

## Dunkirk Public Library Board Meeting Agenda

May 28<sup>th</sup>, 2024

*The mission of our library is to provide unrestricted access to informational resources and services that advance lifelong learning, promote the acquisition of knowledge, encourage cultural enrichment, and provide strength to the Dunkirk community.*

### Attendance to Determine Quorum

### Approval of Prior Meeting Minutes - Secretary

- March 2024
- May 8 2024 Special Meeting

### Financial Report - Treasurer

### Approval of Bill Payments & Budget Transfers

### Children's Room and/or Computer Lab Report - Pam C.

### Director's Report

### Unfinished Business

1. Resolution to amend Bylaws - Awaiting Lawyer's revisions.

### New Business

1. Election Inspectors - Pass resolution of approval.
2. Library Subcommittees - Set up groups to convene on months with no Board Meeting.
3. CCLS Program Options:
  - Loanable fishing poles. Yes or No?
  - Narcan box. Yes or No?
  - Fentanyl test strips. Yes or No?
4. Outdoor Sign - With or without sides? Sides seem like they add additional visual appeal, stability, and protection from weather (Jason's opinion).
5. Staff Opinion Survey - Review and discuss.
6. Library Policy Periodic Review/Update:
  - None for today.
7. Thanks and Acknowledgments:
  - None for today.
8. Finances/Income - Monthly discussion & budget planning.
  - July 2024 - June 2023 Budget approval vote.
9. Call for Executive Session if needed. --NO--

Dunkirk Public Library Board Meeting Agenda  
May 28<sup>th</sup>, 2024

10. Monthly Tasks:

April

- Get trustee candidate petitions from R. Schofield. - Done
- Set date for petitions to be returned to the library director. (May 28, 2024 by 5:00 pm)

May

- Prep election materials with Board of Elections (date, candidates, budget, election inspectors, voting lists, ballots).
- Pass Resolution to approve Election Inspectors.

June

- Prep and mail absentee ballots.
- Hold election on June 18, 2024.

**DUNKIRK PUBLIC LIBRARY**

**536 Central Avenue**

**Dunkirk, NY 14048**

**Minutes**

**March 26, 2024**

## **Attendees Present**

Susan Nickle, Mary Beth Muldowney, Matthew Woelfle, Jason Hammond, Sara Marsowicz, Terri Sutherland, Michele Quatroche and Pam Czarniak

President Mary Beth Muldowney presided. Called to order at 4:19 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: Minutes of the January meeting were approved (S. Marsowicz; T. Sutherland)

## **Approval of Bill Payments & Budget Transfers**

Pending clarification from our attorney regarding standard monthly payments.

## **Children's Room Report/Computer Lab Report**

Submitted and reviewed by Pam Czarniak and Michele Quatroche respectively.

## **Director's Report**

Submitted and reviewed by Jason Hammond.

## **Unfinished Business**

1. File 2023 Trustee Training Records that were requested in January.

## **New Business**

1. Resolution to override the tax cap - OK approved.
2. Approval of 2024-2025 Budget Proposal - OK approved.
3. Resolution to hold Budget/Trustee vote on June 11, 2024 - OK approved.
4. Resolution to amend Bylaws - Pending discussion with lawyer. He will revise and forward to Jason for Board review.
5. NYS Annual Library Report - mailed to CCLS & forwarded to state (T. Sutherland; M. Woelfle)
6. Advent Data Wiring Proposal - Library cost will be \$2,439.74 (15% of total; 85% covered by E-Rate through CCLS) - (S. Nickle; S. Marsowicz)
7. Staff Opinion Survey - returned by staff. Pending review and further discussion.

8. Library Policy Periodic Review/Update- nothing currently.
9. Thanks and Acknowledgements - Sent thank you to Foley, Foley & Passafaro for office furniture donation and Mary Wilson Donor Advised Fund at the Community Foundation for Greater Buffalo for \$1,000 grant in memory of Valeria F. Pawlak.  
Also, acknowledgement was made to Debbie Brunner & Jack D'Agostino by Michele for all the help in getting the library news/ happenings publicized in the Observer.
10. Finance/Income - Continued meeting discussion and budget planning; Tax Cap calculated by Library Treasurer, Beverly Sutton in the amount of \$459,964.
11. Monthly Tasks - February: Annual Report to NYS completed, Board set election & budget vote date completed, and Treasurer calculates tax cap completed.  
March: Resolution to override the Tax Cap completed and Approval trustee vote legal notice will be upcoming in the following months. April: Get trustee candidate petitions from R. Schofield and set a date for the completed petitions to be returned to the library director.

### **Executive Session**

Called to order by Mary Beth Muldowney, president at 4:47 p.m. to discuss personnel payroll matters. Session concluded at 5:09 p.m.

Next meeting is scheduled for May 28, 2024..

S. Marsowicz & M. Woelfle motioned for the meeting to be adjourned at 5:41 p.m.

Respectfully submitted by,  
Susan Nickle, Secretary

**DUNKIRK PUBLIC LIBRARY**  
**536 Central Avenue**  
**Dunkirk, NY 14048**  
**Minutes: Special Meeting - May 8, 2024**

## **Attendees Present**

Susan Nickle, Mary Beth Muldowney, Matthew Woelfle, Jason Hammond, Sara Marsowicz, and Terri Sutherland.

President Mary Beth Muldowney presided. Called to order at 4:21 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following are adopted:

**Attendance to Determine Quorum** - All present.

## **Unfinished Business**

1. N/A

## **New Business**

1. Resolution to amend the date of the budget/trustee vote - motion to amend was made by S. Marsowicz; approved by all board members.
2. Parking Lot - sealing and line painting for the summer discussed. Estimate came in at \$638.00. Decision to pass this year and to review again next summer.
3. Brick Restoration - discussion to add an additional \$25,000 from library funds for brick restoration project along with \$75,000 from state grant to complete. Approved by board.
4. Thanks to Matthew Woelfle for his talents for installation of the new benches in the front of the library.

## **Executive Session**

Motion for executive session made (S. Marsowicz; T. Sutherland) Called to order by Mary Beth Muldowney, president at 4:21 p.m. to discuss personnel payroll matters. Session concluded at 4:56 p.m.

Next meeting is scheduled for May 28, 2024..

T. Sutherland; S. Nickle motioned for the meeting to be adjourned at 5:17 p.m.

Respectfully submitted by,  
Susan Nickle, Secretary

# Dunkirk Public Library Revenue Report

## March 2024

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	March	July 2023 - June 2024	2023-2024	Difference	% Received
401 - Fines	5.00	195.16	300.00	-104.84	65.05%
402 - Copier Income	229.50	1,948.37	1,500.00	448.37	129.89%
403 - Fax Sales	4.00	411.00	500.00	-89.00	82.20%
404 - Used Book Sales	64.50	903.80	1,200.00	-296.20	75.32%
405- Lost & Damaged	29.00	226.31	250.00	-23.69	90.52%
407.3 Interest Income	705.29	4,968.80	500.00	4,468.80	993.76%
410 - Gifts and Donations	370.00	5,836.37	5,000.00	836.37	116.73%
411 - Donation - specific allocations	1,000.00	1,000.00	0.00	1,000.00	#DIV/0!
419 - School District Funds	0.00	450,000.00	450,000.00	0.00	100.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	0.00	250.00	250.00	0.00	100.00%
441 - LLSA - NYS	0.00	4,226.00	4,000.00	226.00	105.65%
445 - Construction Grant Income	0.00	111,010.00	12,964.00	98,046.00	856.29%
452 - Block Grant Received	796.86	2,207.11	2,200.00	7.11	100.32%
478 CCLS Book Plan	1,148.25	4,395.25	5,000.00	-604.75	87.91%
492 - CD interest Income	0.00	2,038.17	5,000.00	-2,961.83	40.76%
<b>Total Revenue</b>	<b>4,352.40</b>	<b>589,616.34</b>	<b>488,664.00</b>	<b>-100,952.34</b>	<b>120.66%</b>

# Dunkirk Public Library Revenue Report

## April 2024

	Receipts this month	Receipts Year-To-Date	Total Budget Internal		
Revenue Report	April	July 2023 - June 2024	2023-2024	Difference	% Received
401 - Fines	5.00	200.16	300.00	-99.84	66.72%
402 - Copier Income	127.99	2,076.36	1,500.00	576.36	138.42%
403 - Fax Sales	32.00	443.00	500.00	-57.00	88.60%
404 - Used Book Sales	82.25	986.05	1,200.00	-213.95	82.17%
405- Lost & Damaged	22.00	248.31	250.00	-1.69	99.32%
407.3 Interest Income	779.54	5,748.34	500.00	5,248.34	1149.67%
410 - Gifts and Donations	1,217.00	7,053.37	5,000.00	2,053.37	141.07%
411 - Donation - specific allocations	0.00	1,000.00	0.00	1,000.00	#DIV/0!
419 - School District Funds	0.00	450,000.00	450,000.00	0.00	100.00%
436 - Misc Income	0.00	0.00	0.00	0.00	#DIV/0!
440 - CCLS Cash Grant	0.00	250.00	250.00	0.00	100.00%
441 - LLSA - NYS	0.00	4,226.00	4,000.00	226.00	105.65%
445 - Construction Grant Income	0.00	111,010.00	12,964.00	98,046.00	856.29%
452 - Block Grant Received	0.00	2,207.11	2,200.00	7.11	100.32%
478 CCLS Book Plan	0.00	4,395.25	5,000.00	-604.75	87.91%
492 - CD interest Income	0.00	2,038.17	5,000.00	-2,961.83	40.76%
<b>Total Revenue</b>	<b>2,265.78</b>	<b>591,882.12</b>	<b>488,664.00</b>	<b>-103,218.12</b>	<b>121.12%</b>

**Dunkirk Public Library**  
**Expense Report**  
**March 2024**

EXPENSE REPORT	Disbursed	Disbursed	Total Budget	Difference	% Spent
	This Month	Year-To-Date	Internal		
	March	July 23 - June 24	2023-2024		
160 · FURNITURE / Fixed Assets	0.00	0.00	5,000.00	-5,000.00	0.00%
450 · Construction Grant	0.00	25,100.00	43,288.00	-18,188.00	57.98%
451 · Block Grant Expenses	0.00	897.88	2,600.00	-1,702.12	34.53%
501 · BOOKS	1,646.50	13,618.14	17,000.00	-3,381.86	80.11%
502 · PERIODICALS	0.00	390.61	800.00	-409.39	48.83%
503 · CCLS BOOK PLAN	425.00	2,350.00	5,500.00	-3,150.00	42.73%
504 · Gifts and Donations Expenses	415.63	2,843.64	5,000.00	-2,156.36	56.87%
507 · AUDIO BOOKS	0.00	129.12	500.00	-370.88	25.82%
509 · DVD'S	132.46	1,084.10	1,750.00	-665.90	61.95%
550 · SALARIES & WAGES	19,922.73	173,757.37	239,126.00	-65,368.63	72.66%
551 · FICA & MEDICARE	1,485.66	12,319.96	18,000.00	-5,680.04	68.44%
552 · INSURANCE - WORKER'S COMP	123.00	2,375.00	3,400.00	-1,025.00	69.85%
553 · HEALTH INSURANCE	1,914.69	11,910.38	18,500.00	-6,589.62	64.38%
554 · NYS Retirement	0.00	19,814.00	24,000.00	-4,186.00	82.56%
555 · DISABILITY INSURANCE	0.00	1,343.91	2,800.00	-1,456.09	48.00%
556 · UNEMPLOYMENT TAX	411.28	1,989.81	3,000.00	-1,010.19	66.33%
558 · N.Y.S. Sales Tax Payment	99.03	99.03	100.00	-0.97	99.03%
560 · ELECTRICITY	705.10	8,109.09	10,400.00	-2,290.91	77.97%
561 · NATURAL GAS	1,028.28	9,440.60	7,500.00	1,940.60	125.87%
562 · WATER	0.00	141.65	350.00	-208.35	40.47%
563 · SEWER	0.00	75.00	250.00	-175.00	30.00%
564 · TIPPING FEE	0.00	96.00	200.00	-104.00	48.00%
565 · TELEPHONE	57.82	581.68	700.00	-118.32	83.10%
570 · LIBRARY SUPPLIES	43.90	2,093.50	4,000.00	-1,906.50	52.34%
571 · POSTAGE	0.00	328.00	500.00	-172.00	65.60%
580 · ADVERTISING	0.00	0.00	500.00	-500.00	0.00%
581 · COMPUTER MAINTENANCE	0.00	0.00	2,000.00	-2,000.00	0.00%
582 · INTERNET EXPENSES	0.00	138.00	1,500.00	-1,362.00	9.20%
583 · COMPUTER EQUIPMENT	0.00	870.00	4,600.00	-3,730.00	18.91%
584 · BUILDING SUPPLIES	30.56	1,234.51	2,500.00	-1,265.49	49.38%
585 · BUILDING REPAIRS & Maintenance	350.00	33,537.64	14,500.00	19,037.64	231.29%
586 · GROUNDS KEEPING	3,250.00	3,750.00	5,000.00	-1,250.00	75.00%
587 · ELEVATOR MAINTENANCE	0.00	3,178.08	3,500.00	-321.92	90.80%
588 · WORKSHOPS & TRAVEL	0.00	71.92	1,000.00	-928.08	7.19%
589 - Operations & Maintenance Bldg	660.00	660.00			
590 · PROFESSIONAL FEES	0.00	12,900.00	6,000.00	6,900.00	215.00%
591 · PAYROLL PROCESSING	91.52	947.12	1,300.00	-352.88	72.86%
592 · INSURANCE	0.00	794.89	0.00	794.89	#DIV/0!
593 - Building Insurance	0.00	7,202.83	7,700.00	-497.17	93.54%
594 - Memberships	0.00	0.00	500.00	-500.00	0.00%
595 - Vote Expenses	0.00	0.00	500.00	-500.00	0.00%
596 - Copier and Printer Supplies	0.00	471.56	2,000.00	-1,528.44	23.58%
610 - Children Program Supplies	17.50	1,438.28	2,500.00	-1,061.72	57.53%
611 - Children Special Guests	725.00	1,425.00	2,000.00	-575.00	71.25%
612 - Adult Program Supplies	0.00	185.30	1,000.00	-814.70	18.53%
613 - Adult Special Guests	0.00	0.00	1,000.00	-1,000.00	0.00%
614 - Teen Programming	0.00	758.30	1,500.00	-741.70	50.55%
615 - Building Equipment	86.14	924.44	2,500.00	-1,575.56	36.98%
616 - Outreach	0.00	635.07	1,500.00	-864.93	42.34%
617 - Software and Licensing	0.00	310.82	0.00	310.82	#DIV/0!
620 - Legal Fees	0.00	1,500.00	2,300.00	-800.00	65.22%
630 - Computer Programs	0.00	99.00	500.00	-401.00	19.80%
688 · Misc Expenses	0.00	1,778.82	1,500.00	278.82	118.59%
<b>Total Expense</b>	<b>33,621.80</b>	<b>365,700.05</b>	<b>483,664.00</b>	<b>117,963.95</b>	<b>75.61%</b>



**Dunkirk Public Library**  
**Expense Report**  
**April 2024**

EXPENSE REPORT	Disbursed	Disbursed	Total Budget	Difference	% Spent
	This Month	Year-To-Date	Internal		
	April	July 23 - June 24	2023-2024		
160 · FURNITURE / Fixed Assets	0.00	0.00	5,000.00	-5,000.00	0.00%
450 · Construction Grant	0.00	25,100.00	43,288.00	-18,188.00	57.98%
451 · Block Grant Expenses	518.73	1,416.61	2,600.00	-1,183.39	54.49%
501 · BOOKS	1,405.55	15,023.69	17,000.00	-1,976.31	88.37%
502 · PERIODICALS	10.99	401.60	800.00	-398.40	50.20%
503 · CCLS BOOK PLAN	425.00	2,775.00	5,500.00	-2,725.00	50.45%
504 · Gifts and Donations Expenses	232.47	3,076.11	5,000.00	-1,923.89	61.52%
507 · AUDIO BOOKS	0.00	129.12	500.00	-370.88	25.82%
509 · DVD'S	121.49	1,205.59	1,750.00	-544.41	68.89%
550· SALARIES & WAGES	20,695.22	194,452.59	239,126.00	-44,673.41	81.32%
551 · FICA & MEDICARE	1,544.72	13,864.68	18,000.00	-4,135.32	77.03%
552 · INSURANCE - WORKER'S COMP	0.00	2,375.00	3,400.00	-1,025.00	69.85%
553 · HEALTH INSURANCE	1,728.84	13,639.22	18,500.00	-4,860.78	73.73%
554 · NYS Retirement	0.00	19,814.00	24,000.00	-4,186.00	82.56%
555 · DISABILITY INSURANCE	411.56	1,755.47	2,800.00	-1,044.53	62.70%
556 · UNEMPLOYMENT TAX	344.80	2,334.61	3,000.00	-665.39	77.82%
558 · N.Y.S. Sales Tax Payment	0.00	99.03	100.00	-0.97	99.03%
560 · ELECTRICITY	700.13	8,809.22	10,400.00	-1,590.78	84.70%
561 · NATURAL GAS	0.00	9,440.60	7,500.00	1,940.60	125.87%
562 · WATER	64.33	205.98	350.00	-144.02	58.85%
563 · SEWER	30.00	105.00	250.00	-145.00	42.00%
564 · TIPPING FEE	48.00	144.00	200.00	-56.00	72.00%
565 · TELEPHONE	58.09	639.77	700.00	-60.23	91.40%
570 · LIBRARY SUPPLIES	11.54	2,105.04	4,000.00	-1,894.96	52.63%
571 · POSTAGE	0.00	328.00	500.00	-172.00	65.60%
580 · ADVERTISING	125.00	125.00	500.00	-375.00	25.00%
581 · COMPUTER MAINTENANCE	0.00	0.00	2,000.00	-2,000.00	0.00%
582 · INTERNET EXPENSES	69.00	207.00	1,500.00	-1,293.00	13.80%
583 · COMPUTER EQUIPMENT	2,859.00	3,729.00	4,600.00	-871.00	81.07%
584 · BUILDING SUPPLIES	18.94	1,253.45	2,500.00	-1,246.55	50.14%
585 · BUILDING REPAIRS & Maintenance	0.00	33,537.64	14,500.00	19,037.64	231.29%
586 · GROUNDS KEEPING	0.00	3,750.00	5,000.00	-1,250.00	75.00%
587 · ELEVATOR MAINTENANCE	0.00	3,178.08	3,500.00	-321.92	90.80%
588 · WORKSHOPS & TRAVEL	0.00	71.92	1,000.00	-928.08	7.19%
589 - Operations & Maintenance Bldg	57.94	717.94			
590 · PROFESSIONAL FEES	0.00	12,900.00	6,000.00	6,900.00	215.00%
591 · PAYROLL PROCESSING	96.26	1,043.38	1,300.00	-256.62	80.26%
592 · INSURANCE	0.00	794.89	0.00	794.89	#DIV/0!
593 - Building Insurance	-835.05	6,367.78	7,700.00	-1,332.22	82.70%
594 - Memberships	177.00	177.00	500.00	-323.00	35.40%
595 - Vote Expenses	0.00	0.00	500.00	-500.00	0.00%
596 - Copier and Printer Supplies	48.60	520.16	2,000.00	-1,479.84	26.01%
610 - Children Program Supplies	693.50	2,131.78	2,500.00	-368.22	85.27%
611 - Children Special Guests	0.00	1,425.00	2,000.00	-575.00	71.25%
612 - Adult Program Supplies	49.24	234.54	1,000.00	-765.46	23.45%
613 - Adult Special Guests	0.00	0.00	1,000.00	-1,000.00	0.00%
614 - Teen Programming	28.90	787.20	1,500.00	-712.80	52.48%
615 - Building Equipment	0.00	924.44	2,500.00	-1,575.56	36.98%
616 - Outreach	394.11	1,029.18	1,500.00	-470.82	68.61%
617 - Software and Licensing	0.00	310.82	0.00	310.82	#DIV/0!
620 - Legal Fees	0.00	1,500.00	2,300.00	-800.00	65.22%
630 - Computer Programs	0.00	99.00	500.00	-401.00	19.80%
688 · Misc Expenses	22.43	1,801.25	1,500.00	301.25	120.08%
<b>Total Expense</b>	<b>32,156.33</b>	<b>397,856.38</b>	<b>483,664.00</b>	<b>85,807.62</b>	<b>82.26%</b>

# Dunkirk Public Library

## Balance Sheet

As of March 31, 2024

Mar 31, 24

### ASSETS

#### Current Assets

##### Checking/Savings

100 - Petty Cash 58.38

101 - 101 - Operating Fund 317,170.90

103 - 0216 449,929.84

Total Checking/Savings 767,159.12

##### Other Current Assets

106 - 0012011842 10,000.00

114 - 114 - Endowment NCCF 21,646.36

116 - 0012023907 27,961.01

128 - 0012026411 4,223.50

Total Other Current Assets 63,830.87

Total Current Assets 830,989.99

#### Fixed Assets

160.0 - 160 - Fixed Assets 1,244,029.08

170 - 170 - Depreciation -543,117.20

Total Fixed Assets 700,911.88

#### Other Assets

178 - PREPAID RETIREMENT 33.52

299 - Pensions Deferred Inflow -232,687.00

Total Other Assets -232,653.48

**TOTAL ASSETS 1,299,248.39**

**Dunkirk Public Library**  
**Balance Sheet**  
As of March 31, 2024  
Mar 31, 24

**Lial Liabilities**

**Current Liabilities**

**Accounts Payable**

200 · 200 · Accounts Payable -1,985.17

**Total Accounts Payable -1,985.17**

**Other Current Liabilities**

199 · Pensions & Post Employment Obli -148,888.00

2000 · NYS Taxes Payable -188.00

2001 · Unemployment Payable -438.49

298 · Pension Liability -63,793.00

**Total Other Current Liabilities -213,307.49**

**Total Current Liabilities -215,292.66**

**Total Liabilities -215,292.66**

**Equity**

30000 · Opening Balance Equity 207,119.33

301 · FUND BALANCE UNRESTRICTED -4,176.12

311 · UNREST.F/B- FIXED ASSETS 673,156.61

313 · TEMP.REST.F/B- FRIENDS OF 625.22

316 · PERM.REST.F/B- FRIENDS OF 3,000.00

317 · PERM.REST. F/B - NCCF ENDOWMENT 10,774.16

3200 · 3200 · Unrestricted Net Assets -276.15

32000 · Unrestricted Net Assets 400,401.71

**Net Income 223,916.29**

**Total Equity 1,514,541.05**

**1,299,248.39**

**TOTAL LIABILITIES & EQUITY**

**Dunkirk Public Library**  
**Balance Sheet**  
As of April 30, 2024

**ASSETS**

**Current Assets**

**Checking/Savings**

100 - Petty Cash 58.38

101 - 101 - Operating Fund 317,170.90

103 - 0216 449,929.84

**Total Checking/Savings** 767,159.12

**Other Current Assets**

106 - 0012011842 10,000.00

114 - 114 - Endowment NCCF 21,646.36

116 - 0012023907 27,961.01

128 - 0012026411 4,223.50

**Total Other Current Assets** 63,830.87

**Total Current Assets** 830,989.99

**Fixed Assets**

160.0 - 160 - Fixed Assets 1,244,029.08

170 - 170 - Depreciation -543,117.20

**Total Fixed Assets** 700,911.88

**Other Assets**

178 - PREPAID RETIREMENT 33.52

299 - Pensions Deferred Inflow -232,687.00

**Total Other Assets** -232,653.48

**TOTAL ASSETS** 1,299,248.39

**Dunkirk Public Library**  
**Balance Sheet**  
As of April 30, 2024

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**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

200 · 200 · Accounts Payable -1,985.17

**Total Accounts Payable -1,985.17**

**Other Current Liabilities**

199 · Pensions & Post Employment Obli -148,888.00

2000 · NYS Taxes Payable -188.00

2001 · Unemployment Payable -438.49

298 · Pension Liability -63,793.00

**Total Other Current Liabilities -213,307.49**

**Total Current Liabilities -215,292.66**

**Total Liabilities -215,292.66**

**Equity**

30000 · Opening Balance Equity 207,119.33

301 · FUND BALANCE UNRESTRICTED -4,176.12

311 · UNREST.F/B- FIXED ASSETS 673,156.61

313 · TEMP.REST.F/B- FRIENDS OF 625.22

316 · PERM.REST.F/B- FRIENDS OF 3,000.00

317 · PERM.REST. F/B - NCCF ENDOWMENT 10,774.16

3200 · 3200 · Unrestricted Net Assets -276.15

32000 · Unrestricted Net Assets 400,401.71

**Net Income 223,916.29**

**Total Equity 1,514,541.05**

**TOTAL LIABILITIES & EQUITY 1,299,248.39**

## Dunkirk Public Library Check Detail

December 2023

Type	Date	Name	Account	Paid Amount
Check	12/07/2023	DFT	101 · 101 · Operating Fund	
			565 · Telephone	-17.53
				<u>-17.53</u>
Check	12/15/2023	payroll	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-7,600.17
				<u>-7,600.17</u>
Check	12/15/2023	Bahgat & Laurito-Bahgat, CPAs, PC	101 · 101 · Operating Fund	
			591 · Payroll Processing	-48.13
				<u>-48.13</u>
Check	12/15/2023	IRS	101 · 101 · Operating Fund	
			550 · Salaries & Wages	-1,254.31
			551 · FICA & Medicare	-705.59
				<u>-1,959.90</u>
Check	12/15/2023	NYS Tax	101 · 101 · Operating Fund	
			2000 · NYS Taxes Payable	-281.67
				<u>-281.67</u>
Check	12/15/2023	NYS Employer Unemployment Tax	101 · 101 · Operating Fund	
			2001 · Unemployment Payable	-28.65
				<u>-28.65</u>
Check	12/21/2023	National Fuel	101 · 101 · Operating Fund	
			561 · Natural Gas	-2,209.23
				<u>-2,209.23</u>
Check	12/21/2023	Delta Dental of NY Inc	101 · 101 · Operating Fund	
			553 · Health Insurance	-79.62
				<u>-79.62</u>
Check	12/21/2023	Independent Health	101 · 101 · Operating Fund	

# Dunkirk Public Library Check Detail

## December 2023

			553 · Health Insurance	-1,224.58
				<u>-1,224.58</u>
<b>Check</b>	<b>12/21/2023</b>	<b>VSP PAYMENT</b>	<b>101 · 101 · Operating Fund</b>	
			553 · Health Insurance	-40.78
				<u>-40.78</u>
<b>Check</b>	<b>12/21/2023</b>	<b>National Grid</b>	<b>101 · 101 · Operating Fund</b>	
			560 · Electricity	-877.16
				<u>-877.16</u>
<b>Check</b>	<b>12/31/2023</b>	<b>payroll</b>	<b>101 · 101 · Operating Fund</b>	
			550 · Salaries & Wages	-6,458.36
				<u>-6,458.36</u>
<b>Check</b>	<b>12/31/2023</b>	<b>Bahgat &amp; Laurito-Bahgat, CPAs, PC</b>	<b>101 · 101 · Operating Fund</b>	
			591 · Payroll Processing	-46.55
				<u>-46.55</u>
<b>Check</b>	<b>12/31/2023</b>	<b>IRS</b>	<b>101 · 101 · Operating Fund</b>	
			550 · Salaries & Wages	-1,088.87
			551 · FICA & Medicare	-601.68
				<u>-1,690.55</u>
<b>Check</b>	<b>12/31/2023</b>	<b>NYS Tax</b>	<b>101 · 101 · Operating Fund</b>	
			2000 · NYS Taxes Payable	-243.43
				<u>-243.43</u>
<b>Check</b>	<b>12/31/2023</b>	<b>NYS Employer Unemployment Tax</b>	<b>101 · 101 · Operating Fund</b>	
			2001 · Unemployment Payable	-16.20
				<u>-16.20</u>
<b>Check</b>	<b>12/31/2023</b>	<b>NYS &amp; Local Retirement System</b>	<b>101 · 101 · Operating Fund</b>	
			550 · Salaries & Wages	-161.50
				<u>-161.50</u>

## Dunkirk Public Library Check Detail

December 2023

<b>Bill Pmt -C</b>	<b>12/04/2023</b>	<b>CNA Surety</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/04/2023		592 · Insurance	-1,575.00
			592 · Insurance	-116.33
				-1,691.33
<b>Bill Pmt -C</b>	<b>12/07/2023</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/07/2023		501 · Books	-18.25
Bill	12/07/2023		501 · Books	-104.88
			504 · Gifts and Donations Expenses	-70.85
				-193.98
<b>Bill Pmt -C</b>	<b>12/07/2023</b>	<b>CCLS</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/07/2023		503 · CCLS Book Plan - Overdrive	-250.00
			565 · Telephone	-31.03
			565 · Telephone	-10.01
				-291.04
<b>Bill Pmt -C</b>	<b>12/07/2023</b>	<b>NuWood Creations Inc.</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/07/2023		585 · Building Repairs & Maintenanc	-6,409.98
				-6,409.98
<b>Bill Pmt -C</b>	<b>12/07/2023</b>	<b>TreeTop Products LLC</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/07/2023		615 · Building Equipment	-2,354.49
				-2,354.49
<b>Bill Pmt -C</b>	<b>12/14/2023</b>	<b>Hagan Business Machines</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/14/2023		596 · Copier & Printer Supplies	-90.99
				-90.99
<b>Bill Pmt -C</b>	<b>12/14/2023</b>	<b>Whiteman, Osterman and Hanna, LLP</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/14/2023		620 · Legal Fees	-500.00
				-500.00
<b>Bill Pmt -C</b>	<b>12/21/2023</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
Bill	12/21/2023		501 · Books	-20.77
			504 · Gifts and Donations Expenses	-33.96
Bill	12/21/2023		501 · Books	-88.47
				-88.47



## Dunkirk Public Library Check Detail December 2023

-143.20

<b>Bill Pmt -C</b>	<b>12/21/2023</b>	<b>CCLS</b>	<b>101 - 101 - Operating Fund</b>	
Bill	12/21/2023		582 - Internet Expenses	-69.00
			565 - Telephone	-30.55
				<u>-99.55</u>
<b>Bill Pmt -C</b>	<b>12/21/2023</b>	<b>First National Bank Omaha</b>	<b>101 - 101 - Operating Fund</b>	
Bill	12/21/2023		501 - Books	-242.83
			610 - Children's Program Supplies	-142.46
Bill	12/21/2023		509 - DVD's	-217.92
			504 - Gifts and Donations Expenses	-42.94
Bill	12/21/2023		504 - Gifts and Donations Expenses	-13.87
			570 - Library Supplies	-73.82
			688 - Misc. Expenses	-74.16
			610 - Children's Program Supplies	-33.97
				<u>-841.97</u>
<b>Bill Pmt -C</b>	<b>12/21/2023</b>	<b>Utica National Insurance Group</b>	<b>101 - 101 - Operating Fund</b>	
Bill	12/21/2023		552 - Worker's Comp Insurance	-2,252.00
				<u>-2,252.00</u>
<b>Bill Pmt -C</b>	<b>12/31/2023</b>	<b>Highmark BCBCWNY</b>	<b>101 - 101 - Operating Fund</b>	
Bill	12/31/2023		553 - Health Insurance	-1,870.78
				<u>-1,870.78</u>

# Dunkirk Public Library Check Detail

April 2024

Num	Date	Name	Account	Paid Amount
	04/06/2024	DFT	101 - 101 - Operating Fund	
			565 - Telephone	-17.53
				<u>-17.53</u>
	04/15/2024	payroll	101 - 101 - Operating Fund	
			550 - Salaries & Wages	-8,213.41
				<u>-8,213.41</u>
	04/15/2024	Bahgat & Laurito-Bahgat, CPAs,	101 - 101 - Operating Fund	
			591 - Payroll Processing	-48.13
				<u>-48.13</u>
	04/15/2024	IRS	101 - 101 - Operating Fund	
			550 - Salaries & Wages	-1,398.17
			551 - FICA & Medicare	-782.14
				<u>-2,180.31</u>
	04/15/2024	NYSDCP Receipts	101 - 101 - Operating Fund	
			550 - Salaries & Wages	-200.00
				<u>-200.00</u>
	04/15/2024	NY Employer Unemployment	101 - 101 - Operating Fund	
			2001 - Unemployment Payable	-175.08
				<u>-175.08</u>
	04/15/2024	NYS Tax	101 - 101 - Operating Fund	
			2000 - NYS Taxes Payable	-324.18
				<u>-324.18</u>
	04/20/2024	National Grid	101 - 101 - Operating Fund	
			560 - Electricity	-700.13
				<u>-700.13</u>
	04/20/2024	Shelter Point Life	101 - 101 - Operating Fund	
			555 - Disability Insurance	-411.56
				<u>-411.56</u>

## Dunkirk Public Library Check Detail April 2024

			-411.56
04/27/2024	Highmark BCBCWNY	101 - 101 - Operating Fund	
		553 - Health Insurance	-743.81
			<u>-743.81</u>
04/27/2024	National Fuel	101 - 101 - Operating Fund	
			0.00
04/27/2024	VSP PAYMENT	101 - 101 - Operating Fund	
		553 - Health Insurance	-33.99
			<u>-33.99</u>
04/27/2024	Independent Health	101 - 101 - Operating Fund	
		553 - Health Insurance	-1,374.78
			<u>-1,374.78</u>
04/27/2024	Delta Dental of NY Inc	101 - 101 - Operating Fund	
		553 - Health Insurance	-79.62
			<u>-79.62</u>
04/30/2024	payroll	101 - 101 - Operating Fund	
		550 - Salaries & Wages	-7,974.58
			<u>-7,974.58</u>
04/30/2024	Bahgat & Laurito-Bahgat, CPAs, PC	101 - 101 - Operating Fund	
		591 - Payroll Processing	-48.13
			<u>-48.13</u>
04/30/2024	IRS	101 - 101 - Operating Fund	
		550 - Salaries & Wages	-1,395.89
		551 - FICA & Medicare	-762.58
			<u>-2,158.47</u>
04/30/2024	NYSDCP Receipts	101 - 101 - Operating Fund	
		550 - Salaries & Wages	-200.00
			<u>-200.00</u>

## Dunkirk Public Library Check Detail April 2024

	<b>04/30/2024</b>	<b>NYS Retirement and Local Retirement Syste</b>	<b>101 - 101 - Operating Fund</b>	
			550 - Salaries & Wages	-173.91
				<u>-173.91</u>
	<b>04/30/2024</b>	<b>NYS Unemployment Insurance</b>	<b>101 - 101 - Operating Fund</b>	
			2001 - Unemployment Payable	-169.72
				<u>-169.72</u>
	<b>04/30/2024</b>	<b>NYS Tax</b>	<b>101 - 101 - Operating Fund</b>	
			2000 - NYS Taxes Payable	-311.72
				<u>-311.72</u>
<b>11768</b>	<b>04/06/2024</b>	<b>Usherwood Office Technology</b>	<b>101 - 101 - Operating Fund</b>	
1286829	04/06/2024		583 - Office and Computer Equipment	-1,964.00
				<u>-1,964.00</u>
<b>11769</b>	<b>04/06/2024</b>	<b>Image Integrator, LLC</b>	<b>101 - 101 - Operating Fund</b>	
20080	04/06/2024		583 - Office and Computer Equipment	-895.00
				<u>-895.00</u>
<b>11770</b>	<b>04/06/2024</b>	<b>Dan Palmer</b>	<b>101 - 101 - Operating Fund</b>	
Library Week	04/06/2024		580 - Advertising	-125.00
				<u>-125.00</u>
<b>11771</b>	<b>04/06/2024</b>	<b>City of Dunkirk Water Department</b>	<b>101 - 101 - Operating Fund</b>	
0000051	04/06/2024		562 - Water	-64.33
			563 - Sewer	-30.00
			564 - Tipping Fee	-48.00
				<u>-142.33</u>
<b>11772</b>	<b>04/13/2024</b>	<b>Baker &amp; Taylor</b>	<b>101 - 101 - Operating Fund</b>	
2038197603	04/13/2024		501 - Books	-453.13
2038200503	04/13/2024		501 - Books	-35.96
2038200504	04/13/2024		501 - Books	-503.29

## Dunkirk Public Library Check Detail April 2024

			504 · Gifts and Donations Expenses	-34.04
				-1,026.42
<b>11773</b>	<b>04/13/2024</b>	<b>CCLS</b>	<b>101 · 101 · Operating Fund</b>	
18391	04/13/2024		503 · CCLS Book Plan - Overdrive	-425.00
			565 · Telephone	-30.81
			565 · Telephone	-9.75
			582 · Internet Expenses	-69.00
			589 · Operations & Maintenance Bldg	-31.00
				-565.56
<b>11774</b>	<b>04/13/2024</b>	<b>Creative Product Source, Inc.</b>	<b>101 · 101 · Operating Fund</b>	
CPI102740	04/13/2024		616 · Outreach	-394.11
				-394.11
<b>11775</b>	<b>04/13/2024</b>	<b>Usherwood Office Technology</b>	<b>101 · 101 · Operating Fund</b>	
1287925	04/13/2024		596 · Copier & Printer Supplies	-8.72
				-8.72
<b>11776</b>	<b>04/20/2024</b>	<b>Baker &amp; Taylor</b>	<b>101 · 101 · Operating Fund</b>	
2038218557	04/20/2024		501 · Books	-17.42
2038218558	04/20/2024		501 · Books	-149.97
			504 · Gifts and Donations Expenses	-18.60
			504 · Gifts and Donations Expenses	-15.92
2038228897	04/20/2024		501 · Books	-36.50
2038228898	04/20/2024		501 · Books	-165.33
			504 · Gifts and Donations Expenses	-25.72
				-429.46
<b>11777</b>	<b>04/20/2024</b>	<b>First National Bank Omaha</b>	<b>101 · 101 · Operating Fund</b>	
2666 J Hammond	04/20/2024		610 · Children's Program Supplies	-7.49
			610 · Children's Program Supplies	-6.64
			610 · Children's Program Supplies	-152.13
			570 · Library Supplies	-11.54
			584 · Building Supplies	-18.94
			589 · Operations & Maintenance Bldg	-26.94
			451 · Block Grant Expenses	-518.73
			614 · Teen Programming	-28.90
			502 · Periodicals	-10.99
			688 · Misc. Expenses	-22.43

# Dunkirk Public Library Check Detail

## April 2024

9922 - M Quatroche	04/20/2024	501 - Books	-17.79
		504 - Gifts and Donations Expenses	-164.35
		509 - DVD's	-121.49
4928 - P Czarniak	04/20/2024	610 - Children's Program Supplies	-198.78
		610 - Children's Program Supplies	-33.15
		610 - Children's Program Supplies	-35.18
		610 - Children's Program Supplies	-223.58
		610 - Children's Program Supplies	-36.55
			<hr/>
			-1,635.60

11778	04/27/2024	<b>American Library Association</b>	<b>101 - 101 - Operating Fund</b>
1205896	04/27/2024	594 - Memberships	-177.00
			<hr/>
			-177.00

11779	04/27/2024	<b>Usherwood Office Technology</b>	<b>101 - 101 - Operating Fund</b>
1292964	04/27/2024	596 - Copier & Printer Supplies	-39.88
			<hr/>
			-39.88

**Dunkirk Public Library  
Director's Report  
April-May 2024**

1. Book Club 1 April - *Remarkably Bright Creatures*; fourteen attendees.

Book Club 1 May - *Joy Luck Club*; seventeen attendees.

- Author visits:
  - 4/11/24 - Adrienne J Ploss; two attendees.
  - 4/25/24 - Zoom w/ William Kent Krueger; eight attendees.
  - 5/16/24 - Debra Runge Meder; eight attendees

2. Book Club 2 April - four attendees.

Book Club 2 May - five attendees.

- Seeking to add more members; Book Club 1 has been directing requests to join to the second group.

3. Teens/YA - Getting ready to try some new games during the summer. We may lose some members as individuals graduate this year.

4. Adult Nutrition Sessions - Will return in the Fall.

5. Knit & Crochet Class - Will return in the Fall.

6. Outdoor Signage - A rendering and cost estimate was provided by Toth's Sports.

7. Flower Beds - Cleaned up by Lenore F and volunteers. Carole R hired a landscaper to replant the bed around the flag.

8. Brownie Troop - Banned by a regional leader from meeting here after numerous instances of poor/unsafe behavior.

9. Chamber of Commerce Stats - See attachments.

10. CCLS Grants:

- Awarded a Marketing Grant of \$325 toward purchase of 120<sup>th</sup> Anniversary T-Shirt
- Applied for a \$300 Summer Reading Grant to be split between the kids and teens programs.

11. Circulation Desk Printer - Replaced by a unit serviced through Usherwood and working well.

12. Parking Lot Fence - Replaced and paid by the driver's insurance.

13. Children's Room Paint - We had a delay in communication due to some email issues on Deborah's end, but she's now looking for someone who can begin the process of painting downstairs.

14. Data Wiring - Mike J is looking for a week that won't overlap any other Children's Room projects in order to get us scheduled. We're trying to avoid conflict with paint and carpet dates.

15. Eclipse Day - Approximately 1140 pairs of glasses distributed, 141 Basket entries, and zero visitors during the event.

16. Library Week - Radio broadcast by Dan Palmer, who selected the Eclipse Basket winners.

17. Free Comic Book Day - Eighteen free comics taken during the week leading to 5/4.

18. Meetings and Conferences:

- 3/25/24 - Lawyer Phone Call
- 3/28/24 - Library Marketing w/ LJ
- 4/3/24 - Lawyer Phone Call
- 4/12/24 - Summer Reading & Program Marketing @ CCLS
- 4/16/24 - Toth's Sports Visit Re: Signage
- 4/16/24 - Give Big Training
- 4/19/24 - CCLS Mtg.
- 4/23/24 - Visit Hae Jude Re: Anniversary Shirts
- 4/24/24 - Staff Survey Committee Mtg.
- 4/25/24 - Host Capacity Lab Lunch
- 4/29/24 - Library Advocacy Mtg.
- 4/30/24 - Lawyer Phone Call
- 5/2/24 - Visit from LJ Re: Programs
- 5/7/24 - Visit from Masons & Architect Re: Summer Work
- 5/8/24 - Book Repair Webinar
- 5/8/24 - Special Session Board Mtg.
- 5/9/24 - Library Minecraft Program @ Prendergast
- 5/17/24 - CCLS Mtg.
- 5/21/24 - Meals on Wheels Program Call
- 5/22/24 - Give Big Prep @ Prendergast



	Jan-24	Feb-24	Mar-24	Apr-24	2024 YTD	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
Juvenile Fiction	330	641	622	595	2188	502	483	632	515	595	819	853	808
Juvenile Non-Fiction	23	46	46	91	206	59	57	30	50	41	39	61	79
Juvenile DVD's	1	6	15	11	33	24	24	10	15	23	39	35	44
Juvenile Audio Books	0	0	0	1	1	0	0	0	0	0	4	0	1
Juvenile Magazines	0	2	0	0	2	1	0	1	1	0	2	1	1
Adult Fiction	525	586	578	662	2351	506	499	530	566	601	633	680	717
Adult Non-Fiction	157	150	178	178	663	94	123	123	96	119	131	122	99
Adult DVD's	217	163	243	142	765	160	167	148	199	247	282	315	207
Adult Audio Books	4	10	3	9	26	0	4	15	10	6	8	10	0
Adult Magazines	2	3	2	10	17	2	1	8	12	13	11	6	21
E-Books (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0
Downloadable Audio Books (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0
Digital Magazines (Overdrive)	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Circulation</b>	<b>1259</b>	<b>1607</b>	<b>1687</b>	<b>1699</b>	<b>6252</b>	<b>1348</b>	<b>1358</b>	<b>1497</b>	<b>1464</b>	<b>1645</b>	<b>1968</b>	<b>2083</b>	<b>1977</b>
Computer Use	420	444	446	517		494	510	579	594	565	470	408	506
Patrons Visiting Library	2917	2854	2975	3192		2656	2566	3157	2845	2913	3052	3497	3216
Reference Questions	332	409	607	311	1659	157	263	238	213	170	177	188	210
<b>Cards Issued each month</b>	<b>19</b>	<b>45</b>	<b>34</b>	<b>22</b>		<b>23</b>	<b>26</b>	<b>22</b>	<b>26</b>	20	37	27	23
<b>Total Card Holders as of</b>	<b>270</b>	<b>315</b>	<b>349</b>	<b>371</b>	371		<b>26</b>	<b>48</b>	<b>74</b>	<b>94</b>	<b>131</b>	<b>158</b>	<b>181</b>

Sep-23	Oct-23	Nov-23	Dec-23	2023 YTD	% Change
542	526	568		6843	-68.03%
52	56	38		562	-63.35%
39	24	15		292	-88.70%
1	1	0		7	-85.71%
0	3	0		10	-80.00%
592	651	621		6596	-64.36%
105	118	149		1279	-48.16%
180	207	192		2304	-66.80%
2	2	18		75	-65.33%
2	14	12		102	-83.33%
0	0	0		X	X
0	0	0		X	X
0	0	0		X	X
<b>1515</b>	<b>1602</b>	<b>1613</b>	<b>0</b>	<b>18070</b>	<b>-65.40%</b>
428	436	387			
2548	2676	2267			
152	211	204			

22	28	20			
<b>203</b>	<b>231</b>	<b>251</b>	<b>251</b>	251	

DUNKIRK Mar-2024 STATISTICS	J-FIC	J-NF	J-OTHER	A-FIC	A-NF	A-OTHER	ILL-IN	ILL-OUT	TOTAL
BOOK	562	39		478	158				1237
NEW-BOOK	60	7		100	20				187
PAPERBACK									0
ILL-BOOK									0
J-BOOK									0
EASY-BK									0
AUDIO BOOK						3			3
CDS									0
MAGAZINE						2			2
DVDS			13			243			256
NEW-ITEMS									0
HOUSEHOLD									0
VIDEOGAME			2						2
MUSEUM PASS									0
<b>TOTAL</b>	<b>622</b>	<b>46</b>	<b>15</b>	<b>578</b>	<b>178</b>	<b>248</b>	<b>0</b>	<b>0</b>	<b>1687</b>

Public Computer Use	446
Microfilm	4
Curbside Delivery	1
People Counter: Front Entr	2093
People Counter: Rear Entr	882
Total Patron Count	2975
RQ: Computer Assistance w/Patrons	27
RQ: Assistance in Lab	48
Reference Questions: Adult	384
Reference Questions: Children's	120
Reference Questions: Email	28
Total Reference Questions	607

<i>Added Materials</i>	
MAGAZINES	9
NEWSPAPERS	25
MICROFILM	0
CHILDREN'S ROOM BOOKS	3
ADULT BOOKS	7
DVD'S	0
AUDIO BOOKS	0
Total	44

DUNKIRK Apr-2024 STATISTICS	J-FIC	J-NF	J-OTHER	A-FIC	A-NF	A-OTHER	ILL-IN	ILL-OUT	TOTAL
BOOK	551	81		551	149				1332
NEW-BOOK	44	10		111	29				194
PAPERBACK									0
ILL-BOOK									0
J-BOOK									0
EASY-BK									0
AUDIO BOOK			1			9			10
CDS									0
MAGAZINE						10			10
DVDS			11			142			153
NEW-ITEMS									0
HOUSEHOLD									0
VIDEOGAME			2						2
MUSEUM PASS						1			1
<b>TOTAL</b>	<b>595</b>	<b>91</b>	<b>14</b>	<b>662</b>	<b>178</b>	<b>162</b>	<b>0</b>	<b>0</b>	<b>1702</b>

Public Computer Use	517
Microfilm	1
Curbside Delivery	0
People Counter: Front Entr	821
People Counter: Rear Entr	2371
Total Patron Count	3192
RQ: Computer Assistance w/Patrons	9
RQ: Assistance in Lab	58
Reference Questions: Adult	211
Reference Questions: Children's	44
Reference Questions: Email	56
Total Reference Questions	378

<i>Added Materials</i>	
MAGAZINES	12
NEWSPAPERS	26
MICROFILM	0
CHILDREN'S ROOM BOOKS	0
ADULT BOOKS	1
DVD'S	0
AUDIO BOOKS	3
Total	42



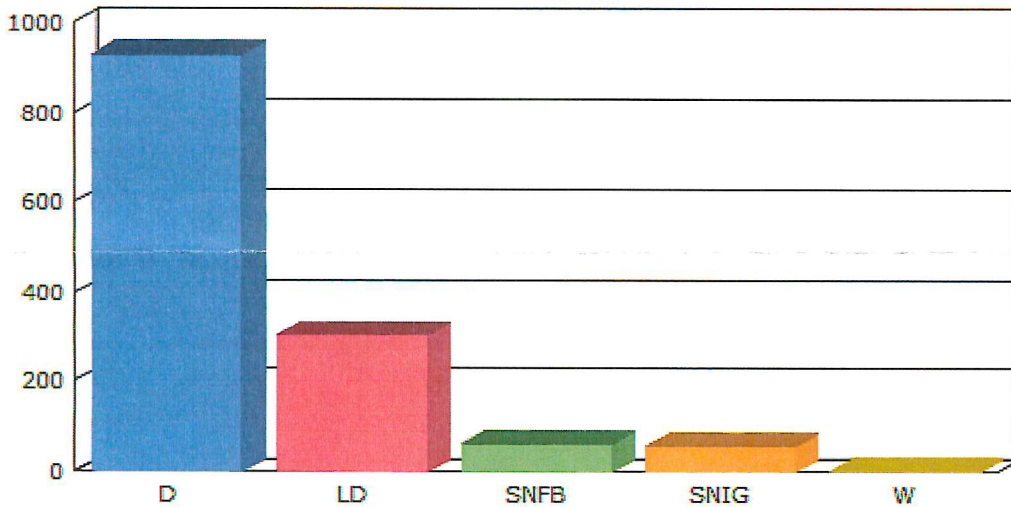
# Chautauqua County Chamber of Commerce

Referral Report 4/15/2023 to 4/15/2024

**Name** Dunkirk Public Library  
**ID#** 123190  
**Address** 536 Central Avenue  
 Dunkirk, NY 14048

**Phone** (716) 366-2511  
**Fax** (716) 366-2525  
**Web** [www.dunkirklibrary.org](http://www.dunkirklibrary.org)

Referrals By Type



- D = Business Listing Displayed
- LD = Listing Details Displayed
- W = Website Clicked
- AC = Banner Ad Clicked
- AD = Banner Ad Displayed
- CD = Coupon Displayed
- CV = Coupon Viewed
- E = Email Sent From Website
- F = FrontDesk Staff Referral
- M = Map Displayed
- ML = Members Only Login
- SD = Sponsor Image Displayed
- SC = Sponsor Image Clicked
- SM = Sponsor Message Displayed
- SNFB = Social Network Facebook
- SNTW = Social Network Twitter
- SNIG = Social Network Instagram
- SNPN = Social Network Pinterest
- SNYT = Social Network YouTube
- SNYP = Social Network Yelp
- SNLI = Social Network LinkedIn

Referral Type	Referrals
Displayed - This is the number of times the business listing was displayed	928
Listing Details Displayed - This is the number of times your business listing details page was displayed	301
SNFB - This is the number of times your social network Facebook icon was clicked	60
SNIG - This is the number of times your social network Instagram icon was clicked	57
Website - This is the number of times the website was clicked	1
As of 4/15/2024	<b>Total 1,347</b>



# Value Report for Dunkirk Public Library

Showing referrals from 03/17/2024 to 04/16/2024

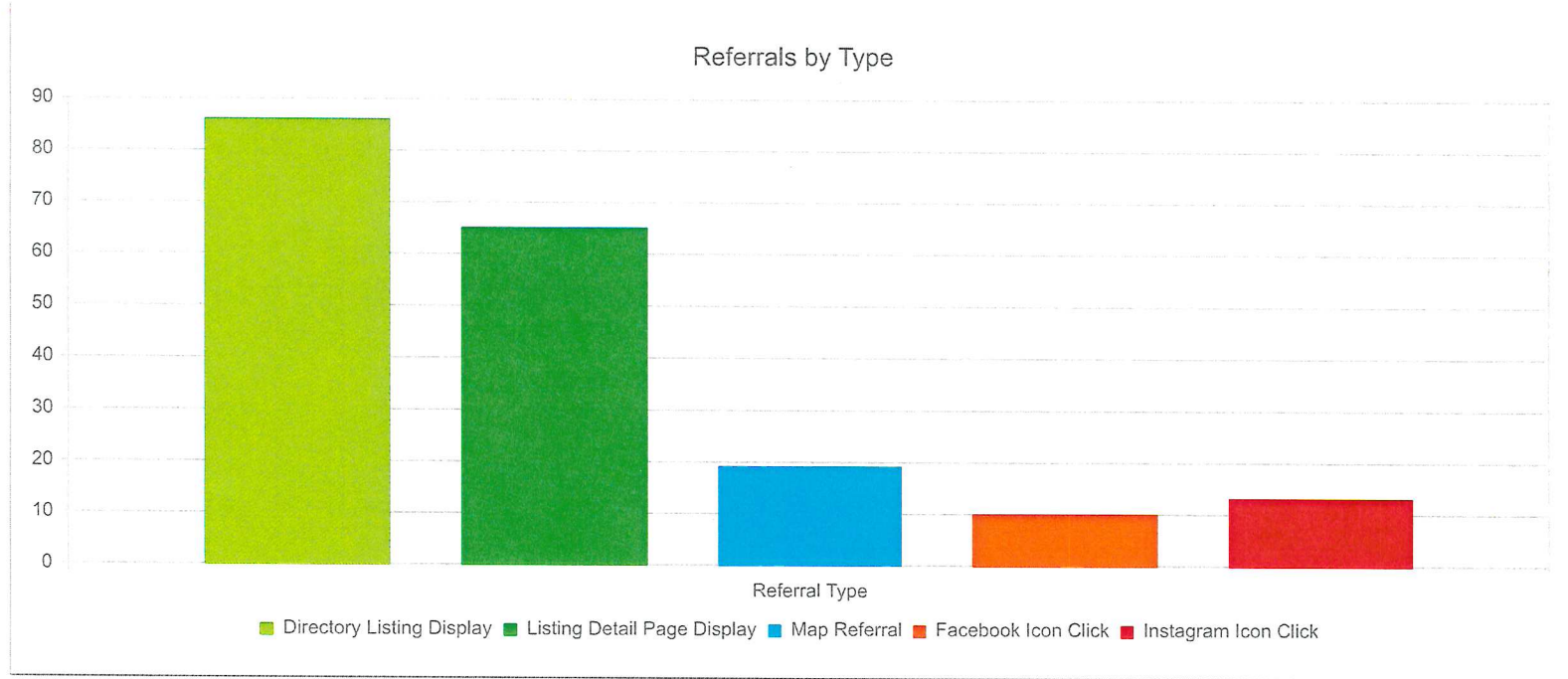
Chautauqua County Chamber of Commerce Member Snapshot

## Dunkirk Public Library

536 Central Avenue  
Dunkirk, NY, 14048

Include Referrals from Search Engine Indexing Library

Total Referrals Per Month Referrals By Type



TOTAL REFERRALS

193

TOTAL IMPRESSIONS

86

TOTAL LEADS

107

LEAD RATE

124.42%

Value Of Referrals

\$85

Value On Investment

527 %

Based on your annual dues investment of \$195, this value represents 527 % of your \$16 investment for the time period of March 17, 2024 - April 16, 2024

### Value Statement

This Value on Investment represents an estimate of the value received from referrals from our organization for the date range of the report, in relation to your Chamber annual membership dues. In addition to referrals, you benefit from networking opportunities, educational programs, leadership and our business advocacy efforts. Thank you for your continued membership in the Chautauqua County Chamber of Commerce.

**RESOLUTION**

**DUNKIRK PUBLIC LIBRARY - BOARD OF TRUSTEES**

At a duly called meeting of the Board of Trustees of the Dunkirk Public Library held on May \_\_\_\_, 2024, upon a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, it was

WHEREAS the Dunkirk Public Library has called and given notice of an election to be held on June 18, 2024 from the hours of 12:00 p.m. to 9:00 p.m. at the Dunkirk Public Library, 536 Central Avenue, Dunkirk, New York, it is therefore

RESOLVED, that the Library’s Board of Trustees appoints qualified voters Donna Brisky as Chief Inspector / Poll Site Coordinator at a compensation rate of \$18.00 per hour and Cheryl Sheedy as election inspector at a compensation rate of \$15.00 per hour, to conduct the election in coordination with the Library Director and Board of Trustees.

Dated: May \_\_\_\_, 2024

\_\_\_\_\_  
Susan Nickle, Secretary

Vote: \_\_\_ In Favor  
      \_\_\_ Opposed  
      \_\_\_ Abstentions