

**Lancaster Public Library  
Board of Trustees  
Proposed Meeting Agenda  
Thursday, May 14, 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 and April 9, 2026
- V. Report of the Director
- VI. Public Comment
- VII. Finances
  - A. Monthly Financial Report for April -VOTE
  - B. March and April Audit Reports – Information Only
  - C. LPL CD Due March 23, 2026 – Rate
  - D. CD #6749 at NBT - Rate
  - E. Receipt of NYS Legislature Grant-in-Aid
  - G. Program Budget Quarterly Report
- VIII. Old Business
  - A. Building Maintenance Update
  - B. Space Audit Quotes – VOTE
- IX. New Business
  - A. State Report – Resolution - VOTE
  - B. Book Battle Request (Books, Party): \$389.80
  - C. Frosty’s Coupons: \$200
  - D. Demco Increase: \$246.54
  - E. Letter Board Sign Letters: \$66.48
  - F. Decodable Books from Legislative Aid: \$5,000
  - G. ACT Meeting – May 16 at Collins Library
- X. Adjournment

**Next Meeting: THURSDAY, JUNE 11, 2026 – 4:00PM**

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

- I. Roll Call: Melissa Heath, Suzanne Jacobs, Cathy Pudlewski, Jan Yarborough, Trustees; Kara Stock, Director; Melissa Studley, Town Liaison, Donna Stempniak, Friends President
- II. Call to Order: President Suzanne Jacobs called the meeting to order at 4:00PM.
- III. Approval of and/or changes to the Agenda: Add under Finances F. CD #6749. The agenda was approved as amended. MSP Heath, Yarborough – Vote unanimous
- IV. Review and Approval of the March 12 Meeting Minutes: Tabled
- V. Report of the Director: Kara distributed stickers designed by library assistant John Benzee. Participation at programs was robust: Peep Show (23); outreach at Como Park Elementary (91); Depew Community Center (12); Hillview Elementary (44); Homeschool board games (15); Macramé (13); 1-1 Tech (9); Seed Library (211); What Your Survivors Should Know (28). Harry Potter won Library March Madness!
- VI. Public Comment: Donna reported that the Book Sale is April 24-26 and that the collection for the jewelry sale is June 1-August 31.
- VII. Monthly Finance Report
- A. The monthly finance report was approved. MSP Heath, Pudlewski-Vote Unanimous
  - B. Audit Report – Tabled
  - C. LPL CD Due March 23, 2026: Ryan will renew
  - D. NYS Legislature Grant-in-Aid: We can expect the \$20,000 from Assemblyman Chludzinski to be forwarded from the Erie County Comptroller.
  - E. Craft Budget Quarterly Report: Of the \$5,000 allotted, \$1,095.36 has been spent.
  - F. CD #6749 at NBT: Motion to allow Ryan to re-invest at NBT at best rate. MSP Pudlewski, Yarborough. Vote Unanimous
- VIII. Old Business
- A. Building Maintenance Update: Melissa Studley reported that the community room and workspace are on the town's list, but no update.
  - B. Review of ACT Meeting: Sue, Jan and Cathy attended and reported that most impressive was the presentation about the new "green" roof at Central Library.

C. Space Audit: Architects from Flynn-Battaglia met with Kara and Sue on March 31 to discuss a space audit in order to accommodate glass study spaces. They will forward a quote shortly.

IX. New Business

A. Claims Audit Policy Review: Motion to approve. MSP Heath, Pudlewski, Vote Unanimous

B. Summer Reading Request: \$622.44 – MSP Yarborough, Pudlewski, Vote Unanimous

C. Summer Raffle Prizes: \$600 for four prizes. MSP Yarborough, Pudlewski, Vote Unanimous

D. Tiny Art Show Prize: \$29.99 for Art Set. MSP Heath, Pudlewski, Vote Unanimous

E. Demco Order: \$454.63 for frames, easels, stickers. MSP Yarborough, Pudlewski, Vote Unanimous

F. Teen Book Boxes: \$166.18. MSP Pudlewski, Heath, Vote Unanimous

G. External DVD/Blu-ray Drives: \$79.98/\$159.98. MSP Yarborough, Pudlewski, Vote Unanimous

H. Volunteer Gift Overage: \$10.00. MSP Yarborough, Heath, Vote Unanimous

I. ACT Invoice: \$20. MSP Yarborough, Heath, Vote Unanimous

J. Transfer from savings to checking: \$20,000. MSP Yarborough, Pudlewski, Vote Unanimous

X. Adjournment: The meeting was adjourned at 4:50PM. MSP Jacobs, Pudlewski, Vote Unanimous

**Next Meeting – Thursday, May 14 2026 at 4:00PM**

Respectfully submitted,  
Suzanne Jacobs for Barbara Tamol, Secretary

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

## **TOURS**

**Western New York Library Resources Council (WNYLRC)** – Library Director Kara Stock gave a tour of the library to 5 WNYLRC staff members on Wednesday, April 15<sup>th</sup>. The group was particularly interested in learning about our accessibility kits and our many partnerships.

## **PARTNERSHIPS**

### **Lancaster Central Schools:**

- Certified Literacy Specialist and Lancaster Educator Beth Farrar taught two back to back Family Literacy Workshops for 27 & 29 attendees respectively on Wednesday, April 15<sup>th</sup>.
- 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 Easter craft program on Wednesday, April 1<sup>st</sup> for 11 children.

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

**Neighborhood Forest** – Library Assistant John Benzee oversaw our second annual partnership with this organization. They provided 631 free canaan fir tree seedlings to children in our community

**SPCA Paws for Love** – A volunteer from this organization brought a therapy dog to the library on Monday, April 20<sup>th</sup>. 5 children practiced reading out loud to the dog.

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

## **SPRING RECESS PROGRAMS**

**K-Pop Demon Hunters Dance Party** – Emmalee's Memories led two back-to-back sing-along dance parties for a total of 49 children on Monday, April 6<sup>th</sup>.

**Live Animals from Around the World** – Mark Carra showcased animals from around the world for 84 people of all ages on Tuesday, April 7<sup>th</sup>.

**Royal Tea Party** – 23 children joined Cinderella and Aurora for singing, crafts, and tea on Wednesday, April 8<sup>th</sup>.

**Rock Painting** – 65 people of all ages dropped by the library to paint rocks for their gardens on Thursday, April 9<sup>th</sup>.

**Puzzle Competition** – 29 people of all ages joined us for a puzzle challenge on Friday, April 10<sup>th</sup>. Nine teams competed against each other to be the first to complete a 500 piece seaside-themed puzzle.



## PROGRAMMING – CHILDREN & TEENS

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

- **New Library Card Welcome Kit** – 12 children received this kit after getting their first library card!
- **STEM Kit: Mini Greenhouses** – 65 children picked up this kit.
- **Take & Make** – These weekly kits had book themes and 146 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, April 12<sup>th</sup>.

**Feelings Rock** – A total of 20 preschool age children attended this program on Saturday, April 18<sup>th</sup>. 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, April 2<sup>nd</sup>. 7 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 6 children on Thursday, April 16<sup>th</sup>.

**Kidding Around Yoga** – A total of 7 preschool-age children, each accompanied by an adult, enjoyed yoga poses, fun music, storytelling, yoga games, and a special guided relaxation time on Monday, April 20<sup>th</sup>.

**LEGO® Club** – Meagan held two LEGO® Clubs for a total of 14 children on Saturday, April 4<sup>th</sup>. The theme was monochromatic creations.

**Paint Your Own Cookie Class** – Local cookie artist Katelyn of Tierney Town Treats helped 19 children decorate a cookie using edible paint while learning simple watercolor techniques on Sunday, April 19<sup>th</sup>.

**Storytimes** - Meagan conducted a total of 14 sessions this month. 82 children attended Lapsit, 87 children attended Toddler Time, and 35 children attended Preschool Time.

**Toddler Dance Time** – 18 toddlers, each accompanied by an adult, attended this program on Monday, April 13<sup>th</sup>. 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, April 11<sup>th</sup>. They discussed *A Face Like Glass* by Frances Hardinge.

## **PROGRAMMING - ADULT**

**Card Making** - Darlene Pennachi taught 14 adults how to make cards using watercolor and gouache paints on Wednesday, April 29<sup>th</sup>.

**Computer Coach** – Library Assistant John Benzee held 6 one-on-one technology appointments, assisting patrons with email, cell phone use, computer storage, borrowing eBooks, and computer basics.

**Create a Bird Paradise** – Kathy Contrino from CW Native Plant Farm taught 17 adults what native plants to grow for birds and pollinators on Thursday, April 16<sup>th</sup>.

**Five Steps to Better Gardening** – Master Gardener Lyn Chimera taught 19 adults the basics to improve their gardens on Thursday, April 2<sup>nd</sup>.

**Healthy Eating** – Jennifer from New Sky Coaching taught 20 adults how to make healthy changes to their diet while staying within budget on Thursday, April 30<sup>th</sup>.

**Living Sustainably** – Reinstein Woods presented this Earth day program for 9 adults on Thursday, April 9<sup>th</sup>. They learned about incentives and resources to make climate-positive changes.

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

**T'ai Chi Chih** - Accredited teacher Denise Miller taught four classes this month with an average attendance of **17** adults.

**Tech Training: Google Maps** - **12** adults learned how to navigate and get directions using Google Maps on Tuesday, April 21<sup>st</sup>.

## MEETINGS

April 13<sup>th</sup> - Kara and Building Caretaker Joshua Strell attended book sale planning meeting.

April 30 - Kara met with Mussachio Architects to discuss a possible library building space study.

## SOCIAL MEDIA



147th Year **Lancaster/Depew Bee** 132nd Year  
 Founded 1878 Founded 1893



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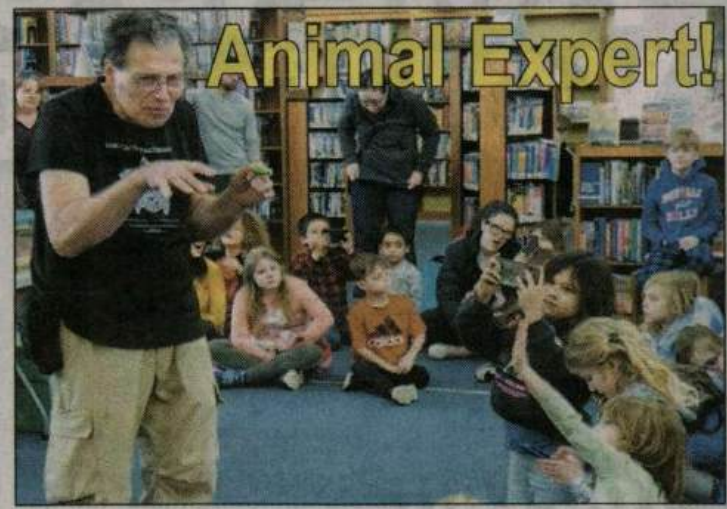
**SPORTS ■ Page 15**  
 Team camaraderie to help Lancaster baseball.

# Longtime LVAC president retires after 17 years leading organization

Lancaster Volunteer Ambulance Corp President Chester Popiolkowski has left his leadership position, effective at the end of March, following a 42-year career with the organization.

"I feel that the board is in a good place right now," Popiolkowski said. "I'm 74 years old, and for me it's time to settle down."

After seeing a friend and former LVAC member, the late Larry Pohl, volunteering as an EMT in 1984, Popiolkowski's interest was piqued. And 42 years later, Popiolkowski said that he has felt the rewards of his choice every single day. "It's about being able to assist people on what I would term as their worst moments when they really need help. Whether it's cardiac arrest and you're doing CPR, or whether it's



**LIBRARY FUN!** -- On Tuesday, April 7, local kids visiting the Lancaster Public Library were able to check out some exotic animals from around the world as part of Marc Carra's FasciNature program. In the first photo, Carra (holding an exotic frog), explains how different animals from around the world live, eat, sleep and survive, while kids raise their hands to ask questions; and in the second photo, Carra holds a large toad as he shifts around the room.

Photos by James Sinner

**LANCASTER PUBLIC LIBRARY  
2026 STATISTICS**

<b>CIRCULATION</b>			
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	20,655	20,644	0.1%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
<b>YR/DATE</b>	<b>82,037</b>	<b>82,020</b>	<b>0.0%</b>

<b>LIBRARY VISITS</b>			
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	8,547	8,692	-1.7%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
<b>YR/DATE</b>	<b>29,677</b>	<b>30,344</b>	<b>-2.2%</b>

<b>PUBLIC ACCESS COMPUTER SESSIONS</b>			
MONTH	CURRENT	PREVIOUS	%Change
	MONTH	YR/MONTH	
JAN	459	607	-24.4%
FEB	580	616	-5.8%
MAR	724	780	-7.2%
APR	641	586	9.4%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
<b>YR/DATE</b>	<b>2,404</b>	<b>2,589</b>	<b>-7.1%</b>

<b>WIFI</b>			
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	2,374	2,358	0.7%
MAY			"
JUN			"
JUL			"
AUG			"
SEP			"
OCT			"
NOV			"
DEC			"
<b>YR/DATE</b>	<b>8,551</b>	<b>7,901</b>	<b>8.2%</b>

<b>STAFF</b>	
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

<b>BRANCH HOURS</b>	
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
<b>JAN</b>	0	0	15	28	487	\$0.00	\$66.74	\$13.00	\$168.00	\$0.00
<b>FEB</b>	0	0	53	30	466	\$12.00	\$111.66	\$19.00	\$327.00	\$0.00
<b>MAR</b>	0	0	24	47	490	\$3.00	\$113.40	\$0.00	\$228.00	\$0.00
<b>APR</b>	1	5	21	33	531	\$6.00	\$94.40	\$25.00	\$137.00	\$350.00
<b>MAY</b>										
<b>JUN</b>										
<b>JUL</b>										
<b>AUG</b>										
<b>SEP</b>										
<b>OCT</b>										
<b>NOV</b>										
<b>DEC</b>										
<b>TOTAL</b>	<b>1</b>	<b>5</b>	<b>113</b>	<b>138</b>	<b>1,974</b>	<b>\$21.00</b>	<b>\$386.20</b>	<b>\$57.00</b>	<b>\$860.00</b>	<b>\$350.00</b>

**Total Proceeds      \$1,674.20**

	Facebook	Instagram
	Followers	Followers
<b>JAN</b>	4,058	1,058
<b>FEB</b>	4,093	1,070
<b>MAR</b>	4,172	1,076
<b>APR</b>	4,359	1,092
<b>MAY</b>		
<b>JUN</b>		
<b>JUL</b>		
<b>AUG</b>		
<b>SEP</b>		
<b>OCT</b>		
<b>NOV</b>		
<b>DEC</b>		


## Programs April 2026

Date	Title	# of programs	Attendance	Audience
4/1/2026	Mahjong Club	1	5	Adults
4/1/2026	Tai Chi	1	18	Adults
4/1/2026	Easter Craft	1	14	Children 6-11
4/2/2026	Homeschool Board Games	1	7	Intergenerational/Combined
4/2/2026	Lapsit	1	30	Intergenerational/Combined
4/2/2026	Storytime	1	17	Children 5 and under
4/2/2026	5 Steps to Better Gardening	1	19	Adults
4/4/2026	LEGO Club	1	15	Children 6-11
4/4/2026	LEGO Club	1	5	Children 6-11
4/6/2026	K-Pop Dance Party	1	42	Children 6-11
4/6/2026	K-Pop Dance Party	1	39	Children 6-11
4/7/2026	Storytime	1	35	Children 5 and under
4/7/2026	Storytime	1	30	Children 5 and under
4/7/2026	Animals from Around the World	1	84	Intergenerational/Combined
4/7/2026	Book Club	1	9	Adults
4/8/2026	Mahjong Club	1	5	Adults
4/8/2026	Royal Tea Party	1	33	Children 6-11
4/8/2026	Tai Chi	1	15	Adults
4/8/2026	Ranked Choice Voting	1	13	Adults
4/9/2026	Lapsit	1	22	Intergenerational/Combined
4/9/2026	Storytime	1	23	Children 5 and under
4/9/2026	Rock Painting	1	65	Intergenerational/Combined
4/9/2026	Living Sustainably	1	9	Adults
4/10/2026	Puzzle Contest	1	29	Intergenerational/Combined
4/10/2026	Lapsit	1	40	Intergenerational/Combined
4/10/2026	Storytime	1	16	Children 5 and under
4/11/2026	YA Book Club	1	2	Teens
4/12/2026	Family Kidding Around Yoga	1	22	Intergenerational/Combined
4/13/2026	Toddler Dance	1	32	Children 5 and under
4/14/2026	Storytime	1	27	Children 5 and under
4/14/2026	Storytime	1	20	Children 5 and under
4/14/2026	Book Club	1	16	Adults
4/15/2026	Mahjong Club	1	7	Adults
4/15/2026	Tai Chi	1	17	Adults
4/15/2026	WNYLRC Tour	1	5	Adults
4/15/2026	Family Literacy	1	27	Intergenerational/Combined
4/15/2026	Family Literacy	1	29	Intergenerational/Combined
4/16/2026	Lapsit	1	30	Intergenerational/Combined
4/16/2026	Storytime	1	45	Children 5 and under
4/16/2026	Homeschool LEGO	1	10	Children 6-11
4/16/2026	Create a Bird Paradise	1	17	Adults
4/17/2026	Lapsit	1	40	Intergenerational/Combined
4/17/2026	Storytime	1	24	Children 5 and under


4/18/2026	Feelings Rock	1	38	Children 5 and under
4/19/2026	Cookie Painting	1	29	Children 6-11
4/20/2026	Kidding Around Yoga	1	14	Children 5 and under
4/20/2026	Read to a Dog	1	8	Children 6-11
4/21/2026	Google Maps	1	12	Adults
4/22/2026	Mahjong Club	1	9	Adults
4/29/2026	Mahjong Club	1	5	Adults
4/29/2026	Tai Chi	1	18	Adults
4/29/2026	Card Making	1	14	Adults
4/30/2026	Take & Make Craft	146	146	Children 5 and under
4/30/2026	STEM Kits	65	65	Children 6-11
4/30/2026	New Library Card Kit	12	12	Children 6-11
4/30/2026	Seed Library	258	258	Adults
4/30/2026	Scavenger Hunt	246	246	Children 6-11
4/30/2026	Trees	631	631	Intergenerational/Combined
4/30/2026	Book a Tech Trainer	7	7	Adults
4/30/2026	Tutor	4	4	Children 6-11
4/30/2026	Healthy Eating	1	20	Adults
4/30/2026	Tutor	1	1	Teens

# Circulation

## Total Circulations


 <b>Library</b>	April			Year to Date Totals			<b>Footnotes</b>
	2026 Total Circulations	2025 Total Circulations	% of Change	2026 Total Circulations	2025 Total Circulations	% of Change	
	<b>Alden (Ewell Free)</b>	1,902	2,084	-8.7%	7,924	9,059	
<b>Amherst</b>							
Chisholm (formerly Audubon)	36,193	35,623	1.6%	140,658	140,607	0.0%	
Clearfield	25,822	26,777	-3.6%	97,791	103,498	-5.5%	
Egbertsville-Snyder	12,697	13,743	-7.6%	50,000	53,406	-6.4%	
Williamsville	3,215	4,168	-22.9%	11,816	15,031	-21.4%	
<b>Angola</b>	2,354	2,537	-7.2%	10,025	10,030	0.0%	
<b>Aurora</b>	14,742	14,307	3.0%	58,248	57,436	1.4%	
<b>Boston</b>	2,608	2,931	-11.0%	10,393	11,353	-8.5%	
<b>Cheektowaga</b>							
Julia Boyer Reinstein	20,812	23,088	-9.9%	81,949	89,287	-8.2%	
Reinstein Memorial	8,974	8,274	8.5%	33,208	30,839	7.7%	
<b>Clarence</b>	17,901	19,657	-8.9%	68,704	74,806	-8.2%	
<b>Collins</b>	4,788	5,027	-4.8%	17,169	19,171	-10.4%	
<b>Concord</b>	5,292	5,316	-0.5%	20,778	19,847	4.7%	
<b>Eden</b>	3,120	3,376	-7.6%	11,502	13,798	-16.6%	
<b>Elma</b>	8,092	8,835	-8.4%	30,516	33,936	-10.1%	
<b>Grand Island Memorial</b>	9,523	10,661	-10.7%	34,632	38,626	-10.3%	
<b>Hamburg</b>							
Hamburg	18,509	18,951	-2.3%	70,160	71,934	-2.5%	
Lake Shore	5,834	5,746	1.5%	20,667	21,099	-2.0%	
<b>Lackawanna</b>	3,642	4,063	-10.4%	14,220	15,739	-9.7%	
<b>Lancaster</b>	20,655	20,644	0.1%	82,037	82,020	0.0%	
<b>Marilla</b>	2,802	3,555	-21.2%	12,363	12,769	-3.2%	
<b>Newstead</b>	5,446	5,022	8.4%	19,093	18,532	3.0%	
<b>North Collins</b>	1,404	1,305	7.6%	5,436	5,504	-1.2%	
<b>Orchard Park</b>	24,089	24,536	-1.8%	91,966	93,069	-1.2%	
<b>City of Tonawanda</b>	7,623	8,090	-5.8%	30,630	31,815	-3.7%	
<b>Town of Tonawanda</b>							
Kenilworth	4,014	5,122	-21.6%	16,309	18,671	-12.7%	
Kenmore	24,715	25,231	-2.0%	97,016	97,502	-0.5%	
<b>West Seneca</b>	18,730	19,397	-3.4%	71,365	74,978	-4.8%	
<b>Buffalo</b>							
Coles	2,065	1,950	5.9%	8,798	7,520	17.0%	
Crane	9,705	9,783	-0.8%	37,758	37,818	-0.2%	
Dudley	4,268	3,786	12.7%	16,122	15,880	1.5%	
East Clinton	1,705	2,335	-27.0%	5,898	9,524	-38.1%	
González-Soto	2,743	2,285	20.0%	9,751	7,464	30.6%	
Merriweather	3,256	3,674	-11.4%	13,351	14,478	-7.8%	
North Park	7,477	8,338	-10.3%	29,174	32,887	-11.3%	
Panty	3,034	2,750	10.3%	10,615	9,889	7.3%	
<b>Central</b>	17,049	19,027	-10.4%	68,640	76,447	-10.2%	
<b>Bookmobile Services</b>							
Library on Wheels	2,506	1,543	62.4%	9,819	7,600	29.2%	
Library2Go	2,014	2,210	-8.9%	8,260	8,651	-4.5%	
<b>Institutions</b>							
Correctional Facility	6,703	7,739	-13.4%	27,135	29,818	-9.0%	
Holding Center	9,599	12,143	-21.0%	43,407	54,245	-20.0%	
<b>System</b>							
Online Renewals	430	559	-23.1%	1,847	2,137	-13.6%	
Interlibrary Loans	1,653	1,707	-3.2%	6,463	5,529	16.9%	
eAudiobooks	73,984	73,292	0.9%	296,222	294,851	0.5%	
eVideos	0	1,589	-100.0%	0	6,734	-100.0%	
eBooks	85,247	85,939	-0.8%	348,282	356,752	-2.4%	
eMusic	0	260	-100.0%	0	1,006	-100.0%	
eMagazines	36,299	30,211	20.2%	143,543	118,268	21.4%	
<b>B&amp;ECPL Totals</b>	<b>585,235</b>	<b>599,186</b>	<b>-2.3%</b>	<b>2,301,680</b>	<b>2,361,860</b>	<b>-2.5%</b>	
Member Libraries	315,498	328,066	-3.8%	1,216,575	1,264,362	-3.8%	
Buffalo Branches	34,253	34,901	-1.9%	131,467	135,460	-2.9%	
Central Library	17,049	19,027	-10.4%	68,640	76,447	-10.2%	
Bookmobile Services	4,520	3,753	20.4%	18,079	16,251	11.2%	
Institutions	16,302	19,882	-18.0%	70,542	84,063	-16.1%	
System	197,613	193,557	2.1%	796,357	785,277	1.4%	

## Library Visits

 <b>Library</b>	April			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	1,071	860	24.5%	3,348	3,393	-1.3%	<p>System-wide - 4/1/2026 - Network Outage (all libraries except Central) reported 10:30 am, and resolved 3:30 pm.</p> <p>Alden - Closed 4/4/2026 - Saturday before holiday.</p> <p>Amherst Libraries - 4/17/2026 Closed - Professional Development Day.</p> <p>Holding Center - Closed 4/13/2026 and 4/28/2026 - No guard on duty.</p> <p>Julia Boyer Reinstein - Closed 4/20/2026 - Heating issues.</p> <p>Kenilworth - Closed beginning 4/27/2026 - Construction.</p> <p>Kenmore - Starting 4/27/2026, the Kenmore Library will temporarily be open extended hours until 8pm on Mondays and Fridays during Kenilworth construction.</p> <p>Library on Wheels Bookmobile - 4/6/2026-4/10/2026 - The majority of school stops cancelled/rescheduled for spring break.</p> <p>West Seneca - Closed 4/6/2026, and partial day 4/7/2026 - Power outage.</p>
<i>Amherst</i>							
Chisholm (formerly Audubon)	14,886	12,788	16.4%	54,049	48,175	12.2%	
Clearfield	10,058	10,469	-3.9%	39,339	40,411	-2.7%	
Eggertsville-Snyder	4,476	4,889	-8.4%	17,538	19,406	-9.6%	
Williamsville	1,711	1,817	-5.8%	5,802	6,589	-11.9%	
Angola	3,825	3,428	11.6%	14,762	12,836	15.0%	
Aurora	5,389	5,790	-6.9%	21,359	22,295	-4.2%	
Boston	1,349	1,228	9.9%	4,631	4,566	1.4%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	8,993	9,303	-3.3%	34,229	35,049	-2.3%	
Reinstein Memorial	3,814	3,577	6.6%	13,449	12,806	5.0%	
Clarence	6,353	6,428	-1.2%	24,362	24,975	-2.5%	
Collins	1,836	1,877	-2.2%	6,763	6,754	0.1%	
Concord	2,948	2,722	8.3%	10,240	9,596	6.7%	
Eden	1,427	1,360	4.9%	4,634	4,833	-4.1%	
Elma	3,599	3,601	-0.1%	12,176	13,017	-6.5%	
Grand Island Memorial	5,577	5,433	2.7%	16,785	16,044	4.6%	
<i>Hamburg</i>							
Hamburg	7,737	8,192	-5.6%	29,592	31,597	-6.3%	
Lake Shore	3,018	3,794	-20.5%	12,534	12,568	-0.3%	
Lackawanna	2,583	2,574	0.3%	9,384	9,536	-1.6%	
Lancaster	8,547	8,692	-1.7%	29,677	30,344	-2.2%	
Marilla	877	894	-1.9%	3,349	3,144	6.5%	
Newstead	3,221	3,195	0.8%	10,544	10,596	-0.5%	
North Collins	1,081	993	8.9%	3,902	4,080	-4.4%	
Orchard Park	11,425	11,128	2.7%	42,869	43,435	-1.3%	
City of Tonawanda	4,395	4,729	-7.1%	16,350	17,165	-4.7%	
<i>Town of Tonawanda</i>							
Kenilworth	2,267	2,734	-17.1%	9,484	10,277	-7.7%	
Kenmore	10,259	9,332	9.9%	37,669	36,263	3.9%	
West Seneca	11,064	10,469	5.7%	39,357	36,988	6.4%	
<i>Buffalo</i>							
Coles	3,417	3,502	-2.4%	12,084	12,722	-5.0%	
Crane	5,325	5,406	-1.5%	19,685	19,097	3.1%	
Dudley	2,447	2,289	6.9%	9,160	9,318	-1.7%	
East Clinton	1,215	1,306	-7.0%	4,423	5,002	-11.6%	
González-Soto	2,403	2,406	-0.1%	8,623	7,832	10.1%	
Merriweather	9,162	9,100	0.7%	32,713	30,920	5.8%	
North Park	3,485	3,484	0.0%	12,815	14,216	-9.9%	
Panty	2,576	2,596	-0.8%	9,013	9,720	-7.3%	
<i>Central</i>	28,889	29,768	-3.0%	111,823	116,574	-4.1%	
<i>Bookmobile Services</i>							
Library on Wheels	1,408	643	119.0%	4,817	3,883	24.1%	
Library2Go	336	292	15.1%	1,319	1,125	17.2%	
<i>Institutions</i>							
Correctional Facility	1,314	1,695	-22.5%	4,993	5,787	-13.7%	
Holding Center	565	625	-9.6%	2,399	2,593	-7.5%	
<b>System</b>	<b>206,328</b>	<b>205,408</b>	<b>0.4%</b>	<b>762,044</b>	<b>765,527</b>	<b>-0.5%</b>	
Member Libraries	143,786	142,296	1.0%	528,177	526,738	0.3%	
Buffalo Branches	30,030	30,089	-0.2%	108,516	108,827	-0.3%	
Central Library	28,889	29,768	-3.0%	111,823	116,574	-4.1%	
Bookmobile	1,744	935	86.5%	6,136	5,008	22.5%	
Institutions	1,879	2,320	-19.0%	7,392	8,380	-11.8%	


## Registered Public Access Computer Sessions

### Session Counts Per Outlet

 Library	April			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	69	94	-26.6%	247	329	-24.9%	System-wide - 4/1/2026 - Network Outage (all libraries except Central) reported 10:30 am, and resolved 3:30 pm.  Alden - Closed 4/4/2026 - Saturday before holiday.  Amherst Libraries - 4/17/2026 Closed - Professional Development Day.  Holding Center - Closed 4/13/2026 and 4/28/2026 - No guard on duty.  Julia Boyer Reinstein - Closed 4/20/2026 - Heating issues.  Kenilworth - Closed beginning 4/27/2026 - Construction.  Kenmore - Starting 4/27/2026, the Kenmore Library will temporarily be open extended hours until 8pm on Mondays and Fridays during Kenilworth construction.  Library on Wheels Bookmobile - 4/6/2026-4/10/2026 - The majority of school stops cancelled/rescheduled for spring break.  West Seneca - Closed 4/6/2026, and partial day 4/7/2026 - Power outage.
<i>Amherst</i>							
Chisholm (formerly Audubon)	1,167	970	20.3%	4,476	4,038	10.8%	
Clearfield	748	838	-10.7%	2,931	3,119	-6.0%	
Eggertsville-Snyder	442	538	-17.8%	1,737	1,986	-12.5%	
Williamsville	101	137	-26.3%	364	502	-27.5%	
Angola	105	183	-42.6%	518	712	-27.2%	
Aurora	369	388	-4.9%	1,291	1,453	-11.1%	
Boston	52	57	-8.8%	175	184	-4.9%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,560	1,481	5.3%	5,603	5,973	-6.2%	
Reinstein Memorial	726	793	-8.4%	2,632	2,902	-9.3%	
Clarence	396	464	-14.7%	1,482	1,733	-14.5%	
Collins	167	112	49.1%	608	538	13.0%	
Concord	198	179	10.6%	666	617	7.9%	
Eden	123	107	15.0%	435	411	5.8%	
Elma	188	145	29.7%	736	690	6.7%	
Grand Island Memorial	284	238	19.3%	1,008	909	10.9%	
<i>Hamburg</i>							
Hamburg	731	834	-12.4%	2,898	3,482	-16.8%	
Lake Shore	233	230	1.3%	827	784	5.5%	
Lackawanna	476	490	-2.9%	1,633	1,830	-10.8%	
Lancaster	641	586	9.4%	2,404	2,589	-7.1%	
Marilla	36	32	12.5%	127	148	-14.2%	
Newstead	167	152	9.9%	647	626	3.4%	
North Collins	101	106	-4.7%	317	369	-14.1%	
Orchard Park	788	757	4.1%	2,893	2,936	-1.5%	
City of Tonawanda	821	843	-2.6%	3,056	3,157	-3.2%	
<i>Town of Tonawanda</i>							
Kenilworth	303	386	-21.5%	1,330	1,448	-8.1%	
Kenmore	1,338	1,366	-2.0%	5,318	5,299	0.4%	
West Seneca	1,061	1,062	-0.1%	4,108	4,047	1.5%	
<i>Buffalo</i>							
Coles	936	1,096	-14.6%	3,306	4,301	-23.1%	
Crane	1,035	875	18.3%	3,758	3,541	6.1%	
Dudley	547	456	20.0%	1,899	2,093	-9.3%	
East Clinton	232	289	-19.7%	807	1,046	-22.8%	
González-Soto	477	467	2.1%	1,625	1,582	2.7%	
Merriweather	1,754	1,663	5.5%	6,360	6,014	5.8%	
North Park	600	696	-13.8%	2,198	2,907	-24.4%	
Panty	501	408	22.8%	1,768	1,774	-0.3%	
<i>Central</i>							
Central	6,329	6,419	-1.4%	24,668	27,984	-11.8%	
<i>Bookmobile Services</i>							
Library on Wheels	0	0	#DIV/0!	0	0	#DIV/0!	
Library2Go	0	0	#DIV/0!	0	0	#DIV/0!	
<b>System</b>	<b>25,802</b>	<b>25,937</b>	<b>-0.5%</b>	<b>96,856</b>	<b>104,053</b>	<b>-6.9%</b>	
Member Libraries	13,391	13,568	-1.3%	50,467	52,811	-4.4%	
Buffalo Branches	6,082	5,950	2.2%	21,721	23,258	-6.6%	
Central Library	6,329	6,419	-1.4%	24,668	27,984	-11.8%	
Bookmobile Services	0	0	#DIV/0!	0	0	#DIV/0!	

## WiFi

### Total Logins

 <b>Library</b>	April			Year to Date Totals			Footnotes
	2026	2025	% of	2026	2025	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	
Alden (Ewell Free)	681	618	10.2%	2,302	2,164	6.4%	<p>System-wide - 4/1/2026 - Network Outage (all libraries except Central) reported 10:30 am, and resolved 3:30 pm.</p> <p>Alden - Closed 4/4/2026 - Saturday before holiday.</p> <p>Amherst Libraries - 4/17/2026 Closed - Professional Development Day.</p> <p>Holding Center - Closed 4/13/2026 and 4/28/2026 - No guard on duty.</p> <p>Julia Boyer Reinstein - Closed 4/20/2026 - Heating issues.</p> <p>Kenilworth - Closed beginning 4/27/2026 - Construction.</p> <p>Kenmore - Starting 4/27/2026, the Kenmore Library will temporarily be open extended hours until 8pm on Mondays and Fridays during Kenilworth construction.</p> <p>Library on Wheels Bookmobile - 4/6/2026-4/10/2026 - The majority of school stops cancelled/rescheduled for spring break.</p> <p>West Seneca - Closed 4/6/2026, and partial day 4/7/2026 - Power outage.</p>
<i>Amherst</i>							
Chisholm (formerly Audubon)	4,769	5,407	-11.8%	17,636	19,966	-11.7%	
Clearfield	2,597	2,620	-0.9%	10,221	10,043	1.8%	
Eggertsville-Snyder	1,330	1,296	2.6%	4,909	5,035	-2.5%	
Williamsville	1,710	1,599	6.9%	6,192	5,224	18.5%	
Angola	226	151	49.7%	795	485	63.9%	
Aurora	2,273	2,074	9.6%	8,358	7,796	7.2%	
Boston	270	196	37.8%	903	768	17.6%	
<i>Cheektowaga</i>							
Julia Boyer Reinstein	1,812	1,734	4.5%	6,820	6,741	1.2%	
Reinstein Memorial	1,258	1,009	24.7%	3,781	3,628	4.2%	
Clarence	1,811	1,619	11.9%	6,864	6,187	10.9%	
Collins	304	381	-20.2%	1,165	1,339	-13.0%	
Concord	654	711	-8.0%	2,177	2,447	-11.0%	
Eden	256	265	-3.4%	1,037	833	24.5%	
Elma	505	387	30.5%	1,767	1,454	21.5%	
Grand Island Memorial	953	958	-0.5%	3,529	3,269	8.0%	
<i>Hamburg</i>							
Hamburg	2,386	2,152	10.9%	8,348	8,058	3.6%	
Lake Shore	531	523	1.5%	2,179	1,863	17.0%	
Lackawanna	581	454	28.0%	1,890	1,778	6.3%	
Lancaster	2,374	2,358	0.7%	8,551	7,901	8.2%	
Marilla	144	99	45.5%	461	359	28.4%	
Newstead	565	532	6.2%	1,965	1,830	7.4%	
North Collins	365	335	9.0%	1,324	1,483	-10.7%	
Orchard Park	2,222	2,305	-3.6%	8,495	8,889	-4.4%	
City of Tonawanda	1,629	1,599	1.9%	5,839	5,451	7.1%	
<i>Town of Tonawanda</i>							
Kenilworth	464	480	-3.3%	1,987	1,805	10.1%	
Kenmore	2,785	2,576	8.1%	10,341	9,546	8.3%	
West Seneca	3,112	2,892	7.6%	11,399	10,194	11.8%	
<i>Buffalo</i>							
Coles	1,282	1,141	12.4%	4,461	4,623	-3.5%	
Crane	2,477	2,260	9.6%	9,121	7,935	14.9%	
Dudley	3,518	2,946	19.4%	12,115	11,745	3.2%	
East Clinton	1,216	1,324	-8.2%	4,650	4,991	-6.8%	
González-Soto	1,337	1,300	2.8%	4,594	4,209	9.1%	
Merriweather	1,187	2,171	-45.3%	4,057	7,742	-47.6%	
North Park	1,121	1,115	0.5%	4,109	4,255	-3.4%	
Panty	1,670	1,867	-10.6%	5,736	6,220	-7.8%	
<i>Central</i>	22,280	20,986	6.2%	83,497	80,387	3.9%	
<i>Bookmobile Services</i>							
Library on Wheels	57	25	128.0%	184	161	14.3%	
Library2Go	0	0	#DIV/0!	0	0	#DIV/0!	
<b>System</b>	<b>74,712</b>	<b>72,465</b>	<b>3.1%</b>	<b>273,759</b>	<b>268,804</b>	<b>1.8%</b>	
Member Libraries	38,567	37,330	3.3%	141,235	136,536	3.4%	
Buffalo Branches	13,808	14,124	-2.2%	48,843	51,720	-5.6%	
Central Library	22,280	20,986	6.2%	83,497	80,387	3.9%	
Bookmobile Services	57	25	128.0%	184	161	14.3%	

Lancaster Financial Monthly Report 2026

April

Account	Deposits	Disbursements		Subtotal	Balance
<b>M &amp; T Checking</b>					
<b>Beginning Balance</b>					<b>\$3,155.92</b>
Receipts	\$575.55				
Peggy Snajcyuk: ACT dues (#25087)		-\$20.00			
Darlene Pennachi: 4/29 watercolor class (#25088)		-\$150.00			
<b>Ending Balance</b>	<b>\$575.55</b>	<b>-\$170.00</b>		<b>\$405.55</b>	<b>\$3,561.47</b>
<b>Bank on Buffalo</b>					
	Deposits	Disbursements	Credit card charges	Subtotal	Total balance
<b>Beginning Balance</b>					<b>\$358.90</b>
Credit card payment Mar.			\$772.88		
Transfer from savings	\$2,000.00				
Robyn Hoffman memorial books donation	\$50.00				
County of Erie: NYS legislature grant	\$20,000.00				
Jane Ellen Davis donation	\$300.00				
Vending	\$25.00				
Headphones 2 @ \$3	\$6.00				
Copier	\$94.40				
Book sale	\$137.00				
Mark Carra: 4/7 live animals program (#814)		-\$100.00			
Emmalee's Memories WNY: 4/8 tea party (#815)		-\$225.00			
Friends of Reinstein Woods: 4/9 sustainability program (#816)		-\$50.00			
Emmalee's Memories WNY: k-pop party @ 11 am (#817)		-\$135.00			
Emmalee's Memories WNY: k-pop party @ 12:30 pm (#818)		-\$135.00			
The Wall Street Journal: Newspaper			-\$38.99		
The New York Times: Newspaper			-\$35.25		
Amazon: Craft items (crafts)			-\$47.94		
Fun Express: Summer prizes			-\$393.31		
Demco: Library supplies			-\$449.52		
Amazon: Art show prize			-\$29.99		
Amazon: Summer reading and teen book boxes			-\$574.24		
Amazon: Watercolor program (crafts)			-\$42.46		
CW Native Plant Farm: 4/16 presentation (#819)		-\$100.00			
Donna Baia: 4/20 kids yoga (#820)		-\$65.00			
New Sky Coaching LLC: 4/30 healthy eating program (#821)		-\$150.00			
Fun Express: Summer crafts (crafts)			-\$561.09		
Amazon: Dino craft (crafts)			-\$46.50		
Amazon: Summer crafts (crafts)			-\$153.73		
Bloomsbury Lane Toy Shoppe: Raffle prizes			-\$529.91		
Michaels: Summer crafts (crafts)			-\$127.63		
Denise Miller: April Tai chi classes (#822)		-\$200.00			
Donna Baia: 5/4 kids yoga (#823)		-\$65.00			
Wildwood WNY LLC: 5/7 birding class (#824)		-\$151.71			
Buffalo Chess Association: 5/12 chess class (#825)		-\$112.50			
Elizabeth Bauld: 5/13 cooking class (#826)		-\$270.00			
<b>Ending Balance</b>	<b>\$22,612.40</b>	<b>-\$1,759.21</b>	<b>-\$3,030.56</b>	<b>\$17,822.63</b>	<b>\$18,181.53</b>
	Amount	Interest Rate	Disbursements	Interest	Total
<b>Savings 5880</b>	<b>\$16,786.78</b>	<b>2.4%</b>	<b>-\$2,000.00</b>	<b>\$29.83</b>	<b>\$14,816.61</b>
<b>Total Balance BankonBuffalo</b>					<b>\$32,998.14</b>
<b>CDs</b>					
	Amount	Maturity	Interest Rate	Interest	Total
<b>NBT CD 6749</b>	<b>\$31,832.53</b>	<b>7M 11/24/26</b>	<b>3.00%</b>	<b>\$86.52</b>	<b>\$31,919.05</b>
<b>M&amp;T CD 8128</b>	<b>\$54,045.70</b>	<b>6M 6/21/26</b>	<b>2.71%</b>	<b>\$0.00</b>	<b>\$54,045.70</b>
<b>LPL CD 1624</b>	<b>\$105,800.03</b>	<b>9M 1/22/27</b>	<b>3.95%</b>	<b>\$3,420.54</b>	<b>\$109,220.57</b>
<b>Total balance all accounts</b>					<b>\$231,744.93</b>

**Petty Cash  
April 2026**

Date	Item	Deposit	Withdrawl	Total
				\$258.17
4/2/2026	Meagan- Wegmans- tea party food/drinks		-\$35.36	\$222.81
4/18/2026	Kara- Wegmans- soap and sponges		-\$15.96	\$206.85
		\$0.00	-\$51.32	\$206.85

### Program Budget 2026

Date(s)	Program Title	Cost
1/5/2026	Sprouts (Melissa Sacco)	\$125.00
1/10/2026	Teen Paint (Kim Strell)	\$205.00
1/11/2026	Family Yoga (Donna Baia)	\$90.00
1/21/2026	Arty Time (Kim Strell)	\$205.00
1/28/2026	Vision Boards (Darlene Pennachi)	\$150.00
2/17/2026	Kung Fu (Arts for Learning)	\$235.00
2/18/2026	Winter Magic (Cris Johnson)	\$350.00
2/19/2026	Paleo Art (Penn Dixie)	\$172.54
2/20/2026	Zoo Tales (Buffalo Zoo)	\$192.64
2/24/2026	Mammals of WNY (WildWood)	\$151.71
2/25/2026	No-Bake Treats (Darlene Pennachi)	\$150.00
2/28/2026	Feelings Rock (Stacey Doldan)	\$100.00
3/2/2026	Sprouts (Melissa Sacco)	\$125.00
3/14/2026	Macramé Keychains (Marnie Klein)	\$200.00
3/22/2026	Family Yoga (Donna Baia)	\$90.00
3/23/2026	Kidding Around Yoga (Donna Baia)	\$65.00
3/24/2026	Ferocious Femininity (Amanda Woomer)	\$80.00
3/25/2026	Adult Craft (Darlene Pennachi)	\$150.00
3/28/2026	Feelings Rock (Stacey Doldan)	\$100.00
3/31/2026	Arty Time (Kim Strell)	\$205.00
4/2/2026	5 Steps Gardening (Lyn Chimera)	\$125.00
4/6/2026	K-Pop Dance Party (Emmalee's Memories)	\$135.00
4/6/2026	K-Pop Dance Party (Emmalee's Memories)	\$135.00
4/7/2026	(Animals of the World) Mark Carra	\$100.00
4/8/2026	Tea Party (Emmalee's Memories)	\$225.00
4/9/2026	Living Sustainably (Reinstein Woods)	\$50.00
4/12/2026	Family Yoga (Donna Baia)	\$90.00
4/16/2026	Create a Bird Paradise (CW Plants)	\$100.00
4/18/2026	Feelings Rock (Stacey Doldan)	\$100.00
4/20/2026	Kidding Around Yoga (Donna Baia)	\$65.00
4/29/2026	Tai Chi - 4 classes (Denise Miller)	\$200.00
4/29/2026	Adult Craft (Darlene Pennachi)	\$150.00
4/30/2026	Healthy Eating (New Sky Coaching)	\$150.00
5/3/2026	Family Yoga (Donna Baia)	\$90.00
5/4/2026	Kidding Around Yoga (Donna Baia)	\$65.00
5/7/2026	Backyard Birding (WildWood)	\$151.71
5/9/2026	Feelings Rock (Stacey Doldan)	\$100.00
5/12/2026	Buffalo Chess Assn - Chess Club	\$112.50
5/13/2026	Liz Bauld (adult cooking class)	\$270.00
5/16/2026	Adult Craft (Darlene Pennachi)	\$150.00
5/27/2026	Tai Chi - 4 classes (Denise Miller)	\$200.00
5/29/2026	Sprouts (Melissa Sacco)	\$125.00

6/4/2026	Arty Time (Kim Strell)	\$260.00
6/9/2026	Buffalo Chess Assn - Chess Club	\$112.50
6/15/2026	Kidding Around Yoga (Donna Baia)	\$65.00
6/22/2026	Sprouts (Melissa Sacco)	\$125.00
6/24/2026	Tai Chi - 4 classes (Denise Miller)	\$200.00
6/24/2026	Adult Craft (Darlene Pennachi)	\$150.00
6/25/2026	Face Painter (\$25 deposit pd. 3/12)	\$210.00
6/25/2026	Glenn Colton	\$574.00
6/26/2026	(Tea Party) Emmalee's Memories	\$225.00
6/29/2026	Feelings Rock (Stacey Doldan)	\$150.00
7/6/2026	Family Yoga (Donna Baia)	\$90.00
7/7/2026	Hula Hoop (Ben Berry)	\$350.00
7/9/2026	Magic Show (Ted Burzynski)	\$175.00
7/10/2026	Storybook Cook (Liz Bauld)	\$220.00
7/13/2026	Teen Paint (Kim Strell)	\$260.00
7/14/2026	Buffalo Chess Assn - Chess Club	\$112.50
7/15/2026	Book Roses (Marney Klein)	\$200.00
7/16/2026	Hawk Creek (\$50 Deposit due 7/2)	\$300.00
7/17/2026	WNY Book Arts - Origami books	\$255.00
7/20/2026	Feelings Rock (Stacey Doldan)	\$150.00
7/22/2026	Faux Cactus (Marney Klein)	\$200.00
7/23/2026	Dino-Tastic (David Black)	\$350.00
7/23/2026	Fossils (Penn Dixie)	\$173.35
7/27/2026	Sprouts (Melissa Sacco)	\$125.00
7/27/2026	Omnipresent Puppet Theater	\$225.00
7/29/2026	Tai Chi - 5 classes (Denise Miller)	\$250.00
7/29/2026	Adult Craft (Darlene Pennachi)	\$150.00
7/30/2026	Puppet Show (Mike Randall)	\$375.00
8/3/2026	Wondermakers	\$150.00
8/6/2026	Pioneer Reptiles	\$350.00
8/11/2026	Buffalo Chess Assn - Chess Club	\$112.50
8/13/2026	Wow Party Bubbles (\$150 Deposit pd 1/16)	\$600.00
8/17/2026	Feelings Rock (Stacey Doldan)	\$150.00
8/20/2026	Jurassic Journeys (Cris Johnson)	\$495.00
8/20/2026	Teen Cupcakes (Liz Bauld)	\$270.00
8/24/2026	Family Yoga (Donna Baia)	\$90.00
8/26/2026	Tai Chi - 2 classes (Denise Miller)	\$100.00
8/26/2026	Adult Craft (Darlene Pennachi)	\$150.00
8/31/2026	Sprouts (Melissa Sacco)	\$125.00

**TOTAL SPENT**

**\$14,655.95**

Funding Source	Notes	Funds Given
Library Board Funds for 2026		\$15,000.00
B&ECPL funds	Pay through M&T checking (public funds)	\$1,500.00
Friends of the Library		\$3,000.00
<b>TOTAL BUDGET for 2026</b>		<b>\$19,500.00</b>
<b><i>CURRENT BALANCE</i></b>		<b><i>\$4,844.05</i></b>



## Lancaster Public Library Space Audit Contract

Summary – ThirdWay will evaluate space usage at the Lancaster Public Library at 5466 Broadway, Lancaster, NY 14086, and offer suggestions to improve circulation, space utilization, and overall patron satisfaction for the library. ThirdWay will present these findings in an 80 – 100-page written report with pictures of your space, a zone layout recommendation and best practices drawn from libraries throughout the United States.

### Goals:

1. Help the Lancaster Public Library use space effectively to meet its goals.
2. Make specific recommendations for changes that can be made immediately.
3. Propose a zone layout for the best use of existing space.
4. Make suggestions for optimal space configuration in a renovation.

Library Visit Date – tbd in May/June 2026

### Space Audit Methodology –

1. Preliminary conversation to discuss audit.
2. Walkthrough space without guidance and take photographs.
3. Supplemental guided tour by library director.
4. Library to provide floorplans and heat maps of space.
5. Interview Director and other librarians on history, opportunities, goals and plans.
6. Produce written report with observations and recommendations.
7. Call with Library Director, etc. to discuss final report.
8. Presentation of final report to library board/staff/public at director's option.

Final Report – Board-ready report with photos and specific recommendations that can be implemented immediately. Report includes pictures of your library space and pictures/descriptions of best practices

Licensed Services Disclaimer – ThirdWay's space audit does not provide guidance requiring license in the State of New York. ThirdWay's space audit provides furniture, zone and pathway configuration and other recommendations based on space utilization and retail best practices. Should the Lancaster Public Library choose to engage ThirdWay for services requiring license in the State of New York, such as architectural, engineering, or interior design services, ThirdWay will work with professionals licensed by the State of New York and engaged by ThirdWay or the Lancaster Public Library Board of Trustees to perform these services.

Audit Fee: \$8,500

Payment Terms: \$4,250 due on date of walkthrough – tbd in May/June, 2026  
\$4,250 due upon delivery of written final report to library director – TBD

Checks should be made out to THIRDWAY, INC.

Additional Fees: Travel fees including coach class airfare on Delta, Hyatt Place or equivalent hotel, meals, car rental, gas, parking, transfers.

Agreed for ThirdWay, Inc.



David Vinjamuri  
President  
ThirdWay, Inc.

Agreed for the Lancaster Public Library

Kara Stock  
Director  
Lancaster Public Library

Remit Address:

ThirdWay, Inc.  
PO Box 392  
Pleasantville, NY 10570-0392



April 13, 2026

Ms. Kara Stock, Library Director  
Lancaster Public Library  
5466 Broadway St.  
Lancaster, NY 14086

**Re:** Lancaster Public Library Space Audit

**Subject:** Proposal for Services

Kara:

It was a pleasure meeting you and Suzanne Jacobs out at the Lancaster Library last week. We were able to get a good sense of what you are looking for in the space audit and how we might be able to assemble a package to assist you.

My first impression of the building is that the place has strong architectural character and that your programming and management is quite impressive. You clearly identified the needs going forward and understand the changing nature of libraries with respect to technology and community desires.

As stated in the email exchange with Mike Meyer, your needs include:

- 1-2 Private study booths (glass preferred)
- More electrical outlets throughout the building
- Information desk does not face patrons entering the building
- Expanded or additional meeting room
- Separate children's area to contain noise

After we toured the facility, some observations:

1. **Acoustics** The ceilings are tall and shaped in such a way that amplifies noise. However, the curved shape is quite elegant and gives the space its unique character. In my mind, it is reminiscent of libraries from another time.





2. **Technology** The invasion of tech has changed the nature of the library from a place of quiet contemplation to a community meeting hub of learning and sharing. Knowledge is now taking many forms as we accommodate societies' needs in our architecture.
3. **Arrival Sequence** The fact that the parking has shifted the entry sequence to the back of the building (as mentioned when we met, 90% of visitors enter from the parking) The orientation of the desk will be studied to help visitors first time with questions.
4. **Shelving / Fixtures** To accommodate the need for the private study booths, the linear feet of shelving may need to be reduced. An in-depth look at the number of volumes would need to be undertaken outside the scope of this effort.

### **What we will provide in the Space Audit**

- Existing conditions space study including specific uses in each zone and capacities.
  - We will collect and review any existing documentation of the facility to understand any project limitations. We will then overlay the existing zoning diagram of the library and create approximate sizes for each area. This will lead to an existing program of uses to include the ancillary spaces, storage and offices.
- An evaluation of your space including circulation and zone placement including accessibility.
  - We will identify the pattern of use through discussions with the staff to determine where improvements could be made, including discussions of the acoustics issue at the children's zone. Looking forward, we will also discuss potential future uses that would be ideal.
- Proposed Space Program
  - We will develop planning options based on discussions for rearranging the library to accommodate private study rooms and the potential for an expanded meeting room. We will develop a proposed program of uses that reflects the preferred option.
- Evaluation of needs including power and charging upgrades
  - We will determine the feasibility of expanding power outlets in the library space and discuss locations for expanding personal device charging.
- Longer range ideas for expansion of the facility.
  - The concept of enlarging the building was discussed and we can review the feasibility of this in the study.



## Cost and Schedule for the Audit

### Tasks

- Collection / Review of existing drawings/reports
- Kickoff Meeting with Key Participants
- Verifying Measurements / Electrical Service Capacity
- Preparing Discussion Options
- Workshop Session with the Staff
- Development of the Options
- Order of Magnitude Costs
- Final Report Preparation / Printing
- Final Presentation

**Total Architectural Fee**

**\$7,740.00**

**Schedule**

**Approximately 6 weeks**

We want to ensure you get everything required to move forward with a grant so if there is anything more you need or a change to the scope, please let us know and we can rearrange priorities. We would certainly love to have the opportunity to do the work going forward.

The cost of the study includes all local travel and printing reports. If larger scale drawings need to be printed these will be reimbursable, however we will review the costs with you before we move ahead. We do not include any engineering time so if we need any professional engineering or cost estimating, we will submit an additional proposal for that work.

We appreciate the invitation and look forward to the next steps. If you do want to move forward with this proposal, please sign a copy below and return it to me.

Sincerely,

Christopher Less, AIA, Design Principal  
Flynn Battaglia Architects

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Ms. Kara Stock, Library Director

---

Date

# M MUSSACHIO ARCHITECTS

30 NORTH FOREST ROAD  
WILLIAMSVILLE, NEW YORK 14221  
T:(716) 631-9949 F: (716) 631-0521

MARC C. MUSSACHIO, R.A.  
ANTHONY C. MUSSACHIO, R.A.  
[www.MussachioArchitects.com](http://www.MussachioArchitects.com)

May 8, 2026

ARCH. JOB #226039

Lancaster Public Library  
5466 Broadway St.  
Lancaster, NY 14086

emailed: [stokk@buffalolib.org](mailto:stokk@buffalolib.org)

Attn: Kara Stock  
Library Director

Re: Architectural Consulting Proposal  
Lancaster Public Library Space Planning

Dear Kara:

It was a pleasure meeting you last week and becoming familiar with the Library and your goals for the future. Based on our visit, please accept this Proposal for our Professional Services. It outlines the terms under which Mussachio Architects, P.C. (the Architect) will furnish Professional Architectural Services (Services) to the Lancaster Public Library, c/o Kara Stock, Library Director (the Client).

## **A. PROJECT DESCRIPTION**

The Architect will create a set of floor plans of the existing condition including highlighting key focal points like windows, the ceiling and gathering spaces. We may also employ interviews or questionnaires to understand how people move through and use the spaces. Utilizing a program of current and future activities and functions of the Library. The Architect will space plan the entire library in an effort to improve and enhance its daily activities. The goal will be to create spaces that both functionally and aesthetically improve the library by addressing functionality, flow and circulation, aesthetics, acoustics and efficiency.

## **B. BASIC SERVICES** Architect's Basic Services will address:

1. Program Development Phase: Establish a Project Program with Client, determining spacial and functional requirements, design theme and a rough preliminary budget.
2. Data Collection Phase:
  - a. Architects staff shall visit the site to physically measure existing condition create and/or verify "Existing Conditions". This phase will utilize cursory overall measurements of furnishings and stacks, not an inventory of individuals pieces, though that can be provided later as additional services.
  - b. Reference photographs and field notes will be taken.
  - c. Develop and understanding of Library's workflow and departmental adjacency requirements by developing flow diagrams hand-in-hand with Client. This may include staff questionnaires. If it is determined public surveys would serve the process those would be additional.
3. Functional Analysis Phase:  
Report of findings including present versus future area requirements, work station analysis, initial adjacency requirements and future planning recommendations.

4. Schematic Space Plan/Spatial Analysis Phase:  
Development of conceptual design Floor Plan illustrating physical application of spatial analysis.

**C. CONTINGENT ADDITIONAL SERVICES (CAS)**

1. CAS includes any services not explicitly cited as Basic Services in this Agreement. CAS includes, but not limited to the following items which we can provide at Client's request:
  - a. Quantitative determination of probable costs (cost estimates),
  - b. Communications and telephone systems,
  - c. Detailed interior design,
  - d. Millwork and/or furniture design or selection,
  - e. Interior decoration,
  - f. Presentation boards or renderings,
  - g. Signage and graphic,
  - h. Commissioning services.

**D. TERMS OF UNDERSTANDING**

1. If available, Client will provide existing building plans of the spaces to be remodeled.
2. A single person will be designated as Client's representative and liaison with Architect.
3. Changes to the scope of services which arise after commencement of this Project may result in respective changes to the fee and to the completion schedule.
4. The Architect accepts no responsibility for subsurface conditions without proper testing. The Architect and his consultants will have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the Project Site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.
5. The parties hereto agree to submit any and all controversies or disputes arising under this Agreement, with a claims value of Fifty Thousand Dollars (\$50,000.00) or less to arbitration in Buffalo, New York in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association and the decision will be final and binding on the parties. The award rendered by the arbitrator(s) will be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
6. The Architect will serve as professional representative of the Client as defined by this Agreement and will provide advice, consultation and services to the Client in accordance with generally accepted professional practice. Therefore, determination of probable costs, approval, recommendations, opinions, and decisions by the Architect are made on the basis of his experience, qualifications, and professional judgement. The Architect makes no warranty or guarantee, express or implied, regarding the services to be provided under this or any related Agreement.

**E. RETAINER FEE**

Retainer Fee of fifteen percent (15%) of the Total Fee is required prior to commencement of Services on this project. This fee will be credited to each invoice as Architect's Scope of Services are concluded.

**F. COMPENSATION**

1. Compensation for Basic Services will be a lump sum fixed fee of Forty thousand Five-hundred Dollars (\$4,500.00).

To the best of my knowledge, the forgoing represents services needed to bring your Project to completion as we had discussed. Should the scope of services be either excessive or insufficient for your needs we would like the opportunity to revise this Proposal to accurately reflect them, and therefore their costs. After careful review of our present work load scheduling, we could begin services on this Project on or after May 18, 2026. This day may be adjusted relative to executing an Agreement based on this Proposal.

Should you approve of the services as outlined, please contact our office to arrange for the preparation of a Contract. Please do not hesitate to contact me should you have questions regarding the contents of this Proposal.

Yours truly,

MUSSACHIO ARCHITECTS, P.C.

A handwritten signature in black ink, appearing to read "A. Mussachio", is positioned below the firm name.

Anthony C. Mussachio, R.A.  
Principal

ACM/acm

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**Annual Report For Public And Association Libraries**

The State Library due date for the annual reports will be April 16, 2026.

[Instructions](#)

**1. GENERAL LIBRARY INFORMATION**

Library / Director Information

The report saves automatically after every new entry or change.

Multiple users can view and edit reports at the same time.

Report all information in Part 1 as of December 31, 2025, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1Library ID Number	800143520
1.2Library Name	LANCASTER PUBLIC LIBRARY
1.3Name Status (State use only)	no change from the prior year
1.4Structure Status (State use only)	no change
1.5Community	Lancaster
1.6Beginning Fiscal Reporting Year	01/01/2025
1.7Ending Fiscal Reporting Year	12/31/2025
1.8Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11Beginning Local Fiscal Year	01/01/2025
1.12Ending Local Fiscal Year	12/31/2025
1.13Address Status	no change from the prior year
1.14Street Address	5466 BROADWAY
1.15City	LANCASTER
1.16Zip Code	14086
1.17Mailing Address	5466 BROADWAY
1.18City	LANCASTER
1.19Zip Code	14086
1.20Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	7166831120
1.21E-Mail Address (enter M (Missing) if no E-Mail)	Inc@buffalolib.org
1.22Library Home Page URL (Enter M (Missing) if no home page URL)	<a href="https://www.buffalolib.org/locations-hours/lancaster-public-library">https://www.buffalolib.org/locations-hours/lancaster-public-library</a>
1.23Population Chartered to Serve (per 2020 Census)	45,106

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

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

1.35a President/CEO Name	N/A
1.35b President/CEO Phone Number	N/A
1.35c President/CEO Email	N/A

-  
For questions 1.36 through 1.42, report all information for the current library director/manager.

1.36 First Name of Library Director/Manager	Kara
1.37 Last Name of Library Director/Manager	Stock
1.38 NYS Public Librarian Certification Number	19485
1.39 What is the highest education level of the library manager/director?	Master's Degree
1.40 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Yes
1.41 Do all staff working in the budgeted Librarian (certified) positions reported in 6.6 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Yes
1.42 E-mail Address of the Director/Manager	stockk@buffalolib.org
1.43 Does the library charge fees for library cards to people residing outside the system's service area?	N

**Public Votes / Contracts**

1.44 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2025? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.45.	N
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Please Note: last year's answers for repeating groups cannot be displayed.

1.44a Name of municipality or district holding the public vote	1.44b Indicate the type of municipality or district holding the public vote	1.44c Date the vote was held(mm/dd/2025 )	1.44d Was the vote successful? Y/N	1.44e What type of public vote was it?	1.44f.i Most recent prior year approved appropriation from a public vote:	1.44f.ii Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	1.44f.iii Total proposed appropriation (manually sum of 6a and 6b):
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-  
This question should only be answered if "No" was answered in Q1.44 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.45 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2025) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.46.	N
---	---

-  
Please Note: last year's answers for repeating groups cannot be displayed.

1.45a Name of municipality or district holding the public vote	1.45b Indicate the type of municipality or district holding the public vote	1.45c Date the last successful vote was held (mm/dd/yyyy)	1.45d What type of public vote was it?	1.45e What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?

**Contractual Agreements**

1.46 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for each contract. If no, go to question 1.47.	N
--	---

-  
Please Note: last year's answers for repeating groups cannot be displayed.

1.46a Name of contracting municipality or district	1.46b Is this a written contractual agreement?	1.46c Population of the geographic area served by	1.46d Dollar amount of contract	1.46e Enter the appropriate code for range

this contract	of services provided (select one):
---------------	---------------------------------------

**Unusual Circumstances**

<p>1.47 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.</p>	<p>N</p>
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**2. LIBRARY COLLECTION**

**Physical Holdings**

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please read general information instructions below before completing this section.

<https://ny.countingopinions.com/docs/ny/Instructions2025AnnualReportPublicAssociationLibraries.pdf>

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available online.

**PRINT MATERIALS**

**Cataloged Books**

2.1Adult Fiction Books	14,291
2.2Adult Non-fiction Books	7,198
2.3Total Adult Books (Total questions 2.1 & 2.2)	21,489
2.4Children's Fiction Books	14,680
2.5Children's Non-fiction Books	3,640
2.6Total Children's Books (Total questions 2.4 & 2.5)	18,320
2.7Total Cataloged Books (Total questions 2.3 & 2.6)	39,809

**Other Print Materials**

2.8Total Uncataloged Books	1,670
2.9Total Print Serials	1,482
2.10All Other Print Materials	12
2.11Total Other Print Materials (Total questions 2.8 through 2.10)	3,164
2.12Total Print Materials (Total questions 2.7 and 2.11)	42,973

**ALL OTHER MATERIALS**

2.13Audio - Physical Units	4,342
2.14Video - Physical Units	14,725
2.15Other Circulating Physical Items	360
2.16Total Other Physical Materials(Total questions 2.13 through 2.15)	19,427

**Grand Total / Additions to Holdings**

2.17GRAND TOTAL HOLDINGS (Total questions 2.12 and 2.16)	62,400
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**ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.**

2.18Cataloged Books	2,841
2.19All Other Print Materials	995
2.20All Other Materials	948
2.21Total Additions (Total questions 2.18 through 2.20)	4,784

**3. LIBRARY PROGRAMS, POLICIES, AND SERVICES**

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2025 calendar year. Please [click here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

**LIBRARY USE**

3.1Library visits (total annual attendance)	90,853
3.1aRegarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	Annual Count
3.2Registered resident borrowers	19,166
3.3Registered non-resident borrowers	143

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

Please report information on WRITTEN POLICIES as of 12/31/25.

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

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

**ACCESSIBILITY (Answer Y for Yes, N for No)**

Please report information on ACCESSIBILITY as of 12/31/25.

3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? <sup>1</sup>	Y
3.12 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N
3.13 Does the library have large print books?	Y
3.14 Does the library have assistive technology for people who are visually impaired or blind?	Y

**3.15 - If so, what do you have? If no, go to next question**

screen reader, such as JAWS, Windoweyes or NVDA	Y
refreshable Braille commonly referred to as a refreshable Braille display	N
screen magnification software, such as Zoomtext	Y
electronic scanning and reading software, such as OpenBook	N
3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y

**Library Sponsored Programs**

**LIVE PROGRAM SESSIONS and ATTENDANCE**

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants. Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information. Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

**IMPORTANT:** If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

**NOTE:** Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

3.17aNumber of Sessions Targeted at Children Ages 0-5	191
3.17bAttendance at Sessions Targeted at Children Ages 0-5	5,881
3.18aNumber of Sessions Targeted at Children Ages 6-11	107
3.18bAttendance at Sessions Targeted at Children Ages 6-11	4,687
3.19aNumber of Sessions Targeted at Young Adults Ages 12-18	26
3.19bAttendance at Sessions Targeted at Young Adults Ages 12-18	221
3.20aNumber of Sessions Targeted at Adults Age 19 or Older	171
3.20bAttendance at Sessions Targeted at Adults Age 19 or Older	1,930
3.21aNumber of General Interest Program Sessions	131
3.21bAttendance at General InterestProgram Sessions	5,612
3.22Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)	626
3.23Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)	18,331

**Live Programs Categorized by Venue**

3.24a Total Live Onsite Program Sessions	613
3.24b Total Live Onsite Program Attendance	17,596
3.25a Total Live Offsite Program Sessions <sup>2</sup>	13
3.25b Total Live Offsite Program Attendance	735
3.26a Total Live Virtual Program Sessions	0
3.26b Total Live Virtual Program Attendance	0
3.27 Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)	626
3.28 Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)	18,331

**Prerecorded and One-on-One Programs**

3.29 Total Number of Prerecorded Program Presentations	0
3.30 Total Views of Prerecorded Program Presentations within 30 Days	0
3.31 One-on-One Program Sessions	6,974
3.32 Attendance at One-on-One Program Sessions <sup>3</sup>	6,976

**Teen-Led Promotions**

3.33 Did your library offer teen-led activities during the 2025 calendar year?	N
3.34a Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.34b Does your library use Facebook for promotion?	Yes
3.34c Does your library use Instagram for promotion?	Yes
3.34d Does your library use Twitter/X for promotion?	No
3.34e Does your library use TikTok for promotion?	No

**SUMMER READING PROGRAM**

Please report information on SUMMER READING PROGRAMS for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.35Did the library offer a summer reading program in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.36Library outlets offering the summer reading program	1
3.37Children registered for the library's summer reading program	124
3.38Young adults registered for the library's summer reading program	14
3.39Adults registered for the library's summer reading program	33
3.40Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)	171
3.41aChildren's program sessions - Summer 2025	86
3.41bChildren's program attendance - Summer 2025	4,913
3.42aYoung adult program sessions - Summer 2025	13
3.42bYoung adult program attendance - Summer 2025	165
3.43aAdult program sessions - Summer 2025	30
3.43bAdult program attendance - Summer 2025	310
3.44Total program sessions - Summer 2025 (total 3.41a + 3.42a + 3.43a)	129
3.45Total program attendance - Summer 2025 (total 3.41b + 3.42b + 3.43b)	5,388
3.46Did the library use the Summer Reading at New York Libraries name and/or logo?	Y
3.47Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?	Y

**COLLABORATORS**

3.48Public school district(s) and/or BOCES	1
3.49Non-public school(s)	0
3.50Childcare center(s)	0
3.51Summer camp(s)	0
3.52Municipality/Municipalities	1
3.53Literacy provider(s)	0
3.54Other (describe using the State note) <sup>4</sup>	5
3.55Total Collaborators (total 3.48 through 3.54)	7

**Early Literacy**

Please report information on EARLY LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.56 Did the library offer early literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
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**EARLY LITERACY PROGRAMS**

3.57a Focus on birth - school entry (kindergarten) sessions	191
3.57b Focus on birth - school entry (kindergarten) attendance	5,881
3.58a Focus on parents & caregivers sessions	0
3.58b Focus on parents & caregivers attendance	0
3.59a Combined audience sessions	73
3.59b Combined audience attendance	2,279
3.60 Total Sessions	264
3.61 Total Attendance	8,160

**3.62 - Collaborators (check all that apply):**

3.62a. Childcare center(s)	No
3.62b. Public School District(s) and/or BOCES	No
3.62c. Non-Public School(s)	No
3.62d. Health care providers/agencies	No
3.62e. Other (describe using the State note) <sup>5</sup>	Yes

**Adult Literacy**

Please report information on ADULT LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

**ADULT LITERACY**

3.63 Did the library offer adult literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.64a Total group program sessions	0
3.64b Total group program attendance	0
3.65a Total one-on-one program sessions	15
3.65b Total one-on-one program attendance	15

**3.66 - Collaborators (check all that apply)**

3.66a. Literacy NY (Literacy Volunteers of America)	Yes
3.66b. Public School District(s) and/or BOCES	No
3.66c. Non-Public Schools	No
3.66d. Other (see instructions and describe using Note)	No

**ESOL / Digital Literacy**

Please report information on ESOL, for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

**ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS**

3.67 Did the library offer English for Speakers of Other Languages (ESOL) programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	N
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**DIGITAL LITERACY**

Please report information on DIGITAL LITERACY for the 2025 calendar year. These are a subset of Library Sponsored Programs and should also be entered there.

3.75Did the library offer digital literacy programs in 2025? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y
3.76aTotal group program sessions	6
3.76bTotal group program attendance	41
3.77aTotal one-on-one program sessions	78
3.77bTotal one-on-one program Attendance <sup>6</sup>	80

**4. LIBRARY TRANSACTIONS**

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

**Circulation / Reference Transactions**

- The total annual circulation of all physical library materials of all types, including renewals.
- Count all physical materials in all formats that are charged out for use outside the library. Circulation of uncataloged books, and other non-book materials should be reported in the appropriate category - Adult or Children's Other Materials. Include non-traditional items that are charged out, such as cake pans, tools, Roku sticks, etc. under Circulation of Other Materials.
- Interlibrary loan transactions included are only items borrowed for users. Include items borrowed for users of the reporting library through interlibrary loan (materials received) and charged out for home use by the reporting library's patrons.
- Items loaned in bulk (bulk loans) by your library to schools or other institutions for circulation by the school or institution are counted as one circulation per item (the initial loan from your library to the school or institution).
- Do not include items checked out to another library. Items sent to another autonomous library as interlibrary loan are not counted as circulation by the reporting library.
- Items sent from one outlet of the reporting library to another, i.e., from main library to a branch, are not counted as circulation.
- Items packaged together as a unit which are generally checked out as a unit, should be counted once for each loan of the unit ( e.g., two compact discs, two films, two videocassettes, a kit or a set of 25slides).

**CATALOGED BOOK CIRCULATION**

4.1Adult Fiction Books	50,754
4.2Adult Non-fiction Books	17,436
4.3Total Adult Books (Total questions 4.1 & 4.2)	68,190
4.4Children's Fiction Books	87,460
4.5Children's Non-fiction Books	10,630
4.6Total Children's Books (Total questions 4.4 & 4.5)	98,090
4.7Total Cataloged Book Circulation (Total question 4.3 & 4.6)	166,280

**CIRCULATION OF OTHER MATERIALS**

4.8aCirculation of Adult Other Materials - Non-Audio/Visual	9,608
4.8bCirculation of Adult Other Materials - Audio/Visual	58,272
4.9aCirculation of Children's Other Materials - Non-Audio/Visual	3,648
4.9bCirculation of Children's Other Materials - Audio/Visual	11,645
4.10Circulation of Other Physical Items (Total questions 4.8a, 4.9a)	13,256
4.11Physical Item Circulation (Total questions 4.7 & 4.8 b & 4.9b & 4.10)	249,453
4.12As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No
4.13Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur.	Yes

**REFERENCE TRANSACTIONS**

4.14Total Reference Transactions	5,692
4.14aRegarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	Annual Count
4.15Does the library offer virtual reference?	Y

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

4.16TOTAL MATERIALS RECEIVED <sup>7</sup>	0
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**INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

4.17TOTAL MATERIALS PROVIDED <sup>8</sup>	0
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**E-RATE**

4.18Does the library file for E-ratebenefits? <sup>9</sup>	Y
4.19Is the library part of a consortium for E-rate benefits?	N
4.20If yes, in which consortium are you participating?	N/A



**5. ELECTRONIC USE**

**Electronic Holdings**

For all questions: Answer Missing if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

**Electronic Books**

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1Did the library provide access to e-books purchased solely by the library? <sup>10</sup>	No
5.2Did the library provide access to e-books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.3Did the library provide access to e-books provided by the New York State Library at no or minimal cost to the library?	No

**Electronic Serials**

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.4Did the library provide access to e-serials purchased solely by the library? <sup>11</sup>	No
5.5Did the library provide access to e-serials purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.6Did the library provide access to e-serials provided by the New York State Library at no or minimal cost to the library?	No

**Electronic Audio**

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.7Did the library provide access to e-audio purchased solely by the library? <sup>12</sup>	No
5.8Did the library provide access to e-audio purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.9Did the library provide access to e-audio provided by the New York State Library at no or minimal cost to the library?	No

**Electronic Video**

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10Did the library provide access to e-videos purchased solely by the library? <sup>13</sup>	No
5.11Did the library provide access to e-videos purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? (Do not include New York State Library-provided content here; that should be entered in 5.12.)	No
5.12Did the library provide access to e-videos provided by the New York State Library at no or minimal cost to the library?	No

**Research Databases**

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13Did the library provide access to research databases purchased solely by the library? <sup>14</sup>	No
5.14Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.15Did the library provide access to research databases provided by the New York State Library at no or minimal cost to the library (e.g., NOVELny)?	Yes

**Online Learning**

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16 Did the library provide access to online learning platforms purchased solely by the library?	No
5.17 Did the library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?	No
5.18 Did the library provide access to online learning platforms provided by the New York State Library at no or minimal cost to the library?	No

**E-Material Circulation**

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19 The total circulation of e-books during the reporting period <sup>15</sup>	0
5.20 The total circulation of e-serials during the reporting period. <sup>16</sup>	0
5.21 The total circulation of e-audio during the reporting period <sup>17</sup>	0
5.22 The total circulation of e-videos during the reporting period. <sup>18</sup>	0

**6. STAFF INFORMATION**

All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

**FTE (FULL-TIME EQUIVALENT CALCULATION)**

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35.00
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**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**

6.2 Library Director (certified)	1.00
6.3 Vacant Library Director (certified)	0.00
6.4 Library Manager (not certified)	0.00
6.5 Vacant Library Manager (not certified)	0.00
6.6 Librarian	1.57
6.7 Vacant Librarian	0.00
6.8 Library Specialist/Paraprofessional	0.00
6.9 Vacant Library Specialist/Paraprofessional	0.00
6.10 Other Staff	5.23
6.11 Vacant Other Staff	0.00
6.12 TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	7.80
6.13 VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

**SALARY INFORMATION**

6.14FTE - Library Director(certified)	1.00
6.15Salary - Library Director (certified)	\$86,559
6.16FTE - Library Manager (not certified)	0.00
6.17Salary - Library Manager (notcertified)	\$0
6.18FTE - Librarian	1.00
6.19Salary - Librarian	\$51,671

**7. MINIMUM PUBLIC LIBRARY STANDARDS**

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of December 31, 2025. Please [click here](#) to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. <https://nyslibrary.libguides.com/publiclibrarystandards>

7.1.Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law.	Y
7.2.Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.	Y
7.3.Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.	Y
7.4.Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.	Y
7.4.a.Does the Library have a Board-approved policy for the selection of library materials and reconsideration of such selection? <sup>19</sup>	Y
7.4.b.Does the Library have a Board-approved policy explaining the public usage of library space and meeting rooms?	Y
7.4.c.Does the Library have Board-approved Codes of conduct?	Y
7.4.d.Does the library have a policy protecting the confidentiality of library records? <sup>20</sup>	Y
7.4.e.Does the library have Board-approved personnel policies ensuring consistent staff management and fair employment practices? <sup>21</sup>	Y
7.4.f.Does the library have a disaster plan? <sup>22</sup>	N
7.4.g.Does the Library have Board-approved financial control policies that fulfill the legal and fiduciary responsibilities of the governing body and promote fiscal oversight, accountability, and sustainable management?	Y
7.5.Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.	Y
7.6.Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.	Y

7.7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
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**7.8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:**

7.8a. space	Y
7.8b. lighting	Y
7.8c. shelving	Y
7.8d. seating	Y
7.8e. power infrastructure	Y
7.8f. data infrastructure	Y
7.8g. public restroom	Y

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7.9. Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y
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**7.10. Provides**

7.10a. a circulation system that facilitates access to the local library collection and other library catalogs	Y
7.10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y

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7.11.Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y
7.12.Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y
7.13.Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y
7.14.Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y

**8. PUBLIC SERVICE INFORMATION**

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [click here](#) to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

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

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

**PUBLIC SERVICE HOURS - Report hours to two decimal places.**

8.6Minimum Weekly Total Hours - Main Library	55.00
8.7Minimum Weekly Total Hours - Branch Libraries	0.00
8.8Minimum Weekly Total Hours - Bookmobiles	0.00
8.9Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	55.00
8.10Annual Total Hours - Main Library	2,920.00
8.11Annual Total Hours - Branch Libraries	0.00
8.12Annual Total Hours - Bookmobiles	0.00
8.13Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,920.00

**9. SERVICE OUTLET INFORMATION**

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [click here](#) to read general instructions before completing this section. Questions 1-14, 20-25, and 34-36 are pre-filled with prior year answers but not locked to allow updating.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for each main library, branch or bookmobile.

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter New in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either Closed, will reopen or Closed permanently in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you will enter the data into the spreadsheet that Counting Opinions will provide. Complete this spreadsheet and email it to support@countingopinions.com and your data will be uploaded into LibPAS within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5-6, 11-14, and 20-23 should be locked.

**Name**

Location		1. Outlet Name	2. Outlet Name Status
LANCASTER PUBLIC LIBRARY		LANCASTER PUBLIC LIBRARY	no change from the prior year

**Address**

Location		3. Street Address	4. Outlet Street Address Status
LANCASTER PUBLIC LIBRARY		5466 BROADWAY	no change from the prior year

**Address / Phone**

Location		5. City	6. Zip Code	7. Phone (enter 10 digits only)
LANCASTER PUBLIC LIBRARY		LANCASTER	14086	(716) 683-1120

**Contact**

Location		8. E-mail Address	9. Outlet URL
LANCASTER PUBLIC LIBRARY		LNC@buffalolib.org	<a href="https://www.buffalolib.org/locations-hours/lancaster-public-library">https://www.buffalolib.org/locations-hours/lancaster-public-library</a>

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Location		10. County	11. School District	12. Library System	13. Outlet Type Code (select one):
LANCASTER PUBLIC LIBRARY		ERIE	Lancaster	Buffalo & Erie County Public Library	Central Library

**Hours / Meetings**

Location		14. Public Service Hours Per Year for This Outlet	15. Number of Weeks This Outlet is Open	16. Total number of meeting spaces available to the public	17. How many of the above meeting spaces are reservable?	18. Number of times members of the public reserved meeting spaces	19. Is the meeting space available for public use even when the outlet is closed?
LANCASTER PUBLIC LIBRARY		2,920	52	2	2	86	N

**Building**

Location		20. Enter the appropriate outlet code (select one):	21. Who owns this outlet building?	22. Who owns the land on which this outlet is built?	23. Indicate the year this outlet was initially constructed	24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more
LANCASTER PUBLIC LIBRARY		LRF	Town	Town	1975	<sup>23</sup> 2025

**Space / Use**

Location		25. Square footage of the outlet	26. Number of Internet Computers Used by General Public	27. Number of uses (sessions) of public Internet computers per year	27a Reporting Method for Number of Uses of Public Internet Computers Per Year
LANCASTER PUBLIC LIBRARY		15,609	22	7,517	Annual Count

**Internet Connection**

Location		28. Type of connection on the outlet's public Internet computers	29. Maximum download speed of connection on the outlet's public Internet computers	30. Maximum upload speed of connection on the outlet's public Internet computers
LANCASTER PUBLIC LIBRARY		<sup>24</sup> Other (specify using the State note)	11 Greater than or equal to 100 mbps and less than 1 gbps	11 Greater than or equal to 100 mbps and less than 1 gbps

**Internet / WiFi**

Location		31. Internet Provider	32. WiFi Access	33. Wireless Sessions	33a Reporting Method for Wireless Sessions
LANCASTER PUBLIC LIBRARY		Crown Castle Fiber	Password required	24,215	Annual Count

**Accessibility / Makerspace**

Location		34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	35. Is every public part of the outlet accessible to a person in a wheelchair?	36. Does your outlet have a Makerspace?
LANCASTER PUBLIC LIBRARY		Y	Y	N

**ID**

Questions 35-39 37-40 are locked fields for New York State Library use only.

Location		37. LIBID	38. FSCSID	39. Number of Bookmobiles in the Bookmobile Outlet Record	40. Outlet Structure Status
LANCASTER PUBLIC LIBRARY		0800143520	NY0021	0	no change

**10. OFFICERS AND TRUSTEES**

Guidance at the start of the section has been updated to clarify that entries should reflect Officers and Board Members as of February 1, 2026.

**Trustees and Terms / Trustee Names**

Report information about trustee meetings as of December 31, 2025. All public and association libraries are required by Education Law to hold at least four meetings a year.

**BOARD MEETINGS**

10.1 Total number of board meetings held during calendar year (January 1, 2025 to December 31, 2025)	12
--	----

**NUMBER OF TRUSTEES AND TERMS**

10.2 If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, select N/A.	N/A
10.3 If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, select N/A.	N/A
10.4 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, select N/A here.	6
10.5 What is the trustee term length, as stated in your library's charter documents (incorporation)? If a term length is not stated, please explain in a Note.	6 years
10.6 I attest that all trustees participated in trustee education in the last calendar year (2025). If entering No, provide explanation in a Note. <sup>25</sup>	N

**BOARD MEMBER SELECTION**

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

-

List Officers and Board Members as of February 1, 2026.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Counting Opinions the data for this section to be uploaded into LibPAS. If you choose to send your data for uploading, you must enter the data into the spreadsheet that Counting Opinions will send you. Please Note: It is customized and contains previously entered data in need of updating. Complete this spreadsheet and email it to support@countingopinions.com.

10 .7a Status	10 .7b Name of Board Member	10. 7c Last Name of Board Member	10 .7d Mailing Address	10 .7e City	10. 7f Zip Code (5 digits only)	10 .7g E- mail address	10 .7h Office Held or Trustee	10. 7i Term Begins - Month	10. 7j Term Begins - Year	10. 7k Term Expires	10. 7l Term Expires - Year (yyyy)	10.7m Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose u nexpired term is being filled, and should identify the begi nning and ending date of the unex	10 .7n The date the Oath of Office ( mm/dd/y yyy) was taken	10 .7o The date the Oath of Office was filed with town or county clerk (m m/dd/yy yy)	10.7p Is this a brand new trustee?
---------------------	---	---	---------------------------------	-------------------	--	------------------------------------	---	--	---------------------------------------	------------------------------	--	---	--	--	---



**11. OPERATING FUNDS RECEIPTS**

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please [click here](#) to read general instructions before completing this section.

**LOCAL PUBLIC FUNDS**

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

-

11.1.a Source of Funds	11.1.b Name of funding County, Municipality or School District	11.1.c Amount	11.1.d Subject to public vote held in reporting year or in a previous reporting year(s).	11.1.e Written Contractual Agreement
County	Erie	\$673,267	N	Y
Town	Lancaster	\$51,611	N	Y

-

Please Note: last year's answers for repeating groups cannot be displayed.

11.2 TOTAL LOCAL PUBLIC FUNDS	\$724,878
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**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

11.3 Local Library Services Aid (LLSA)	\$14,251
11.4 Record all Central Library Services Aid monies received from system headquarters	\$0
11.5 Additional State Aid received from the System	\$0
11.6 Federal Aid received from the System	\$0
11.7 Other Cash Grants	\$0
11.8 TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$14,251

**OTHER STATE AID**

11.9 State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
--	-----

**FEDERAL AID FOR LIBRARY OPERATION**

11.10 LSTA	\$0
11.11 Other Federal Aid	\$0
11.12 TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0
11.13 CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0

**OTHER RECEIPTS**

11.14 Gifts and Endowments	\$10,605
11.15 Fund Raising	\$3,355
11.16 Income from Investments	\$9,983
11.17 Library Charges	\$5,638
11.18 Other	\$0
11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$29,581
11.20 TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$768,710
11.21 BUDGET LOANS	\$0

**Transfers / Grand Total**

**TRANSFERS**

11.22From Capital Fund (Same as Question 14.8)	\$0
11.23From Other Funds	\$0
11.24TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0
11.25BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$295,658
11.26GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$1,064,368

**12. OPERATING FUND DISBURSEMENTS**

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). ROUND TO THE NEAREST DOLLAR. Please [click here](#) to read general instructions before completing this section.

**STAFF EXPENDITURES**

**Salaries & Wages Paid from Library Funds**

12.1 Certified Librarians	\$189,449
12.2 Other Staff	\$186,204
12.3 Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$375,653
12.4 Employee Benefits Expenditures	\$123,333
12.5 Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$498,986

**COLLECTION EXPENDITURES**

12.6 Print Materials Expenditures	\$43,091
12.7 Electronic Materials Expenditures	\$65,636
12.8 Other Materials Expenditures	\$27,038
12.9 Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$135,765

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**

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

**OPERATION AND MAINTENANCE OF BUILDINGS**

**Repairs to Building & Building Equipment**

12.13From Local Public Funds (72PF) <sup>28</sup>	\$110,929
12.14From Other Funds (72OF)	\$0
12.15Total Repairs (Add Questions 12.13 and 12.14)	\$110,929
12.16Other Disbursements for Operation & Maintenance of Buildings	\$32,801
12.17Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$143,730

**MISCELLANEOUS EXPENSES**

12.18Office and Library Supplies	\$10,975
12.19Telecommunications	\$1,971
12.21Professional & Consultant Fees	\$14,730
12.22Equipment	\$150
12.23Other Miscellaneous	\$32,689
12.24Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)	\$60,515

-

12.25CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
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**DEBT SERVICE**

**Capital Purposes Loans (Principal and Interest)**

12.26From Local Public Funds (73PF)	\$0
12.27From Other Funds (73OF)	\$0
12.28Total (Add Questions 12.26 and 12.27) Other Loans	\$0
12.29Budget Loans (Principal and Interest)	\$0
12.30Short-Term Loans	\$0
12.31Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$0
12.32TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$838,996

**Transfers to Capital Fund**

12.33From Local Public Funds (76PF)	\$0
12.34From Other Funds (76OF)	\$0
12.35Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36Transfer to Other Funds	\$2,779
12.37TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$2,779
12.38TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$841,775
12.39BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2025	\$222,593
12.40GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$1,064,368

**ASSURANCE**

12.41The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the Annual Report was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). <sup>29</sup>	2026-05-14
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**FISCAL AUDIT**

12.42 Last audit performed (mm/dd/yyyy)	05192011
12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/2010 -12/31/2010
12.44 Indicate type of audit (select one):	Private Accounting Firm

**CAPITAL FUND**

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

**13. CAPITAL FUND RECEIPTS**

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. ROUND TO THE NEAREST DOLLAR. Please [click here](#) to read general instructions before completing this section.

**REVENUES FROM LOCAL SOURCES**

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

**STATE AID FOR CAPITAL PROJECTS**

13.4 State Aid Received for Construction	\$0
13.5 Other State Aid	\$0
13.6 Total State Aid (Add Questions 13.4 and 13.5)	\$0

**FEDERAL AID FOR CAPITAL PROJECTS**

13.7 TOTAL FEDERAL AID	\$0
------------------------	-----

**INTERFUND REVENUE**

13.8 Transfer from Operating Fund (Same as Question 12.35)	\$0
13.9 TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0
13.10 NON-REVENUE RECEIPTS	\$0
13.11 TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0
13.12 BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2025 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0
13.13 TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0

**14. CAPITAL FUND DISBURSEMENTS**

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

**PROJECT EXPENDITURES**

14.1 Construction	\$0
14.2 Incidental Construction	\$0

**Other Disbursements**

14.3 Purchase of Buildings	\$0
14.4 Interest	\$0
14.5 Collection Expenditures	\$0
14.6 Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7 TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8 TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9 NON-PROJECT EXPENDITURES	\$0
14.10 TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11 BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2025	\$0
14.12 TOTAL CASH DISBURSEMENTS AND BALANCE	\$0



**16. FEDERAL TOTALS**

All questions in Part 16 are calculated, locked fields.

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

16.1Total ALA-MLS	2.25
16.2Total Librarians	2.25
16.3All Other Paid Staff	4.58
16.4Total Paid Employees	6.83
16.5State Government Revenue	\$14,251
16.6Federal Government Revenue	\$0
16.7Other Operating Revenue	\$29,581
16.8Total Operating Revenue	\$768,710
16.9Other Operating Expenditures	\$204,245
16.10Total Operating Expenditures	\$838,996
16.11Total Capital Expenditures	\$0
16.12Print Materials	42,961
16.12aTotal Physical Items in Collection	58,058
16.13Circulation of Children's Physical Material	113,383
16.14Total Registered Borrowers	19,309
16.15Other Capital Revenue and Receipts	0
16.16Number of Internet Computers Used by General Public	22
16.17Total Uses (sessions) of Public Internet Computers Per Year	7,517
16.18Wireless Sessions	24,215
16.19Total Capital Revenue	\$0

**17. FOR NEW YORK STATE LIBRARY USE ONLY**

17.1LIB ID	800143520
17.2Interlibrary Relationship Code	Member of a Federation or Cooperative
17.3Legal Basis Code	Municipal Government (city, town or village)
17.4Administrative Structure Code	Administrative Entity with a Single Direct Service Outlet
17.5FSCS Public Library Definition	Yes
17.6Geographic Code	Minor Civil Division [MCD] (e.g., town, township), entirety
17.7FSCS ID	NY0021
17.8SED CODE	
17.9INSTITUTION ID	
User defined ID. used to link two or more AEs together.	
Old FSCSKEY	

**SUGGESTED IMPROVEMENTS**

Library Name:	LANCASTER PUBLIC LIBRARY
Library System:	Buffalo & Erie County Public Library
Name of Person Completing Form:	Kara Stock
Phone Number:	(716) 683-1120
I am satisfied that this resource (LibPAS) is meeting library needs:	Agree
Applying this resource (LibPAS) will help improve library services to the public:	Yes
Please share with us your suggestions for improving the Annual Report. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!	Would like the ability to flag questions and perform edit checks.

<sup>1</sup>, 3.11 Library by Mail offered at the System level.(0-2026-04-02)

<sup>2</sup>, 3.25a Number coincidentally the same as last year's.(0-2026-04-13)

<sup>3</sup>, 3.32 On occasion, a second or third person attends these appointments, but the library still considers them one-on-one programs rather than planned group programs.(0-2026-04-02)

<sup>4</sup>, 3.54 SPCA Paws for Love, Julie Shultz, pawsforlove@yoursPCA.org, 300 Harlem Rd, West Seneca, NY 14224; Bloomsbury Toy Shoppe, Crystal Newman, crystal@bloomsburylanetoys.com 11 W. Main St, Lancaster, NY 14086; Buffalo Dance Center; Stacey Dentinger, info@buffalodancecenter.com, 5660 Clinton St, Elma, NY 14059; Therapy Dogs International, Ursula Kempe, as@tdi-dog.org, 88 Bartley Rd, Flanders, NJ 07836; FOCUS (For Our Community-Unity & Support), Lynn Rybak, lynn.rybak@outlook.com.(0-2026-04-08)

<sup>5</sup>, 3.62e. Bloomsbury Toy Shoppe, Crystal Newman, crystal@bloomsburylanetoys.com 11 W. Main St, Lancaster, NY 14086; Buffalo Dance Center; Stacey Dentinger, info@buffalodancecenter.com, 5660 Clinton St, Elma, NY 14059.(0-2026-04-08)

<sup>6</sup>, 3.77b One-on-one digital literacy programs include the Computer Coach program. On occasion, a second person attends these appointments, but the library considers them one-on-one programs rather than planned group programs.(0-2026-04-08)

<sup>7</sup>, 4.16 This is being reported at the System level.(0-2026-04-07)

<sup>8</sup>, 4.17 This is being reported at the System level.(0-2026-04-07)

<sup>9</sup>, 4.18 Included as a component unit of B&ECPL.(0-2026-04-07)

<sup>10</sup>, 5.1 Answered yes at the System level.(0-2026-04-07)

<sup>11</sup>, 5.4 Answered yes at the System level.(0-2026-04-07)

<sup>12</sup>, 5.7 Answered yes at the System level.(0-2026-04-07)

<sup>13</sup>, 5.10 Answered yes at the System level.(0-2026-04-07)

<sup>14</sup>, 5.13 Answered yes at the System level.(0-2026-04-07)

<sup>15</sup>, 5.19 This is being reported at the System level.(0-2026-04-07)

<sup>16</sup>, 5.20 This is being reported at the System level.(0-2026-04-07)

<sup>17</sup>, 5.21 This is being reported at the System level.(0-2026-04-07)

<sup>18</sup>, 5.22 This is being reported at the System level.(0-2026-04-07)

<sup>19</sup>, 7.4.a. This is a system-wide policy.(0-2026-04-07)

<sup>20</sup>, 7.4.d. This is a system-wide policy.(0-2026-04-07)

<sup>21</sup>, 7.4.e. These are system-wide policies.(0-2026-04-07)

<sup>22</sup>, 7.4.f. We have a Public Health Operations Plan that was created during the COVID-19 Pandemic.(0-2026-04-20)

<sup>23</sup>, 24. The Lancaster Library Board of Trustees paid for a renovation of the staff break room.(0-2026-04-13)

<sup>24</sup>, 30. Ethernet connections to central.(0-2026-04-07)

<sup>25</sup>, 10.6 Trustees Gary Howell and Kristyn Wind did not participate in trustee education in 2025.(0-2026-04-13)

<sup>26</sup>, 10.7p Trustee Pudlewski is filling the remainder of Gary Howell's term, which was to run from January 2024 to December 2029.(0-2026-04-14)

<sup>27</sup>, 10.7p Upon noting an oath was not completed at the beginning of her term, Trustee Heath completed the oath as soon as possible.(0-2026-04-28)

<sup>28</sup>, 12.13 Breakroom Renovation project(0-2026-04-13)

<sup>29</sup>, 12.41 Approval pending for the Lancaster Public Library's Board of Trustees meeting on May 14, 2026.(0-2026-04-08)

RESOLUTION adopted by the Board of Trustees of the Lancaster Public Library at a regular (or special) meeting of said Board of Trustees held at the Lancaster Public Library on the 14<sup>th</sup> day of May 2026 at four o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the Lancaster Public Library, held at the Lancaster Public Library on the 14<sup>th</sup> day of May 2026, a resolution was adopted of which the following is a true copy:

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

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

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

Clerk \_\_\_\_\_

Ayes \_\_\_\_\_

Noes \_\_\_\_\_

### Book Battle Request

<b>QTY.</b>	<b>Description</b>	<b>Website</b>	<b>Price Each</b>	<b>Total Price</b>
10	Gilda Joyce, Psychic Investigator paperback	<a href="https://shorturl.at/kxvF5">https://shorturl.at/kxvF5</a>	\$9.99	\$99.90
10	The Maze Runner paperback	<a href="https://shorturl.at/9NTMS">https://shorturl.at/9NTMS</a>	\$13.99	\$139.90
	Book Battle Party Budget			\$150.00
			<b>TOTAL</b>	<b>\$389.80</b>



# Quote Details

May 07, 2026

Quote # W612711300	Status Open	Expiration Date June 06, 2026
-----------------------	----------------	----------------------------------

## Products in Quote



**HABA Reading Seat  
Cushion and Trolley Set**  
Product # W13778570

Unit Price	Quantity	Extended Price
\$1,066.28	2	\$2,132.56

## Quote Summary

Merchandise Total at List \$2,318.00

Contract Savings -\$185.44

Shipping \$302.41

Tax \$0.00

**Total \$2,434.97**

CONTRACT USED  
C20601

Ship To

Kara Stock  
Lancaster Public Library  
5466 Broadway St  
Lancaster, NY 14086

Bill To

Lancaster Public Library  
5466 Broadway St  
Lancaster, NY 14086



# Quote Details

**April 15, 2026**

Quote #	Status	Expiration Date
W610531900	Open	May 15, 2026

## Products in Quote



**TMC Leaf Sprout**  
**Display 68-1/2"H x 34-**  
**1/2"D**  
 Product # W70001188

Unit Price	Quantity	Extended Price
\$4,589.88	1	\$4,589.88

## Quote Summary

Merchandise Total at List \$4,989.00

Contract Savings -\$399.12

Shipping \$816.77

Tax \$0.00

**Total \$5,406.65**

CONTRACT USED  
C20601

Ship To

Kara Stock  
 Lancaster Public Library  
 5466 Broadway St  
 Lancaster, NY 14086

Bill To

Lancaster Public Library  
 5466 Broadway St  
 Lancaster, NY 14086

Deliver to Lancaster 14086

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03 : 43 : 08

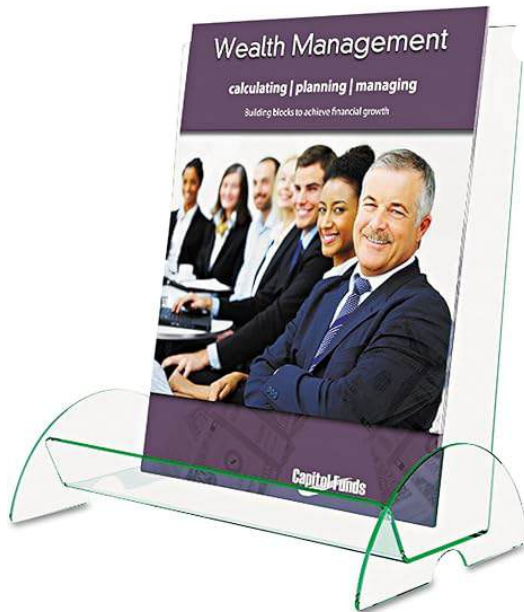
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### Deflecto 775390 deflect-o Euro-Style Magazine Docuholder, 9 3/16"W x 6 5/16"D x 11"H, Clear

Visit the Deflecto Store

4.3 (3)

\$26<sup>04</sup>

Get \$10 off instantly: Pay \$16.04 ~~\$26.04~~ upon approval for the Amazon Store Card. No annual fee.

<b>Color</b>	Clear;green Tinted Edges
<b>Material</b>	Plastic
<b>Product Dimensions</b>	9.19"L x 9.19"W x 11"H
<b>Item Weight</b>	1.08 Pounds
<b>Brand</b>	Deflecto

#### About this item

- Green-tinted edges have the look of high-end glass.
- Made from durable, lightweight acrylic.
- Sleek design is an attractive way to display literature.
- Perfect for banks, clinics, law offices and anytime image is important.

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Deliver to Lancaster 14086

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Excello Global Products Swinging Sign Letters: Includes 792 four inch Letters, Symbols, and Numbers for 24"x36" Swinging Letter Board Sign. Double Sided with Black & Red Printing on Flexible White Plastic Panels.

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Price history

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See more

About this item

- MORE VALUE: Includes 792 Letters, Numbers and Symbols (396 Double Sided Sheets)
DOUBLE SIDED: All Letters, Numbers and Symbols are printed with BLACK on one side and RED on the other. Each Letter is printed in 3.75" in height and the sheet size is 4.375" tall.
STORAGE BOX INCLUDED: All letters are cut & grouped in a cardboard storage box with organizing tabs
Compatible with all Swinging Sign 24x36 Sign Boards. NOT intended for Magic Master Roadside or XL signs that use 5-inch letter sets. NOT FOR USE ON MARQUEE OR

\$66.48 (\$0.08 / count)

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FREE delivery Tomorrow, April 28. Order within 7 hrs 30 mins

Shorter shipping distance

Deliver to Kara - Lancaster 14086

In Stock

Quantity: 1

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