

Minerva Free Library Board

“Libraries Change Lives”

December 5, 2023 Agenda

Meeting called to order

Pledge of Allegiance

Approve Previous Meeting Minutes

Director’s Report: (5 min)

Treasurer’s Report: (10 mins) – Darlene

- Monthly beginning balance (checking and Savings): \$ 98,852.42
- Monthly ending balance (checking and savings): \$ 46,296.95
- Endowment Balance: \$107,058.46
- UBS Core Savings: \$50,000.00
- Gifts: \$ 285 (room donation, private gifts)

Sub Committee Reports:

Book Club (5 mins) – Judy

Building and grounds- (5 min)- Elizabeth- Library Sign, Sheldon Foundation

Fundraising (10) mins) – Dianne and Judy

Sustainable Fund Committee (10 min)- Elizabeth, Darlene

Grants (5 min)- Beth and Cindy

Policy Approval: Meeting Room, Library Equipment Loan Policy, Patron Code of Conduct

New Business: 2024 Budget Approval

Next Meeting will be held on: February 6, 2024 6:00 p.m.

Upcoming Meeting focus:

Jan- Holiday Party

Feb- Annual Board Meeting, prior year operating report, elect officers, File 990

Mar- Event Programming, Fundraising Focus, CPA Audit, Give Big CHQ

Apr-

May- Fund Raising Focus for summer months, Event Programming (SRP)

June- Prepare next year budget, Trustee Education Requirements (watch handbook book club)

July- Short-Term, Long-Term Review, Visit Town of Sherman Board

August- Event programming, Sexual Harassment Training, Conflict of Interest Policy

Sept- Evaluations

Oct- Bylaws Review, Posts regarding “Giving Tuesday”

Nov- Review next year’s budget

Dec- Approve next year budget

Minerva Free Library
Board of Trustees Meeting
Minutes: November 7, 2023
“Libraries Change Lives”

Present Board Members: Beth Armes, Darlene Barney, Carol Chase, Krista Rhebergen, Judy Warren, Karen Croscut
Absent: Elizabeth Meeder, Dianne Courtney-Freeman
Director: Cindy Sears

Secretary’s Report: President Beth Armes called the meeting to order @ 5:59 PM. Attendance was taken, followed by the Pledge of Allegiance.

The minutes from the October Board Meeting were approved. A motion was made by Darlene and Seconded by Karen to approve the minutes. All: Aye.

Director’s Report: Cindy Sears

The director’s report was reviewed by the board before the meeting and no questions or concerns needed to be addressed.

Toddler Time seems to be successful, and the name will remain unchanged.

2nd Annual Halloween Story Walk was a success, a thank you was said to all the board members for their involvement.

It was stated that Sam, Mr. Wake’s Financial man came to visit on that Saturday and he got to see how busy the library can be.

* Treasurer’s Report-Darlene	Beginning	Ending
Checking and Savings Balance	\$ 97,994.18	\$98,915.19
Endowment Balance	\$109,343.99	
Fundraising	\$113	
Gifts: Community Band and Private	\$182	

Darlene and Cindy continue work on the budget, they will aim for a \$62,000 budget for next year. This is without the extension of hours at this point.

Book Clubs:Judy

The Adult Community Book Club will meet on Tuesday, November 14th and will discuss The Midnight Library.

The SCS Book Club will meet on the third Thursday, October 16th, to discuss The Personal Librarian

The teen club book boxes have been ordered to be distributed in December.

We talked about getting a phone number for the community members who don't have Facebook so that they receive messages from the group.

Buildings and Grounds Report:Beth for Elizabeth

*The signage is still being researched to replace the old sign that was taken down on the front lawn. We found out that we need a permit for placing the sign back up and are working with the village to proceed with this.

*The fire inspection passed for the year as well.

*The Sheldon Foundation Grant will need to be submitted by Elizabeth before December 1st. She continues to work on this.

Fundraising: Upcoming events

- * Judy will head up a committee to work on a fundraiser event for spring with the hopes that this can be helpful with our sustainable funding. We will have a committee look into this adventure with the thought of it becoming an annual event. Beth, Elizabeth, Dianne, and Cindy will be members of the committee. A meeting date will be sent out shortly.
- * Cindy contacted two libraries and a time will be set up to meet with these representatives.

Sustainability Funding Committee:

We are waiting to find out when the Town will distribute the funding that they put in their budget for support of the library. We need to have a timeline of this distribution for our records. This will be for the 2024 year.

We are still working on being sustainable, the board has decided to pursue a 259 vote in the spring. This will be a resolution to ask the taxpayers to support the library for \$60,000 for 2025. Petitions to sanction the vote will be passed out at our board December. The Sustainability Subcommittee will meet in January to think over our plan for campaigning for the vote.

New Business:

The computers will be in the second week of November. CCLS IT will Backup everything. Mike Jones has requisitioned that the board consider releasing \$2,000 in case they run into issues when working on the Data Wiring project, which will give us Wifi on all three floors of the library.

Judy made a motion to have the \$2,000 dollars available if it is needed, Carol seconded the motion. All:Aye

Judy ordered the plaque for the Wake Foundation History Room.

Karen reported that Pete Noble from Noble Winery said he would donate a portion of the sales of his Model Airplanes to our library.

Policies:

Jan and LJ @ CCLS are reaching out to libraries to make sure they have updated and approved policies in place. We are going to look at two policies at each of our upcoming meetings and get them approved.

Darlene made a motion to approve our Photo Policy, 2nd by Krista. All:Aye

Cindy will seek answers to a couple of insurance questions before we approve our Room Use Policy.

Next Meeting: Tuesday, December 5th, 2023.

Adjournment: The motion to adjourn was made by Karen and seconded by Judy @ 7:50.

Respectfully submitted,
Judith Warren

Minerva Free Library
2023 **Approved Budget**

	September	October	November	December	YTD	
Endowment						
Overall USB Fund Endowment	\$ 112,819.74	\$ 109,343.99	\$ 107,058.46			
Checking Account	\$ 26,534.07	\$ 19,338.75	\$ 19,840.42			
Savings Account	\$ 23,297.67	\$ 78,655.43	\$ 29,012.00			
UBS Core Savings Account			\$ 50,000.00			
Total Portfolio	\$ 162,651.48	\$ 207,338.17	\$ 205,910.88	\$ -		
Income						
	September	October	November	December	YTD	Annual Budget
	Actual	Actual	Actual	Actual	2023	2023
11.25 Balance in Operating Fund	\$ 85,037.87	\$ 183,617.31	\$ 180,812.05	\$ 178,164.25		
11.1 Local Funding	\$ 5,000.00				\$ 10,000.00	\$ 10,000.00
11.2 Local Funding	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	
11.3 Local Library Services Aid (LLSA)					\$ 1,436.70	\$ 2,000.00
11.7 CCLS Grants			\$ 573.00		\$ 3,042.00	\$ 3,000.00
11.8 Total System Cash Grants	\$ -	\$ -	\$ 573.00	\$ -	\$ 4,478.70	
11.9 Other State Aid					\$ 6,885.00	\$ 7,650.00
11.10 LSTA					\$ -	
11.11 Other Federal Aid					\$ -	
11.12 Total Federal Aid (11.10, 11.11)	\$ -	\$ -	\$ -	\$ -	\$ -	
11.14 Gifts & Endowments	\$ 50,260.00	\$ 182.00	\$ 285.00	\$ -	\$ 96,177.17	\$ 850.00
Gifts	\$ 260.00	\$ 82.00	\$ 285.00			
Grants	\$ 50,000.00					
Amazon Smile						
Room donations		\$ 100.00				
11.15 Fund Raising	\$ 10.00	\$ 113.00		\$ -	\$ 1,811.00	\$ 6,939.00
book clubs		\$ 13.00				
mugs	\$ 10.00					
charcuterie						
movie night						
baskets						
bikes						
bunco						
friend of the library		\$ 100.00				
11.16 Income from Investments transfer	\$ -		\$ -	\$ -	\$ 14,980.00	\$ 21,000.00
11.17 Library Charges	\$ 60.80	\$ 54.29	\$ -		\$ 736.95	\$ 175.00
11.18 Other Misc.	\$ 26.00	\$ 6.00	\$ 5.00	\$ -	\$ 370.51	\$ 520.00
Prior Fiscal Year					\$ -	
11.19 Total Other Receipts (11.14 thru 11.18)	\$ 100,626.80	\$ 650.29	\$ 575.00	\$ -	\$ 114,075.63	\$ 52,134.00
11.20 Total Operating Fund Receipts (Total of 11.2, 11.8, 11.12, 11.19)	\$ 105,626.80	\$ 650.29	\$ 1,148.00	\$ -	\$ 128,554.33	\$ 14,393.00
	\$ 190,664.67	\$ 184,267.60	\$ 181,960.05	\$ 178,164.25		\$ 66,527.00

Expenses	September	October	November	December	2023	Annual Budget	\$ Remaining 2023	%Remaining 2023
	Actual	Actual	Actual	Actual	YTD	2023		
12.2 Other Staff	\$ 2,408.65	\$ 1,649.25	\$ 2,416.85	\$ -	\$ 21,170.80	\$ 24,520.00	\$ 3,349.20	14%
12.3 Total Salaries and Wages	\$ 2,408.65	\$ 1,649.25	\$ 2,416.85	\$ -	\$ 21,170.80			
Social Security	\$ 149.33	\$ 102.25	\$ 149.84		\$ 1,312.54	\$ 1,438.00	\$ 125.46	9%
Medicare	\$ 34.95	\$ 23.92	\$ 35.05		\$ 307.04	\$ 336.00		
Workers Compensation	\$ 555.00				\$ 1,039.00	\$ 400.00	\$ (639.00)	-160%
Unemployment					\$ 5,694.00			
Disability					\$ -	\$ 400.00	\$ 400.00	100%
NYS Paid Family Leave					\$ -			
IRS payments					\$ 370.46			
12.4 Employee Benefits and Expenditures (Medicare, Workers Comp, Disability)	\$ 739.28	\$ 126.17	\$ 184.89	\$ -	\$ 8,723.04			
12.5 Total Staff Expenditures	\$ 3,147.93	\$ 1,775.42	\$ 2,601.74	\$ -	\$ 29,893.84	\$ 27,094.00		
12.6 Print Materials	\$ 3,215.05	\$ 458.08	\$ 23.79		\$ 7,101.69	\$ 2,000.00	\$ (5,101.69)	-255%
12.7 Electronic Materials	\$ 33.33	\$ 33.33	\$ 33.33	\$ -	\$ 366.63	\$ 300.00	\$ (66.63)	-22%
12.8 Other materials: DVDs, Audio Bk		\$ 389.30	\$ 84.47		\$ 1,828.68	\$ 250.00	\$ (1,578.68)	-631%
12.9 Total Collection Expenditures	\$ 3,248.38	\$ 880.71	\$ 141.59	\$ -	\$ 9,297.00			
12.10 From Local Public Funds (71PF)					\$ -			
12.11 Other Funds Expenses			\$ 316.18		\$ 9,820.85	\$ 8,500.00		
12.12 Total Capital Expenditures	\$ -	\$ -	\$ 316.18	\$ -	\$ 9,820.85	\$ -		
12.13 From Local Public Funds								
12.14 From Other Funds Repairs		\$ 135.00	\$ 270.00		\$ 405.00	\$ 1,300.00	\$ 895.00	69%
12.15 Total Repairs	\$ -	\$ 135.00	\$ 270.00	\$ -	\$ 405.00			
Gas	\$ 191.00	\$ 191.00	\$ 107.33		\$ 2,238.34	\$ 2,500.00	\$ 261.66	10%
Electric	\$ 140.13	\$ 114.19	\$ 100.92	\$ -	\$ 1,088.77	\$ 1,000.00	\$ (88.77)	-9%
Water & Sewer	\$ 179.48		\$ 178.06		\$ 1,025.97	\$ 1,000.00	\$ (25.97)	-3%
Insurance								
Property/Liability	\$ -	\$ -		\$ -	\$ 2,021.84	\$ 2,500.00	\$ 478.16	19%
Custodial	\$ 20.63	\$ 113.27			\$ 374.70			
Miscellaneous	\$ 79.93				\$ 79.93	\$ -		
12.16 Other Disbursements for Operation & Maintenance of Buildings	\$ 611.17	\$ 418.46	\$ 386.31	\$ -	\$ 6,829.55	\$ 7,000.00	\$ 170.45	2%
12.17 Total Operation & Maintenance of Buildings (12.15, 12.16)	\$ 611.17	\$ 553.46	\$ 656.31	\$ -	\$ 7,234.55			
12.18 Office & Library Supplies	\$ -			\$ -	\$ 1,159.61	\$ 450.00	\$ (709.61)	-158%
Telecommunications	\$ -	\$ 79.98	\$ 79.98	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	100%
Internet		\$ 69.00			\$ 207.00	\$ 990.00	\$ 783.00	79%
12.19 Telecommunications	\$ -	\$ 148.98	\$ 79.98	\$ -	\$ 926.82	\$ 1,990.00	\$ 1,063.18	53%
12.20 Postage/freight					\$ 326.34	\$ -	\$ (326.34)	
12.21 Professional Consultant Fees	\$ 20.00	\$ 20.00			\$ 290.00	\$ 300.00	\$ 10.00	3%
12.22 Equipment	\$ -	\$ -		\$ -	\$ -			
Software					\$ 28.81			
	\$ -		\$ -		\$ -			
	\$ -	\$ -	\$ -		\$ -			
SRP/Events (Halloween/Christmas, etc.)	\$ 19.88	\$ 51.98			\$ 738.68	\$ 1,000.00	\$ 261.32	26%
12.23 Other Miscellanous	\$ -	\$ 25.00			\$ 527.64	\$ 850.00	\$ 322.36	38%
12.24 Other Miscellanous (12.18 thru 12.23)	\$ 39.88	\$ 245.96	\$ 79.98	\$ -	\$ 5,301.74			
12.32 Total Operating Fund Disbursements	\$ 7,047.36	\$ 3,455.55	\$ 3,795.80	\$ -	\$ 58,714.54	\$ 51,034.00		
12.36 Transfers to Other Funds								
12.38 Total Disbursements and Transfers	\$ 7,047.36	\$ 3,455.55	\$ 3,795.80	\$ -	\$ 58,714.54	\$ 51,034.00		
12.39 Balance in Operating Fund	\$ 183,617.31	\$ (2,805.26)	\$ (2,647.80)	\$ -				
	\$ 183,617.31	\$ 180,812.05	\$ 178,164.25	\$ 178,164.25				

November 2023
Checking Register

Check/Code	Date	Transaction	Description	Withdrawal	Deposit	Balance
Nov-23	Checking		Beginning Balance			\$70,713.04
	11/6/2023	CCLS	overdrive- 33.33, ILL- 4.00	\$37.33		\$70,675.71
	11/6/2023	Stormer Mechanical	fall boiler start up	\$270.00		\$70,405.71
	11/6/2023	National Fuel	Gas	\$107.33		\$70,298.38
6181	11/6/2023	Cengage Learning	large print material	\$23.79		\$70,274.59
	11/6/2023	Village of Sherman	water/sewer	\$178.06		\$70,096.53
	11/6/2023	First National Bank Omaha	phone-79.98, seating (LP grant) 149.99, seating (LP grant) 166.19, print material (CCLS material plan) 80.47	\$476.63		\$69,619.90
	11/6/2023	Nation Grid	Electric	\$100.92		\$69,518.98
	11/9/2023	payroll	tax	\$314.18		\$69,204.80
	11/9/2023	payroll	pay	\$1,324.58		\$67,880.22
	11/21/2023	UBS	withdraw	\$50,000.00		\$17,880.22
	11/22/2023	payroll	tax	\$208.69		\$17,671.53
	11/22/2023	payroll	pay	\$754.29		\$16,917.24
Totals		Transaction count: 12		\$53,795.80	\$0.00	\$16,917.24

November 2023
Savings Register

Check/Code	Date	Transaction	Description	Withdrawal	Deposit	Balance
			Beginning Balance			\$29,012.00
	11/6/2023	CCLS	materials grant #4		\$573.00	\$29,585.00
	11/7/2023	Donations	Endress-10, Donelson-25		\$35.00	\$29,620.00
	11/21/2023	Donations	croscut-50, Theta beta-200, Ins. Refund-5		\$255.00	\$29,875.00
						\$29,875.00
Totals		Transaction count: 3		\$0.00	\$863.00	\$29,875.00

Petty Cash 2023

Date	Copies	Fines	Fax	Daily Donation	Book Sale	Total	Petty Cash				\$ 40.00	Money at the start of 2023
1/1/2023	\$ 1.60			\$ 0.60		\$ 2.20						
1/14/2023	\$ 0.40			\$ 0.10		\$ 0.50						
1/21/2023	\$ 0.80			\$ 0.20		\$ 1.00						
1/22/2023	\$ 0.20	\$ 0.45		\$ 0.55		\$ 1.20						
2/14/2023		\$ 11.75				\$ 11.75						
2/23/2023		\$ 1.50				\$ 1.50						
2/23/2023	\$ 100.00					\$ 100.00						
2/17/2023					\$ 5.00	\$ 5.00						
3/16/2023	\$ 0.20			\$ 0.01		\$ 0.21						
3/30/2023	\$ 15.00					\$ 15.00						
5/9/2023			\$ 14.00			\$ 14.00						
5/9/2023	\$ 1.05					\$ 1.05						
5/11/2023			\$ 2.50			\$ 2.50						
5/13/2023	\$ 0.20					\$ 0.20						
5/13/2023		\$ 3.15				\$ 3.15						
5/13/2023		\$ 0.60				\$ 0.60						
5/23/2023	\$ 1.20					\$ 1.20						
5/23/2023	\$ 31.00					\$ 31.00						
5/23/2023				\$ 10.00		\$ 10.00	mug sale					
5/25/2023	\$ 1.60					\$ 1.60						
5/30/2023	\$ 1.00					\$ 1.00						
6/26/2023			\$ 3.00			\$ 3.00						
6/27/2023	\$ 0.80			\$ 0.20		\$ 1.00						
7/6/2023	\$ 26.00			\$ 4.00		\$ 30.00						
7/6/2023	\$ 0.40					\$ 0.40						
7/6/2023	\$ 1.00					\$ 1.00						
7/11/2023	\$ 2.80			\$ 0.20		\$ 3.00						
7/13/2023		\$ 1.80		\$ 0.20		\$ 2.00						
7/13/2023		\$ 7.00		\$ 3.00		\$ 10.00						
7/25/2023	\$ 1.60					\$ 1.60						
7/31/2023	\$ 1.80			\$ 0.20		\$ 2.00						
8/1/2023		\$ 0.15				\$ 0.15						
8/1/2023	\$ 4.40			\$ 0.80		\$ 5.20						
8/3/2023	\$ 0.20					\$ 0.20						
8/3/2023	\$ 1.80					\$ 1.80						
8/7/2023	\$ 30.00					\$ 30.00						
8/8/2023				\$ 2.50		\$ 2.50						
8/14/2023			\$ 2.00			\$ 2.00						
8/24/2023	\$ 3.00					\$ 3.00						
9/26/2023	\$ 1.00					\$ 1.00						
10/26/2023	\$ 22.00					\$ 22.00						
11/6/2023	\$ 0.50					\$ 0.50						
11/16/2023	\$ 2.70					\$ 2.70						
						\$ -						
						\$ -						
7/17/2023	\$ 0.80					\$ 0.80						
											\$ 330.51	

\$ - Total Petty Cash

December 5, 2023 From the Director's Desk

STATS for 10/1/23-10/30/23: Audiobooks: 8, Books: 284, CCLS Audiobooks: 0, CCLS LP: 7, DVD: 104, DVD Set:1, Holiday:3, Holiday DVD:2, ILL Book:2, J Books: 164, JR DVD: 1, J MEDIA: 6, magazines 8, New Book: 2, New J Book: 2, Ref Book:2,

TOTAL CIRC: 598-November, 736-October, 544-September, 764-August

Libby Stats: 114 in Oct, 116 in Sept, 100 in Aug, 90 in July, 107 in June, 84 in May, 85 in April, 94 in March, 80 in Feb, 60 in Jan

NEWS & NOTES:

Names of those who donated to the library in November:

Sylvia Boice

Karen and James Croscut

Theta Beta Chapter

Upper Room Bible Study

Bessie Endress

Donelson Family

Munsee Family

Diana Raven

Teen Book Club is giving out December Gift Boxes to the ten teens who participate. This was all given by the ASI Teen Book Club Grant. They will receive a Minerva Mug, Hot chocolate, Christmas Mystery Book, Clip on book light, wooden book mark, and a sleep mask.

Toddler Time has been a hit. There are 3 solid littles and their caregivers who come. 5 other children have come sporadically with their caregivers. Introducing mom's and grandparents to each other has been a side benefit to having the story time with the littles.



Minerva Free Library
116 Miller Street
Sherman, NY 14781
Phone: 716-761-6378
Meeting Room Policy

The Minerva Free Library provides the following meeting spaces:

1. The Upstairs Gathering Room of the Library
2. The Library Basement

The Minerva Free Library will interview the reservee to ensure that none of the library policies are violated and that no illegal activities take place.

Reservations:

- To reserve a meeting space, Minerva Free Library asks that the reservee requests time and date necessary to check for availability.
- All potential cancellations of events must be brought to the attention of the Minerva Free Library Director.
- Reservations must be made by a responsible individual 18 years or older
- Donations Greatly Appreciated

Board of Directors- Sherman Minerva Free Library

Board Approved _____

The Minerva Free Library reserves the right to modify this policy at any time.



Minerva Free Library
116 Miller Street
Sherman, NY 14781
Phone: 716-761-6378
Code of Conduct

The Board of Trustees of the Minerva Library has established rules of behavior, which library users must adhere to when in the library or on the library grounds. These regulations serve to make the library a welcoming and safe place for library users, maintain a safe workplace for staff, and preserve and protect the library's materials, facilities and property. Please help us by adhering to the following:

Library materials, furniture, and equipment should be treated with respect.

Library users should conduct themselves in ways that respect other library users and staff.

Please take cell phone calls out into the hallway or outside when making or receiving phone calls. Texting is allowed inside. Please turn phones to "silent" mode.

Children under age 8 must be accompanied and directly supervised by an adult, at all times, in all areas of the library. The library is not responsible for unattended children of any age.

Children under 12 years old must be accompanied by a parent to use the computer.

Library users must wear shoes and shirts.

Pets should not be brought inside the library (with the exception of service animals).

Smoking (including products that create a vapor such as e-cigarettes), consuming alcohol, or using illegal or illicit substances on library property is strictly prohibited.

Non-alcoholic beverages may be consumed, provided they are in closed containers. Food may be consumed, provided library users clean up after themselves. No beverage or food may be consumed in any public computer area.

All weapons, including firearms (regardless of concealed carry permits) are prohibited in the library facility and on the library grounds.

In the event of health and other types of emergencies, library users and staff are required to abide by protocols issued by the government or the library's Board of Trustees.

The Board establishes policies, and the Director supervises implementation of policies and procedures. Any library user not abiding by these regulations may be required to leave the library. Any illegal, illicit, harassing, or generally unacceptable behaviors may be reported to the local police department at the discretion of the director or his/her designee, and may result in a ban from library services, trespassing order, and/or forfeiture of library privileges.

Board of Directors- Sherman Minerva Free Library

Board Approved _____

The Minerva Free Library reserves the right to modify this policy at any time.



Minerva Free Library
116 Miller Street
Sherman, NY 14781
Phone: 716-761-6378
Equipment Loan Policy

Library Equipment Loan Policy

The Minerva Free Library lends some equipment as an additional service to qualified borrowers. Lending equipment allows residents, town departments, and organizations access to items that are unaffordable for an individual or for infrequent use by an organization.

1. Borrowers must have an **adult** Minerva Free Library card in good standing.
2. Reservations must be made in advance. Use of the equipment for library purposes will have first priority. Town use will have second priority.
3. Borrower is financially responsible for any damages incurred or for failure to return the Equipment and/or accessories. The library will determine replacement model and cost.
4. Borrower will pick up and return the equipment on a schedule determined by the Library Director.
5. Certain equipment, determined by the Library Director, may only be borrowed by town departments, official town committees and commissions, and recognized town community organizations. Borrowing still requires a valid library card for the individual taking financial responsibility (see #3).

Board of Directors- Sherman Minerva Free Library

Board Approved _____

The Minerva Free Library reserves the right to modify this policy at any time.

Minerva Free Library

2024 Proposed Budget

2024 Proposed Budget

INCOME		2024 Budget Proposal	
11.1	Local Funding	\$ 55,000.00	
11.3	Local Library Services Aid (LLSA)	\$ 2,000.00	
11.7	CCLS Grants: (CCLS Cash Grant, Book Plan,	\$ 2,600.00	
11.9	State Aid		
11.14	Gifts & Endowments		
11.15	Fund Raising	\$ 300.00	
11.16	Endowment Fund Transfers		
11.17	Library Charges	\$ 113.00	
11.18	Book Sale		
11.18	Other Income, Amazon Smile		
	Other Miscellaneous	\$ 100.00	
	Prior fiscal year	\$ -	
	Total Income	\$ 60,113.00	
EXPENSES		2024 Budget Proposal	
12.3	Salaries & Wages	\$ 26,000.00	
12.4	Social Security 6.20%	\$ 1,550.00	
12.4	Workers Comp	\$ 1,000.00	
12.4	Disabilty (State Mandated)	\$ 400.00	
	Medicare 1.45%	\$ 363.00	
	Total Wages	\$ 29,313.00	
Expenses		2024 Budget Proposal	
12.6	Print Materials	\$ 2,000.00	
12.7	Electronic Materials	\$ 600.00	
12.8	Other materials: DVDs, Audio Books, etc	\$ 250.00	
12.11	Other Capital Expenses	\$ 10,000.00	
12.14	Building Repairs	\$ 1,300.00	
12.16	Gas	\$ 2,600.00	
12.16	Electric	\$ 1,200.00	
12.16	Water & Sewer	\$ 1,100.00	
12.16	Insurance (Property/Liability)	\$ 2,500.00	
12.16	Other Operation & Maintenance	\$ 600.00	
12.18	Office and Library Supplies	\$ 3,000.00	
12.19	Telephone	\$ 1,000.00	
12.19	Internet & Computer	\$ 500.00	
12.2	Postage & Box	\$ 1,000.00	
12.21	Professional & Consultant Fees	\$ 300.00	
12.22	Equipment, software, events	\$ 2,150.00	
12.24	Other Miscellaneous	\$ 700.00	
	Total Operating and Capital Expenses	\$ 30,800.00	
	Total Expense	\$ 60,113.00	
		\$ -	