$128 approved. Vote - unanimous.
 - D. Battle of Books August Party Budget – \$200 approved to purchase food and a gift card for the volunteer coach. Vote - unanimous.
 - E. Fall Book Sale – The mini book sale will take place on October 16th and 17th. The Lancaster Women's Civic Club will also hold a bake sale on October 16th.
- X. The meeting was adjourned at 5:00 p.m. Vote - Unanimous.

Respectfully submitted by,

Kristyn Wind for Barbara Tamol

Proposed Meeting Minutes
Lancaster Public Library
Board of Trustees
November 10, 2021

- I. Roll Call - S.Jacobs, G. Howell, K. Graber, J. Yarborough, B. Tamol, D. Stempniak (Friends liaison), B. Leary (Town liaison), K. Stock (Library Director), and K. Wind (via phone)
- II. The meeting was called to order at 4:01 p.m.
- III. The agenda was approved as amended. MSP - J. Yarborough, G. Howell. Vote - unanimous.
- IV. Review of meeting minutes from August 12, 2021, approved, MSP - B. Tamol, K. Graber. Vote - unanimous. Review and amended October 14, 2021 meeting minutes to include guest Jim Sinner (Lancaster Bee) in attendance. MSP - G. Howell, J. Yarborough. Vote - unanimous.
- V. Report of the Director - October included a successful book sale, craft kits, the Halloween Spooktacular attended by more than 150 patrons and local author, Bonnie Parsons. New cards were obtained by 48 children and 25 adults. Sunday hours have started. New Open Meeting Laws; As of November 18th all meeting documentation must be available at least 24 hours prior to the meeting. Proposed meeting minutes must be posted within 2 weeks of the meeting. Zoom meetings must be recorded.
- VI. Public Comment - D. Stempniak informed the board that the Friends will be having two(2) mini book sales instead of the usual one(1). The book sales will be in April and October and will be two(2) days only. Chicken BBQ's are scheduled for May 22, 2022 and July 17, 2022. The Friends annual meeting (election of officers) will be held January 15, 2022 at 2p.m.
- VII. Financial
 - A. Monthly Report - October was approved. MSP - K. Graber, J. Yarborough. Vote - unanimous.
 - B. Draft of the proposed 2022 Board Budget was presented.
- VIII. Old Business -
 - A. Building Maintenance Update - Heat shields on exterior have been Installed. Schindler will be able to start work on the elevator soon.
 - B. 200th Anniversary update - Calls to elected officials for proclamations. Motion to increase the gala budget from \$3000 to \$6000 was approved. MSP - K. Graber, J. Yarborough. Vote - unanimous.
 - C. The parking lot issue has been addressed by the Town.
 - D. Money from the book sale was turned over to the Friends.
 - E. Long Range Plan-

1. Evaluation of current goals and a draft of future goals will be considered in the revised version of long range goals.
2. A revised draft of the patron survey will be e-mailed to the board for approval. It will be available on Facebook, the Library website and on paper.
3. Librarians wish list - Some ideas are promotional magnets and/or pens, more literacy kits, Little Free Library sites containing donated books, a seed library in conjunction with gardening programming, paint interior walls, new murals and/or decals for Children's section,VHS conversion station.

IX. New Business -

- A. 2022 Holiday Close Dates - Follow schedule set by Central Library with Exceptions of 12/24/2022 and 12/31/2022 when the Lancaster Public Library will be open 10 am - 3pm. MSP - K. Graber, J.Yarborough. Vote - unanimous.
 - B. Approval for the purchase of one (1) cord of firewood. MSP - K. Graber, J. Yarborough. Vote - unanimous '
 - C. Motion to spend \$245.01 from the Elks donation for craft supplies.MSP - K. Graber, G. Howell. Vote - unanimous.
 - D. Motion to purchase 44 acrylic easels at a cost of \$322.88, MSP -S. Jacobs, G.Howell. Vote - unanimous.
 - E. Motion to spend \$11.98 on two (2) books for the Storywalk. MSP - J.Yarborough, K. Graber. Vote - unanimous.
 - F. Staff room renovation - Update the electrical,appliances,flooring, etc. A more detailed plan will be presented at a future date.
 - G. 2022 Slate of Officers - Current slate is eligible and agreeable to remaining in office. Vote will be at the next meeting.
- X. The meeting was adjourned at 5:20 p.m. MSP- G. Howell, K. Graber. Vote - Unanimous.

Respectfully submitted by,

Barbara J Tamol
Secretary

Director's Report November 2021

Programming

Art-y Time - Local art teacher, Kimberly Strell, taught **10** adults how to create a Vincent van Gogh inspired painting on November 4th.



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

- **Craft & Carry** - Children ages 5-12 were able to stop in for a Thanksgiving-themed craft kit. **93** kits were picked up.
- **STEM Kits: Salt Crystal Snowflakes** - Children were encouraged to stop in the library and ask for a kit to perform their experiment at home. **55** kits were picked up.
- **Take & Make Storytime Kits** - These weekly kits had fall themes and **157** were picked up.

LEGO® Club - Youth Services Librarian Meagan Carr held **2** LEGO® Clubs for a total of **11** children on Saturday, November 20th. They made tall buildings.



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

Movin' & Groovin' - Meagan conducted **2** sessions for a total of **6** children.

Painting with Friends – Meagan held a painting program for **3** teens and **2** adults on Saturday, November 6th. They learned how to create fun patterns with tape and paint.



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, November 13th. **4** children practiced reading out loud to the dog.

Storytime – Meagan conducted **11** sessions for a total of **111** children.

StoryWalk® – Children were encouraged to take a walk and read the book *Every Autumn Comes the Bear* by Jim Arnosky in the children's area of our library.

Technology Assistance – We assisted **10** patrons with in-depth technology questions such as help filing for unemployment, creating a resume in Microsoft Word and making a vaccine appointment online.

Yarn Crafts – Meagan conducted a program for **3** children on Friday, November 26th. They learned how to create paper plate woven bowls and straw weaving bracelets.

Meetings

November 4 – Megan attended the New York Library Association Conference in Syracuse, NY.

November 10 – Library Director Kara Stock attended the Manager-Director Meeting via Zoom.

November 18 – Kara, Meagan and Library Assistant John Benzee met to begin planning our 2022 goals.



PAINT!

November 11, 2021



Photo by James Sinner

– Kimberly Aquilio, an art teacher in the West Seneca Central School District, gives painting lessons at the Lancaster Public Library. She runs the program through her organization “Art-y Time.”

LANCASTER PUBLIC LIBRARY

2021 STATISTICS

CIRCULATION			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	3,832	12,709	-69.8%
FEB	8,640	12,482	-30.8%
MAR	9,752	7,617	28.0%
APR	8,582	0	#DIV/0!
MAY	7,941	4	198425%
JUN	9,924	6,538	51.8%
JUL	13,422	9,235	45.3%
AUG	11,479	9,258	24.0%
SEP	9,135	9,563	-4.5%
OCT	9,748	10,155	-4.0%
NOV	8,738	8,265	5.7%
DEC			"
YR/DATE	101,193	85,826	17.9%

LIBRARY VISITS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	1,129	8,284	-86.4%
FEB	3,544	8,365	-57.6%
MAR	4,433	4,332	2.3%
APR	4,322	0	#DIV/0!
MAY	3,824	0	#DIV/0!
JUN	4,500	2,312	94.6%
JUL	6,169	3,539	74.3%
AUG	5,509	3,587	53.6%
SEP	4,423	4,346	1.8%
OCT	5,373	4,884	10.0%
NOV	4,606	2,998	53.6%
DEC			"
YR/DATE	47,832	42,647	12.2%

PUBLIC ACCESS COMPUTER SESSIONS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	78	1,256	-93.8%
FEB	510	1,207	-57.7%
MAR	862	624	38.1%
APR	673	0	#DIV/0!
MAY	661	0	#DIV/0!
JUN	594	439	35.3%
JUL	738	442	67.0%
AUG	698	439	59.0%
SEP	573	633	-9.5%
OCT	644	760	-15.3%
NOV	598	434	37.8%
DEC			"
YR/DATE	6,629	6,234	6.3%

WIFI			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	736	1,734	-57.6%
FEB	1,079	1,617	-33.3%
MAR	1,418	1,061	33.6%
APR	1,299	327	297.2%
MAY	1,403	379	270.2%
JUN	1,559	746	109.0%
JUL	1,714	713	140.4%
AUG	1,221	747	63.5%
SEP	1,149	954	20.4%
OCT	1,454	1,090	33.4%
NOV	1,505	778	93.4%
DEC			"
YR/DATE	14,537	10,146	43.3%

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: 28

Days Closed: 2

**Lancaster Public Library
2021 Statistics and Proceeds**

	Tours		New Library Cards		Ref Q	Headphone	Copier	Vending	Book Sale	Donations	Facebook
	No.	ATT	Child	Adult	No.	Proceeds	Proceeds	Proceeds	Proceeds	to Library	Followers
JAN	0	0	1	6	454	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2,088
FEB	0	0	7	17	498	\$0.00	\$63.00	\$0.00	\$93.00	\$100.00	2,104
MAR	0	0	24	23	517	\$3.00	\$75.00	\$0.00	\$108.00	\$0.00	2,117
APR	0	0	20	14	516	\$6.00	\$75.00	\$0.00	\$105.00	\$200.00	2,131
MAY	0	0	6	19	430	\$0.00	\$55.00	\$0.00	\$86.00	\$1,321.01	2,141
JUN	0	0	30	20	533	\$3.00	\$55.50	\$6.00	\$105.00	\$300.00	2,153
JUL	0	0	51	43	660	\$3.00	\$58.00	\$0.00	\$146.00	\$0.00	2,168
AUG	0	0	18	32	703	\$15.00	\$73.00	\$10.00	\$105.00	\$8,455.73	2,180
SEP	0	0	27	20	494	\$0.00	\$57.00	\$10.00	\$71.00	\$10,880.50	2,200
OCT	0	0	48	25	685	\$6.00	\$89.00	\$0.00	\$72.00	\$1,030.00	2,240
NOV	0	0	6	21	468	\$3.00	\$30.00	\$15.00	\$55.50	\$53.74	2,252
DEC											
TOTAL	0	0	238	240	5,958	\$39.00	\$630.50	\$41.00	\$946.50	\$22,340.98	

Total Proceeds \$23,997.98

2021 Sunday Statistics

Date		Patron Count	Circulation
9/12		43	248
9/19		44	93
9/26		60	205
10/3		54	133
10/10		68	155
10/17	Book Sale	277	261
10/24		74	232
10/31		50	220
11/7		69	222
11/14		102	201
11/21		92	201
11/28		66	126
12/5			
12/12			
12/19			
		999	2,297

Program Statistics

11/2021

In Library Group Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	13	64	123	558
<u>Children (age 6-12)</u>	4	33	29	1452
<u>Teens</u>	2	20	8	149
<u>Intergenerational</u>	1	18	7	739
<u>Adults (excludes Technology)</u>	8	40	56	296

Passive/Self-Directed Programs (Programs not librarian-led, such as Craft Tables and Take and Makes - Count as One-on-Ones):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	157	913	157	913
<u>Children (age 6-12)</u>	148	1391	148	1391
<u>Teens</u>	0	0	0	0
<u>Intergenerational</u>	0	858	0	858
<u>Adults</u>	0	0	0	0

In Library One-on-One Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	0	0	0	0
<u>Children (age 6-12)</u>	10	129	10	129
<u>Teens</u>	0	0	0	0
<u>Intergenerational</u>	0	0	0	0
<u>Adults (excludes Technology)</u>	9	55	9	55

Adult Technology Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>In-House Lab or Library Desktop PCs</u>	0	0	0	0
<u>System or Library-owned Cyber Train</u>	0	0	0	0
<u>Technology One-on-Ones</u>	10	70	10	70

Live Virtual Programs:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	0	3	0	507
<u>Children (age 6-12)</u>	0	1	0	337
<u>Teens</u>	0	0	0	0
<u>Intergenerational</u>	0	2	0	5
<u>Adults</u>	0	0	0	0

Virtual Recordings of program content:

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	0	20	0	2035
<u>Children (age 6-12)</u>	0	2	0	252
<u>Teens</u>	0	0	0	0
<u>Intergenerational</u>	0	22	0	2794
<u>Adults</u>	0	0	0	0

Outreach (out of library programs):

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
<u>Children (age 5 and under)</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Children (age 6-12)</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Teens</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Intergenerational</u>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="623"/>
<u>Adults (excludes Technology)</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Please answer the following (applicable to all sections above **EXCEPT Virtual Programs, Passive/Self-Directed Programs, and other One-on-One Programs):**

Were any of the above programs Early Literacy Parent and/or Caregiver programs?

☐ Yes ☒ No

Were any of the Early Literacy programs geared toward a combined audience of children and parents/caregivers, such as a LapSit program?

☐ Yes ☒ No

Did you have any Early Literacy Collaborators for programs geared toward children age 5 and under or parents and/or caregivers?

☐ Yes ☒ No

Were any of the above adult programs adult Tutoring or adult Literacy programs?

☒ Yes ☐ No

	Number of Programs		Number of Attendees	
	MTH	YTD	MTH	YTD
One-on-One	<input type="text" value="9"/>	<input type="text" value="55"/>	<input type="text" value="9"/>	<input type="text" value="55"/>
Group	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Did you have any Adult Tutoring or Adult Literacy Collaborators?

☒ Yes ☐ No


Collaborators

☒ Literacy NY (Literacy Volunteers of America)

☐ Public School District(s) and/or

BOCES

- ☐ Non-Public Schools
- ☐ Other (Inlcude collaborator name and contact information)



Were any of the above programs ESOL?


☐ Yes ☒ No

Total number of non-library sponsored programs, meetings and/or events at this outlet (Meeting Room Use)


YTD: 23

Circulation

Total Circulations


 Library	November			Year to Date Totals			Footnotes
	2021 Total	2020 Total	% of	2021 Total	2020 Total	% of	
	Circulations	Circulations	Change	Circulations	Circulations	Change	
Alden (Ewell Free)	1,342	1,214	10.5%	15,726	10,263	53.2%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.</p> <p>In November 2020, libraries were open to the public with limited hours and services until 11/20/20, when many (but not all, based on NYS Micro-Cluster Zones) closed to the public but continued offering curbside, walk-up, and drive through services. East Clinton was temporarily closed as of 11/20/20.</p> <p>Angola - Closed 11/29/21-12/4/21 - Carpet installation.</p> <p>Correctional Facility and Holding Center - Numbers not received.</p> <p>Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.</p> <p>Crane - Reopened 11/1/2021 - Closed 8/19/2021 through end of Oct. 2021 - Construction.</p> <p>East Clinton - Closed 11/8/21 due to a Buffalo Water valve repair.</p> <p>Kenilworth - Closed 11/24/2021 - Water main break.</p>
Amherst							
Audubon	17,683	15,767	12.2%	211,724	181,723	16.5%	
Clearfield	14,828	12,896	15.0%	183,014	141,402	29.4%	
Eggertsville-Snyder	7,184	6,438	11.6%	88,846	64,890	36.9%	
Williamsville	1,810	2,121	-14.7%	24,046	22,649	6.2%	
Angola	1,481	1,540	-3.8%	19,255	16,182	19.0%	
Aurora	7,534	6,197	21.6%	77,488	68,958	12.4%	
Boston	1,693	2,480	-31.7%	22,260	21,431	3.9%	
Cheektowaga							
Julia Boyer Reinstein	12,715	12,031	5.7%	143,067	121,348	17.9%	
Reinstein Memorial	4,054	3,486	16.3%	44,690	41,195	8.5%	
Clarence	10,362	10,374	-0.1%	136,401	111,054	22.8%	
Collins	1,983	2,398	-17.3%	23,372	21,796	7.2%	
Concord	2,510	2,731	-8.1%	31,323	27,250	14.9%	
Eden	2,664	2,755	-3.3%	29,319	26,209	11.9%	
Elma	4,248	4,330	-1.9%	52,408	44,471	17.8%	
Grand Island Memorial	5,752	5,921	-2.9%	68,795	57,466	19.7%	
Hamburg							
Hamburg	9,637	8,165	18.0%	108,436	91,687	18.3%	
Lake Shore	3,061	2,922	4.8%	35,210	24,254	45.2%	
Lackawanna	1,779	1,757	1.3%	20,349	20,632	-1.4%	
Lancaster	8,738	8,265	5.7%	101,193	85,826	17.9%	
Marilla	2,129	2,137	-0.4%	25,089	19,763	26.9%	
Newstead	2,419	3,547	-31.8%	29,865	30,192	-1.1%	
North Collins	1,008	1,111	-9.3%	10,919	10,213	6.9%	
Orchard Park	12,522	10,300	21.6%	141,721	113,952	24.4%	
City of Tonawanda	4,997	4,662	7.2%	55,092	50,628	8.8%	
Town of Tonawanda							
Kenilworth	2,966	2,372	25.0%	35,456	27,402	29.4%	
Kenmore	13,234	11,384	16.3%	153,237	115,152	33.1%	
West Seneca	9,897	8,968	10.4%	121,712	92,016	32.3%	
Buffalo							
Coles	1,403	934	50.2%	12,664	14,530	-12.8%	
Crane	3,123	4,390	-28.9%	30,535	45,215	-32.5%	
Dudley	2,407	2,243	7.3%	24,094	23,165	4.0%	
East Clinton	1,361	712	91.2%	12,564	14,222	-11.7%	
González-Soto	2,649	1,418	86.8%	25,587	19,508	31.2%	
Merriweather	1,910	1,774	7.7%	24,055	25,790	-6.7%	
North Park	4,124	3,150	30.9%	48,379	39,788	21.6%	
Panty	1,334	1,009	32.2%	13,779	14,504	-5.0%	
Central	14,393	10,993	30.9%	156,334	152,590	2.5%	
BookmobileServices							
Library on Wheels	1,397	416	235.8%	12,054	4,837	149.2%	
Institutions							
Correctional Facility	0	0	#DIV/0!	0	16,510	-100.0%	
Holding Center	0	0	#DIV/0!	0	8,943	-100.0%	
System							
Online Renewals	77,228	70,135	10.1%	854,599	681,773	25.3%	
Interlibrary Loans	1,008	884	14.0%	11,731	7,242	62.0%	
Audio Books Downloaded	39,474	32,825	20.3%	428,203	362,067	18.3%	
Videos Downloaded/Streamed	86	33	160.6%	1,102	482	128.6%	
eBook Checkouts/Downloads	70,070	70,783	-1.0%	839,518	801,233	4.8%	
Music/Music Videos Downloaded	22,869	27,747	-17.6%	263,914	305,702	-13.7%	
B&ECPL Totals	415,066	387,715	7.1%	4,769,125	4,198,105	13.6%	
Member Libraries	170,230	158,269	7.6%	2,010,013	1,660,004	21.1%	
Buffalo Branches	18,311	15,630	17.2%	191,657	196,722	-2.6%	
Central Library	14,393	10,993	30.9%	156,334	152,590	2.5%	
Bookmobile Services	1,397	416	235.8%	12,054	4,837	149.2%	
Institutions	0	0	#DIV/0!	0	25,453	-100.0%	
System	210,735	202,407	4.1%	2,399,067	2,158,499	11.1%	


Library Visits

	November			Year to Date Totals			Footnotes
	2021	2020	% of	2021	2020	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	859	608	41.3%	9,069	5,537	63.8%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.</p> <p>In November 2020, libraries were open to the public with limited hours and services until 11/20/20, when many (but not all, based on NYS Micro-Cluster Zones) closed to the public but continued offering curbside, walk-up, and drive through services. East Clinton was temporarily closed as of 11/20/20.</p> <p>Angola - Closed 11/29/21-12/4/21 - Carpet installation.</p> <p>Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.</p> <p>Crane - Reopened 11/1/2021 - Closed 8/19/2021 through end of Oct. 2021 - Construction.</p> <p>East Clinton - Closed 11/8/21 due to a Buffalo Water valve repair.</p> <p>Kenilworth - Closed 11/24/2021 - Water main break.</p>
<i>Amherst</i>							
Audubon	8,632	5,693	51.6%	92,613	76,623	20.9%	
Clearfield	7,599	5,422	40.2%	91,161	68,172	33.7%	
Eggertsville-Snyder	3,770	2,543	48.3%	43,988	34,735	26.6%	
Williamsville	1,306	1,093	19.5%	15,184	13,272	14.4%	
Angola	2,439	2,583	-5.6%	33,224	25,041	32.7%	
Aurora	4,511	2,755	63.7%	41,088	34,543	18.9%	
Boston	940	1,054	-10.8%	12,619	10,268	22.9%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	6,954	5,011	38.8%	71,788	61,164	17.4%	
Reinstein Memorial	2,477	1,894	30.8%	24,927	23,611	5.6%	
Clarence	5,194	3,701	40.3%	59,153	45,990	28.6%	
Collins	926	844	9.7%	10,911	9,461	15.3%	
Concord	2,006	1,674	19.8%	22,733	16,623	36.8%	
Eden	1,221	1,002	21.9%	13,672	11,072	23.5%	
Elma	2,288	2,086	9.7%	27,855	22,920	21.5%	
Grand Island Memorial	3,749	2,877	30.3%	34,773	27,557	26.2%	
<i>Hamburg</i>							
Hamburg	5,344	3,608	48.1%	55,583	47,604	16.8%	
Lake Shore	2,296	1,785	28.6%	24,437	18,645	31.1%	
Lackawanna	2,001	1,290	55.1%	22,197	18,880	17.6%	
Lancaster	4,606	2,998	53.6%	47,832	42,647	12.2%	
Marilla	973	993	-2.0%	10,789	8,416	28.2%	
Newstead	1,990	2,063	-3.5%	23,304	18,880	23.4%	
North Collins	922	867	6.3%	9,734	7,763	25.4%	
Orchard Park	8,398	5,452	54.0%	84,632	68,756	23.1%	
City of Tonawanda	3,759	2,792	34.6%	36,725	32,016	14.7%	
<i>Town of Tonawanda</i>							
Kenilworth	2,137	1,656	29.0%	29,755	22,922	29.8%	
Kenmore	6,893	4,869	41.6%	70,570	56,487	24.9%	
West Seneca	5,795	4,726	22.6%	69,722	60,843	14.6%	
<i>Buffalo</i>							
Coles	2,947	2,353	25.2%	28,616	26,654	7.4%	
Crane	2,393	2,927	-18.2%	23,450	35,408	-33.8%	
Dudley	2,773	2,423	14.4%	25,486	20,223	26.0%	
East Clinton	1,245	867	43.6%	10,012	9,507	5.3%	
González-Soto	2,274	1,503	51.3%	27,717	22,714	22.0%	
Merriweather	4,602	2,820	63.2%	43,968	36,976	18.9%	
North Park	3,668	2,402	52.7%	42,675	30,612	39.4%	
Panty	2,320	1,946	19.2%	21,550	18,451	16.8%	
<i>Central</i>	12,937	6,115	111.6%	111,026	104,704	6.0%	
<i>Bookmobile Services</i>							
Library on Wheels	960	40	2300.0%	7,788	2,281	241.4%	
<i>Institutions</i>							
Correctional Facility	776	741	4.7%	8,830	9,425	-6.3%	
Holding Center	282	260	8.5%	3,153	4,070	-22.5%	
System	137,162	98,336	39.5%	1,444,309	1,211,473	19.2%	
Member Libraries	99,985	73,939	35.2%	1,090,038	890,448	22.4%	
Buffalo Branches	22,222	17,241	28.9%	223,474	200,545	11.4%	
Central Library	12,937	6,115	111.6%	111,026	104,704	6.0%	
Bookmobile	960	40	2300.0%	7,788	2,281	241.4%	
Institutions	1,058	1,001	5.7%	11,983	13,495	-11.2%	

Registered Public Access Computer Sessions

Session Counts Per Outlet

 Library	November			Year to Date Totals			Footnotes
	2021	2020	% of	2021	2020	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	67	69	-2.9%	694	619	12.1%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.</p> <p>In November 2020, libraries were open to the public with limited hours and services until 11/20/20, when many (but not all, based on NYS Micro-Cluster Zones) closed to the public but continued offering curbside, walk-up, and drive through services. East Clinton was temporarily closed as of 11/20/20.</p> <p>Angola - Closed 11/29/21-12/4/21 - Carpet installation.</p> <p>Clarence - 11/1/21 - Internet down 10am-2:30pm.</p> <p>Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.</p> <p>Crane - Reopened 11/1/2021 - Closed 8/19/2021 through end of Oct. 2021 - Construction.</p> <p>East Clinton - Closed 11/8/21 due to a Buffalo Water valve repair.</p> <p>Kenilworth - Closed 11/24/2021 - Water main break.</p>
Amherst							
Audubon	1,086	656	65.5%	11,010	9,370	17.5%	
Clearfield	589	390	51.0%	6,358	4,917	29.3%	
Egbertsville-Snyder	359	259	38.6%	4,684	3,993	17.3%	
Williamsville	110	79	39.2%	1,189	1,273	-6.6%	
Angola	111	125	-11.2%	1,444	1,354	6.6%	
Aurora	328	169	94.1%	2,831	3,285	-13.8%	
Boston	57	57	0.0%	752	494	52.2%	
Cheektowaga							
Julia Boyer Reinstein	1,122	642	74.8%	11,583	11,037	4.9%	
Reinstein Memorial	523	409	27.9%	5,336	6,109	-12.7%	
Clarence	429	283	51.6%	4,728	4,244	11.4%	
Collins	86	117	-26.5%	1,165	1,381	-15.6%	
Concord	156	137	13.9%	2,142	1,906	12.4%	
Eden	78	100	-22.0%	1,067	868	22.9%	
Elma	143	117	22.2%	1,740	1,624	7.1%	
Grand Island Memorial	230	144	59.7%	2,259	2,116	6.8%	
Hamburg							
Hamburg	727	441	64.9%	7,801	8,144	-4.2%	
Lake Shore	210	126	66.7%	1,946	1,792	8.6%	
Lackawanna	303	238	27.3%	3,778	3,928	-3.8%	
Lancaster	598	434	37.8%	6,629	6,234	6.3%	
Marilla	31	62	-50.0%	462	375	23.2%	
Newstead	122	185	-34.1%	1,682	1,715	-1.9%	
North Collins	116	126	-7.9%	1,309	1,006	30.1%	
Orchard Park	500	289	73.0%	5,064	4,756	6.5%	
City of Tonawanda	499	345	44.6%	4,950	5,244	-5.6%	
Town of Tonawanda							
Kenilworth	336	214	57.0%	3,700	3,259	13.5%	
Kenmore	1,232	575	114.3%	11,059	10,582	4.5%	
West Seneca	906	608	49.0%	10,387	8,000	29.8%	
Buffalo							
Coles	837	613	36.5%	8,962	9,143	-2.0%	
Crane	352	423	-16.8%	3,052	5,864	-48.0%	
Dudley	456	297	53.5%	5,183	4,127	25.6%	
East Clinton	325	133	144.4%	2,442	2,220	10.0%	
González-Soto	512	412	24.3%	7,295	7,072	3.2%	
Merriweather	1,359	775	75.4%	12,805	13,451	-4.8%	
North Park	869	554	56.9%	9,393	7,077	32.7%	
Panty	353	247	42.9%	3,954	4,162	-5.0%	
Central	4,448	2,926	52.0%	43,090	49,821	-13.5%	
Bookmobile Services							
Library on Wheels	0	0	#DIV/0!	0	0	#DIV/0!	
System	20,565	13,776	49.3%	213,925	212,562	0.6%	
Member Libraries	11,054	7,396	49.5%	117,749	109,625	7.4%	
Buffalo Branches	5,063	3,454	46.6%	53,086	53,116	-0.1%	
Central Library	4,448	2,926	52.0%	43,090	49,821	-13.5%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

WiFi							
Total Logins							
	November			Year to Date Totals			Footnotes
	2021	2020	% of	2021	2020	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Library							
Alden (Ewell Free)	408	119	242.9%	4,054	1,314	208.5%	<p>Libraries are operating consistent with guidance from the Erie County Health Department and Centers for Disease Control, emphasizing safety for patrons and staff through strategies including masking.</p> <p>In November 2020, libraries were open to the public with limited hours and services until 11/20/20, when many (but not all, based on NYS Micro-Cluster Zones) closed to the public but continued offering curbside, walk-up, and drive through services. East Clinton was temporarily closed as of 11/20/20.</p> <p>Angola - Closed 11/29/21-12/4/21 - Carpet installation.</p> <p>Clarence - 11/1/21 - Internet down 10am-2:30pm.</p> <p>Crane - 3/2021 and ongoing: construction impacting operations, including 2nd floor meeting space unavailable.</p> <p>Crane - Reopened 11/1/2021 - Closed 8/19/2021 through end of Oct. 2021 - Construction.</p> <p>East Clinton - Closed 11/8/21 due to a Buffalo Water valve repair.</p> <p>Kenilworth - Closed 11/24/2021 - Water main break.</p>
Amherst							
Audubon	2,768	1,182	134.2%	25,035	14,960	67.3%	
Clearfield	1,689	904	86.8%	19,592	10,998	78.1%	
Eggertsville-Snyder	1,047	449	133.2%	10,206	5,350	90.8%	
Williamsville	1,028	274	275.2%	14,351	2,879	398.5%	
Angola	194	171	13.5%	1,894	2,359	-19.7%	
Aurora	1,964	773	154.1%	17,897	9,284	92.8%	
Boston	126	86	46.5%	1,553	867	79.1%	
Cheektowaga							
Julia Boyer Reinstein	996	527	89.0%	8,944	6,691	33.7%	
Reinstein Memorial	665	320	107.8%	6,929	4,254	62.9%	
Clarence	940	683	37.6%	11,499	7,982	44.1%	
Collins	182	175	4.0%	2,227	2,380	-6.4%	
Concord	477	477	0.0%	5,212	5,243	-0.6%	
Eden	171	92	85.9%	1,926	1,232	56.3%	
Elma	249	203	22.7%	2,783	2,108	32.0%	
Grand Island Memorial	507	292	73.6%	8,117	3,524	130.3%	
Hamburg							
Hamburg	1,685	783	115.2%	17,457	9,711	79.8%	
Lake Shore	366	314	16.6%	4,145	3,218	28.8%	
Lackawanna	323	297	8.8%	3,309	3,222	2.7%	
Lancaster	1,505	778	93.4%	14,537	10,146	43.3%	
Marilla	62	82	-24.4%	1,009	805	25.3%	
Newstead	467	505	-7.5%	5,757	3,987	44.4%	
North Collins	297	214	38.8%	3,133	2,183	43.5%	
Orchard Park	1,266	533	137.5%	12,191	8,086	50.8%	
City of Tonawanda	718	296	142.6%	7,481	3,263	129.3%	
Town of Tonawanda							
Kenilworth	366	241	51.9%	3,754	3,105	20.9%	
Kenmore	1,647	981	67.9%	16,359	12,113	35.1%	
West Seneca	1,591	906	75.6%	17,202	10,050	71.2%	
Buffalo							
Coles	752	420	79.0%	6,843	7,366	-7.1%	
Crane	299	420	-28.8%	3,931	5,033	-21.9%	
Dudley	1,584	485	226.6%	18,027	5,540	225.4%	
East Clinton	523	328	59.5%	4,734	4,169	13.6%	
González-Soto	1,970	505	290.1%	18,519	7,487	147.3%	
Merriweather	810	671	20.7%	8,016	7,732	3.7%	
North Park	956	470	103.4%	8,876	5,148	72.4%	
Panty	981	483	103.1%	10,644	5,863	81.5%	
Central	11,604	6,245	85.8%	106,316	81,390	30.6%	
BookmobileServices							
Library on Wheels	64	25	156.0%	640	310	106.5%	
System	43,247	22,709	90.4%	435,099	281,352	54.6%	
Member Libraries	23,704	12,657	87.3%	248,553	151,314	64.3%	
Buffalo Branches	7,875	3,782	108.2%	79,590	48,338	64.7%	
Central Library	11,604	6,245	85.8%	106,316	81,390	30.6%	
Bookmobile Services	64	25	156.0%	640	310	106.5%	

Lancaster Financial Monthly Report 2021

November

Account	Deposits	Disbursements	Interest	Sub-Total	Balance
Beginning Balance					\$8,790.44
M & T Checking					
	\$763.86				
ECWA water bill #24977		-\$53.46			
Ending Balance				\$710.40	\$9,500.84
Beginning Balance					\$50,627.52
Bank on Buffalo					
Patricia Parks memorial book donation	\$25.00				
AmazonSmile donation	\$28.74				
Book sale	\$55.50				
Vending	\$15.00				
Headphones (1 @ \$3)	\$3.00				
Copier	\$30.00				
Ornaments (3 @ \$10)	\$30.00				
Gala RSVP checks & cash	\$1,725.00				
Suzanne Jacobs- Demco pockets for gala invitations #424		-\$45.69			
Fun Express- winter crafts (Elks grant) #425		-\$213.59			
Kimberly Strell- Art-y time program #426		-\$165.00			
Amazon- 2 Storywalk® books- Debit		-\$11.98			
The Library Store- Acrylic book frames and easels #427		-\$322.88			
Amazon- Gala party supplies- Debit		-\$203.93			
Full Swing Sound- Gala performance/ musicians #428		-\$450.00			
Erin Fecher/ So Fech Bakery- 200 cupcakes #429		-\$200.00			
Ending Balance	\$1,912.24	-\$1,613.07		\$299.17	\$50,926.69
	Amount	Maturity	Interest Rate	Interest	Total
Bank on Buffalo CD 040	\$21,490.32	12M 6/28/22	0.28%	\$0.00	\$21,490.32
Bank on Buffalo CD 041	\$13,912.04	24M 1/28/22	3.20%	\$0.00	\$13,912.04
Bank on Buffalo CD 042	\$11,325.15	12M 4/6/22	0.28%	\$0.00	\$11,325.15
Bank on Buffalo CD 043	\$11,965.81	36M 7/27/23	0.61%	\$0.00	\$11,965.81
Bank on Buffalo CD 045	\$14,084.30	12M 1/24/22	0.28%	\$0.00	\$14,084.30
Bank on Buffalo CD 046	\$24,582.22	12M 5/24/22	0.28%	\$17.35	\$24,599.57
Bank on Buffalo CD 028	\$11,705.16	36M 10/27/24	0.19%	\$0.00	\$11,705.16
Bank on Buffalo CD 178	\$20,572.31	12M 8/03/22	0.28%	\$14.68	\$20,586.99
Bank on Buffalo CD 1283	\$10,565.20	12M 9/30/22	0.11%	\$0.00	\$10,565.20
Bank on Buffalo CD 2355	\$12,918.03	36M 5/29/22	3.20%	\$0.00	\$12,918.03
Bank on Buffalo CD 2404	\$21,394.41	12M 3/22/22	0.28%	\$0.00	\$21,394.41
Bank on Buffalo CD 7632	\$20,056.06	12M 10/9/22	0.11%	\$0.00	\$20,056.06
CD Balance				\$32.03	\$194,603.04
Ending Balance					\$255,030.57

**Petty Cash
November 2021**

Date	Item	Deposit	Withdrawl	Total
				\$156.17
2-Nov	Meagan- Dollar General- Storywalk supplies		-\$16.00	\$140.17
3-Nov	Meagan- Target- Borax for STEM kit		-\$4.69	\$135.48
16-Nov	Meagan- Target- Borax for STEM kit		-\$10.48	\$125.00
		\$0.00	-\$31.17	\$125.00

Contract Library "System Paid" Budget Analysis

Lancaster Public Library

As of 9/30/2021

	"System Paid" Budget*	Jan - June 2021	July	August	September	Actual 2021 Expenses	2021 Year End Projection	Projected Year End Surplus/(Shortfall)
Salaries & Wages, Full Time								
Salaries & Wages, Full Time	202,720.00	99,539.50	17,272.14	17,190.99	17,191.03	151,193.66	203,229.13	(509.13)
Other Payments	2,376.00	0.00				0.00	0.00	2,376.00
Overtime		106.01		128.64	441.07	675.72	3,440.25	(3,440.25)
Total Salaries & Wages, Full Time	205,096.00	99,645.51	17,272.14	17,319.63	17,632.10	151,869.38	206,669.38	(1,573.38)
Wages, Regular Part-Time		0.00				0.00		0.00
Wages, Part Time	104,211.00	20,082.02	5,245.88	6,630.81	5,782.81	37,741.52	54,723.40	49,487.60
Contractual Reserves	3,755.00							3,755.00
Employer FICA Total	23,662.00	9,054.74	1,705.05	1,814.68	1,773.60	14,348.07	19,689.59	3,972.41
Employee Health Insurance	19,788.00	9,505.24	1,216.61	1,262.41	2,137.11	14,121.37	18,689.95	1,098.05
Dental Plan	636.00	270.13	62.55	49.44	57.34	439.46	598.87	37.13
Health Insurance Waiver	804.00	402.00	67.00	67.00	67.00	603.00	804.00	0.00
NYS Retirement	32,130.00	14,730.65	2,715.80	2,815.87	2,893.58	23,155.90	32,486.16	(356.16)
Disability	0.00	0.00				0.00		0.00
Natural Gas (NFG)	3,578.00	2,888.65	180.19	152.94	92.46	3,314.24	4,210.28	(632.28)
Electricity	20,562.00	7,103.72	1,537.14	3,364.45	0.00	12,005.31	16,911.50	3,650.50
Bottom Line Total	414,222.00	163,682.66	30,002.36	33,477.23	30,436.00	257,598.25	354,783.13	59,438.87

Notes:

System Paid Budget per Res. 2021-14



LANCASTER PUBLIC LIBRARY
LONG-RANGE PLAN
January 1, 2022 – December 31, 2024

GOAL #1: Trustees will ensure that excellent service is provided to patrons.

OBJECTIVES:

- A. The collection of books and other media will remain current.
- B. Increase collections that reflect the wants and needs of the community.

GOAL #2: Trustees will lead the effort to make the community aware of the extent of services the library offers.

OBJECTIVES:

- A. A survey will be conducted of non-library users to introduce them to services available at the Lancaster Public Library.
- B. New means of community outreach will be initiated to create more awareness of library services.
- C. All available means of publicity will be utilized to create broader community awareness of library services.
- D. Cultivate and maintain partnerships with local schools, organizations, and community groups.
- E. Develop a library brochure promoting our free services and resources.
- F. An increase in the number of Lancaster Library cardholders will result from our efforts in community awareness.
- G. Make the Lancaster Public Library a center for the community.

GOAL #3: Trustees will support improvements in the library's physical plant.

OBJECTIVES:

- A. We will provide an atmosphere that is welcoming, safe, clean, and well kept.
- B. We will work with the Town of Lancaster to address any building issues.
- C. Work will continue on the community room to make it more inviting and vibrant.
- D. The children's area will provide a stimulating space for families to experience hands-on, interactive activities focused on literacy.
- E. Ensure ADA compliance.
- F. Work to improve conditions of the staff break room.

GOAL #4A: Trustees will ensure that we offer technology and programming that will inspire and meet the needs of our users.

OBJECTIVES:

- A. Technology needs of patrons will be anticipated, and every attempt will be made to update technology.
- B. Staff will create programming with a focus on Science, Technology, Engineering, Arts and Mathematics (STEAM).
- C. Programming will increase patrons' digital literacy and nurture next generation skills.
- D. Patrons will have improved access to innovative MakerSpace technologies such as virtual reality, robotics and coding.
- E. Adult technology education classes and one-on-one appointments will be offered.
- F. Public Library Association Project Outcome surveys will be conducted on a regular basis to focus our programming on community needs and interests.

GOAL #4B: Trustees will ensure that staff are provided with opportunities to continue their technology education.

OBJECTIVE:

Staff will remain up to date with current technology trends through conference attendance, workshops and/or webinars.

GOAL #5: The Trustees will follow the New York State Minimum Public Library Standards by;

OBJECTIVES:

- A. Create a review schedule, ensuring all policies are reviewed at least every five years.
- B. Ensure that all required information is posted online.
- C. Create an annual budget for donated funds.
- D. Trustees will attend two hours of professional development annually.

GOAL #6: The library will work to secure adequate funding.

OBJECTIVES:

- A. Communicate needs to the Buffalo & Erie County Public Library Administration, the System Board and elected officials.
- B. Keep the Friends of the Lancaster Library informed of library activities and needs.

- C. Support the Friends of the Lancaster Library in facilitating the achievement of fundraising goals.

Adopted by the Lancaster Public Library Board of Trustees at a public meeting on December 9, 2021.

ALA Posters & Bookmarks			
Qty.	Description	Website	Price
1	Hats off to Reading Poster	https://www.alastore.ala.org/content/h	\$18.00
1	Twins Poster	https://www.alastore.ala.org/content/tv	\$18.00
1	Baloney and Friends Poster	https://www.alastore.ala.org/content/b	\$18.00
1	The Child Poster	https://www.alastore.ala.org/content/ch	\$18.00
1	You Matter Poster	https://www.alastore.ala.org/content/y	\$18.00
1	Kid McGear Poster	https://www.alastore.ala.org/content/ki	\$18.00
1	Narwhal and Jelly Poster	https://www.alastore.ala.org/content/n	\$18.00
1	Dog Man Poster	https://www.alastore.ala.org/content/d	\$18.00
1	Pigeon's License Poster	https://www.alastore.ala.org/content/p	\$18.00
1	Wolf in the Snow Poster	https://www.alastore.ala.org/content/w	\$18.00
1	The Child Bookmark - 100 pack	https://www.alastore.ala.org/content/ch	\$9.00
1	Hats off to Reading Bookmark - 100 pack	https://www.alastore.ala.org/content/h	\$9.00
1	Dog Man Bookmark - 100 pack	https://www.alastore.ala.org/content/d	\$9.00
1	Make Room for Reading Bookmark - 100 pack	https://www.alastore.ala.org/content/m	\$9.00
			\$216.00
		Shipping	\$23.76
			\$239.76

Winter Reading Log Prizes				
Qty.	Item	Website	Price	Total
4	Woodland Animal Mochi Squishies	https://www.orientaltrading.com/woodla	\$9.29	\$37.16
1	Winter Stuffed Animals Assortment	https://www.orientaltrading.com/winter	\$41.99	\$41.99
4	Light-up Winter Snowflake Bracelets	https://www.orientaltrading.com/light-u	\$20.99	\$83.96
4	Long Armed Stuffed Yeti	https://www.orientaltrading.com/long-a	\$19.99	\$79.96
4	Large Penguin Tote Bag	https://www.orientaltrading.com/large-p	\$11.98	\$47.92
4	Fidget Spinners	https://www.orientaltrading.com/galaxy	\$17.99	\$71.96
			Total	\$362.95

STEM Storytime

Qty.	Item	Website	Price
1	Lakeshore Magnet Kit	https://www.lakeshorelearning.com/products/s	\$79.99
1	Human X-Rays	https://www.lakeshorelearning.com/products/s	\$34.99
1	Stethoscope	https://www.lakeshorelearning.com/products/p	\$9.99
1	Real Bugs Discovery Kit	https://www.lakeshorelearning.com/products/p	\$29.99
1	Growing Things Theme Box	https://www.lakeshorelearning.com/products/s	\$69.99
1	What's the Sound?	https://www.lakeshorelearning.com/products/s	\$29.99
1	I Can build it!	https://www.lakeshorelearning.com/products/p	\$19.99
			\$274.93
Shipping			\$41.23
			\$316.16



24 Hour Hot New Sale Outlet

Checkout



Shipping Address

[Edit](#)

Kara Stock
Lancaster Public Library
5466 Broadway St
Lancaster, NY 14086
(716) 683-1120



Shipping Method



Ground	\$7.86
3 Day Select	\$11.22
2nd Day Air	\$12.92
Next Day Air	\$39.78



Payment Method

☐ Pay with Credit Card

☐ Pay with Other Method



VISA



Your card will not be charged until your order has shipped.

Enter a Card

Starred(*) fields are required.

Name on Card*

Card Number*

Security Code*



Expiration month*

Expiration Year*

☐ Save card for future orders

Name this Card*


☐ Make this my preferred payment method

Enter a Billing Address

☐ Same as Shipping Address

Select Billing Address

Add Billing Address

Order Summary			▲
	Bib Apron with Three Pockets		\$135.00
	Extra Charge		\$35.00
	Khaki		
	Qty: 6		
Subtotal (1 products)			\$170.00
Shipping			\$7.86
Tax			\$8.45

[Tax Exempt?](#)

[Enter Coupon Code](#)

Total

\$186.31

Let's Be Certain

Should we make it a date?

We're ready to produce your order based on the production times noted for each item. If you need your order no later than a specific date, please let us know.

Date Order Needed By

mm/dd/yyyy

If there are any concerns about that date, your Customer Service Representative will be in touch right away.

It's OK, you can tell us!

Anything else you'd like your Customer Service Representative to know? Let us know!

Additional Instructions



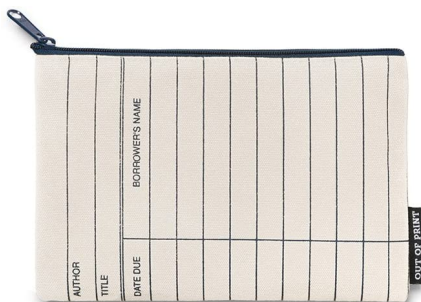
Your order is not complete until you click the 'Place Order' button.

Once you've completed checking out, an option is provided to upload your art file(s). Remember, your Customer Service Representative will always contact you to confirm your order details before it goes into production.

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Place Order

^ Corporate



Roll over image to zoom in

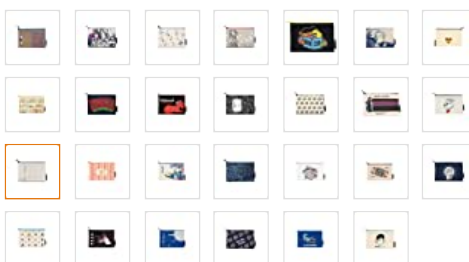
Out of Print Library Card Pouch Natural

Brand: Out of Print

★★★★★ 2,301 ratings

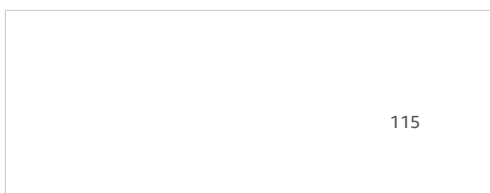
| 24 answered questions

Amazon's Choice for "out of print pouch"

Price: **\$12.00** Get **Fast, Free Shipping** with **Amazon Prime & FREE Returns** ▾Color: **Library Card - Natural****Color** Library Card - Natural**Brand** Out of Print**Ruling Type** Ruled

About this item

- 100% cotton canvas
- Zipper enclosure
- 9" wide by 6" high
- Made in the USA
- Purchase of this pouch sends one book to a community in need

New (2) from **\$12.00** FREE Shipping on orders over \$25.00 shipped by Amazon.

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\$12.00Get **Fast, Free Shipping** with **Amazon Prime** & **FREE Returns** ▾**FREE delivery:** ▾ **Monday, Dec 6** on orders over \$25.00 shipped by Amazon. [Details](#)Fastest delivery: **Friday, Dec 3** Order within 4 hrs and 41 mins [Details](#)📍 [Select delivery location](#)**In Stock.**

Qty: 1 ▾

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[Try Prime](#) and start saving today with **Fast, FREE Delivery**☐ Add a gift receipt for easy returns**Add to List**

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