

**Lancaster Public Library
Board of Trustees
Proposed Meeting Agenda
Thursday, April 9, 2026
4:00PM**

- I. Roll Call
- II. Call to Order
- III. Approval of and/or changes to the agenda
- IV. Review and approval of the meeting minutes of March 12, 2026
- V. Report of the Director
- VI. Public Comment
- VII. Finances
 - A. Monthly Financial Report for March -VOTE
 - B. Monthly Audit Report – Information Only
 - C. LPL CD Due March 23, 2026
 - D. NYS Legislature Grant-in-Aid
 - E. Craft Budget Quarterly Report – Information Only
- VIII. Old Business
 - A. Building Maintenance Update
Community Room, Work Space
 - B. Review of ACT Meeting
 - C. Space Audit – Flynn Battaglia Architects
- IX. New Business
 - A. Claims Audit Policy Review
 - B. Summer Reading Requests - \$611.64
 - C. Summer Raffle Prizes - \$600.00
 - D. Tiny Art Show Prize – Art Set - \$29.99
 - E. Demco Order – Frames, Easels, Stickers - \$454.63
 - F. Teen Book Boxes- \$166.18
 - G. External DVD/Blu Ray Drives - \$79.98/\$159.98
 - H. Volunteer Gift Overage - \$10.00
 - I. ACT Invoice - \$20
 - J. Transfer from savings to checking - \$2,000.00
- X. Adjournment

Next Meeting: THURSDAY, MAY 14, 2026 – 4:00PM

**Lancaster Public Library
Director's Report
March 2026**

Literary Peep Show - We received **23** entries from people of all ages for our first annual literary peep show, book-themed dioramas using peeps. The dioramas were on display for all to enjoy. The winners were: Henry (Charlotte's Web), Gavin and Ryden (Wings of Fire), and Porter, Rollins, and Luna (Little Blue Truck).



OUTREACH

Como Park Elementary School Science Fair - Library Director Kara Stock staffed a table at this school's science fair on Thursday, March 5th. **91** people stopped by to do a dinosaur dig, create dinosaur scratch art, and learn about library programs and services.

Depew Community Center - Part-time Librarian Genevieve Maynard attended an open house at this center on Sunday, March 22nd. She helped **12** people make a bookmark craft.



Hillview Elementary School - Youth Services Librarian Meagan Carr visited two third-grade classrooms on Wednesday, March 18th. A total of **44** students learned about the library and then created their own graphic novel page. The library is compiling them into a single graphic novel that will be added to our print collection.

PARTNERSHIPS

Girl Scout Troop #34641 - This organization used our front display case to showcase a "friendship connects the world" theme.

Lancaster Central Schools

- Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back to back Family Literacy Workshops for **30 & 26** attendees respectively on Wednesday, March 11th.
- Work study students from the high school maintained a free clothing closet for children in our front foyer. The students also help straighten up our book shelves during their weekly visits.

Lancaster Youth Bureau – The Youth Bureau held a hands-on St. Patrick’s Day craft program on Wednesday, March 18th for **6** children.

Math Tutor - NYS certified math teacher Catherine Thielmann offered tutoring for grades 3-9 each Tuesday evening.

SPCA Paws for Love – A volunteer from this organization brought a therapy dog to the library on Monday, March 23rd. **5** children practiced reading out loud to the dog.

Trinity Food Pantry - The library collected non-perishable food for this organization.

PROGRAMMING - CHILDREN & TEENS

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

- **New Library Card Welcome Kit** - **10** children received this kit after getting their first library card!
- **STEM Kit: Crystal Shamrocks** – **100** children picked up this kit.
- **Take & Make** – These weekly kits had book themes and **240** were picked up.

Family Yoga – **22** participants enjoyed music, yoga poses, mindful activities, and a guided relaxation time with certified instructor Donna Baia on Sunday, March 22nd.

Feelings Rock – A total of **20** preschool age children attended this program on Saturday, March 28th. They enjoyed a fun music and movement class that encourages families to move, learn, and grow together.

Homeschool Board Game Club – Part-time Librarian Genevieve Maynard held this program on Thursday, March 5th. **15** people played a variety of board games with other homeschool families. The theme this month was performing.

Homeschool LEGO® – Youth Services Librarian Meagan Carr held this program for **15** children on Thursday, March 19th.

Kidding Around Yoga – A total of 5 preschool-age children, each accompanied by an adult, enjoyed yoga poses, fun music, storytelling, yoga games, and a special guided relaxation time on Monday, March 23rd.

LEGO® Club – Meagan held two LEGO® Clubs for a total of 41 children on Saturday, March 21st. The theme was Leprechauns.

Library March Madness – Children’s book characters were placed in 16 brackets and patrons were able to vote daily in person or on our Instagram page. The final bracket was a tough contest of Harry Potter versus Cat in the Hat. The former won and will join the ranks of winners from previous years: Clifford, the Hungry Caterpillar, Curious George, Elephant & Piggie and the Pigeon.

Pokémon Club – Meagan held this new program on Saturday, March 7th. 30 children discussed, traded, and played the game while also making a Pokémon planter.

Sprouts – Melissa Sacco helped 15 preschool age children learn and grow through music on Monday, March 2nd.

Storytimes - Meagan conducted a total of 18 sessions this month. 83 children attended Lapsit, 127 children attended Toddler Time, and 60 children attended Preschool Time.

Toddler Dance Time – 15 toddlers, each accompanied by an adult, attended this program on Monday, March 9th. A teacher from the Buffalo Dance Center led imaginative play with stories, songs, and games to build self-esteem and confidence.

YA Book Club – Michael held this book club for 2 attendees on Saturday, March 14th. They discussed by *Strange the Dreamer* by Laini Taylor.

PROGRAMMING - ADULT

Arty Time - Local art teacher, Kimberly Strell, taught 12 adults how to create a spring-themed painting on Tuesday, March 31st.

Computer Coach – Library Assistant John Benzee held 9 one-on-one technology appointments, assisting patrons with topics such as iPad navigation, computer basics, iPhone use, and Gmail.



Ferocious Femininity: Female Vampires in Folklore, Film, and History – Local author Amanda Woomer discussed how the original vampires were female on Tuesday, March 24th for **36** adults.

Grow Your Own Salad in Pots - Darlene Pennachi taught **18** adults how to grow vegetables from seeds on Wednesday, March 25th.

Macramé Keychain – **13** adults learned how to make their own macramé keychain Saturday, March 14th.

Mahjong Club - Our Mahjong Club met each Wednesday morning with an average attendance of **6** adults.

Tech Training: Is Your Phone out of Storage – **9** adults learned what to delete from their phone to create more space on Tuesday, March 24th.

What Your Survivors Need to Know – Presenter Jim Bardot taught **28** adults how to create a legacy document on Thursday, March 19th.

CONTINUING EDUCATION

March 26 – Meagan attended a Buffalo & Erie County Public Library Youth Services Group meeting via Zoom.

MEETINGS

March 11 – Kara attended the Manager Director Meeting at the Central Library.

March 31 – Kara and Trustee Suzanne Jacobs met with architects from Flynn Battaglia to discuss a possible library building space study.

SOCIAL MEDIA



**LANCASTER PUBLIC LIBRARY
2026 STATISTICS**

CIRCULATION			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	19,517	19,685	-0.9%
FEB	19,946	19,226	3.7%
MAR	21,919	22,465	-2.4%
APR			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	61,382	61,376	0.0%

LIBRARY VISITS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	6,693	6,626	1.0%
FEB	6,986	7,047	-0.9%
MAR	7,451	7,979	-6.6%
APR			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	21,130	21,652	-2.4%

PUBLIC ACCESS COMPUTER SESSIONS			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	459	607	-24.4%
FEB	580	616	-5.8%
MAR	724	780	-7.2%
APR			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	1,763	2,003	-12.0%

WIFI			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	1,907	1,654	15.3%
FEB	1,957	1,701	15.0%
MAR	2,313	2,188	5.7%
APR			"
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
YR/DATE	6,177	5,543	11.4%

STAFF	
Librarian	Kara Stock, Meagan Carr
	Michael Green, Genevieve Maynard
Lib. Asst.	John Benzee
Clerical	Abigail Bykowski, Dechen Garza
Sr. Page	Yurie Calo, Alaina Drzyzga
	Therese Hermann, Eric Stiller
Page	Elizabeth Ernst, Ashley Lorusso
	Cory Stoczynski
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 - 5:00 p.m.

**Lancaster Public Library
2026 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	15	28	487	\$0.00	\$66.74	\$13.00	\$168.00	\$0.00
FEB	0	0	53	30	466	\$12.00	\$111.66	\$19.00	\$327.00	\$0.00
MAR	0	0	24	47	490	\$3.00	\$113.40	\$0.00	\$228.00	\$0.00
APR										
MAY										
JUN										
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
TOTAL	0	0	92	105	1,443	\$15.00	\$291.80	\$32.00	\$723.00	\$0.00

Total Proceeds \$1,061.80

	Facebook	Instagram
	Followers	Followers
JAN	4,058	1,058
FEB	4,093	1,070
MAR	4,172	1,076
APR		
MAY		
JUN		
JUL		
AUG		
SEP		
OCT		
NOV		
DEC		


Programs March 2026

Date	Title	# of programs	Attendance	Audience
3/2/2026	Sprouts	1	31	Children 5 and under
3/3/2026	Storytime	1	50	Children 5 and under
3/3/2026	Storytime	1	40	Children 5 and under
3/3/2026	Book Club	1	11	Adults
3/4/2026	Mahjong Club	1	5	Adults
3/4/2026	Tai Chi	1	3	Adults
3/5/2026	Lapsit	1	42	Intergenerational/Combined
3/5/2026	Storytime	1	38	Children 5 and under
3/5/2026	Homeschool Board Games	1	15	Intergenerational/Combined
3/5/2026	Understanding AI	1	3	Adults
3/5/2026	Como Park Science Fair	1	91	Children 6-11
3/6/2026	Lapsit	1	30	Intergenerational/Combined
3/6/2026	Storytime	1	27	Children 5 and under
3/7/2026	Pokémon Club	1	35	Children 6-11
3/9/2026	Toddler Dance	1	30	Children 5 and under
3/10/2026	Storytime	1	30	Children 5 and under
3/10/2026	Storytime	1	27	Children 5 and under
3/10/2026	Book Club	1	14	Adults
3/11/2026	Mahjong Club	1	6	Adults
3/11/2026	Tai Chi	1	3	Adults
3/11/2026	Family Literacy	1	30	Intergenerational/Combined
3/11/2026	Family Literacy	1	26	Intergenerational/Combined
3/12/2026	Lapsit	1	20	Intergenerational/Combined
3/12/2026	Storytime	1	17	Children 5 and under
3/13/2026	Mahjong Club	1	4	Adults
3/13/2026	Lapsit	1	17	Intergenerational/Combined
3/13/2026	Storytime	1	20	Children 5 and under
3/14/2026	Macramé Keychains	1	13	Adults
3/14/2026	YA Book Club	1	2	Teens
3/17/2026	Storytime	1	35	Children 5 and under
3/17/2026	Storytime	1	20	Children 5 and under
3/18/2026	Mahjong Club	1	5	Adults
3/18/2026	Tai Chi	1	3	Adults
3/18/2026	Hillview Elementary 3rd Grade	1	22	Children 6-11
3/18/2026	Hillview Elementary 3rd Grade	1	22	Children 6-11
3/18/2026	St. Patrick's Day Craft	1	12	Children 6-11
3/19/2026	Lapsit	1	44	Intergenerational/Combined
3/19/2026	Storytime	1	35	Children 5 and under
3/19/2026	Homeschool LEGO	1	21	Children 6-11
3/19/2026	What Your Survivors Need to Know	1	28	Adults
3/20/2026	Lapsit	1	32	Children 5 and under
3/20/2026	Storytime	1	25	Children 5 and under
3/21/2026	LEGO Club	1	35	Children 6-11


3/21/2026	LEGO Club	1	14	Children 6-11
3/22/2026	Family Yoga	1	22	Intergenerational/Combined
3/22/2026	Depew Comm.Center Open House	1	12	Intergenerational/Combined
3/23/2026	Kidding Around Yoga	1	10	Children 5 and under
3/24/2026	Read to a Dog	1	10	Children 6-11
3/24/2026	Is Your Phone Out of Storage	1	9	Adults
3/24/2026	Ferocious Femininity	1	36	Adults
3/25/2026	Mahjong Club	1	7	Adults
3/25/2026	Tai Chi	1	3	Adults
3/25/2026	Grow Your Own Salad in Pots	1	18	Adults
3/28/2026	Feelings Rock	1	43	Children 5 and under
3/31/2026	Storytime	1	28	Children 5 and under
3/31/2026	Storytime	1	9	Children 5 and under
3/31/2026	Take & Make Craft	240	240	Children 5 and under
3/31/2026	STEM Kits	100	100	Children 6-11
3/31/2026	New Library Card Kit	10	10	Children 6-11
3/31/2026	Literary Peep Show	23	23	Intergenerational/Combined
3/31/2026	Book a Tech Trainer	9	9	Adults
3/31/2026	Arty Time	1	13	Adults
3/31/2026	Seed Library	211	211	Adults
3/31/2026	Tutor	8	8	Children 6-11

Circulation

Total Circulations


 Library	March			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total	Total	Change	Total	Total	Change	
Alden (Ewell Free)	2,102	2,447	-14.1%	6,022	6,975	-13.7%	
Amherst							
Chisholm (formerly Audubon)	37,701	39,275	-4.0%	104,465	104,984	-0.5%	
Clearfield	25,891	27,389	-5.5%	71,969	76,721	-6.2%	
Eggertsville-Snyder	13,407	14,063	-4.7%	37,303	39,663	-6.0%	
Williamsville	3,155	4,012	-21.4%	8,601	10,863	-20.8%	
Angola	2,847	2,482	14.7%	7,671	7,493	2.4%	
Aurora	15,666	15,929	-1.7%	43,506	43,129	0.9%	
Boston	2,800	2,947	-5.0%	7,785	8,422	-7.6%	
Cheektowaga							
Julia Boyer Reinstein	21,921	24,193	-9.4%	61,137	66,199	-7.6%	
Reinstein Memorial	8,880	8,711	1.9%	24,234	22,565	7.4%	
Clarence	18,236	19,590	-6.9%	50,803	55,149	-7.9%	
Collins	4,609	5,010	-8.0%	12,381	14,144	-12.5%	
Concord	5,501	5,319	3.4%	15,486	14,531	6.6%	
Eden	3,122	3,734	-16.4%	8,382	10,422	-19.6%	
Elma	8,103	8,829	-8.2%	22,424	25,101	-10.7%	
Grand Island Memorial	9,161	10,232	-10.5%	25,109	27,965	-10.2%	
Hamburg							
Hamburg	19,393	20,041	-3.2%	51,651	52,983	-2.5%	
Lake Shore	5,402	5,739	-5.9%	14,833	15,353	-3.4%	
Lackawanna	3,530	4,043	-12.7%	10,578	11,676	-9.4%	
Lancaster	21,919	22,465	-2.4%	61,382	61,376	0.0%	
Marilla	3,457	3,356	3.0%	9,561	9,214	3.8%	
Newstead	4,678	5,022	-6.8%	13,647	13,510	1.0%	
North Collins	1,591	1,574	1.1%	4,032	4,199	-4.0%	
Orchard Park	24,395	24,600	-0.8%	67,877	68,533	-1.0%	
City of Tonawanda	8,429	7,991	5.5%	23,007	23,725	-3.0%	
Town of Tonawanda							
Kenilworth	4,366	4,716	-7.4%	12,295	13,549	-9.3%	
Kenmore	25,780	26,420	-2.4%	72,301	72,271	0.0%	
West Seneca	19,560	19,929	-1.9%	52,635	55,581	-5.3%	
Buffalo							
Coles	2,168	1,759	23.3%	6,733	5,570	20.9%	
Crane	10,051	10,164	-1.1%	28,053	28,035	0.1%	
Dudley	4,050	4,091	-1.0%	11,854	12,094	-2.0%	
East Clinton	1,660	2,187	-24.1%	4,193	7,189	-41.7%	
González-Soto	2,773	2,250	23.2%	7,008	5,179	35.3%	
Merriweather	3,665	3,737	-1.9%	10,095	10,804	-6.6%	
North Park	7,801	8,954	-12.9%	21,697	24,549	-11.6%	
Panty	2,690	2,569	4.7%	7,581	7,139	6.2%	
Central	18,644	21,417	-12.9%	51,591	57,420	-10.2%	
Bookmobile Services							
Library on Wheels	3,186	2,759	15.5%	7,313	6,057	20.7%	
Library2Go	2,232	2,382	-6.3%	6,246	6,441	-3.0%	
Institutions							
Correctional Facility	5,095	8,860	-42.5%	20,432	22,079	-7.5%	
Holding Center	11,562	14,237	-18.8%	33,808	42,102	-19.7%	
System							
Online Renewals	456	542	-15.9%	1,417	1,578	-10.2%	
Interlibrary Loans	1,709	1,189	43.7%	4,810	3,822	25.9%	
eAudiobooks	75,864	75,111	1.0%	222,238	221,559	0.3%	
eVideos	0	1,771	-100.0%	0	5,145	-100.0%	
eBooks	88,797	91,694	-3.2%	263,035	270,813	-2.9%	
eMusic	0	263	-100.0%	0	746	-100.0%	
eMagazines	37,652	30,875	21.9%	107,244	88,057	21.8%	
B&ECPL Totals	605,657	626,869	-3.4%	1,716,425	1,762,674	-2.6%	
Member Libraries	325,602	340,058	-4.3%	901,077	936,296	-3.8%	
Buffalo Branches	34,858	35,711	-2.4%	97,214	100,559	-3.3%	
Central Library	18,644	21,417	-12.9%	51,591	57,420	-10.2%	
Bookmobile Services	5,418	5,141	5.4%	13,559	12,498	8.5%	
Institutions	16,657	23,097	-27.9%	54,240	64,181	-15.5%	
System	204,478	201,445	1.5%	598,744	591,720	1.2%	

Library Visits

 Library	March			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	807	898	-10.1%	2,277	2,533	-10.1%	
<i>Amherst</i>							
Chisholm (formerly Audubon)	15,072	13,619	10.7%	39,163	35,387	10.7%	
Clearfield	10,934	11,214	-2.5%	29,281	29,942	-2.2%	
Egbertsville-Snyder	4,569	5,215	-12.4%	13,062	14,517	-10.0%	
Willamsville	1,549	1,882	-17.7%	4,091	4,772	-14.3%	
Angola	4,291	3,632	18.1%	10,937	9,408	16.3%	
Aurora	5,904	6,190	-4.6%	15,970	16,505	-3.2%	
Boston	1,219	1,237	-1.5%	3,282	3,338	-1.7%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	9,539	9,862	-3.3%	25,236	25,746	-2.0%	
Reinstein Memorial	3,452	3,689	-6.4%	9,635	9,229	4.4%	
Clarence	6,558	6,959	-5.8%	18,009	18,547	-2.9%	
Collins	1,831	1,758	4.2%	4,927	4,877	1.0%	
Concord	2,669	2,538	5.2%	7,292	6,874	6.1%	
Eden	1,174	1,285	-8.6%	3,207	3,473	-7.7%	
Elma	3,375	3,426	-1.5%	8,577	9,416	-8.9%	
Grand Island Memorial	3,885	3,950	-1.6%	11,208	10,611	5.6%	
<i>Hamburg</i>							
Hamburg	8,041	8,974	-10.4%	21,855	23,405	-6.6%	
Lake Shore	3,615	3,333	8.5%	9,516	8,774	8.5%	
Lackawanna	2,501	2,280	9.7%	6,801	6,962	-2.3%	
Lancaster	7,451	7,979	-6.6%	21,130	21,652	-2.4%	
Marilla	959	788	21.7%	2,472	2,250	9.9%	
Newstead	2,914	3,039	-4.1%	7,323	7,401	-1.1%	
North Collins	1,158	1,191	-2.8%	2,821	3,087	-8.6%	
Orchard Park	12,194	11,969	1.9%	31,444	32,307	-2.7%	
City of Tonawanda	4,337	4,582	-5.3%	11,955	12,436	-3.9%	
<i>Town of Tonawanda</i>							
Kenilworth	2,694	2,831	-4.8%	7,217	7,543	-4.3%	
Kenmore	9,811	10,216	-4.0%	27,410	26,931	1.8%	
West Seneca	11,183	9,412	18.8%	28,292	26,519	6.7%	
<i>Buffalo</i>							
Coles	3,308	3,533	-6.4%	8,667	9,220	-6.0%	
Crane	5,397	5,263	2.5%	14,360	13,691	4.9%	
Dudley	2,627	2,678	-1.9%	6,713	7,029	-4.5%	
East Clinton	1,263	1,441	-12.4%	3,208	3,696	-13.2%	
González-Soto	2,629	2,614	0.6%	6,220	5,426	14.6%	
Merriweather	9,445	8,990	5.1%	23,551	21,820	7.9%	
North Park	3,539	3,780	-6.4%	9,330	10,732	-13.1%	
Panty	2,517	2,783	-9.6%	6,437	7,124	-9.6%	
<i>Central</i>	32,504	33,296	-2.4%	82,934	86,806	-4.5%	
<i>Bookmobile Services</i>							
Library on Wheels	1,825	1,812	0.7%	3,409	3,240	5.2%	
Library2Go	358	274	30.7%	983	833	18.0%	
<i>Institutions</i>							
Correctional Facility	1,322	1,615	-18.1%	3,679	4,092	-10.1%	
Holding Center	562	708	-20.6%	1,834	1,968	-6.8%	
System	210,982	212,735	-0.8%	555,715	560,119	-0.8%	
Member Libraries	143,686	143,948	-0.2%	384,390	384,442	0.0%	
Buffalo Branches	30,725	31,082	-1.1%	78,486	78,738	-0.3%	
Central Library	32,504	33,296	-2.4%	82,934	86,806	-4.5%	
Bookmobile	2,183	2,086	4.7%	4,392	4,073	7.8%	
Institutions	1,884	2,323	-18.9%	5,513	6,060	-9.0%	


Registered Public Access Computer Sessions

Session Counts Per Outlet

 Library	March			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	64	106	-39.6%	178	235	-24.3%	
<i>Amherst</i>							
Chisholm (formerly Audubon)	1,256	1,106	13.6%	3,309	3,068	7.9%	
Clearfield	866	860	0.7%	2,183	2,281	-4.3%	
Eggertsville-Snyder	537	525	2.3%	1,295	1,448	-10.6%	
Williamsville	122	125	-2.4%	263	365	-27.9%	
Angola	145	232	-37.5%	413	529	-21.9%	
Aurora	352	334	5.4%	922	1,065	-13.4%	
Boston	48	42	14.3%	123	127	-3.1%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,668	1,803	-7.5%	4,043	4,492	-10.0%	
Reinstein Memorial	699	797	-12.3%	1,906	2,109	-9.6%	
Clarence	373	517	-27.9%	1,086	1,269	-14.4%	
Collins	190	184	3.3%	441	426	3.5%	
Concord	154	158	-2.5%	468	438	6.8%	
Eden	132	118	11.9%	312	304	2.6%	
Elma	199	192	3.6%	548	545	0.6%	
Grand Island Memorial	273	264	3.4%	724	671	7.9%	
<i>Hamburg</i>							
Hamburg	869	962	-9.7%	2,167	2,648	-18.2%	
Lake Shore	229	222	3.2%	594	554	7.2%	
Lackawanna	413	434	-4.8%	1,157	1,340	-13.7%	
Lancaster	724	780	-7.2%	1,763	2,003	-12.0%	
Marilla	42	42	0.0%	91	116	-21.6%	
Newstead	174	176	-1.1%	480	474	1.3%	
North Collins	92	96	-4.2%	216	263	-17.9%	
Orchard Park	843	842	0.1%	2,105	2,179	-3.4%	
City of Tonawanda	858	893	-3.9%	2,235	2,314	-3.4%	
<i>Town of Tonawanda</i>							
Kenilworth	391	407	-3.9%	1,027	1,062	-3.3%	
Kenmore	1,414	1,502	-5.9%	3,980	3,933	1.2%	
West Seneca	1,211	1,163	4.1%	3,047	2,985	2.1%	
<i>Buffalo</i>							
Coles	887	1,241	-28.5%	2,370	3,205	-26.1%	
Crane	1,035	976	6.0%	2,723	2,666	2.1%	
Dudley	529	579	-8.6%	1,352	1,637	-17.4%	
East Clinton	241	294	-18.0%	575	757	-24.0%	
González-Soto	463	512	-9.6%	1,148	1,115	3.0%	
Merriweather	1,850	1,705	8.5%	4,606	4,351	5.9%	
North Park	631	770	-18.1%	1,598	2,211	-27.7%	
Panty	513	497	3.2%	1,267	1,366	-7.2%	
<i>Central</i>	7,036	7,417	-5.1%	18,339	21,565	-15.0%	
<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	27,523	28,873	-4.7%	71,054	78,116	-9.0%	
Member Libraries	14,338	14,882	-3.7%	37,076	39,243	-5.5%	
Buffalo Branches	6,149	6,574	-6.5%	15,639	17,308	-9.6%	
Central Library	7,036	7,417	-5.1%	18,339	21,565	-15.0%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

WiFi

Total Logins

 Library	March			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	631	598	5.5%	1,621	1,546	4.9%	
<i>Amherst</i>							
Chisholm (formerly Audubon)	5,115	5,817	-12.1%	12,867	14,559	-11.6%	
Clearfield	2,942	2,979	-1.2%	7,624	7,423	2.7%	
Egbertsville-Snyder	1,365	1,372	-0.5%	3,579	3,739	-4.3%	
Williamsville	1,773	1,424	24.5%	4,482	3,625	23.6%	
Angola	248	140	77.1%	569	334	70.4%	
Aurora	2,359	2,193	7.6%	6,085	5,722	6.3%	
Boston	249	214	16.4%	633	572	10.7%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,997	1,935	3.2%	5,008	5,007	0.0%	
Reinstein Memorial	944	1,069	-11.7%	2,523	2,619	-3.7%	
Clarence	1,900	1,793	6.0%	5,053	4,568	10.6%	
Collins	308	373	-17.4%	861	958	-10.1%	
Concord	595	654	-9.0%	1,523	1,736	-12.3%	
Eden	299	224	33.5%	781	568	37.5%	
Elma	497	376	32.2%	1,262	1,067	18.3%	
Grand Island Memorial	911	925	-1.5%	2,576	2,311	11.5%	
<i>Hamburg</i>							
Hamburg	2,312	2,352	-1.7%	5,962	5,906	0.9%	
Lake Shore	671	492	36.4%	1,648	1,340	23.0%	
Lackawanna	472	403	17.1%	1,309	1,324	-1.1%	
Lancaster	2,313	2,188	5.7%	6,177	5,543	11.4%	
Marilla	128	97	32.0%	317	260	21.9%	
Newstead	532	497	7.0%	1,400	1,298	7.9%	
North Collins	394	435	-9.4%	959	1,148	-16.5%	
Orchard Park	2,489	2,518	-1.2%	6,273	6,584	-4.7%	
City of Tonawanda	1,537	1,434	7.2%	4,210	3,852	9.3%	
<i>Town of Tonawanda</i>							
Kenilworth	573	481	19.1%	1,523	1,325	14.9%	
Kenmore	2,725	2,736	-0.4%	7,556	6,970	8.4%	
West Seneca	3,386	2,834	19.5%	8,287	7,302	13.5%	
<i>Buffalo</i>							
Coles	1,236	1,328	-6.9%	3,179	3,482	-8.7%	
Crane	2,584	2,252	14.7%	6,644	5,675	17.1%	
Dudley	3,234	3,168	2.1%	8,597	8,799	-2.3%	
East Clinton	1,332	1,409	-5.5%	3,434	3,667	-6.4%	
González-Soto	1,409	1,277	10.3%	3,257	2,909	12.0%	
Merriweather	1,206	2,201	-45.2%	2,870	5,571	-48.5%	
North Park	1,156	1,146	0.9%	2,988	3,140	-4.8%	
Panty	1,609	1,792	-10.2%	4,066	4,353	-6.6%	
<i>Central</i>	24,150	22,390	7.9%	61,217	59,401	3.1%	
<i>Bookmobile Services</i>							
Library on Wheels	74	78	-5.1%	127	136	-6.6%	
Library2Go	0	0	#DIV/0!	0	0	#DIV/0!	
System	77,655	75,594	2.7%	199,047	196,339	1.4%	
Member Libraries	39,665	38,553	2.9%	102,668	99,206	3.5%	
Buffalo Branches	13,766	14,573	-5.5%	35,035	37,596	-6.8%	
Central Library	24,150	22,390	7.9%	61,217	59,401	3.1%	
Bookmobile Services	74	78	-5.1%	127	136	-6.6%	

Lancaster Financial Monthly Report 2026

March

Account	Deposits	Disbursements		Subtotal	Balance
M & T Checking					
Beginning Balance					\$5,493.77
Receipts	\$658.25				
BECPL: 2025 return to system (#25080)		-\$2,778.86			
John Benzee: Feb. 2026 mileage (#25081)		-\$4.00			
John Benzee: Dec. 2025 mileage (#25082)		-\$27.09			
Kara Stock: Dec. 2025 mileage (#25083)		-\$10.78			
Kara Stock: Jan-Feb. 2026 mileage (#25084)		-\$14.64			
Meagan Carr: Feb. 2026 mileage (#25085)		-\$10.73			
Darlene Pennachi: 3/25 seed starting program (#25086)		-\$150.00			
Ending Balance	\$658.25	-\$2,996.10		-\$2,337.85	\$3,155.92
Bank on Buffalo					
	Deposits	Disbursements	Credit card charges	Subtotal	Total balance
Beginning Balance			-\$2,520.52		\$1,827.06
Credit card Feb. payment			\$2,520.52		
Headphones: 1 @ \$3	\$3.00				
Copier	\$113.40				
Book sale	\$228.00				
Sticker Mule: Promotional stickers			-\$201.50		
The Wall Street Journal: Newspaper			-\$38.99		
Amazon: Seed starting supplies (crafts)			-\$25.98		
The New York Times: Newspaper			-\$40.00		
Brandi Biddeman: Deposit for 6/26/26 face painting (#807)		-\$25.00			
Marney Klein: 3/14 macrame class (#808)		-\$200.00			
Donna Baia: 3/23 kids yoga (#809)		-\$65.00			
Amanda Woomer-Limpert: 3/24 program (#810)		-\$80.00			
Lyn Chimera: 4/2 garden program (#811)		-\$125.00			
BECPL: 3/21 trustee workshop (#812)		-\$45.00			
Lakeshore Learning: Kit replacement (Elks)			-\$54.98		
Amazon: Replacement items for kits (Elks)			-\$62.66		
Amazon: Puzzle competition trophy			-\$23.95		
Positive Promotions: Volunteer gifts			-\$270.85		
Amazon: Bird seed for STEM kit (crafts)			-\$5.99		
NYS: sales tax paid		-\$294.68			
Michaels: Craft sticks (crafts)			-\$47.98		
Kimberly Strell: 3/31 Arty Time (#813)		-\$205.00			
Checking Ending Balance	\$344.40	-\$1,039.68	-\$772.88	-\$1,468.16	\$358.90
	Amount	Interest Rate	Disbursements	Interest	Total
Savings 5880	\$16,751.53	2.4%	\$0.00	\$35.25	\$16,786.78
Total Balance BankonBuffalo					\$17,145.68
CDs	Amount	Maturity	Interest Rate	Interest	Total
NBT CD 6749	\$31,583.33	7M 4/24/26	3.20%	\$249.20	\$31,832.53
M&T CD 8128	\$54,045.70	6M 6/21/26	2.71%	\$0.00	\$54,045.70
LPL CD 1624	\$105,800.03	9M 3/30/26	4.35%	\$0.00	\$105,800.03
Total balance all accounts					\$211,979.86



MEMORANDUM

TO: Kara Stock, Director, Lancaster Public Library
FROM: Tracy A. Palicki, Library Administrative Manager
SUBJECT: Resolution 2026-2, New York State Legislature Grant in Aid
DATE: 3/24/2026

Attached is a copy of Resolution 2026-1 approving a total increase in your 2026 budget of \$20,000 in the Miscellaneous Contingency Account – State/Member Aid.

You may transfer the money from Contingency to the account where you plan to use the funds subject to the standard fund transfer procedures. Please note that the resolution contains a provision that allows your Library to retain these funds until such time they used for purposes consistent with the sponsor's designation.

Please find attached an updated Exhibit A showing this additional funding. Please attach to the most current contact, along with the resolution.

Please update your Library's automated ledger to reflect the revised budget figures.

You will be receiving the payment of these funds from the Erie County's Comptroller.

BOARD OF TRUSTEES
BUFFALO & ERIE COUNTY PUBLIC LIBRARY
MEETING DATE: March 19, 2026

AGENDA ITEM NUMBER: J.4.

RESOLUTION: 2026-2
Amend 2026 Budget: New York State
Legislature Grant-in-Aid

BACKGROUND:

On January 23, the Buffalo & Erie County Public Library (Library) received a \$150,000 disbursement of grants-in-aid sponsored by NY State Legislators and New York State Assembly for the benefit of the following libraries:

		Sponsoring Member (Assembly)
\$10,000	Amherst Public Library	Karen McMahon, District 146
\$30,000	Buffalo & Erie County Public Library	Crystal D. Peoples-Stokes, District 141
\$10,000	Buffalo & Erie County Public Library – North Park	William Conrad, District 140
\$40,000	Cheektowaga Public Library	Patrick Chludzinski, District 143
\$20,000	Lancaster Public Library	Patrick Chludzinski, District 143
\$20,000	Marilla Free Library	David DiPietro, District 147
\$20,000	Newstead Public Library	Stephen Hawley, District 139

This Resolution would recognize the allocation of \$150,000 of special New York State Aid revenue and the distribution of these funds for use by the designated libraries, as well as authorize the Library and contracting libraries to retain these funds until they are expended for the benefit of those libraries.

ACTION REQUIRED:

Motion to approve Resolution 2026-2.

RESOLUTION 2026-2

WHEREAS, on January 23, the Buffalo & Erie County Public Library (Library) received \$150,000 in grants-in-aid approved by the New York State Legislature for designated libraries, and

WHEREAS, this special aid was sponsored by New York State Assembly Members Stephen Hawley (District 139) William Conrad (District 140), Crystal D. Peoples-Stokes (District 141) Patrick Chludzinski (District 143), Karen McMahon (District 146) and David DiPietro (District 147), and

WHEREAS, private and public grants are regularly sought to augment library equipment, materials, programs, and other needs, now therefore be it

RESOLVED, that the Board of Trustees of the Library gratefully accepts the award of \$150,000 in State Aid, and be it further

RESOLVED, that the Library will encourage the receiving libraries to promptly utilize these funds for purposes consistent with the sponsor's designation, and be it further

RESOLVED, that the Board of Trustees of the Library approves amending the 2026 Operating Budget, increasing revenue and expense as follows:

2026 Operating Budget		SAP Commitment Item #	
Revenue and Expense Increase		Revenue #408160	Expense # 516010
		State Aid - Special	Contractual Payments
District/Library	Cost Center	Amount	Amount
Dist. 139, Newstead Public Library	4204065	\$20,000	\$20,000
Dist. 143, Cheektowaga Public Library	4205210	\$40,000	\$40,000
Dist. 143, Lancaster Public Library	4205420	\$20,000	\$20,000
Dist. 146, Amherst Public Library	4205010	\$10,000	\$10,000
Dist. 147, Marilla Free Library	4204060	\$20,000	\$20,000
Total Contract Libraries		\$110,000	\$110,000
		Revenue #408160	Expense # 530000
		State Aid - Special	Other Expense
District/Library	Cost Center	Amount	Amount
Dist. 140 North Park Branch	4203370	\$10,000	\$10,000
Dist. 141 Central Library	4203305	\$30,000	\$30,000

Total Buffalo/System	\$40,000	\$40,000
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RESOLVED, that the Board of Trustees authorizes the Library and the above contracting libraries to retain these funds until such time as they can be used for purposes consistent with any sponsor designation, and be it further

RESOLVED, that the above libraries are authorized to transfer these funds to other expense accounts within their budget based upon the final determined use, and be it finally

RESOLVED, that a copy of this Resolution be transmitted to the above cited contracting libraries.

Approved
unanimously as amended at a meeting of the
Board of Trustees of the Buffalo &
Erie County Public Library
on March 19, 2026

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
Lancaster Public Library

BUDGET: LANCASTER PUBLIC LIBRARY

DESCRIPTION	As per Res 2024-27			As per Res 2026-1		
	2025	2025	2025	2026	2026	2026
	Contract Library Direct	BUDGET System Paid	Total	Contract Library Direct	BUDGET System Paid	Total
PERSONAL SERVICES						
SALARIES & WAGES, FULL TIME		246,236	246,236		262,821	262,821
WAGES, REGULAR PART-TIME			-			-
WAGES, PART TIME		126,680	126,680		130,923	130,923
OVERTIME (Sunday)			-			-
OTHER (Vacation Buyout)		3,800	3,800		3,600	3,600
TOTAL SALARIES & WAGES	-	376,716	376,716	-	397,344	397,344
REDUCTION FRM PERS. SVCS ACCT		(4,066)	(4,066)			-
CONTRACTUAL SALARY RESERVES		11,033	11,033			-
FRINGE BENEFITS						
EMPLOYER FICA		28,820	28,820		30,399	30,399
EMPLOYEE HEALTH INSURANCE		21,828	21,828		23,676	23,676
DENTAL PLAN		717	717		798	798
WORKERS COMPENSATION		2,336	2,336		2,185	2,185
UNEMPLOYMENT INSURANCE		640	640		715	715
HOSPITAL & MEDICAL - RETIREES		25,854	25,854		26,281	26,281
HEALTH INSURANCE WAIVER		2,400	2,400		2,400	2,400
RETIREMENT		37,482	37,482		38,606	38,606
TOTAL FRINGE BENEFITS	-	120,077	120,077	-	125,060	125,060
OFFICE SUPPLIES	-	3,915	3,915	-	4,768	4,768
REPAIRS & MAINTENANCE CHARGES						
OTHER SUPPLIES & MATERIALS	250	-	250	250		250
EQUIPMENT MAINTENANCE	50		50	50		50
REPAIRS & MAINT - MISC SYS	-	1,542	1,542		1,791	1,791
TOTAL REPAIRS & MAINTENANCE CHARGES	300	1,542	1,842	300	1,791	2,091
TRAVEL & MILEAGE EXPENSES	300		300	300		300
DUES & FEES						
MEMBERSHIP & DUES	20	-	20	20		20
TRAINING & EDUCATION (NYSALB, etc.)		939	939		918	918
TOTAL DUES & FEES	20	939	959	20	918	938
UTILITY CHARGES						
WATER	350		350	350		350
SEWER			-			-
TELECOMMUNICATIONS			-			-
- WIRELESS ACCESS	-	536	536		369	369
- DATA LINES	-	345	345		345	345
- INTERNET - Internet access	-	37	37		38	38
- EQUIPMENT MAINT			-			-
- LOCAL AND LD PHONE SERVICE	-	936	936		1,308	1,308
TELEPHONE SUB-TOTAL	-	1,854	1,854	-	2,060	2,060
TOTAL UTILITY CHARGES	350	1,854	2,204	350	2,060	2,410
PROFESSIONAL SERVICE CONTRACT & FEES						
ADVERTISING & PROMOTION		3,375	3,375		3,533	3,533
MOVIE LICENSING AGREEMENT		243	243		243	243
OVERDRIVE DOWNLOADABLE LICENSE	-	211	211		211	211
SIRSI SOFTWARE MAINTENANCE	-	4,729	4,729		4,336	4,336
LIBRARY SPEAKER CONSORTIUM			-		338	338
ONLINE CATALOG (OCLC)	-	4,545	4,545		4,898	4,898
VITEC SOLUTIONS/COMPUTER SUPPORT	-	1,796	1,796		1,866	1,866
LEGAL FEES	-	1,782	1,782		1,970	1,970
RFID/OCR LABELS			-		141	141
OTHER PRINTED SUPPLIES	-	39	39		50	50
CONTRACT PROFESSIONAL SERVICES (DIRECT)			-			-
TOTAL PROFESSIONAL SERVICE CONTRACTS	-	16,720	16,720	-	17,586	17,586

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
Lancaster Public Library

BUDGET: LANCASTER PUBLIC LIBRARY

DESCRIPTION	As per Res 2024-27			As per Res 2026-1		
	2025	2025	2025	2025	2026	2026
	Contract Direct	Library System Paid	Total	Contract Direct	Library System Paid	Total
MAINTENANCE CONTRACTS						
OTHER SUP & MTLs - CONTRACT	250	-	250	250		250
EQUIPMENT CONTRACTS						
MAINT CONTRACTS - SYS		114	114		102	102
TOTAL MAINTENANCE CONTRACTS	250	114	364	250	102	352
OTHER EXPENSES & CHARGES						
LIBRARY MATERIALS PROCESSING SUPPLIES	-		-			-
RFID LABELS (NON-PRINT)	-	1,125	1,125		1,413	1,413
RESALE ITEMS (BAGS, DISK, HEADPHONES)	-	81	81		89	89
LIBRARY CARDS	-	256	256			
DVD REPAIR		45	45		71	71
MISC PROGRAM EXPENSES	1,500		1,500	1,500		1,500
NYS DISABILITY	-		-			-
POSTAGE	100		100	100		100
PRINTING						
ADVERTISING						
TRAINING						
REFUSE PICKUP						
BANK CHARGES						
JANITORIAL SERVICES						
OTHER EXPENSES	1,000		1,000	1,000		1,000
TOTAL OTHER EXPENSES & CHARGES	2,600	1,507	4,107	2,600	1,573	4,173
CONTINGENCY						
MISCELLANEOUS - State/Member Aid				20,000		20,000
TOTAL CONTINGENCY	-	-	-	20,000	-	20,000
RENTAL CHARGES						
EQUIPMENT						
OTHER						
TOTAL RENTAL CHARGES	-	-	-	-	-	-
INSURANCE CHARGES						
INSURANCE						
GENERAL LIABILITY INSURANCE - SYS		3,169	3,169		3,183	3,183
TOTAL INSURANCE CHARGES	-	3,169	3,169	-	3,183	3,183
LAB & TECHNICAL EQUIP.		2,307	2,307		3,140	3,140
LIBRARY BOOKS & MEDIA						
Serials (Magazines, Newspapers, Journals, Etc.)	-	9,450	9,450	-	9,886	9,886
On-line Databases (News, Health, Literary, Homework, Business, Etc.)	-	8,960	8,960	-	10,740	10,740
E-Content	-	66,560	66,560	-	73,697	73,697
Centrally Ordered Materials	-	58,500	58,500	-	52,399	52,399
Specialized Titles / Individual Orders	-	9,675	9,675	-	14,377	14,377
TOTAL LIBRARY BOOKS & MEDIA	-	153,145	153,145	-	161,099	161,099
INTERFUND UTILITY EXPENDITURES						
NATURAL GAS	-	5,326	5,326	-	5,972	5,972
ELECTRICITY	-	23,678	23,678	-	30,137	30,137
TOTAL INTERFUND UTILITY EXPENDITURES	-	29,004	29,004	-	36,109	36,109
TOTAL INTERFUND EXP - COUNTY		2,514	2,514		2,837	2,837

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
Lancaster Public Library**

BUDGET: LANCASTER PUBLIC LIBRARY

DESCRIPTION	As per Res 2024-27			As per Res 2026-1		
	2025	2025 BUDGET	2025	2026	2026 BUDGET	2026
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
TOTAL OPERATING EXPENSES	3,820	720,490	724,310	23,820	757,570	781,390
REVENUE SOURCES						
COUNTY SHARE	-	706,241	706,241	20,000	741,989	741,989
STATE AID (Member Aid)	-	-	-	-	-	20,000
STATE AID (Pass through System)	-	13,919	13,919	-	14,251	14,251
SUB-TOTAL: SYSTEM APPROPRIATION	-	720,160	720,160	20,000	756,240	776,240

DIRECT LOCAL INCOME	As per Res 2024-27			As per Res 2026-1		
	Contract Library Direct	Return to System (CHR Share)	TOTAL	Contract Library Direct	Return to System (CHR Share)	TOTAL
FINES, LOST BOOKS, ETC	92	8	100	74	26	100
COPY MACHINES	-	-	-	-	-	-
PRINT COST RECOVERY	3,682	318	3,500	3,709	1,291	5,000
OTHER REVENUES	46	4	100	37	13	50
MUNICIPAL SUPPORT	-	-	-	-	-	-
DONATIONS	-	-	-	-	-	-
FUNDRAISING	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-
USE OF FUND BALANCE	-	-	-	-	-	-
OTHER INCOME	-	-	-	-	-	-
TOTAL DIRECT INCOME	3,820	330	3,700	3,820	1,330	5,150
TOTAL REVENUE SOURCES	3,820	720,490	723,860	23,820	757,570	781,390

COUNTY SHARE vs OTHER REVENUE						
COUNTY SHARE	-	706,241	706,241	-	741,989	741,989
STATE AID	-	13,919	13,919	20,000	14,251	34,251
DIRECT INCOME	3,820	330	3,700	3,820	1,330	5,150
SUBTOTAL OTHER REVENUE	3,820	14,249	17,619	23,820	15,581	39,401
TOTAL REVENUE	3,820	720,490	723,860	23,820	757,570	781,390

NOTE: Libraries participating in the Centralized Human Resources (CHR) program have their employees' salaries/wages and fringe benefits paid through the system, using Erie County's payroll system. Amounts paid by the contracting library directly are correspondingly reduced. This results in state aid and local revenues collected exceeding local expenses paid. The excess revenues over local expenses is returned to the system to help meet the contract library's payroll needs.

Crafts budget 2026				
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DATE	VENDOR	PURPOSE	PAYMENT	AMOUNT
1/2/2026	Amazon	Craft supplies	CC	\$153.25
1/7/2026	Amazon	Art journaling program	CC	\$21.99
1/8/2025	Amazon	Coloring pages	CC	\$57.87
1/28/2026	Amazon	Literary Peep Show items	CC	\$231.34
2/9/2026	Amazon	Wiggle eyes	CC	\$23.85
2/9/2026	Fun Express	Tea party supplies	CC	\$247.65
2/10/2026	Amazon	Tiny art show kits	CC	\$130.95
2/18/2026	Fun Express	Dino crafts	CC	\$111.52
2/24/2026	Amazon	Paper bags	CC	\$36.99
3/6/2025	Amazon	Seed starting program supplies	CC	\$25.98
3/17/2026	Amazon	Bird seed for STEM kit	CC	\$5.99
3/17/2026	Michaels	Popsicle sticks	CC	\$47.98

Total	\$1,095.36
Left over:	<u>\$3,904.64</u>

Budget	
DATE	ISSUED AMOUNT
2026 budget	\$5,000.00
Total:	\$5,000.00



LANCASTER PUBLIC LIBRARY

CLAIMS AUDIT POLICY ESTABLISHMENT AND FUNCTIONS OF CLAIMS AUDITOR

The Lancaster Public Library Board of Trustees is responsible for establishing an adequate system of internal controls over processing claims to ensure taxpayer moneys are safeguarded.

The Board of Trustees may, by resolution, establish the position of a Claims Auditor. The Board may appoint the Claims Auditor at its annual Organizational Meeting or whenever the appointment becomes necessary. The Claims Auditor shall hold the position subject to the pleasure of the Board and report directly to the Board on the results of audits of claims approved and released for payment. The Claims Auditor may be required to work with the Treasurer for administrative matters such as work time, attendance and the creation of reports for the Board. The Board of Trustees shall review this claims audit policy as necessary, and it shall have the power to amend this policy at any time.

Qualifications

The Claims Auditor must have the necessary knowledge and skills to effectively audit claims. The Claims Auditor is a voluntary appointment and will not receive compensation. The Claims Auditor is not required to be a resident of the Library's service area.

No person shall be eligible for appointment to the position of Claims Auditor who shall be:

- A member of the Board who has any involvement in the library's accounting, procurement and/or check signing.
- An employee or volunteer responsible for procurement or accounting.
- The individual or entity responsible for the internal audit function (the Internal Auditor).
- The External (Independent) Auditor responsible for the external audit of the financial statements.
- A close or immediate family member of an employee, officer, or contractor providing services to the library. A "close family member" is defined as a parent, sibling or nondependent child; an "immediate family member" is a spouse, spouse equivalent, or dependent (whether or not related).
- An individual with an interest in any other contracts of the library and/or who provides any goods or services to the library.

Duties

The Claims Auditor shall certify that claims against the Library listed on the financial report were audited and payment is authorized. The Claims auditor shall:

1. Examine all claims to determine they are valid claims against the library.
2. Inspect receipts/packing slips to ensure goods or services were received by the library and that an appropriate staff member has confirmed receipt of goods and services.
3. Meet such other requirements as may be established by the Regulations of the Commissioner of Education and/or the Comptroller of the State of New York.

Only claims certified by the Claims Auditor pursuant to this policy shall be paid unless exempt by NYS law.

Review of Claims

Claims for payment must be accompanied by the following:

- Purchase orders or order forms listing goods purchased.
- Receipts and/or packing slips verifying underlying goods or services have been received.
- A sequentially numbered claim form initialed by appropriate staff member verifying goods or services have been received.

All claims submitted for approval will be summarized on an abstract of claims presented with above documentation, to the Board, or its appointed claims auditor, for audit.

Payments Not Requiring Pre-Audit

- Fixed salaries of officers or employees regularly engaged at agreed- upon wages by the hour, day, week, month, year, or other authorized period, including any payroll withholdings.
- Principal or interest payments on debt.
- Payments made pursuant to a court order.
- Amounts due upon lawful contracts for periods exceeding one year.
- Retirement contributions by a participating employer in the New York State and Local Retirement System as billed by the State Comptroller.

These types of payments should not be included on the abstract of audited claims.

Payments Allowed in Advance of Audit

- The Board of Trustees may, by resolution, authorize payment in advance for public utility services, postage, freight, and express charges.
- Payments discharged from petty cash.

Approval of Claims

Upon completing the review of claims, the Claims Auditor may approve said claims for payment. At its regular monthly meeting or special meeting, the Board shall review the payment of claims approved and paid pursuant to the signed recommendation of its Claims Auditor. All claims, including supporting documentation and the abstract, approved by the Claims Auditor will be available for Board inspection at each meeting.

Absence of Claims Auditor

The Board of Trustees will audit all claims in the event that the Claims Auditor position is vacant or unavailable. Such audit by the Board will be completed at a regular bi-monthly meeting or special meeting.

*Adopted by the Lancaster Public Library Board of Trustees at a public meeting on February 21, 2019.
Adopted as amended by the Lancaster Public Library Board of Trustees at a public meeting on October 13, 2022.*

Summer Reading Requests

QTY.	Description	Website	Price each	Total price:
2	Vinyl Stickers	https://bit.ly/4mqZwC5	\$16.99	\$33.98
1	Table top prize wheel	https://bit.ly/4tnDi63	\$42.99	\$42.99
3	Jibbitz	https://bit.ly/3PZEfTz	\$7.98	\$23.94
3	Jibbitz	https://bit.ly/3Oi3IN5	\$7.97	\$23.91
3	Train Tracks	https://bit.ly/41KM6ql	\$29.95	\$89.85
3	Trains	https://bit.ly/4c6ztLC	\$25.99	\$77.97
2	Raffle Tickets	https://bit.ly/4v6mz8P	\$8.99	\$17.98
4	Fruit snacks	https://bit.ly/4bQ6Xz2	\$15.99	\$63.96
4	Kinetic Sand	https://bit.ly/3PKgWx7	\$16.99	\$67.96
5	Dino Tails	https://bit.ly/4e0lBoB	\$32.99	\$164.95
5	Dino Eggs	https://bit.ly/4bV3M9h	\$10.99	\$54.95
Total				\$662.44



Save on pre-loved laptops



Arts, Crafts & Sewing > Painting, Drawing & Art Supplies > Drawing > Art Sets

Last purchased Mar 14, 2025

Color: Cherry | View order



TMOL Art Supplies, 175-Pack Deluxe Art Set Drawing Painting Kit with 2 Drawing Pads, Acrylic Paints, Colored Pencils, Crayons, Art Kit in Wooden Case, Gift for Artist, Adults, Teens and Kids

Visit the Color More Store 4.6 (2,897) | Search this page 1K+ bought in past month

-24% \$22.76 (\$2.37 / fluid ounce) List Price: \$29.99 Price history

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

Color: Cherry

\$45.07 FREE Delivery Tuesday	\$35.99 FREE Delivery Monday	\$22.76 (\$2.37 / fluid ounce) FREE Delivery Monday
\$35.99 FREE Delivery Tomorrow	\$35.99 FREE Delivery Monday	\$33.62 FREE Delivery Monday

\$22.76 (\$2.37 / fluid ounce)

FREE delivery Monday, March 16. Order within 7 hrs 59 mins

Deliver to Kara - Lancaster 14086

In Stock

Quantity: 1

Add to cart

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What art mediums are included?

Does it come with a carrying handle?

Is this good for beginners?

Why you might like this

Compare with similar

Ask something else

Brand TMOL Color Cherry Finish Type Wood Size 9.6 Fl Oz (Pack of 1) Item Volume 12 Milliliters Special Feature Eco Friendly

See more

Shopping Cart

Products in Cart



Item Price Quantity Subtotal



Double-sided PETG Frame Vertical
11"H x 8-1/2"W
Item # W14681850

\$21.07 5 \$105.36
~~\$24.79~~

This product is in stock. 599 unit(s) are on hand.



Double-sided PETG Frame
Horizontal 8-1/2"H x 11"W
Item # W14681860

\$21.07 3 \$63.22
~~\$24.79~~

This product is in stock. 705 unit(s) are on hand.



Small All Purpose Easel 4-1/2" x 3-
1/2 x 5-3/4" White
Item # W13787830

\$2.37 35 \$83.01
~~\$2.79~~

This product is in stock. 8660 unit(s) are on hand.



Large All Purpose Easel 6" x 5" x 7-
1/2" White
Item # W13787750

\$3.39 18 \$61.05
~~\$3.99~~

This product is in stock. 8532 unit(s) are on hand.



Modern Subject Class Label Horror
500/Roll
Item # W13748220

\$10.20 1 \$10.20
~~\$11.99~~

This product is in stock. 238 unit(s) are on hand.

Cart Summary

Cart ID: 17761413







PRINT SHARE







Contract Used: View Terms

OMNIA

Merchandise Total	\$531.45
Contract Discount	-\$66.42
Sale Discount	-\$10.40
Shipping	\$0.00
Tax	\$0.00

Cart Total \$454.63

Item	Price	Quantity	Subtotal
 <p>Subject Classification Labels New (R) Removable 500/Roll Item # W12803120</p> <p><i>This product is in stock. 98 unit(s) are on hand.</i></p>	<p>\$10.20 \$11.99</p>	2	\$20.39
 <p>Subject Classification Labels Holiday 500/Roll Item # W12802890</p> <p><i>This product is in stock. 270 unit(s) are on hand.</i></p>	<p>\$10.20 \$11.99</p>	1	\$10.20
 <p>V.I.P. Veggies Bookmarks 2" x 6" 6 Designs 200/Pkg Item # W13813840</p> <p><i>This product is in stock. 113 unit(s) are on hand.</i></p>	<p>\$5.99 \$10.99</p>	1	\$5.99
 <p>Color Craze Go Wild Large Coloring Sheet 2' x 6' Item # W13833790</p> <p><i>This product is in stock. 149 unit(s) are on hand.</i></p>	<p>\$14.44 \$15.19</p>	1	\$14.44
 <p>Color Craze Monster Mash Large Coloring Sheet 2' x 6' Item # W13833800</p> <p><i>This product is in stock. 135 unit(s) are on hand.</i></p>	<p>\$14.44 \$15.19</p>	1	\$14.44
 <p>Dog Man Positive MessagesBkmks 2" x 6" 4 Designs 200/Pkg Item # W13863830</p> <p><i>This product is in stock. 1112 unit(s) are on hand.</i></p>	<p>\$10.99</p>	1	\$10.99

Item	Price	Quantity	Subtotal
 <p>Color Craze Mo Willems' Characters Bookmarks Item # W70001544</p> <p><i>(i)</i> This product is in stock. 657 unit(s) are on hand.</p>	<p>\$10.45 \$10.99</p>	1	\$10.45
 <p>Dog Man Character Bookmarks 2" x 6" 4 Designs 200/Pkg Item # W13863820</p> <p><i>(i)</i> This product is in stock. 491 unit(s) are on hand.</p>	<p>\$10.45 \$10.99</p>	1	\$10.45
 <p>Color Craze Book Lovers Bkmks 2- 1/4" x 7" 5 Designs 200/Pkg Item # W13709140</p> <p><i>(i)</i> This product is in stock. 249 unit(s) are on hand.</p>	<p>\$10.45 \$10.99</p>	1	\$10.45
 <p>How To: Draw Animals Bookmarks 2"x6" 4 Design 2 Sided 200/Pkg Item # W13781230</p> <p><i>(i)</i> This product is in stock. 210 unit(s) are on hand.</p>	<p>\$10.45 \$10.99</p>	1	\$10.45
 <p>Cut-Corner File Case 11-1/2" x 4" x 8-3/4" Red Item # W14257320</p> <p><i>(i)</i> This product is in stock. 63 unit(s) are on hand.</p>	<p>\$4.99 \$10.39</p>	1	\$4.99
 <p>Crazy for Kawaii Watermelon Scented Bkmks 5"Hx2"W 100/Pkg Item # W13859160</p> <p><i>(i)</i> This product is in stock. 438 unit(s) are on hand.</p>	<p>\$8.55 \$8.99</p>	1	\$8.55

Teen Book Boxes

QTY.	Description	Website	Price Each	Total Price
1	Lemonade packets	https://shorturl.at/7nMew	\$16.62	\$16.62
1	Nature stickers - 50 pcs	https://shorturl.at/UdDDk	\$5.90	\$5.90
10	Bedside organizer	https://shorturl.at/eE27M	\$7.99	\$79.90
2	Gel pens - 10 Pcs Gradient-Black Ink	https://shorturl.at/7HiEU	\$16.89	\$33.78
1	Post-it notes - 14 notepads	https://shorturl.at/l9yY8	\$19.99	\$19.99
1	Tea - Twinings sampler, 22 count	https://shorturl.at/8fhZg	\$9.99	\$9.99

\$166.18



Electronics > Computers & Accessories > Computer Components > External Components > Optical Drives > Blu-ray Drives



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100+ bought in past month

\$79⁹⁹

Price history

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Style: [with Bag]External Bluray Drive

External Bluray Drive
\$74.99
FREE Delivery Monday

[with Bag]Exter...
\$79.99
FREE Delivery Monday

Special Feature	Bluray 3D
Hardware Interface	USB 3.0 Type C
Brand	Wbacon
Optical Storage Write Speed	8x
Optical Storage Read Speed	BD:6X DVD:8X CD:24X

About this item

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Can it read Blu-ray discs? Does it work with MacOS? Is it plug and play?

Why you might like this Compare with similar Ask something else

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In Stock

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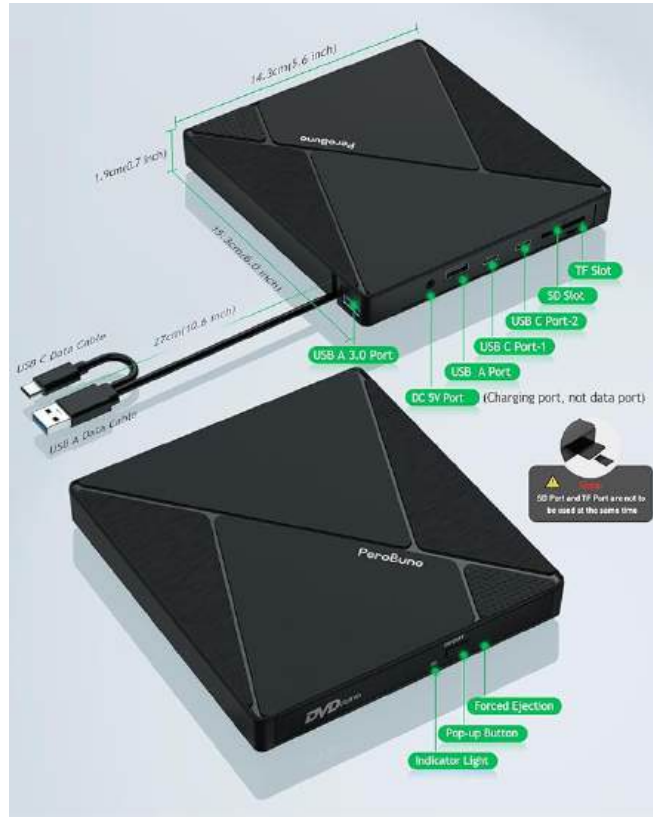
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Hardware Interface USB 3.0 Type A, USB 3.0 Type C

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Optical Storage 24x(CD)/8x(DVD)

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Optical Storage 24x(CD)/8x(DVD)

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Deliver to Kara - Lancaster 14086

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Quantity: 1

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Complete Protect: One plan covers all eligible past and future purchases for \$16.99/month

Add to List

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Ask Rufus

Can it read Blu-ray discs? Does it work with Linux? Is it compatible with USB 2.0?

Why you might like this Compare with similar Ask something else

Order Number: 32247935

Order Date: 03/16/2026

Order Status: In Progress

Billing Information:

LANCASTER PUBLIC LIBRARY
5466 BROADWAY ST
LANCASTER, NY 14086-2168

Shipping Information:

Same as Billing Information



Shipped

Description

GP-450K Elite Deep Tissue Massage Gun With Carry Case - Personalization Available

Qty Shipped

10

Qty Ordered

10

Unit Price

\$23.99

Tracking #

[399804705583](#)

Item total:

\$239.90

ORDER TOTAL:

\$270.85

**Association of the Boards of Trustees of the Contract
Libraries
of the Buffalo & Erie County Public Library ("ACT")**

INVOICE

2026 Member Library Dues: \$20.00

Member dues pay for the costs of meetings of the trustees on the boards of the member libraries. In addition to furthering ACT's mission as set forth below, ACT meetings provide continuing education for the trustees of member boards.

ACT Mission Statement

- To promote cooperation among its members to the ultimate welfare of the public library system in Erie County
- To provide a forum for the interchange of information and ideas of benefit to both the contracting libraries and the Buffalo & Erie County Public Library
- To assist in the education of its members to the end that they might serve more effectively as library board trustees.
- To provide a mechanism for liaison between the contracting libraries and their trustees and staff and the Buffalo and Erie County Public Library and its trustees and staff.
- To make it possible for the trustees of the various contracting libraries to socialize and become better acquainted, all in the interest of perfecting a better library system.

Please send check payable to Peggy Snajczuk at the following address:

Peggy Snajczuk, Treasurer of ACT