

**Newstead Public Library  
Board of Trustees  
Friday , April 12 @ 3:30 pm**

**Board Members Present:** Sue Brown, Mary Mangan, Sue Sweitzer, Michelle Cositore, Tara Middaugh

**At Large:** Library Director Kristine Sutton, John Jendrowski

**Call to Order:** 3:37, Motion to approve- Sue B, Michele

**Approval of Minutes** from March 13, 2024, Motion to approve- Sue B, Mary

**Approval of the Agenda** for April 12, 2024, Motion to approve – Sue B, Michele

**Library Business**

**Public Comment:** None

**Directors Report:** Reviewed monthly Program Report and Library Statistics. The Friends of the Newstead Library are planning a jewelry sale in May, donations are appreciated

**Finances:** Bills were all reviewed and approved & reviewed Monthly Financial Report, Abstract approved – Sue S, Michele

**New Business:** Kristine reviewed the State Report & it was approved with 4 Ayes. Feed More MOU (Memorandum of Understanding Farm Market Program) is a food truck. It will be split between the Newstead Library in the Village & the Newstead Library in the town beginning in May. We will need a Peddlers Permit. Our library will be the 2<sup>nd</sup> & 4<sup>th</sup> Tuesday every month, out on Main Street, beginning in May.

**Building:** The roof repair is complete, we have had no leaks! The basement bathroom work is complete. The last quote of the three needed for the brick work has been received.

**Old Business:** Light fixtures are still a conundrum, waiting to see what the best option will be.


**Next meeting:** May 8, 2024 @ 7 pm

**Meeting Adjourned:** 4:36 pm, Motion to adjourn – Sue B, Mary


| Branch   | Program Date | Title        | Num | Total / Type (r/l/v/r) | Type (G/Oc) | Target      | Aud | Out | Tech | Tut | ESO | Earl | Summ | Adult | Liter | Early   | ESOL      | Collab  |    |
|----------|--------------|--------------|-----|------------------------|-------------|-------------|-----|-----|------|-----|-----|------|------|-------|-------|---------|-----------|---------|----|
| NEWSTEAL | 4/1/2024     | Mahjong      | 4   | 23 Regular             | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/1/2024     | Perry Group  | 1   | 46 Regular             | Group       | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/2/2024     | Tai Chi      | 5   | 41 Regular             | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/2/2024     | Feelings Rc  | 2   | 75 Regular             | Group       | Intergener  | n   | n   | n    | n   | y   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/2/2024     | Rainbow Yc   | 4   | 11 Regular             | Group       | Teens       | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/3/2024     | Bad Boy Plc  | 1   | 9 Regular              | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/5/2024     | Captain Arr  | 1   | 32 Regular             | Group       | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/6/2024     | Solar Eclips | 18  | 18 Regular             | Self-Direct | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/6/2024     | Peace Love   | 1   | 14 Regular             | Group       | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/9/2024     | Toddler Tir  | 2   | 38 Regular             | Group       | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/9/2024     | Book Club    | 1   | 7 Regular              | Group       | Adults      | n   | n   | n    | n   | y   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/10/2024    | yoga         | 1   | 6 Regular              | Group       | Children 6- | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/13/2024    | Puzzle Ever  | 1   | 6 Regular              | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/15/2024    | Identity the | 1   | 9 Regular              | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/17/2024    | APA Visit    | 1   | 14 Regular             | Group       | Children 5  | y   | n   | n    | n   | y   | n    | n    | n     | No    | Collabo | Childcare | C       | No |
| NEWSTEAL | 4/17/2024    | DIY Spring   | 1   | 17 Regular             | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/17/2024    | Bookmark     | 4   | 90 Regular             | Group       | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/20/2024    | Lego Club    | 1   | 11 Regular             | Group       | Children 6- | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/22/2024    | Earth Day C  | 9   | 9 Regular              | Self-Direct | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/24/2024    | Cornell Aer  | 1   | 28 Regular             | Group       | Adults      | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/30/2024    | In the kitch | 5   | 873 Recorded           | \ Group     | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |
| NEWSTEAL | 4/30/2024    | PBS          | 5   | 86 Recorded            | \ Group     | Intergener  | n   | n   | n    | n   | n   | n    | n    | n     | No    | Collabo | No        | Collabo | No |

# Circulation

## Total Circulations


| <br>Library | April          |                |             | Year to Date Totals |                  |              | Footnotes   |
|---|----------------|----------------|-------------|---------------------|------------------|--------------|---|
|   | 2024<br>Total  | 2023<br>Total  | % of        | 2024<br>Total       | 2023<br>Total    | % of         |   |
|   | Circulations   | Circulations   | Change      | Circulations        | Circulations     | Change       |   |
| Alden (Ewell Free)  | 2,678          | 1,921          | 39.4%       | 9,438               | 7,172            | 31.6%        | System-wide - Several full and partial day closures due to the Eclipse on 4/8/2024.<br><br>Central - Book Sale 4/11/2024-4/13/2024.<br><br>Coles, Dudley, East Clinton, Grand Island Memorial, Kenmore, Merriweather, Panty, City of Tonawanda - Polling place libraries for 4/2/2024 Presidential Primary and 4/30/2024 26th Congressional District Election.<br><br>Crane - Closed 8/15/22-9/10/2023 - Phase 2 construction. Re-opened 9/11/2023.<br><br>González-Soto - Closed 9/12/2022 - 8/27/2023 - Phase 1 Construction. Re-opened 8/28/2023.<br><br>González-Soto - Closed beginning 4/1/2024 - Construction. |
| Amherst   |                |                |             |                     |                  |              |   |
| Audubon   | 38,023         | 35,167         | 8.1%        | 143,543             | 62,223           | 130.7%       |   |
| Clearfield  | 28,132         | 30,756         | -8.5%       | 109,687             | 153,271          | -28.4%       |   |
| Eggertsville-Snyder   | 14,211         | 13,431         | 5.8%        | 54,603              | 58,498           | -6.7%        |   |
| Williamsville   | 4,319          | 4,131          | 4.6%        | 16,789              | 18,566           | -9.6%        |   |
| Angola  | 2,628          | 2,896          | -9.3%       | 11,814              | 11,592           | 1.9%         |   |
| Aurora  | 15,343         | 12,902         | 18.9%       | 59,391              | 54,370           | 9.2%         |   |
| Boston  | 3,758          | 2,868          | 31.0%       | 12,723              | 11,598           | 9.7%         |   |
| Cheektowaga   |                |                |             |                     |                  |              |   |
| Julia Boyer Reinstein   | 24,014         | 23,826         | 0.8%        | 94,320              | 94,299           | 0.0%         |   |
| Reinstein Memorial  | 9,071          | 8,931          | 1.6%        | 35,365              | 33,725           | 4.9%         |   |
| Clarence  | 20,610         | 20,105         | 2.5%        | 79,237              | 81,689           | -3.0%        |   |
| Collins   | 5,102          | 4,939          | 3.3%        | 20,462              | 20,831           | -1.8%        |   |
| Concord   | 5,546          | 4,884          | 13.6%       | 20,917              | 20,308           | 3.0%         |   |
| Eden  | 3,808          | 3,653          | 4.2%        | 15,406              | 14,353           | 7.3%         |   |
| Elma  | 9,169          | 8,985          | 2.0%        | 36,021              | 37,330           | -3.5%        |   |
| Grand Island Memorial   | 11,814         | 10,624         | 11.2%       | 43,172              | 42,163           | 2.4%         |   |
| Hamburg   |                |                |             |                     |                  |              |   |
| Hamburg   | 20,426         | 18,589         | 9.9%        | 76,629              | 73,840           | 3.8%         |   |
| Lake Shore  | 5,897          | 6,459          | -8.7%       | 22,678              | 24,963           | -9.2%        |   |
| Lackawanna  | 4,666          | 3,797          | 22.9%       | 18,756              | 16,338           | 14.8%        |   |
| Lancaster   | 22,279         | 20,469         | 8.8%        | 85,866              | 80,301           | 6.9%         |   |
| Marilla   | 3,323          | 3,276          | 1.4%        | 13,542              | 13,549           | -0.1%        |   |
| Newstead  | 4,241          | 4,661          | -9.0%       | 17,881              | 18,521           | -3.5%        |   |
| North Collins   | 1,546          | 2,230          | -30.7%      | 5,969               | 7,783            | -23.3%       |   |
| Orchard Park  | 25,669         | 23,687         | 8.4%        | 99,954              | 94,660           | 5.6%         |   |
| City of Tonawanda   | 8,892          | 8,721          | 2.0%        | 35,191              | 37,209           | -5.4%        |   |
| Town of Tonawanda   |                |                |             |                     |                  |              |   |
| Kenilworth  | 5,481          | 5,462          | 0.3%        | 20,899              | 22,722           | -8.0%        |   |
| Kenmore   | 27,262         | 25,656         | 6.3%        | 105,571             | 105,066          | 0.5%         |   |
| Nest Seneca   | 21,842         | 20,132         | 8.5%        | 81,389              | 77,098           | 5.6%         |   |
| Buffalo   |                |                |             |                     |                  |              |   |
| Coles   | 2,002          | 2,562          | -21.9%      | 8,298               | 9,437            | -12.1%       |   |
| Crane   | 9,338          | 16             | 58262.5%    | 34,365              | 16               | 214681.3%    |   |
| Dudley  | 4,150          | 4,354          | -4.7%       | 16,082              | 18,008           | -10.7%       |   |
| East Clinton  | 2,239          | 3,084          | -27.4%      | 9,330               | 10,346           | -9.8%        |   |
| González-Soto   | 0              | 0              | See note.   | 7,725               | 0                | See note.    |   |
| Merriweather  | 4,705          | 4,769          | -1.3%       | 16,333              | 18,486           | -11.6%       |   |
| North Park  | 8,023          | 12,087         | -33.6%      | 32,083              | 47,271           | -32.1%       |   |
| Panty   | 2,226          | 2,251          | -1.1%       | 8,288               | 8,957            | -7.5%        |   |
| Central   | 22,543         | 28,875         | -21.9%      | 88,089              | 119,173          | -26.1%       |   |
| Bookmobile Services   |                |                |             |                     |                  |              |   |
| Library on Wheels   | 2,635          | 3,025          | -12.9%      | 12,446              | 16,413           | -24.2%       |   |
| Library2Go  | 2,391          | 1,904          | 25.6%       | 9,251               | 7,798            | 18.6%        |   |
| Institutions  |                |                |             |                     |                  |              |   |
| Correctional Facility   | 4,792          | 4,332          | 10.6%       | 25,699              | 19,450           | 32.1%        |   |
| Holding Center  | 13,307         | 10,098         | 31.8%       | 55,569              | 39,385           | 41.1%        |   |
| System  |                |                |             |                     |                  |              |   |
| Online Renewals   | 586            | 670            | -12.5%      | 2,502               | 2,652            | -5.7%        |   |
| Interlibrary Loans  | 1,558          | 1,247          | 24.9%       | 5,951               | 5,135            | 15.9%        |   |
| eAudiobooks   | 70,444         | 57,039         | 23.5%       | 278,223             | 223,203          | 24.7%        |   |
| eVideos   | 1,198          | 690            | 73.6%       | 4,225               | 2,705            | 56.2%        |   |
| eBooks  | 89,370         | 82,137         | 8.8%        | 368,880             | 338,324          | 9.0%         |   |
| eMusic  | 239            | 203            | 17.7%       | 949                 | 871              | 9.0%         |   |
| eMagazines  | 21,070         | 7,291          | 189.0%      | 107,853             | 28,322           | 280.8%       |   |
| <b>3&amp;ECPL Totals</b>  | <b>612,566</b> | <b>559,792</b> | <b>9.4%</b> | <b>2,439,354</b>    | <b>2,209,990</b> | <b>10.4%</b> |   |
| Member Libraries  | 349,750        | 333,158        | 5.0%        | 1,347,213           | 1,294,038        | 4.1%         |   |
| Buffalo Branches  | 32,683         | 29,123         | 12.2%       | 132,504             | 112,521          | 17.8%        |   |
| Central Library   | 22,543         | 28,875         | -21.9%      | 88,089              | 119,173          | -26.1%       |   |
| Bookmobile Services   | 5,026          | 4,929          | 2.0%        | 21,697              | 24,211           | -10.4%       |   |
| Institutions  | 18,099         | 14,430         | 25.4%       | 81,268              | 58,835           | 38.1%        |   |
| System  | 184,465        | 149,277        | 23.6%       | 768,583             | 601,212          | 27.8%        |   |

## Library Visits

|  | April          |                |              | Year to Date Totals |                |              | Footnotes   |
|--|----------------|----------------|--------------|---------------------|----------------|--------------|---|
|  | 2024           | 2023           | % of         | 2024                | 2023           | % of         |   |
|  | Total Sessions | Total Sessions | Change       | Total Sessions      | Total Sessions | Change       |   |
| Alden (Ewell Free)   | 971            | 721            | 34.7%        | 3,891               | 2,933          | 32.7%        | <p>System-wide - Several full and partial day closures due to the Eclipse on 4/8/2024.</p> <p>Central - New visitor counters installed 7/13/2023.</p> <p>Central - Book Sale 4/11/2024-4/13/2024.</p> <p>Coles, Dudley, East Clinton, Grand Island Memorial, Kenmore, Merriweather, Panty, City of Tonawanda - Polling place libraries for 4/2/2024 Presidential Primary and 4/30/2024 26th Congressional District Election.</p> <p>Crane - Closed 8/15/22-9/10/2023 - Phase 2 construction. Re-opened 9/11/2023.</p> <p>González-Soto - Closed 9/12/2022 - 8/27/2023 - Phase 1 Construction. Re-opened 8/28/2023.</p> <p>González-Soto - Closed beginning 4/1/2024 - Construction.</p> |
| <i>Amherst</i>   |                |                |              |                     |                |              |   |
| Audubon  | 12,827         | 10,205         | 25.7%        | 46,332              | 19,305         | 140.0%       |   |
| Clearfield   | 11,482         | 9,565          | 20.0%        | 42,853              | 47,000         | -8.8%        |   |
| Egbertsville-Snyder  | 4,691          | 4,190          | 12.0%        | 19,395              | 18,331         | 5.8%         |   |
| Williamsville  | 1,846          | 1,490          | 23.9%        | 7,443               | 6,605          | 12.7%        |   |
| Angola   | 4,128          | 2,548          | 62.0%        | 14,653              | 9,457          | 54.9%        |   |
| Aurora   | 6,265          | 4,806          | 30.4%        | 23,806              | 19,603         | 21.4%        |   |
| Boston   | 1,209          | 1,087          | 11.2%        | 5,000               | 4,175          | 19.8%        |   |
| <i>Cheektowaga</i>   |                |                |              |                     |                |              |   |
| Julia Boyer Reinstein  | 10,112         | 8,070          | 25.3%        | 37,571              | 31,828         | 18.0%        |   |
| Reinstein Memorial   | 3,916          | 3,713          | 5.5%         | 15,251              | 14,518         | 5.0%         |   |
| Clarence   | 7,127          | 6,496          | 9.7%         | 27,824              | 24,483         | 13.6%        |   |
| Collins  | 2,070          | 1,317          | 57.2%        | 7,039               | 5,349          | 31.6%        |   |
| Concord  | 2,441          | 2,346          | 4.0%         | 10,610              | 10,026         | 5.8%         |   |
| Eden   | 1,876          | 1,567          | 19.7%        | 6,187               | 4,938          | 25.3%        |   |
| Elma   | 3,583          | 3,139          | 14.1%        | 14,315              | 12,632         | 13.3%        |   |
| Grand Island Memorial  | 5,109          | 5,613          | -9.0%        | 18,277              | 15,141         | 20.7%        |   |
| <i>Hamburg</i>   |                |                |              |                     |                |              |   |
| Hamburg  | 8,926          | 7,058          | 26.5%        | 33,564              | 29,485         | 13.8%        |   |
| Lake Shore   | 3,480          | 3,292          | 5.7%         | 13,858              | 12,267         | 13.0%        |   |
| Lackawanna   | 3,232          | 2,395          | 34.9%        | 11,528              | 10,445         | 10.4%        |   |
| Lancaster  | 9,310          | 7,829          | 18.9%        | 33,140              | 28,185         | 17.6%        |   |
| Marilla  | 977            | 888            | 10.0%        | 3,809               | 3,813          | -0.1%        |   |
| Newstead   | 2,853          | 2,599          | 9.8%         | 11,164              | 9,867          | 13.1%        |   |
| North Collins  | 1,342          | 1,053          | 27.4%        | 4,485               | 4,213          | 6.5%         |   |
| Orchard Park   | 13,616         | 10,044         | 35.6%        | 50,718              | 40,042         | 26.7%        |   |
| City of Tonawanda  | 4,954          | 3,738          | 32.5%        | 18,601              | 15,333         | 21.3%        |   |
| <i>Town of Tonawanda</i>   |                |                |              |                     |                |              |   |
| Kenilworth   | 2,996          | 3,206          | -6.6%        | 12,086              | 11,107         | 8.8%         |   |
| Kenmore  | 10,726         | 8,257          | 29.9%        | 40,464              | 33,240         | 21.7%        |   |
| West Seneca  | 10,250         | 7,463          | 37.3%        | 39,860              | 32,047         | 24.4%        |   |
| <i>Buffalo</i>   |                |                |              |                     |                |              |   |
| Coles  | 3,547          | 2,967          | 19.5%        | 12,918              | 11,891         | 8.6%         |   |
| Crane  | 4,998          | 0              | See note.    | 16,460              | 0              | See note.    |   |
| Dudley   | 2,868          | 2,247          | 27.6%        | 10,003              | 9,815          | 1.9%         |   |
| East Clinton   | 1,476          | 1,233          | 19.7%        | 5,188               | 4,289          | 21.0%        |   |
| González-Soto  | 0              | 0              | See note.    | 7,894               | 0              | See note.    |   |
| Merriweather   | 8,394          | 7,137          | 17.6%        | 32,064              | 26,716         | 20.0%        |   |
| North Park   | 4,035          | 5,215          | -22.6%       | 15,681              | 20,454         | -23.3%       |   |
| Panty  | 2,966          | 2,421          | 22.5%        | 10,525              | 8,786          | 19.8%        |   |
| <i>Central</i>   | 34,754         | 17,796         | 95.3%        | 117,366             | 83,330         | 40.8%        |   |
| <i>Bookmobile Services</i>   |                |                |              |                     |                |              |   |
| Library on Wheels  | 1,049          | 786            | 33.5%        | 5,357               | 5,266          | 1.7%         |   |
| Library2Go   | 273            | 172            | 58.7%        | 1,082               | 697            | 55.2%        |   |
| <i>Institutions</i>  |                |                |              |                     |                |              |   |
| Correctional Facility  | 1,194          | 1,136          | 5.1%         | 5,201               | 4,151          | 25.3%        |   |
| Holding Center   | 672            | 500            | 34.4%        | 2,289               | 2,468          | -7.3%        |   |
| <b>System</b>  | <b>218,541</b> | <b>166,305</b> | <b>31.4%</b> | <b>815,752</b>      | <b>654,231</b> | <b>24.7%</b> |   |
| Member Libraries   | 152,315        | 124,695        | 22.2%        | 573,724             | 476,368        | 20.4%        |   |
| Buffalo Branches   | 28,284         | 21,220         | 33.3%        | 110,733             | 81,951         | 35.1%        |   |
| Central Library  | 34,754         | 17,796         | 95.3%        | 117,366             | 83,330         | 40.8%        |   |
| Bookmobile   | 1,322          | 958            | 38.0%        | 6,439               | 5,963          | 8.0%         |   |
| Institutions   | 1,866          | 1,636          | 14.1%        | 7,490               | 6,619          | 13.2%        |   |


## WiFi

### Total Logins

|  | April          |                |              | Year to Date Totals |                |              | Footnotes  |
|--|----------------|----------------|--------------|---------------------|----------------|--------------|--|
|  | 2024           | 2023           | % of         | 2024                | 2023           | % of         |  |
|  | Total Sessions | Total Sessions | Change       | Total Sessions      | Total Sessions | Change       |  |
| Alden (Ewell Free)   | 534            | 374            | 42.8%        | 1,747               | 1,463          | 19.4%        | <p>System-wide - Several full and partial day closures due to the Eclipse on 4/8/2024.</p> <p>Central - Book Sale 4/11/2024-4/13/2024.</p> <p>Coles, Dudley, East Clinton, Grand Island Memorial, Kenmore, Merriweather, Panty, City of Tonawanda - Polling place libraries for 4/2/2024 Presidential Primary and 4/30/2024 26th Congressional District Election.</p> <p>Crane - Closed 8/15/22-9/10/2023 - Phase 2 construction. Re-opened 9/11/2023.</p> <p>González-Soto - Closed 9/12/2022 - 8/27/2023 - Phase 1 Construction. Re-opened 8/28/2023.</p> <p>González-Soto - Closed beginning 4/1/2024 - Construction.</p> |
| <i>Amherst</i>   |                |                |              |                     |                |              |  |
| Audubon  | 5,057          | 3,336          | 51.6%        | 17,906              | 8,139          | 120.0%       |  |
| Clearfield   | 2,641          | 2,212          | 19.4%        | 9,393               | 10,175         | -7.7%        |  |
| Eggertsville-Snyder  | 1,038          | 811            | 28.0%        | 4,279               | 3,644          | 17.4%        |  |
| Williamsville  | 1,017          | 967            | 5.2%         | 4,218               | 3,510          | 20.2%        |  |
| Angola   | 84             | 119            | -29.4%       | 349                 | 441            | -20.9%       |  |
| Aurora   | 1,932          | 1,618          | 19.4%        | 7,432               | 6,196          | 19.9%        |  |
| Boston   | 188            | 170            | 10.6%        | 767                 | 625            | 22.7%        |  |
| <i>Cheektowaga</i>   |                |                |              |                     |                |              |  |
| Julia Boyer Reinstein  | 1,919          | 1,318          | 45.6%        | 6,891               | 5,107          | 34.9%        |  |
| Reinstein Memorial   | 705            | 664            | 6.2%         | 2,851               | 2,520          | 13.1%        |  |
| Clarence   | 1,604          | 1,253          | 28.0%        | 6,240               | 5,148          | 21.2%        |  |
| Collins  | 313            | 237            | 32.1%        | 1,072               | 1,014          | 5.7%         |  |
| Concord  | 564            | 442            | 27.6%        | 2,050               | 1,761          | 16.4%        |  |
| Eden   | 230            | 176            | 30.7%        | 785                 | 602            | 30.4%        |  |
| Elma   | 408            | 324            | 25.9%        | 1,493               | 1,267          | 17.8%        |  |
| Grand Island Memorial  | 822            | 596            | 37.9%        | 2,941               | 2,247          | 30.9%        |  |
| <i>Hamburg</i>   |                |                |              |                     |                |              |  |
| Hamburg  | 1,861          | 1,489          | 25.0%        | 7,226               | 6,088          | 18.7%        |  |
| Lake Shore   | 559            | 473            | 18.2%        | 2,092               | 1,549          | 35.1%        |  |
| Lackawanna   | 592            | 411            | 44.0%        | 2,075               | 1,797          | 15.5%        |  |
| Lancaster  | 1,876          | 1,489          | 26.0%        | 6,707               | 5,708          | 17.5%        |  |
| Marilla  | 76             | 92             | -17.4%       | 319                 | 347            | -8.1%        |  |
| Newstead   | 577            | 419            | 37.7%        | 2,102               | 1,591          | 32.1%        |  |
| North Collins  | 426            | 332            | 28.3%        | 1,447               | 1,451          | -0.3%        |  |
| Orchard Park   | 2,355          | 1,757          | 34.0%        | 8,832               | 6,869          | 28.6%        |  |
| City of Tonawanda  | 1,204          | 794            | 51.6%        | 4,552               | 2,795          | 62.9%        |  |
| <i>Town of Tonawanda</i>   |                |                |              |                     |                |              |  |
| Kenilworth   | 414            | 395            | 4.8%         | 1,636               | 1,653          | -1.0%        |  |
| Kenmore  | 2,425          | 1,919          | 26.4%        | 8,622               | 7,463          | 15.5%        |  |
| West Seneca  | 2,515          | 1,585          | 58.7%        | 8,983               | 6,664          | 34.8%        |  |
| <i>Buffalo</i>   |                |                |              |                     |                |              |  |
| Coles  | 1,167          | 914            | 27.7%        | 4,298               | 3,547          | 21.2%        |  |
| Crane  | 1,706          | 0              | See note.    | 5,544               | 0              | See note.    |  |
| Dudley   | 2,425          | 1,688          | 43.7%        | 8,826               | 6,322          | 39.6%        |  |
| East Clinton   | 899            | 613            | 46.7%        | 3,053               | 2,104          | 45.1%        |  |
| González-Soto  | 385            | 291            | 32.3%        | 3,386               | 1,743          | 94.3%        |  |
| Merriweather   | 1,591          | 1,311          | 21.4%        | 5,871               | 5,012          | 17.1%        |  |
| North Park   | 1,009          | 1,055          | -4.4%        | 4,043               | 4,260          | -5.1%        |  |
| Panty  | 1,502          | 1,098          | 36.8%        | 5,371               | 3,894          | 37.9%        |  |
| <i>Central</i>   | 16,732         | 14,580         | 14.8%        | 62,041              | 57,187         | 8.5%         |  |
| <i>Bookmobile Services</i>   |                |                |              |                     |                |              |  |
| Library on Wheels  | 52             | 84             | -38.1%       | 216                 | 325            | -33.5%       |  |
| Library2Go   | 0              | 0              | #DIV/0!      | 0                   | 0              | #DIV/0!      |  |
| <b>System</b>  | <b>61,404</b>  | <b>47,406</b>  | <b>29.5%</b> | <b>227,656</b>      | <b>182,228</b> | <b>24.9%</b> |  |
| Member Libraries   | 33,936         | 25,772         | 31.7%        | 125,007             | 97,834         | 27.8%        |  |
| Buffalo Branches   | 10,684         | 6,970          | 53.3%        | 40,392              | 26,882         | 50.3%        |  |
| Central Library  | 16,732         | 14,580         | 14.8%        | 62,041              | 57,187         | 8.5%         |  |
| Bookmobile Services  | 52             | 84             | -38.1%       | 216                 | 325            | -33.5%       |  |

# Registered Public Access Computer Sessions

## Session Counts Per Outlet

|  | April          |                |             | Year to Date Totals |                |             | Footnotes   |
|--|----------------|----------------|-------------|---------------------|----------------|-------------|---|
|  | 2024           | 2023           | % of        | 2024                | 2023           | % of        |   |
|  | Total Sessions | Total Sessions | Change      | Total Sessions      | Total Sessions | Change      |   |
| Library  |                |                |             |                     |                |             |   |
| Alden (Ewell Free)   | 66             | 72             | -8.3%       | 282                 | 238            | 18.5%       | System-wide - Several full and partial day closures due to the Eclipse on 4/8/2024.<br><br>Central - Book Sale 4/11/2024-4/13/2024.<br><br>Coles, Dudley, East Clinton, Grand Island Memorial, Kenmore, Merriweather, Panty, City of Tonawanda - Polling place libraries for 4/2/2024 Presidential Primary and 4/30/2024 26th Congressional District Election.<br><br>Crane - Closed 8/15/22-9/10/2023 - Phase 2 construction. Re-opened 9/11/2023.<br><br>González-Soto - Closed 9/12/2022 - 8/27/2023 - Phase 1 Construction. Re-opened 8/28/2023.<br><br>González-Soto - Closed beginning 4/1/2024 - Construction. |
| <i>Amherst</i>   |                |                |             |                     |                |             |   |
| Audubon  | 1,111          | 894            | 24.3%       | 4,167               | 1,629          | 155.8%      |   |
| Clearfield   | 856            | 688            | 24.4%       | 3,488               | 3,760          | -7.2%       |   |
| Egbertsville-Snyder  | 437            | 434            | 0.7%        | 1,570               | 1,907          | -17.7%      |   |
| Williamsville  | 134            | 114            | 17.5%       | 481                 | 443            | 8.6%        |   |
| Angola   | 214            | 159            | 34.6%       | 809                 | 652            | 24.1%       |   |
| Aurora   | 371            | 363            | 2.2%        | 1,512               | 1,511          | 0.1%        |   |
| Boston   | 76             | 52             | 46.2%       | 276                 | 218            | 26.6%       |   |
| <i>Cheektowaga</i>   |                |                |             |                     |                |             |   |
| Julia Boyer Reinstein  | 1,385          | 1,365          | 1.5%        | 5,157               | 5,341          | -3.4%       |   |
| Reinstein Memorial   | 809            | 828            | -2.3%       | 2,961               | 3,055          | -3.1%       |   |
| Clarence   | 498            | 457            | 9.0%        | 1,809               | 1,758          | 2.9%        |   |
| Collins  | 150            | 98             | 53.1%       | 521                 | 490            | 6.3%        |   |
| Concord  | 183            | 155            | 18.1%       | 765                 | 684            | 11.8%       |   |
| Eden   | 126            | 106            | 18.9%       | 412                 | 399            | 3.3%        |   |
| Elma   | 189            | 177            | 6.8%        | 716                 | 750            | -4.5%       |   |
| Grand Island Memorial  | 271            | 191            | 41.9%       | 916                 | 825            | 11.0%       |   |
| <i>Hamburg</i>   |                |                |             |                     |                |             |   |
| Hamburg  | 933            | 855            | 9.1%        | 3,604               | 3,363          | 7.2%        |   |
| Lake Shore   | 194            | 241            | -19.5%      | 752                 | 925            | -18.7%      |   |
| Lackawanna   | 467            | 438            | 6.6%        | 1,829               | 1,891          | -3.3%       |   |
| Lancaster  | 719            | 674            | 6.7%        | 2,660               | 2,553          | 4.2%        |   |
| Marilla  | 35             | 26             | 34.6%       | 116                 | 153            | -24.2%      |   |
| Newstead   | 179            | 182            | -1.6%       | 624                 | 662            | -5.7%       |   |
| North Collins  | 105            | 92             | 14.1%       | 388                 | 373            | 4.0%        |   |
| Orchard Park   | 752            | 709            | 6.1%        | 2,888               | 2,798          | 3.2%        |   |
| City of Tonawanda  | 760            | 568            | 33.8%       | 2,848               | 2,407          | 18.3%       |   |
| <i>Town of Tonawanda</i>   |                |                |             |                     |                |             |   |
| Kenilworth   | 355            | 321            | 10.6%       | 1,494               | 1,380          | 8.3%        |   |
| Kenmore  | 1,436          | 1,247          | 15.2%       | 5,736               | 5,170          | 10.9%       |   |
| West Seneca  | 1,187          | 954            | 24.4%       | 4,489               | 3,885          | 15.5%       |   |
| <i>Buffalo</i>   |                |                |             |                     |                |             |   |
| Coles  | 1,143          | 1,085          | 5.3%        | 4,154               | 3,818          | 8.8%        |   |
| Crane  | 917            | 0              | See note.   | 2,710               | 0              | See note.   |   |
| Dudley   | 553            | 453            | 22.1%       | 1,979               | 1,851          | 6.9%        |   |
| East Clinton   | 284            | 268            | 6.0%        | 1,120               | 977            | 14.6%       |   |
| González-Soto  | 0              | 0              | See note.   | 1,217               | 0              | See note.   |   |
| Merriweather   | 1,505          | 1,389          | 8.4%        | 5,489               | 5,667          | -3.1%       |   |
| North Park   | 847            | 1,069          | -20.8%      | 3,221               | 4,528          | -28.9%      |   |
| Panty  | 419            | 443            | -5.4%       | 1,648               | 1,718          | -4.1%       |   |
| <i>Central</i>   | 5,794          | 6,883          | -15.8%      | 23,178              | 28,453         | -18.5%      |   |
| <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>25,460</b>  | <b>24,050</b>  | <b>5.9%</b> | <b>97,986</b>       | <b>96,232</b>  | <b>1.8%</b> |   |
| Member Libraries   | 13,998         | 12,460         | 12.3%       | 53,270              | 49,220         | 8.2%        |   |
| Buffalo Branches   | 5,668          | 4,707          | 20.4%       | 21,538              | 18,559         | 16.1%       |   |
| Central Library  | 5,794          | 6,883          | -15.8%      | 23,178              | 28,453         | -18.5%      |   |
| Bookmobile Services  | 0              | 0              | #DIV/0!     | 0                   | 0              | #DIV/0!     |   |

## CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: NEWSTEAD PUBLIC LIBRARY

MONTH: Apr-24

| SAP Acct.                  | Description                           | Adopted Budget | Budget Transfers | Year-to-Date Expenditures | Available Budget | Projected Utilization at 12/31 | Projected Variance at 12/31 | Comments |
|----------------------------|---------------------------------------|----------------|------------------|---------------------------|------------------|--------------------------------|-----------------------------|----------|
| 500000                     | Salaries - Full-time                  | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 502000                     | Fringe Benefits                       | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| <b>Utility Charges:</b>    |                                       |                |                  |                           |                  |                                |                             |          |
| 515000                     | Water                                 | 500            | 0                | 76                        | 424              |                                | 500                         |          |
| 515000                     | Sewer                                 | 500            | 0                | 70                        | 430              |                                | 500                         |          |
| 515000                     | Electric                              | 7,000          | 0                | 1,903                     | 5,097            |                                | 7,000                       |          |
| 515000                     | Telephone - Maintenance               | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 510200                     | Dues and Fees                         | 20             | 0                | 20                        | 0                |                                | 20                          |          |
| 545000                     | Rental Charges                        | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 506200                     | Repairs & Maintenance Chgs.           | 1,750          | 0                | 331                       | 1,419            |                                | 1,750                       |          |
| 555050                     | Insurance Charges                     | 0              | 0                | 0                         | 0                |                                | 0                           |          |
| 510000                     | Travel & Mileage Expenses             | 100            | 0                | 0                         | 100              |                                | 100                         |          |
| 516030                     | Refuse Pickup                         | 200            | 0                | 59                        | 141              |                                | 200                         |          |
| 530000                     | Other Expenses & Charges              | 600            | 0                | 378                       | 222              |                                | 600                         |          |
| 530000                     | Contingency (Bullet Aid)              | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | <b>TOTAL EXPENSES</b>                 | <b>10,670</b>  | <b>0</b>         | <b>2,837</b>              | <b>7,833</b>     | <b>0</b>                       | <b>10,670</b>               |          |
| <b>DIRECT LOCAL INCOME</b> |                                       |                |                  |                           |                  |                                |                             |          |
|                            | Fines, Lost Books, etc.               | 50             | 0                | 66                        | (16)             |                                | (50)                        |          |
|                            | Copy Machines                         | 600            | 0                | 85                        | 515              |                                | (600)                       |          |
|                            | Print Cost Recovery                   | 1,200          | 0                | 492                       | 708              |                                | (1,200)                     |          |
|                            | Other Income                          | 0              | 0                | 45                        | (45)             |                                | 0                           |          |
|                            | State Funding                         | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Municipal Support                     | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Donations (priv. persons/foundations) | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Fundraising (events/booksales)        | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Interest Income                       | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Misc Income                           | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | Use of Fund Balance                   | 0              | 0                | 0                         | 0                |                                | 0                           |          |
|                            | <b>TOTAL DIRECT INCOME</b>            | <b>1,850</b>   | <b>0</b>         | <b>688</b>                | <b>1,162</b>     | <b>0</b>                       | <b>(1,850)</b>              |          |



## **Distribution Policy**

*This policy is for application to those libraries within the City of Buffalo (Central Library and Buffalo Branch Libraries).*

The Newstead Public Library recognizes its role as a source of community information. It is the policy of Newstead Public Library to accept printed materials of educational, cultural or civic interest to the community. Distribution of materials does not indicate Newstead Public Library endorsement of the ideas, issues or events promoted by those materials.

Newstead Public Library materials receive priority for distribution.

1. Any materials to be considered for distribution must be submitted to Newstead Public Library management for approval. Materials left without authorization will be discarded.
2. Materials to be distributed must include contact information including a phone number or e-mail address.
3. Materials must be separated for each of the libraries they are intended to reach. There are 38 libraries in the Buffalo & Erie County Public Library System - 9 libraries (including the downtown Central Library) in the City of Buffalo, 28 in the communities of Erie County and 1 bookmobile.
4. Upon receipt of approved materials, the Newstead Public Library will make a best effort to distribute them within 7 working days.
5. Display of materials depends on space available for such purposes. The Newstead Public Library reserves the right to limit quantities. The volume and frequency with which materials may be distributed by the same organization may be limited.
6. Materials will be removed when they are no longer timely or when space is required for more current items.