

**Southold Free Library  
Monthly Statistics  
November-22**

	November-22	November-21
<b>Total circulation</b>	2,278	2,321
<b>e-books</b>	2,332	2,103
<b>total</b>	<b>4,610</b>	<b>4,424</b>
<b>database access</b>	2,406	1,012
<b>Direct access</b>	227	174
Floyd Memorial	164	100
Cutchogue	10	35
Mattituck	8	9
Riverhead	0	22
other	45	
<b>New patrons added</b>	30	20
<b>Tech help</b>	243	117
<b>Additions to collection</b>	237	215
<b>Deletions from collection</b>	118	196
<b>Room Use</b>	<b># uses--# hours</b>	<b># uses--# hours</b>
Study Room	17--26	31--50
Community Room	46--83	38--74
Folk Room	12--21	14--23
<b>Programs</b>		
<b>children's</b>		
number of sessions	26	16
number of attendees	316	249
<b>young adults</b>		
number of sessions	8	8
number of attendees	77	141
<b>Adult</b>		
number of sessions	20	28
number of attendees	216	384

## Southold Free Library

November\*2022

CIRCULATION:	November 2022	November 2021	November 2020
<b>BOOKS</b>			
A NEW	319	324	302
AF	540	535	552
ANF	129	169	163
ESL	1	1	0
REF	0	4	2
AMAG	7	19	44
YA	67	110	71
J NEW	101	106	47
JF	499	428	309
JNF	82	106	63
JREF	0	3	0
OTHER (ILL-RENEW	128	112	101
JMAG	0	4	4
<b>TOTALS</b>	<b>1,873</b>	<b>1,921</b>	<b>1,658</b>
<b>MEDIA</b>			
ARBCD	28	41	41
KINDLE/NOOK/IPAC	0	2	2
ADVD	216	234	283
ACD-MUSIC	141	86	133
Jvox/Audio	9	0	0
J-DVD	0	30	19
MuseumPasses	4	3	6
Telescope	0	1	0
Puzzles	7	3	0
<b>TOTALS</b>	<b>405</b>	<b>400</b>	<b>484</b>
<b>TOTAL</b>	<b>2,278</b>	<b>2,321</b>	<b>2,142</b>
%+(-)	-1.80%	+8.30%	
<b>Interlib loans</b>	<b>1</b>	<b>0</b>	<b>1</b>

**Monthly Memorials/Contributions**  
**September 2022**

**Memorials**

<b>Donor</b>	<b>In Memory of</b>	<b>Amount</b>
Kevin Lalor	Thomas Lalor	\$ 15
Caroline & Doug MacArthur	Paul Burns	\$ 25
Caroline & Doug MacArthur	Jerry Case	\$ 25
Maggie & JC Merrill	Jerry Case	\$ 25
Peggy Murphy	Joseph Krukowski	\$ 20

**Contributions**

Anonymous	General Donation	\$ 60
Camille Broussard	General Donation	\$500
Children's Room	General Donation	\$ 40
Ann Hurwitz	General Donation	\$ 50
Notary Service	Appreciation/Service	\$ 35
James Talcott	Monthly Donation	\$ 10
Nancy & John Wissemann	General Donation	\$ 25

**TOTAL                    \$830**

*Monthly Memorials/Contributions  
October 2022*

*Memorials*

<i>Donor</i>	<i>In Memory of</i>	<i>Amount</i>
There were no IMO's for October		

*Contributions*

Virginie & Joseph Bergen	General Donation	\$100
Susan & Richard Caggiano	Local Author Book	
The Joe & Helen Darion Foundation	Annual Donation	\$5,000
Lisa Davidoff	General Donation	\$1,000
Cathie Dunn	Children's Room	\$ 50
Charles E Lehner	General Donation	\$ 50
Peggy Murphy	Monthly Donation	\$ 30
Notary Service	Appreciation	\$ 5
James Talcott	Monthly Donation	\$ 10
	<b>TOTAL</b>	<b>\$6,245</b>

**Monthly Memorials/Contributions  
November 2022**

**Memorials**

<b>Donor</b>	<b>In Memory of</b>	<b>Amount</b>
Teresa & Stanley Siejka	Dylan Newman	donated a book

**Contributions**

Kathleen Foley	Annual Donation	\$200
Peggy Murphy	Monthly Donation	\$ 30
James Talcott	Monthly Donation	\$ 10
	<b>TOTAL</b>	<b>\$240</b>

## Southold Free Library Budget Report with Y-T-D Figures July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5000 · School District	399,769.39	959,673.00	-559,903.61	41.7%
5012 · Pilot Revenue	3,865.45	7,253.00	-3,387.55	53.3%
5050 · Contingency Fund	0.00	39,000.00	-39,000.00	0.0%
5100 · NYS Education	0.00	1,500.00	-1,500.00	0.0%
5151 · NYS Grant Income	1,761.00			
5200 · Interest/Investments				
5005 · T-Bill Interest	0.00	0.00	0.00	0.0%
5200 · Interest/Investments - Other	111.70			
<b>Total 5200 · Interest/Investments</b>	<b>111.70</b>	<b>0.00</b>	<b>111.70</b>	<b>100.0%</b>
5225 · Book Fines	0.00	0.00	0.00	0.0%
5250 · Lost/Paid Material	292.43	500.00	-207.57	58.5%
5275 · Photocopies & PC Printouts	1,549.00	1,500.00	49.00	103.3%
5325 · Temporary Residents	0.00	0.00	0.00	0.0%
5350 · Sale Items	10.00	0.00	10.00	100.0%
5500 · Contributions				
5501 · Book Memorials	50.00	2,000.00	-1,950.00	2.5%
5502 · Small Cash Contributions	74.58			
5500 · Contributions - Other	320.25	1,000.00	-679.75	32.0%
<b>Total 5500 · Contributions</b>	<b>444.83</b>	<b>3,000.00</b>	<b>-2,555.17</b>	<b>14.8%</b>
5525 · Friends Contributions				
5526 · SRC Contribution	6,000.00			
5525 · Friends Contributions - Other	2,731.24	10,000.00	-7,268.76	27.3%
<b>Total 5525 · Friends Contributions</b>	<b>8,731.24</b>	<b>10,000.00</b>	<b>-1,268.76</b>	<b>87.3%</b>
5600 · Miscellaneous	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>416,535.04</b>	<b>1,022,426.00</b>	<b>-605,890.96</b>	<b>40.7%</b>
<b>Gross Profit</b>	<b>416,535.04</b>	<b>1,022,426.00</b>	<b>-605,890.96</b>	<b>40.7%</b>
<b>Expense</b>				
6000 · Friends Reimbursement				
6001 · SRC Expense	6,903.79			
6000 · Friends Reimbursement - Other	2,147.58	10,000.00	-7,852.42	21.5%
<b>Total 6000 · Friends Reimbursement</b>	<b>9,051.37</b>	<b>10,000.00</b>	<b>-948.63</b>	<b>90.5%</b>
6099 · Personnel				
6100 · Salaries	195,421.04	505,000.00	-309,578.96	38.7%
6110 · Social Security	14,955.70	38,600.00	-23,644.30	38.7%
6120 · NYS Unemployment Ins.	945.98	3,500.00	-2,554.02	27.0%
6130 · Worker's Comp.	2,242.00	5,000.00	-2,758.00	44.8%
6140 · Disability Insurance	-46.72	1,800.00	-1,846.72	-2.6%
6150 · Full Time Benefit	35,291.40	85,000.00	-49,708.60	41.5%
6160 · ADP/Paychex Charge	1,143.94	4,000.00	-2,856.06	28.6%
6170 · Retirement	4,871.70	7,500.00	-2,628.30	65.0%
<b>Total 6099 · Personnel</b>	<b>254,825.04</b>	<b>650,400.00</b>	<b>-395,574.96</b>	<b>39.2%</b>
6499 · Library Materials				
6500 · Books	15,944.80	38,500.00	-22,555.20	41.4%
6505 · e-books	26,153.50	50,000.00	-23,846.50	52.3%
6510 · Newspapers	923.41	5,000.00	-4,076.59	18.5%
6520 · Periodicals/Journals	2,952.85	3,000.00	-47.15	98.4%
6531 · DVD's	1,695.30	5,000.00	-3,304.70	33.9%
6540 · CD's	88.84	1,000.00	-911.16	8.9%
6550 · Recorded Books	879.27	5,000.00	-4,120.73	17.6%
6555 · Software	0.00	800.00	-800.00	0.0%
6570 · Miscellaneous				
6571 · Museum Passes	2,300.00	4,000.00	-1,700.00	57.5%

## Southold Free Library Budget Report with Y-T-D Figures July through November 2022

	Jul - Nov 22	Budget	\$ Over Budget	% of Budget
6570 · Miscellaneous - Other	39.80	1,226.00	-1,186.20	3.2%
<b>Total 6570 · Miscellaneous</b>	<b>2,339.80</b>	<b>5,226.00</b>	<b>-2,886.20</b>	<b>44.8%</b>
<b>Total 6499 · Library Materials</b>	<b>50,977.77</b>	<b>113,526.00</b>	<b>-62,548.23</b>	<b>44.9%</b>
<b>7000 · Operations/Maintenance</b>				
7005 · Maintenance/Building	16,637.03	45,000.00	-28,362.97	37.0%
7010 · Maintenance/Computer	2,709.97	5,500.00	-2,790.03	49.3%
7020 · Maintenance/Equipment	1,926.14	2,500.00	-573.86	77.0%
7030 · Maintenance/Grounds	4,237.75	12,000.00	-7,762.25	35.3%
7035 · Fixed Assets				
7039 · Furniture & Equipment	5,708.98			
7035 · Fixed Assets - Other	0.00	8,000.00	-8,000.00	0.0%
<b>Total 7035 · Fixed Assets</b>	<b>5,708.98</b>	<b>8,000.00</b>	<b>-2,291.02</b>	<b>71.4%</b>
7040 · Equipment Purchase	879.49	1,500.00	-620.51	58.6%
7060 · Insurance	9,796.00	28,000.00	-18,204.00	35.0%
7070 · Fuel	239.60	5,000.00	-4,760.40	4.8%
7080 · Utilities	7,505.99	15,000.00	-7,494.01	50.0%
7095 · Water	245.68	500.00	-254.32	49.1%
<b>Total 7000 · Operations/Maintenance</b>	<b>49,886.63</b>	<b>123,000.00</b>	<b>-73,113.37</b>	<b>40.6%</b>
<b>7499 · Office Expense</b>				
7500 · Supplies	3,418.64	12,000.00	-8,581.36	28.5%
7525 · Telephone	565.52	1,500.00	-934.48	37.7%
7550 · Postage	2,740.10	4,000.00	-1,259.90	68.5%
7575 · Miscellaneous				
7575a · Pay Pal Fees	55.90			
7575 · Miscellaneous - Other	296.07	1,500.00	-1,203.93	19.7%
<b>Total 7575 · Miscellaneous</b>	<b>351.97</b>	<b>1,500.00</b>	<b>-1,148.03</b>	<b>23.5%</b>
<b>Total 7499 · Office Expense</b>	<b>7,076.23</b>	<b>19,000.00</b>	<b>-11,923.77</b>	<b>37.2%</b>
<b>7999 · Contracts/Services</b>				
8000 · Workshops, Travel & Dues	2,337.01	3,500.00	-1,162.99	66.8%
8010 · Adult Library Programs				
8011 · Aquarium Tickets	-1,422.00			
8017 · Adult Programs	2,840.60			
8010 · Adult Library Programs - Other	49.68	8,000.00	-7,950.32	0.6%
<b>Total 8010 · Adult Library Programs</b>	<b>1,468.28</b>	<b>8,000.00</b>	<b>-6,531.72</b>	<b>18.4%</b>
8015 · Young Adult Library Programs	1,642.99	5,000.00	-3,357.01	32.9%
8020 · Children Library Programs	3,020.95	5,000.00	-1,979.05	60.4%
8030 · Service Contracts	4,276.15	7,500.00	-3,223.85	57.0%
8040 · Telecommunications	5,477.96	11,000.00	-5,522.04	49.8%
8050 · Accounting Services	9,300.00	10,000.00	-700.00	93.0%
8055 · Legal Services	0.00	1,000.00	-1,000.00	0.0%
8060 · SCLS Services	5,050.00	16,500.00	-11,450.00	30.6%
8070 · Marketing				
8071 · Newsletter Printing	9,328.00			
8070 · Marketing - Other	7,000.00	39,000.00	-32,000.00	17.9%
<b>Total 8070 · Marketing</b>	<b>16,328.00</b>	<b>39,000.00</b>	<b>-22,672.00</b>	<b>41.9%</b>
<b>Total 7999 · Contracts/Services</b>	<b>48,901.34</b>	<b>106,500.00</b>	<b>-57,598.66</b>	<b>45.9%</b>
<b>Total Expense</b>	<b>420,718.38</b>	<b>1,022,426.00</b>	<b>-601,707.62</b>	<b>41.1%</b>
<b>Net Ordinary Income</b>	<b>-4,183.34</b>	<b>0.00</b>	<b>-4,183.34</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-4,183.34</b>	<b>0.00</b>	<b>-4,183.34</b>	<b>100.0%</b>

**Southold Free Library**  
**Monthly Budget Report**  
 November 2022

	Nov 22
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
5000 · School District	-14,000.00
5200 · Interest/Investments	23.94
5250 · Lost/Paid Material	29.96
5275 · Photocopies & PC Printouts	134.00
5500 · Contributions	
5502 · Small Cash Contributions	7.00
5500 · Contributions - Other	41.91
<b>Total 5500 · Contributions</b>	<b>48.91</b>
5525 · Friends Contributions	899.44
<b>Total Income</b>	<b>-12,863.75</b>
<b>Gross Profit</b>	<b>-12,863.75</b>
<b>Expense</b>	
6000 · Friends Reimbursement	574.44
6099 · Personnel	
6100 · Salaries	36,649.81
6110 · Social Security	2,804.00
6120 · NYS Unemployment Ins.	101.05
6130 · Worker's Comp.	983.00
6140 · Disability Insurance	-140.15
6150 · Full Time Benefit	6,964.78
6160 · ADP/Paychex Charge	230.08
6170 · Retirement	1,220.00
<b>Total 6099 · Personnel</b>	<b>48,812.57</b>
6499 · Library Materials	
6500 · Books	3,864.36
6505 · e-books	69.50
6520 · Periodicals/Journals	1,849.85
6531 · DVD's	279.85
6540 · CD's	21.23
6550 · Recorded Books	124.79
6570 · Miscellaneous	
6571 · Museum Passes	1,500.00
6570 · Miscellaneous - Other	39.80
<b>Total 6570 · Miscellaneous</b>	<b>1,539.80</b>
<b>Total 6499 · Library Materials</b>	<b>7,749.38</b>
7000 · Operations/Maintenance	
7005 · Maintenance/Building	4,270.80
7010 · Maintenance/Computer	503.47
7020 · Maintenance/Equipment	75.00
7030 · Maintenance/Grounds	1,020.52
7040 · Equipment Purchase	568.92
7060 · Insurance	1,876.00
7080 · Utilities	988.66
<b>Total 7000 · Operations/Maintenance</b>	<b>9,303.37</b>
7499 · Office Expense	
7500 · Supplies	284.76
7525 · Telephone	112.93
7550 · Postage	1,500.00
7575 · Miscellaneous	
7575a · Pay Pal Fees	3.18
7575 · Miscellaneous - Other	0.00



12/08/22

**Southold Free Library**  
**Monthly Budget Report**  
November 2022

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	<u>Nov 22</u>
Total 7575 · Miscellaneous	3.18
Total 7499 · Office Expense	1,900.87
7999 · Contracts/Services	
8000 · Workshops, Travel & Dues	1,073.15
8010 · Adult Library Programs	
8011 · Aquarium Tickets	-120.00
8017 · Adult Programs	692.47
8010 · Adult Library Programs - Other	69.68
Total 8010 · Adult Library Programs	642.15
8015 · Young Adult Library Programs	863.85
8020 · Children Library Programs	989.04
8030 · Service Contracts	357.53
8040 · Telecommunications	209.74
8070 · Marketing	1,400.00
Total 7999 · Contracts/Services	5,535.46
Total Expense	73,876.09
Net Ordinary Income	-86,739.84
Net Income	<u>-86,739.84</u>

**Southold Free Library**  
**Monthly Expense Report**  
 November 2022

Date	Name	Memo	Amount
<b>6499 · Library Materials</b>			
<b>6500 · Books</b>			
11/01/2022	Baker & Taylor		-377.40
11/01/2022	Baker & Taylor		-1,464.66
11/01/2022	Gale		-25.59
11/01/2022	Ingram Library Services		-412.78
11/01/2022	MicroMarketing, LLC		-14.39
11/01/2022	Gale		-23.25
11/03/2022	MicroMarketing, LLC	Melissa	-21.59
11/03/2022	MicroMarketing, LLC	Penny	-15.19
11/03/2022	MicroMarketing, LLC	Dana	-234.98
11/07/2022	Gale		-69.74
11/07/2022	MicroMarketing, LLC	Melissa	-23.99
11/07/2022	MicroMarketing, LLC	Dana	-15.99
11/07/2022	MicroMarketing, LLC	Penny	-35.98
11/07/2022	MicroMarketing, LLC	Melissa	-91.19
11/08/2022	Gale		-194.93
11/09/2022	Gale		-22.50
11/09/2022	Gale		-162.69
11/15/2022	MicroMarketing, LLC	Dana	-14.39
11/15/2022	MicroMarketing, LLC	Melissa	-32.00
11/15/2022	MicroMarketing, LLC	Penny	-97.51
11/15/2022	Bank of America (4318)	Adult	-249.32
11/15/2022	Bank of America (4318)	YA	-15.75
11/15/2022	Bank of America (4318)	Children	-41.77
11/15/2022	Gale		-29.24
11/15/2022	Gale		-28.49
11/17/2022	MicroMarketing, LLC	Melissa	-22.40
11/21/2022	MicroMarketing, LLC	Dana	-15.96
11/21/2022	MicroMarketing, LLC	Dana	-87.11
11/21/2022	MicroMarketing, LLC	Penny	-41.57
11/22/2022		Friends check for Book...	17.99
Total 6500 · Books			-3,864.36
<b>6520 · Periodicals/Journals</b>			
11/01/2022	EBSCO	Martha Stewart Living	22.85
11/04/2022	EBSCO		-1,872.70
Total 6520 · Periodicals/Journals			-1,849.85
<b>6531 · DVD's</b>			
11/01/2022	Midwest Tape		-87.45
11/07/2022	Midwest Tape		-20.99
11/08/2022	SCLS	CD Repair	-10.50
11/15/2022	Midwest Tape		-58.76
11/21/2022	Midwest Tape		-102.15
Total 6531 · DVD's			-279.85
<b>6540 · CD's</b>			
11/15/2022	Bank of America (4318)		-21.23
Total 6540 · CD's			-21.23
<b>6550 · Recorded Books</b>			
11/01/2022	MicroMarketing, LLC	Susan	-38.40
11/01/2022	MicroMarketing, LLC	Susan	-48.00
11/01/2022	MicroMarketing, LLC	Susan	-38.39
Total 6550 · Recorded Books			-124.79
<b>6570 · Miscellaneous</b>			
11/15/2022	Bank of America (5025)	Corn Hole for Library of...	-39.80
Total 6570 · Miscellaneous			-39.80
Total 6499 · Library Materials			-6,179.88
<b>7000 · Operations/Maintenance</b>			
<b>7005 · Maintenance/Building</b>			

## Southold Free Library Monthly Expense Report November 2022

Date	Name	Memo	Amount
11/01/2022	C's Home & Office Management, Inc.		-3,250.00
11/01/2022	North Fork Sanitation, Inc.		-111.00
11/17/2022	Carine Chem-Dry		-659.80
11/17/2022	Island Exterminating Inc.		-250.00
Total 7005 · Maintenance/Building			-4,270.80
<b>7010 · Maintenance/Computer</b>			
11/01/2022	Net Plus Solutions Corp.		-255.00
11/01/2022	Net Plus Solutions Corp.		-212.50
11/15/2022	Bank of America (5025)	USB Chargers for iPads	-35.97
Total 7010 · Maintenance/Computer			-503.47
<b>7020 · Maintenance/Equipment</b>			
11/01/2022	NYS Dep. of Labor		-75.00
Total 7020 · Maintenance/Equipment			-75.00
<b>7030 · Maintenance/Grounds</b>			
11/01/2022	C. Mohr Landscaping, Inc.		-914.17
11/15/2022	Bank of America (4318)	Signs for Parking Lot	-106.35
Total 7030 · Maintenance/Grounds			-1,020.52
<b>7040 · Equipment Purchase</b>			
11/15/2022	Bank of America (4318)	2nd Keurig Machine	-159.99
11/15/2022	Bank of America (5025)	Nintendo Switch game	-50.93
11/15/2022	Bank of America (5025)	2 Lenovo Flex 3 chrom...	-358.00
Total 7040 · Equipment Purchase			-568.92
<b>7060 · Insurance</b>			
11/11/2022	Utica National Ins. Group		-1,876.00
Total 7060 · Insurance			-1,876.00
<b>7080 · Utilities</b>			
11/01/2022	PSEGLI		-988.66
Total 7080 · Utilities			-988.66
Total 7000 · Operations/Maintenance			-9,303.37
<b>7499 · Office Expense</b>			
<b>7500 · Supplies</b>			
11/01/2022	Demco, Inc.		-72.53
11/01/2022	W.B.Mason, Inc.		-23.64
11/15/2022	Bank of America (4318)		-170.32
11/15/2022	Bank of America (5025)		-49.99
11/16/2022	Southold Hardware		-13.28
11/22/2022		Coffee Donations for s...	45.00
Total 7500 · Supplies			-284.76
<b>7525 · Telephone</b>			
11/08/2022	Optimum		-112.93
Total 7525 · Telephone			-112.93
<b>7550 · Postage</b>			
11/17/2022	Postmaster	Mailing for Newsletter t...	-1,500.00
Total 7550 · Postage			-1,500.00
<b>7575 · Miscellaneous</b>			
11/29/2022	Void	Voided Check	
11/29/2022	Void	Voided Check	
Total 7575 · Miscellaneous			0.00
Total 7499 · Office Expense			-1,897.69

## Southold Free Library Monthly Expense Report November 2022

Date	Name	Memo	Amount
<b>7999 · Contracts/Services</b>			
<b>8000 · Workshops, Travel &amp; Dues</b>			
11/01/2022	KnowBe4 Inc.	VOID:	0.00
11/01/2022	LILRC		-560.00
11/07/2022	Caroline MacArthur {Reimb}	NYLA Trip	-27.46
11/07/2022	Caroline MacArthur {Reimb}	NYLA Trip	-271.56
11/07/2022	Rogers Memorial Library	NYLA - expense balan...	-106.85
11/08/2022	Carol Forestieri {Reimb}	Homebound Deliveries	-12.50
11/15/2022	Bank of America (4318)	NYLA Trip	-44.78
11/16/2022	PLDA		-50.00
Total 8000 · Workshops, Travel & Dues			-1,073.15
<b>8010 · Adult Library Programs</b>			
11/26/2022	Darlene Siracusano	1/17 Tissue Holder Cra...	-69.68
Total 8010 · Adult Library Programs			-69.68
<b>8015 · Young Adult Library Programs</b>			
11/08/2022	Chris Vivas	Graffiti Logo	-250.00
11/08/2022	Kristen Duer	3D Thankful Tree	-225.00
11/15/2022	Theresa's Programs, LLC	Dog Treat Jars	-300.00
11/15/2022	Bank of America (5025)	Supplies	-88.85
Total 8015 · Young Adult Library Programs			-863.85
<b>8020 · Children Library Programs</b>			
11/04/2022	Jenna Becker	Music for Little Ones	-240.00
11/15/2022	Jenna Becker	Music for Little Ones 1...	-240.00
11/15/2022	Bank of America (4318)	Supplies	-13.99
11/15/2022	Bank of America (5025)	Supplies	-45.07
11/18/2022	Darlene Siracusano	11/28 Candy Orniment ...	-34.98
11/18/2022	Darlene Siracusano	1/9/23 Cardinal in Sno...	-55.00
11/21/2022	Mary Hasel	Storytime Yoga 4 sessi...	-400.00
11/22/2022		Pay Pal	15.00
11/22/2022		Story Time Yoga	25.00
Total 8020 · Children Library Programs			-989.04
<b>8030 · Service Contracts</b>			
11/02/2022	Burt's Reliable-Cottage		-259.00
11/04/2022	Advanced Imaging Systems		-98.53
Total 8030 · Service Contracts			-357.53
<b>8040 · Telecommunications</b>			
11/08/2022	Optimum		-209.74
Total 8040 · Telecommunications			-209.74
<b>8070 · Marketing</b>			
11/07/2022	Right Now Marketing, Ltd.		-1,400.00
Total 8070 · Marketing			-1,400.00
Total 7999 · Contracts/Services			-4,962.99
<b>TOTAL</b>			<b>-22,343.93</b>

12/08/22

# Southold Free Library Monthly Income Report November 2022

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Date	Name	Memo	Amount
<b>5000 · School District</b>			
11/15/2022			-14,000.00
Total 5000 · School District			-14,000.00
<b>5200 · Interest/Investments</b>			
11/30/2022		Interest	23.94
Total 5200 · Interest/Investments			23.94
<b>5250 · Lost/Paid Material</b>			
11/22/2022		Deposit	47.95
11/28/2022	Emma S Clark Memorial Li...	Good Girl's Guide to Murd...	-17.99
Total 5250 · Lost/Paid Material			29.96
<b>5275 · Photocopies &amp; PC Printouts</b>			
11/22/2022		Deposit	88.00
11/30/2022		Deposit	46.00
Total 5275 · Photocopies & PC Printouts			134.00
<b>5500 · Contributions</b>			
11/21/2022		Amazon Smile	11.91
11/22/2022		Murphy Staff Thank You	20.00
11/30/2022		Murphy Staff Appreciation	10.00
Total 5500 · Contributions			41.91
<b>5525 · Friends Contributions</b>			
11/22/2022		magnfiers	474.44
11/22/2022		Europe Concrct	200.00
11/22/2022		Art Class	225.00
Total 5525 · Friends Contributions			899.44
<b>TOTAL</b>			<b>-12,870.75</b>

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November Adult Services Report  
Melissa Andruski

### **PROGRAM SESSIONS**

- 1 BDG: "Say Nothing: A True Story"/22
- 4 Chair Yoga/49
- 1 Heritage Walk/4
- 1 Medicare Open Enrollment/13

7 program sessions/ 88 attendees

### **BOOK/MAGAZINE MENDING**

10 repairs

### **FRIENDS**

The book cottage closed the Saturday following Thanksgiving for a brief hiatus. Jenny reports the cottage sales for the year, as of November 15, to be \$18,126. Last year, same time, sales were \$15,777.

The tri-fold brochure "Support The Friends" is nearing completion.

A festive artist reception for Patricia Feiler was attended by approximately 40 folks. Throughout the duration of the art exhibits, visitors and patrons are enjoying the displays.

### **WHITAKER COLLECTION**

In last month's report, I noted a visit by a 105 year young man. His cousin flew a P-40 fighter plane in WW II. He looked through Newsday's "Takeoff! : how Long Island inspired America to fly" published in 2000 and through our WW II folder file. Before he left, he gave me his name, told me his age and that his activities include walking, swimming, and driving! I read in the November 10 issue of the Suffolk Times that the Cutchogue Presbyterian Church held a ceremony in honor of Irv Pitman, a WW II veteran. I then read in the December 1 issue of the Suffolk Times, a lengthy obituary for Irving G. Pitman. Mr. Pitman died on November 22. It was an honor to meet such a humble gentleman.

Joy Ann Strasser is a genealogy researcher looking to read through our genealogy files over time now that she's retired. School year books,

correspondence, diaries will be her focus.

Joseph H. Horton house inquiry. It's listed in SPLIA but info is scant.

Promise Land inquiry. (Amagansett-Montauk area) in the late 1880's-1907 LI Forum and Suffolk's Historical Newspapers database are the sources used. Info is scarce. Promise Land was a railroad stop for the bunker fish factories.

Scalloping in the 1960's; stories, articles about.

Southold Town Records Vol A&B plus D requested to research for a project.

Such a wide range of local interests, leads to interesting research!

Kathy Saccamano  
November 2022

In Person	Nov 5 Art with Diane Alex Smith	10
	Nov 8 Cricut Trivet class	12
	Nov 19 Cricut Snowman class	15
	Total	37

Remote	Nov 1.8.15.22.29 Breathe	48
	Nov 9 Downstairs at Downton shared 40 patrons	15 Sohd
	Nov 10 SHY Book chat shared 56 patrons	3 Sohd
	Nov 12 Robin Carr meet the author shared 51 patrons	3 Sohd
	Nov 15 How the internet changed the world	22
	Nov 17 Pancreatic Cancer shared 8	0 Sohd
	Total	91

I attended a staff meeting and a programming meeting. I attended several zooms for research as well as a concert in the Floyd Memorial Library.

I am working on the Best Seller collection, converting books from various collections, programming for the future, working the circulation desk and communicating with the website company to update our marketing for adult classes. I worked on the January/February newsletter.



## **NOVEMBER 2022 MONTHLY REPORT**

**DISPLAYS:** We had Thanksgiving/Fall books on display this month with leaves and pumpkins continuing to hang on the windows.

**PROGRAMS:** (We had 7 programs this month with 133 participants)

Fridays, November 4, 18, & 25: "Playgroup"—The Southold Mothers' Club continued coming to play in the children's room (10:00-11:00 am). We had 60 little ones and their parents/caretakers come in this month.

Fridays, November 4 & 18: "Music with Jenna"—Marta Thomas (from the Southold Mothers' Club) and I teamed up to provide a Mommy and Me Music series program for the little ones. Jenna Becker uses interactive songs inspired by the company, Lyrical Children, to get mothers and their children having fun singing together. 12 parents and their little one came to each session. We will continue this series in December.

Monday, November 7: "Thanksgiving Pilgrim Hats"—Darlene Siracusano did a sweet program to help children make their Thanksgiving table look festive with this crafty decoration. Darlene provided little cardboard flower pots for the kids to paint black and then turn upside down to form a hat top as well as little foam pieces to form a turkey to glue on their hat decoration. It was adorable. 5 children came to enjoy this creative program.

Wednesday, November 9: "Wildly Creative with Leaves!"—I did a creative fall program with leaves that the children really seemed to enjoy. I read them a fall story and then we all took a walk outside to gather leaves in the library cottage yard. We then came inside to create woodland animals with our materials. The children used their collected leaves, acorn caps, and other specialty leaves (maple and gingko) to create their animal using a suede elbow patch as their canvas. The 12 children loved sitting and creating with leaves.

Thursdays, November 10 & 17: "Storytime Yoga"—Mary Hasel continued her yoga series for the little ones (10:00-10:45 am). 5 children came on 11/10 and 4 children came on 11/17.

Saturdays, November 12 & 19: "Zumba Kids Junior"—Joanne Vitiello started her exercise series for grades K-2 back up after a 2 year break. 6 children came on 11/12 and 7 children came on 11/19.

Monday, November 28: "Candy Ornaments"—Darlene Siracusano also did a wonderful creative Cricut program to make ornaments that hold candy. The 10 children got to make 4 different kinds of ornaments, a reindeer, a snowman, a tree, and an elf. Great holiday fun!

**SCHOOL GROUPS:** We had 6 school groups visit the library this month (90 children)

**STORYTIME/ROMP 'N RHYME:** We had 4 sessions of Romp 'N Rhyme with 80 in total attendance and we had 4 sessions of Storytime with 13 in total attendance.

**MEETINGS:** I went to 2 meetings this month. The first was an observation of a 3<sup>rd</sup> grade coding class at the Cutchogue East Elementary School to prepare to start a Coding Club program this upcoming winter (Tuesday, November 1<sup>st</sup> from 10:00-12:00 pm). The second was an instructional Lending Library meeting at SCLS (Monday, November 14<sup>th</sup> from 1:30-2:30 pm).

**MISC.:** I did a Headstart visit to the school on Wednesday, November 9<sup>th</sup> from 10:00-11:00 am and also a Zoom virtual Family Fun Night with them the following evening (Thursday, November 10<sup>th</sup> from 6:00-6:30 pm) where I read them a story and led them through a turkey craft to all do together from home.

--Dana Bruey, Children's Services

## Young Adult Monthly Report for November 2022

November is Indigenous People's Awareness month. I displayed books by and about Indigenous People and I have since ordered more books for the collection. I also started a section of books in Spanish. The collection is very small, but I plan to add a few each month.

### Programs:

**November 1, 8, 15 & 22:** Chess Club. This program started off slowly, but attendance increased each week. At the last session, we had a giant chess set borrowed from SCLS lending library. We created teams and the kids had a blast moving the huge pieces around the huge chess board!

Attendance: 11/1: **6**; 11/8: **12**; 11/15: **16**; 11/22: **12**

**November 6:** Dungeons and Dragons. This was another well-attended and successful event with Quinn and Alexa at the helm. Kids created new characters and had a brief campaign for fun. The next meeting is in December where they will begin a new and exciting epic journey! Attendance: **12**

**November 17:** Graffiti Logo with Chris Vivas. Chris taught the teens about the history of graffiti, showed several examples of graffiti and then demonstrated different styles for the kids to choose for their own logo. Creative juices were flowing!

Attendance: **5**

**November 21:** Mario Kart Monday! A few more kids attended than last month!

Attendance: **6**

**November 20-30:** Thankful Tree Take & Make. I still have a few bags left for teens to take home. Total bags taken: **8**

**November 29:** Light up Snowman with Darlene. Tweens and teens made adorable light-up snowmen using precut shapes from the Cricut machine, glass bowls, ribbon and some creative flair. Attendance: **8**

Total Programs: **8** Total Attendance: **77**

Take & Make: **8 bags**

### Meetings and Trainings

**November 1:** Coding Lunch & Learn. Met with Thomas, Dana, & Caroline to discuss coding ideas for our young patrons. We reviewed various coding sites and discussed ideas about how to run a club, a class, who in the community or schools can help, etc.

**November 2:** TK and Woods (sons of Thomas) played with and tested the Prime Lego and coding kit from SCLS. This helped us determine what product(s) to buy for the library.

**November 1, 8, 15 & 29:** Weekly visits with Caroline and Dana

**November 17:** Chem Dry cleaned the carpet in the Teen room and all of the cloth covered chairs and stools in the Teen area and Children's Room. What a difference!!

### **Class Visits**

**November 9:** Visit with Phillips/McGoey class. I highlighted a lot of nonfiction this visit. Attendance: **22**

**November 18:** Visit with Mrs. Michaelis' class. This was an abbreviated visit since the students had a ½ day of school and time was short. I made sure there was enough time for the students to check out books. Attendance: **20**

### **Tech Help:**

I assisted:

- 3 patrons on the copier
- 3 patrons on computer or device
- 2 patrons with downloading
- 5 students with online search (Brainfuse)
- At least 7 students with catalog search
- 1 patron scanning
- 1 patron faxing
- 1 printing from email
- 2 printing from phone

Submitted by:

Penny Kelley, Teen Services Librarian