

James Prendergast Library
Association Board of Trustee Meeting
Minutes May 19, 2022

Board Members present (virtual or in person): Dan Hickman, Cassie Blakeslee, Michael Corey, Joni Blackman, Frank Corapi, Abbey Soffel, Mary Zdrojewski

Absent: Elizabeth Margarito, Judy Long, Jessica Carr, Ned Lindstrom

Staff present: Anne Greene, Tress Williams, Hannah Dewey

Community Present: Dennis Phillips

Meeting called to order at 5:21 pm by President Dan Hickman

1. Public Comment – None
2. Consent Agenda – Motion to approve made by Mike Corey Y-7 N-0
3. New Staff Introductions – Anne Greene
 - a. Hannah Dewey - Library Associate I. She is already getting a lot of assignments: Monday Morning Makers and Storytime very soon.
4. Director's Report: Anne Greene
 - a. The newest Murray Bob Education initiative, is in partnership with the Audubon. They are holding a 3-part lecture on monarch butterflies and their habitats. The first event was held on April 21 and the next lecture is May 25.
 - b. Library staff have been reviewing our juvenile fiction collection to improve our patrons' browsing experience. Books stored on the top of the bookshelves have been integrated back into the main shelving section which makes it easier to find materials when looking for a specific author.
 - c. Library staff attended Jamestown's Earth Day Festival and engaged many patrons with our Makerspace activities.
 - d. Library staff also attended the YMCA's annual fair and handed out free books and information about library programs to all the families in attendance.
 - e. The library was awarded \$10,000 in grant funding from the Chautauqua Region Community Foundation to support our summer reading program. This funding will support programs put on by local organizations, as well as supplies for programs, and

materials for outreach and outdoor activities.

f. The books from our Cummins grant have all arrived and are ready to be distributed to the children who participate in our summer reading programs and outreach events.

g. Statistics:

Category	% Increased	April 2022	March 2022
Total Library Circulation	35.9%	48,518	35,706
Total Database Usage	1.4%	1,564	1,542
Total Program Attendance	29.6%	1,308	1,009

Decreases: These numbers are reflective of the VITA Services offered at the library since the services has ended. This program brings a lot of people through our doors

Category	% Decreased	April 2022	March 2022
Library Visits	-9.1%	7,576	8,334
Total Reference Questions	-5.3%	7,553	7,972
Total # of programs offered	-13%	87	100
Total Computer Logins	-7.9%	939	1,020

5. Treasurer's report: Unavailable – This report has been tabled for next month – at that time we will review April and May's financials.

6. Fundraising Committee: Cassie Blakeslee, Committee Chair

a. Fundraising Letter: The board has all received the Spring Annual Appeal letter. The committee has reviewed it and is recommending the Board approve the letter.

b. Motion to approve letter made Joni Blackman, second by Mike Corey Y-7 N-0

c. Give Big: The library is participating in Give Big CHQ which takes place on June 9th. As the date approaches there will be more information about the library's event and how to contribute.

7. Building Committee Report: Mary Zdrojewski, Committee Chair

a. The delivery of the digital sign is on schedule. This is the last component of the 2019 construction grant.

- b. The Building Committee has also reviewed the 2022 New York State Construction Grant which will likely be approved within the next month or so. In order to lock in current prices for the new outdoor patio, the committee recommends that we approve the contractual agreement now as it needs to be signed by May 31st. This contract agreement will allow the contractor to begin making needed purchases such as: patio light fixtures, electrical supplies, stone pavers, steps, handrails, and site furnishings such as a bike rack and benches that will be installed.
- c. Motion to approve the contractor agreement made by Mary Zdrojewski, second by Cassie Blakeslee Y-7 N-0

8. New Business

- a. Sexual Harassment Policy: policy needs to be reviewed due to the 5-year policy review per the New York State Library minimum standards. No changes have been made to this policy
- b. Motion to approve policy made by Frank Corapi, second by Mary Zdrojewski Y-7 N-0

9. Unfinished business:

- a. Adjustment to by laws- addition of student liaison
- b. Motion made by Mike Corey, second by Mary Zdrojewski Y-7 N-0

10. Next hybrid meeting is June 16, 2022

11. Adjournment at 5:35 pm

- a. Motion made by Frank Corapi, second by Joni Blackman

DIRECTOR'S REPORT/ May 2022

PROGRAMS & SERVICES

Computer Class: Working with Excel

We resumed computer classes in the fall of 2021. Since then, every month, the classes have at least 3-5 attendees. Most importantly, the participants fill out surveys at the end of the class. For example, May's class was on Excel, and some of the feedback that was documented included, "Helpful instructor, very knowledgeable," "Staff was very helpful and eager to teach new skills," and "Please provide more classes! Thank you for the ones you do provide." The participants were also asked if they "learned a new skill" and "will they use the skills they learned in the future," and all participants answered, "Strongly Agree."

Teen Resume Workshop

The staff has created new teen programming in response to surveys we received from JHS students this spring. Over half of the student's survey indicated that they wanted the library to offer programs/classes on college prep and resume building/job searching. This workshop was the first one offered, and we had two participants. This fall, we plan to offer a similar workshop and partner with JHS and JCC.

Crafting & Community

In May, Crafting and Community had 30 attendees. This weekly program is growing in popularity and was recently supported by a Chautauqua Region Community Foundation grant.

COLLECTION

Collection Development

The Collection Development team continues to meet monthly to discuss areas of the collection that need to be updated and any other collection related concerns or needs. The team has done a tremendous job examining, maintaining and updating our collection to meet the needs of our community.

Early Reading Collection

The Early Reader collection in the Children's Room has been revamped. Instead of shelving strictly by author's last name, the collection is now grouped by grade/reader level. This was done in response to parents looking for certain levels to match the independent reading ability of their children. This new shelving arrangement will make browsing by grade level/beginning independent reading ability easier.

OUTREACH & PARTNERSHIPS

Community Block Party

In May, the library hosted our first Community Block Party, and we are thrilled to report that we had over 500 community members attend. We partnered with 36 community organizations and raised \$2,380 during the party for our outreach and summer reading programs.

JHS English 10 Students

Since March, two JHS 10th Grade English classes have visited the library monthly to learn about library services and programs and check out books. All the students have used their library cards, and a majority of the students received their first library card through this partnership program. The teacher is excited to bring her new English 10 students in the fall.

JPS LEAP Program

Since March, library staff has participated in programming meetings with JPS, the YMCA and YWCA, and the Boys and Girls Club regarding the 2022 Summer LEAP Program. As a result, information on the library's Summer Reading Program and how to get a library card went home with all children signing up for LEAP Program. In addition, the library staff was invited to participate in the LEAP Camp staff training, which will allow us to introduce the Summer Reading Program to the camp counselors.

Storytime with LOVE UPK

On May 5, LOVE Elementary School UPK attended a storytime and Makerspace program at the library. There were 36 children and 12 adults in attendance. Library staff led a storytime with songs and games, and then the children toured the library and played in the Makerspace. The UPK teachers received library card applications to hand out to their students. Many of the children attended with caregivers and parents, and they signed up for library cards during the program.

LIBRARY NEWS

eBooks Grant

The library received \$5,000 from the Jessie Smith Darrah foundation to purchase eBooks. This will be used to enhance our Adult Fiction eBooks by focusing on best-sellers and diverse titles.

Sponsorships

This year, we mailed letters to local businesses asking if they would like to sponsor a library program or event. We included information on different sponsorship opportunities, such as Summer Reading in the Parks and Community Days at Your Library, and how they could support the library. We are happy to report that as of May, we have received \$3,825 from the following local businesses: Rogers Land Surveying, Advanced Manufacturing Technology, Inc., Weber Knapp, Wegmans, Jamestown Area Community Federal Credit Union, The Chautauqua Center, Dots Gift Boutique, Chautauqua Patrons Insurance, PACE Promotional Solutions, Spectrum Eyecare, Abers Acres, Stormer Mechanical, and Lane Women's Health. We want to thank them for their generous support of the library.

Library Usage Report - May 2022	
Library Visits	
Days Open	24
Library Visits	7,987
Average Daily Library Visits	333
Year to Date Library Visits (Cumulative)	36,441
Library Borrowers	
New Cards Issued	56
Total Registered resident borrowers	16,176
Total Registered non-resident borrowers	11,081
Materials Use	
Adult Materials	3,905
Adult eBooks & eAudio	1,998
Children's Materials	2,426
Children's eBooks & eAudio	68
Video Materials	1,653
Microform Viewed	35
Reference Questions & Services	
Single Service Point Reference Questions	7,449
Technology Questions	1,418
Faxes (# sent or received)	36
Technology & Virtual Services	
Wi-Fi Use (# of visitors)	216
Emailed print jobs	200
Internet Use (# of sessions)	882
Internet Use (# of minutes)	81,349
Adult Computer logins	647
Teen Computer logins	36
Children's Computer logins	136
Computer Lab Sessions in PCC	59
Rosetta Stone Library Solution (# of minutes used)	7
Rosetta Stone Library Solution (cumulative # of users)	327
NY Times On-Site Sessions	1945
NY Times Off-Site Sessions	101
Wall Street Journal On-Site Sessions	9
Wall Street Journal Off-Site Sessions	321
Ancestry.com searches	361
Heritage Quest searches	128
ABC Mouse active users	14
NOVELny searches	263
Consumer Reports - Visits	12
Consumer Reports - Page Views	188
Programs	
Children's programs- # offered	43
Children's programs- attendance	878
Teen programs- # offered	15
Teen programs- attendance	94
Adult programs- # offered	11
Adult programs- attendance	757
Technology Classes - # offered	2
Technology Classes - attendance	5
1-On-1 Technology Device Instruction	3
Library Outreach sessions - # offered	0
Library Outreach sessions - attendance	0
HSE/GED Classes - # offered	7
HSE/GED Classes - attendance	19
Aspire Job Training - # offered	8
Aspire Job Training - attendance	24
Room Use	
Non-Library Sponsored Room Use - # of sessions	44
Non-Library Sponsored Room Use -attendance	259
Library Sponsored Room Use - # of sessions	91
Library Sponsored Room Use - attendance	1773
Social media & Webpage views	
Facebook - Daily Total Reach	52,444
Prendergast Library Home Page Views	7,629
Facebook Followers	3,451
Twitter Followers	1,220
Instagram Followers	1,043

James Prendergast Library Association
Cash Sources
April 2022

REVENUE REPORT	Receipts This Month Apr-22	Receipts YTD Beg - Apr 22	Total Budget 2022	Balance	% Received
LOCAL FUNDING					
. JAMESTOWN CITY SCHOOL DIST	0.00	0.00	350,000.00	350,000.00	0.00%
. JBC LIBRARY SERVICES	0.00	5,000.00	5,000.00	0.00	100.00%
. GRANTS, NON-GOVERNMENT	0.00	6,652.00	145,000.00	138,348.00	4.59%
COUNTY FUNDING					
. CCLS - BOOK PLAN	0.00	2,662.56	13,400.00	10,737.44	19.87%
STATE AID					
. CBA	0.00	0.00	29,599.00	29,599.00	0.00%
. CCLS - CENTRAL LIB DEV	0.00	0.00	64,499.00	64,499.00	0.00%
. CASH GRANT	0.00	0.00	250.00	250.00	0.00%
. OUTREACH GRANT	0.00	0.00	0.00	0.00	0.00%
. ADULT LITERACY GRANT	0.00	0.00	0.00	0.00	0.00%
. GRANTS, OTHER GOV'T	0.00	0.00	0.00	0.00	0.00%
. NYS LOCAL SPONSOR INCENTIVE	0.00	1,072.90	8,800.00	7,727.10	12.19%
Federal Funding					
. PPP GRANT REVENUE	0.00	89,413.00	0.00	-89,413.00	0.00%
ENDOWMENT					
. TRANSFER FROM ENDOWMENT	83,615.33	83,615.33	250,846.00	167,230.67	33.33%
. AXEL W CARLSON	0.00	1,920.00	1,599.00	-321.00	120.08%
. GUSTAFSON-LANPHERE FUND	1,411.87	2,725.85	2,500.00	-225.85	109.03%
. SALLY J NALBONE MEM FUND	0.00	519.00	432.00	-87.00	120.14%
. KATHERINE GANZ FUND	-0.00	16,381.00	13,623.00	-2,758.00	120.25%
. KOHL FAMILY FUND	0.00	1,309.35	900.00	-409.35	145.48%
. FRED L & VANNE D COHEN FUND	0.00	289.85	200.00	-89.85	144.93%
. JUDITH J ANDERSON FAMILY FUND	0.00	132.50	0.00	-132.50	0.00%
. ROBERT S & JE'ANNE BARGAR	0.00	390.05	325.00	-65.05	120.02%
LIBRARY FEES					
. FINES & FEES	1,451.65	5,882.71	20,000.00	14,117.29	29.41%
. COPY MACHINE	446.10	980.90	500.00	-480.90	196.18%
CCLS					
. CCLS RENTAL INCOME	4,666.67	18,666.64	56,000.00	37,333.36	33.33%
FUNDRAISING/DONATIONS					
. BOOKSALE	1,666.75	6,129.83	22,000.00	15,870.17	27.86%
. FUNDRAISING	2,122.00	8,955.15	75,000.00	66,044.85	11.94%
. MEMORIALS	570.00	2,278.93	3,000.00	721.07	75.96%
OTHER					
. INTEREST EARNED	1.34	26.09	300.00	273.91	8.70%
Total Income	<u>95,951.71</u>	<u>255,003.64</u>	<u>1,063,773.00</u>	<u>808,769.36</u>	<u>23.97%</u>

James Prendergast Library Association
Expenses
April 2022

EXPENSE REPORT	Disbursed	Disbursed	Total Budget	Balance	% Spent
	This Month	Year-To-Date	Internal		
	Apr-22	Beg - Apr 2022	2022		
· SALARIES - STAFF	53,355.90	188,440.97	562,158.00	373,717.03	33.52%
· SALARIES - MAINTENANCE	2,941.50	11,283.00	38,025.00	26,742.00	29.67%
· RETIREMENT BENEFITS	0.00	0.00	66,530.00	66,530.00	0.00%
· SOCIAL SECURITY BENEFITS	4,111.80	14,764.72	45,914.00	31,149.28	32.16%
· DISABILITY INSURANCE BENEFITS	0.00	325.30	950.00	624.70	34.24%
· INSURANCE - WORKER'S COMP	0.00	5,034.59	8,056.00	3,021.41	62.49%
· HEALTH BENEFITS	3,876.48	15,942.51	53,887.00	37,944.49	29.59%
· EAP	0.00	87.50	350.00	262.50	25.00%
· TRAINING & CONT ED	88.92	288.92	2,000.00	1,711.08	14.45%
MATERIALS					
· MATERIALS	6,895.42	21,931.83	110,000.00	88,068.17	19.94%
BUILDING EXPENSES					
· UTILITIES	4,456.92	18,934.77	52,000.00	33,065.23	36.41%
· BLDG & CUSTODIAL SUPPLIES	615.61	1,658.58	5,000.00	3,341.42	33.17%
· BLDG MAINT & REPAIR	2,672.46	8,323.19	27,749.00	19,425.81	29.99%
· INSURANCE - BLDG & LIABILITY	0.00	12,290.69	12,204.00	-86.69	100.71%
· PROGRAMS	41.98	783.40	7,000.00	6,216.60	11.19%
· MISC BUSINESS FEES	-310.93	954.50	11,000.00	10,045.50	8.68%
· INSURANCE - DIRECTORS & OFFICERS	0.00	1,445.00	1,445.00	0.00	100.00%
LIBRARY OPERATIONS					
· IT TECH	1,145.13	4,591.08	19,000.00	14,408.92	24.16%
· OFFICE & LIBRARY SUPPLIES	1,150.70	2,970.58	10,000.00	7,029.42	29.71%
· GRANT EXPENSES	3,375.18	14,412.06	0.00	-14,412.06	0.00%
· FUNDRAISING	914.75	3,988.34	7,000.00	3,011.66	56.98%
· COPY MACHINE EXPENSE	340.53	517.70	4,500.00	3,982.30	11.50%
MISCELLANEOUS					
· LEGAL COUNSEL	0.00	0.00	2,000.00	2,000.00	0.00%
· PROFESSIONAL FEES	584.39	2,440.99	15,000.00	12,559.01	16.27%
· OUTREACH	0.00	238.19	500.00	261.81	47.64%
· PUBLICITY	49.68	97.19	1,505.00	1,407.81	6.46%
· EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
Total Expense	86,306.42	331,745.60	1,063,773.00	732,027.40	31.19%
NET PROFIT OR LOSS	<u>9,645.29</u>				

JAMES PRENDERGAST LIBRARY

Balance Sheet

As of April 30, 2022

Apr 30, 22

ASSETS

Current Assets

Checking/Savings

1000 · JSB - OPERATING FUND	52,944.57
1050 · JSB - MONEY MARKET	37,878.71
1060 · SPECIAL ACCOUNT - JSB	230.02
1070 · PETTY CASH	50.00
1075 · Staff Account	1,732.22
1080 · Jamestown Savings Bank - CARF	60,626.91
1090 · Unemployment Fund	2,668.30

Total Checking/Savings 156,130.73

Other Current Assets

1300 · PREPAID CONTRIBUTION TO RETIRE	49,508.00
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Total Other Current Assets 49,508.00

Total Current Assets 205,638.73

Fixed Assets

1400 · Art Collection	35,300.00
1510 · Building & Equipment	4,476,839.21
1520 · Computer Software	42,916.88
1530 · Construction in Progress - R	108,298.25
1550 · ACCUMULATED DEPRECIATION	<u>-2,667,432.52</u>

Total Fixed Assets 1,995,921.82

Other Assets

1555 · ENDOWMENT FUND

1555.01 · INVESTMENT FUND - ENDOW	6,008,447.34
1555.02 · JOHNSON ESTATE	172,609.73
1555.03 · MURRAY L BOB LECT FUND - ENDOW	49,818.06
1555.04 · SALE OF DONATED ASSETS - EF	<u>1,315,202.34</u>

Total 1555 · ENDOWMENT FUND 7,546,077.47

1560 · Snitger Gift Fund 39,234.44

Total Other Assets 7,585,311.91

TOTAL ASSETS 9,786,872.46

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2140 · Held in Custody for Others	1,732.22
2018 · TSA	-100.00
2040 · PREMIUMS - FLEX	
2040.01 · HEALTH INS FLEX	429.52
2040.02 · DENTAL FLEX	159.57
2040.03 · AFLAC	16.00
2040.04 · VSP	<u>52.34</u>

JAMES PRENDERGAST LIBRARY

Balance Sheet

As of April 30, 2022

	<u>Apr 30, 22</u>
Total 2040 · PREMIUMS - FLEX	657.43
2050 · VARIABLE FLEX	3,361.38
2051 · HSA	-600.00
2080 · NY DISB PFL	281.19
2110 · ACCRUED VACATION	23,443.94
2135 · SALES TAX	1,519.81
Total Other Current Liabilities	<u>30,295.97</u>
Total Current Liabilities	<u>30,295.97</u>
Total Liabilities	30,295.97
Equity	
3085 · With Donor Restrictions	355,017.44
3080 · Without Donor Restrictions	8,913,161.97
3070 · FUND BALANCE	1,507,328.11
Net Income	-1,018,931.03
Total Equity	<u>9,756,576.49</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,786,872.46</u></u>

James Prendergast Library Association
Cash Sources
May 2022

REVENUE REPORT	Receipts This Month May-22	Receipts YTD Beg - May 22	Total Budget 2022	Balance	% Received
LOCAL FUNDING					
. JAMESTOWN CITY SCHOOL DIST	0.00	0.00	350,000.00	350,000.00	0.00%
. JBC LIBRARY SERVICES	0.00	5,000.00	5,000.00	0.00	100.00%
. GRANTS, NON-GOVERNMENT	10,000.00	16,652.00	145,000.00	128,348.00	11.48%
COUNTY FUNDING					
. CCLS - BOOK PLAN	2,662.56	5,325.12	13,400.00	8,074.88	39.74%
STATE AID					
. CBA	0.00	0.00	29,599.00	29,599.00	0.00%
. CCLS - CENTRAL LIB DEV	0.00	0.00	64,499.00	64,499.00	0.00%
. CASH GRANT	0.00	0.00	250.00	250.00	0.00%
. OUTREACH GRANT	0.00	0.00	0.00	0.00	0.00%
. ADULT LITERACY GRANT	0.00	0.00	0.00	0.00	0.00%
. GRANTS, OTHER GOV'T	0.00	0.00	0.00	0.00	0.00%
. NYS LOCAL SPONSOR INCENTIVE	0.00	1,072.90	8,800.00	7,727.10	12.19%
Federal Funding					
. PPP GRANT REVENUE	0.00	89,413.00	0.00	-89,413.00	0.00%
ENDOWMENT					
. TRANSFER FROM ENDOWMENT	83,615.33	167,230.66	250,846.00	83,615.34	66.67%
. AXEL W CARLSON	0.00	1,920.00	1,599.00	-321.00	120.08%
. GUSTAFSON-LANPHERE FUND	0.00	2,725.85	2,500.00	-225.85	109.03%
. SALLY J NALBONE MEM FUND	0.00	519.00	432.00	-87.00	120.14%
. KATHERINE GANZ FUND	0.00	16,381.00	13,623.00	-2,758.00	120.25%
. KOHL FAMILY FUND	0.00	1,309.35	900.00	-409.35	145.48%
. FRED L & VANNE D COHEN FUND	0.00	289.85	200.00	-89.85	144.93%
. JUDITH J ANDERSON FAMILY FUND	0.00	132.50	0.00	-132.50	0.00%
. ROBERT S & JE'ANNE BARGAR	0.00	390.05	325.00	-65.05	120.02%
LIBRARY FEES					
. FINES & FEES	1,282.82	7,165.53	20,000.00	12,834.47	35.83%
. COPY MACHINE	279.95	1,260.85	500.00	-760.85	252.17%
CCLS					
. CCLS RENTAL INCOME	4,666.67	23,333.31	56,000.00	32,666.69	41.67%
FUNDRAISING/DONATIONS					
. BOOKSALE	1,299.10	7,428.93	22,000.00	14,571.07	33.77%
. FUNDRAISING	3,071.87	12,027.02	75,000.00	62,972.98	16.04%
. MEMORIALS	0.00	2,278.93	3,000.00	721.07	75.96%
OTHER					
. INTEREST EARNED	1.30	27.39	300.00	272.61	9.13%
Total Income	<u>106,879.60</u>	<u>361,883.24</u>	<u>1,063,773.00</u>	<u>701,889.76</u>	<u>34.02%</u>

James Prendergast Library Association
Expenses
May 2022

EXPENSE REPORT	Disbursed	Disbursed	Total Budget	Balance	% Spent
	This Month	Year-To-Date	Internal		
	May-22	Beg -May 2022	2022		
· SALARIES - STAFF	47,543.79	235,984.76	562,158.00	326,173.24	41.98%
· SALARIES - MAINTENANCE	2,983.50	14,266.50	38,025.00	23,758.50	37.52%
· RETIREMENT BENEFITS	0.00	0.00	66,530.00	66,530.00	0.00%
· SOCIAL SECURITY BENEFITS	3,763.75	18,528.47	45,914.00	27,385.53	40.35%
· DISABILITY INSURANCE BENEFITS	0.00	325.30	950.00	624.70	34.24%
· INSURANCE - WORKER'S COMP	0.00	5,034.59	8,056.00	3,021.41	62.49%
· HEALTH BENEFITS	3,915.30	19,857.81	53,887.00	34,029.19	36.85%
· EAP	87.50	175.00	350.00	175.00	50.00%
· TRAINING & CONT ED	176.67	465.59	2,000.00	1,534.41	23.28%
MATERIALS					
· MATERIALS	7,718.97	29,650.80	110,000.00	80,349.20	26.96%
BUILDING EXPENSES					
· UTILITIES	4,524.20	23,458.97	52,000.00	28,541.03	45.11%
· BLDG & CUSTODIAL SUPPLIES	0.00	1,658.58	5,000.00	3,341.42	33.17%
· BLDG MAINT & REPAIR	2,707.00	10,475.19	27,749.00	17,273.81	37.75%
· INSURANCE - BLDG & LIABILITY	0.00	12,290.69	12,204.00	-86.69	100.71%
· PROGRAMS	0.00	783.40	7,000.00	6,216.60	11.19%
· MISC BUSINESS FEES	-321.89	1,187.61	11,000.00	9,812.39	10.80%
· INSURANCE - DIRECTORS & OFFICERS	0.00	1,445.00	1,445.00	0.00	100.00%
LIBRARY OPERATIONS					
· IT TECH	470.71	5,111.47	19,000.00	13,888.53	26.90%
· OFFICE & LIBRARY SUPPLIES	1,156.88	4,127.46	10,000.00	5,872.54	41.27%
· GRANT EXPENSES	2,910.93	17,322.99	0.00	-17,322.99	0.00%
· FUNDRAISING	265.00	4,253.34	7,000.00	2,746.66	60.76%
· COPY MACHINE EXPENSE	0.00	517.70	4,500.00	3,982.30	11.50%
MISCELLANEOUS					
· LEGAL COUNSEL	0.00	0.00	2,000.00	2,000.00	0.00%
· PROFESSIONAL FEES	170.00	2,610.99	15,000.00	12,389.01	17.41%
· OUTREACH	0.00	238.19	500.00	261.81	47.64%
· PUBLICITY	49.68	97.19	1,505.00	1,407.81	6.46%
· EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
Total Expense	78,121.99	409,867.59	1,063,773.00	653,905.41	38.53%
NET PROFIT OR LOSS	28,757.61				

JAMES PRENDERGAST LIBRARY

Balance Sheet

As of May 31, 2022

	<u>May 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · JSB - OPERATING FUND	20,181.80
1050 · JSB - MONEY MARKET	96,494.99
1060 · SPECIAL ACCOUNT - JSB	230.02
1070 · PETTY CASH	50.00
1075 · Staff Account	1,732.22
1080 · Jamestown Savings Bank - CARF	60,627.57
1090 · Unemployment Fund	2,668.32
Total Checking/Savings	<u>181,984.92</u>
Other Current Assets	
1300 · PREPAID CONTRIBUTION TO RETIRE	56,194.00
Total Other Current Assets	<u>56,194.00</u>
Total Current Assets	<u>238,178.92</u>
Fixed Assets	
1400 · Art Collection	35,300.00
1510 · Building & Equipment	4,594,636.14
1520 · Computer Software	47,416.88
1530 · Construction in Progress - R	30,774.75
1550 · ACCUMULATED DEPRECIATION	-2,669,450.16
Total Fixed Assets	<u>2,038,677.61</u>
Other Assets	
1555 · ENDOWMENT FUND	
1555.01 · INVESTMENT FUND - ENDOW	5,925,341.25
1555.02 · JOHNSON ESTATE	172,610.26
1555.03 · MURRAY L BOB LECT FUND - ENDOW	49,623.77
1555.04 · SALE OF DONATED ASSETS - EF	1,324,241.92
Total 1555 · ENDOWMENT FUND	<u>7,471,817.20</u>
1560 · Snitger Gift Fund	39,234.44
Total Other Assets	<u>7,511,051.64</u>
TOTAL ASSETS	<u><u>9,787,908.17</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2140 · Held in Custody for Others	1,732.22
2018 · TSA	-150.00
2020 · RETIREMENT	737.91
2040 · PREMIUMS - FLEX	
2040.01 · HEALTH INS FLEX	429.58
2040.02 · DENTAL FLEX	159.58
2040.04 · VSP	56.22
Total 2040 · PREMIUMS - FLEX	<u>645.38</u>

JAMES PRENDERGAST LIBRARY

Balance Sheet

As of May 31, 2022

	<u>May 31, 22</u>
2050 · VARIABLE FLEX	3,361.38
2051 · HSA	-600.00
2080 · NY DISB PFL	539.63
2110 · ACCRUED VACATION	30,006.78
2135 · SALES TAX	1,519.81
Total Other Current Liabilities	<u>37,793.11</u>
Total Current Liabilities	<u>37,793.11</u>
Total Liabilities	37,793.11
Equity	
3085 · With Donor Restrictions	287,101.84
3080 · Without Donor Restrictions	9,673,100.35
3070 · FUND BALANCE	943,758.88
Net Income	<u>-1,153,846.01</u>
Total Equity	<u>9,750,115.06</u>
TOTAL LIABILITIES & EQUITY	<u><u>9,787,908.17</u></u>