

**Southold Free Library  
Monthly Statistics  
January-24**

	January-24	January-23
<b>Total circulation</b>	1876	2,386
<b>e-books</b>	3072	2,734
<b>total</b>	<b>4,948</b>	<b>5,120</b>
<b>database access</b>	204	652
<b>Direct access</b>	196	259
Floyd Memorial	114	176
Cutchogue	33	33
Mattituck	9	4
Riverhead	10	5
other	30	41
<b>New patrons added</b>	34	19
<b>Tech help</b>	201	246
<b>Additions to collection</b>	223	196
<b>Deletions from collection</b>	345	53
<b>Room Use</b>	<b># uses--# hours</b>	<b># uses--# hours</b>
Study Room	25--29	10--14
Community Room	43--55	45--85
Folk Room	38--70	33--57
<b>Programs</b>		
<b>children's</b>		
number of sessions	24	26
number of attendees	628	412
<b>young adults</b>		
number of sessions	6	8
number of attendees	86	105
<b>Adult</b>		
number of sessions	14	17
number of attendees	243	248

Southold Free Library

JANUARY\*2024

CIRCULATION:	January 2024	January 2023	January 2022
<b>BOOKS</b>			
A NEW	271	283	264
AF	482	564	485
ANF	142	222	202
ESL	1	0	1
REF	0	0	0
AMAG	17	26	13
YA	39	96	76
J NEW	64	91	79
JF	337	444	276
JNF	103	68	71
JREF	2	0	2
OTHER (ILL-RENEWALS)	171	138	203
JMAG	0	2	1
<b>TOTALS</b>	<b>1,629</b>	<b>1,934</b>	<b>1,670</b>
<b>MEDIA</b>			
ARBCD	18	39	30
Devices	0	1	0
ADVD	182	248	242
ACD-MUSIC	25	120	2
JVOX/AUDIO	10	18	0
J-DVD	0	0	2
MuseumPass	8	11	6
Telescope	1	2	0
Puzzles	3	9	18
Blood Pressure Cuff	0	4	0
<b>TOTALS</b>	<b>247</b>	<b>452</b>	<b>300</b>
<b>TOTAL</b>	<b>1,876</b>	<b>2,386</b>	<b>1,970</b>
%+(-)	-21.40%	21.11%	
<b>ILL/ALA</b>	<b>0</b>	<b>1</b>	<b>1</b>

**Monthly Memorials/Contributions**  
**JANUARY 2024**

**Memorials**

<b>Donor</b>	<b>In Memory of</b>	<b>Amount</b>
Genevieve Boron	Christine Conway	\$50
Friends of the Southold Library	Christine Conway	\$29
Georgianne & Doug Gregg	Christine Conway	\$100
Bonnie & Steve Jarrett	Christine Conway	\$100
Susan Pawloski	Christine Conway	\$100
	<b>TOTAL</b>	<b>\$379</b>

**Contributions**

Appeal '23 Donations		\$950
	<b>TOTAL</b>	<b>\$1,329</b>

1. Winterfest, which was held on 2/17, was a success. The Library's involvement was no exception. Visitors were offered cotton candy (moved inside due to the weather), hot chocolate, and a craft for children. Many people came in and enjoyed the Library. Penny, Dana, Darlene, Skye, and Pages Sarah Harvey and Quinn Bruer worked hard to make it a positive experience.
2. The scholarship application has been sent to the HS, and is available in the library. I will also have it posted on the webpage. Hopefully we will get a number of applications to choose from.
3. Staff member Linda Knoernschild is researching and starting a seed library. We hope to have seeds that patrons can 'borrow' by spring.
4. The library will be distributing protective glasses for the solar eclipse, which will occur on April 8<sup>th</sup>. There will be a program on the 5<sup>th</sup> for children, and one for adults on 3/21 to increase awareness of the event.
5. On April 7<sup>th</sup>, the Library will be hosting a poetry reading to help celebrate National Poetry Month. Staff member Courtney Hall and Board member Matthew Daddona, both poets, are cohosting this event, from 1:30-3:30.
6. I also invite you to come in during April to enjoy the artwork on display done by students from Southold HS.
7. I have been researching what is necessary to become a certified Sustainable Library as part of the Sustainable Libraries Initiative (SLI). It is a holistic approach and involves a triple bottom line of environmental stewardship, economic feasibility, and social equity. I will have more to report at upcoming meetings. I am excited to undertake this project.
8. The ESL classes that have been offered weekly by Isabelle Gonzalez have been successful, with an average of 8 weekly attendees out of over a dozen students. She will teach through the end of April, and after a hiatus will begin again in the Fall. Experience shows a sharp drop off of attendance during the warm weather/late sunset months. In addition, the budget allowed for classes through April.
9. The Library is a member in an Employee Assistance Program (EAP). Dana Bruey is the staff representative/liaison and she coordinates programming throughout the year. She has set up 3 programs for this spring. We attended "Advancing Cultural Awareness" this week. In March a presenter will offer "Dealing with Difficult People", and in May "Effective Customer Service". These programs are useful and staff who attend come away with something positive. They are offered at no cost (due to our membership) and are conducted between 8:30-9:30am before the library opens.

## **JANUARY 2024 MONTHLY REPORT**

**DISPLAYS:** Winter and snow books were on display this month with snowflakes on the windows.

**PROGRAMS:** (We had 9 programs this month with 156 participants)

Fridays, January 5, 12, 19, & 26: "Playgroup"—The Southold Mothers' Club continued coming in every week to play in the children's room. Over the past 4 weeks, 70 littles and their parents visited the library.

Wednesday, January 10: "Ceramic Book Bookend"—Penny and I were very excited to try a ceramics program with the tweens (grades 4-8). Ester Kislin showed the 3 girls how to mold and use tools to carve into the clay to create their own book to use as a bookend. Ester took their projects home to fire them in her kiln and in a few weeks, the creations were dropped off for the girls to pick up. It is a wonderful class and we hope to have even more participants when we have Ester back this summer.

Thursdays, January 11, 18, & 25: "Storytime Yoga"—Miss Mary Hasel started her 2024 yoga classes for the little ones. We had 3 sessions with 5 children on 1/11 and 1/18 and 6 children and their parents came in on 1/25.

Saturdays, January 13, 20, & 27: "Zumba Kids Junior"—Miss Jo Anne Vitiello started her 2024 exercise classes for grades K-2. We had 3 sessions with 7 people on 1/13, 5 people on 1/20, and 4 people on 1/27.

Wednesday, January 17: "Birch Tree Winter Art"—Linda Knornschild brought her creative talent to our lineup of programs this winter. Linda demonstrated the art of using magazine print collage on top of painting on a

canvas and then the 8 children created beautiful birch trees on a wintry sky background. They did a wonderful job.

Friday, January 19: "National Popcorn Day!"—Penny and I did a very fun program for grades 3-8 where the kids put on blindfolds and tried to guess the many flavors of popcorn we made using Orville Redenbacher seasonings. The flavors were cinnamon bun, cheddar cheese, nacho cheese, buffalo wing, movie butter, ranch, and a special caramel marshmallow flavor that Penny made. We gave out candy prizes to the children who had the most correct guesses. 15 kids came to this terrifically tasty program!

Tuesday-Thursday, January 23, 24, & 25: "Fun With Legos"—I did an after school Lego play series with grades K-3. We had 2 kids on 1/23, 5 kids on 1/24, and 3 kids on 1/25.

Tuesday, January 30: "Waddling Penguin"—Darlene Siracusano did another creative Cricut program with grades K-6. This time, we put all the wonderful pieces together to create a cute little penguin that actually rocks! 9 children came to this simply fun program.

Wednesday, January 31: "CAST Steps to Success-Building Birdhouses"—Maureen Radigan led a fantastic program for our CAST collaboration this month. She brought in cedar birdhouse kits with little nails and hammers for the kids to use to actually put them together. It was a noisy tapping extravaganza where 9 children brought home wonderful new houses for birds to make nests in this spring.

**SCHOOL GROUPS**: We had 2 school groups visit the library (40 children)

**ROMP 'N RHYME/STORYTIME**: We had 2 sessions of Romp 'N Rhyme with 66 in total attendance and we had 2 sessions of Storytime with 6 in total attendance.

**MEETINGS**: I went to only 1 meeting this month (besides meeting with Caroline and Penny every Tuesday). It was a North Fork Librarians' Summer Planning meeting at the Cutchogue Library (Friday, January 12<sup>th</sup> from 1-3pm).

**OUTREACH**: I did a North Fork Discoveries day care visit to read and sing songs to 3 age ranges, (15 month olds, 2 year olds, and 3 & 4 year olds) (Thursday, January 4<sup>th</sup> from 10:00-10:45am). I also visited the Headstart school on Wednesday, January 10<sup>th</sup> from 10:00-10:30am and also 2 Zoom virtual Family Fun Nights with both the Riverhead Headstart (5:15-5:45pm) and the Southold Headstart the following evening (Thursday, January 11<sup>th</sup> from 6:00-6:30pm) where I read them a story and led each group through a penguin craft to all do together from home. I also went to the Time to Grow preschool to read (Friday, January 12<sup>th</sup> from 12:30-1:00pm).

--Dana Bruey, Children's Services

## YA Monthly Report for January 2024

Welcome 2024! I created a *Chill Out and read Brrr illiant Books* display for January. I also started a Winter Reading Club for grades 4-6 with small prizes and one large raffle prize. Teens and tweens continue to drop in most afternoons to hang out, play Nintendo, do homework and play board games.

### Programs:

**January 8 & 22:** Mario Kart Mondays! So far, I have only had boys attend. They love the games on the big screen! Attendance: 01/08: **11** 01/22: **9**

**January 10:** Make a Ceramic Bookend with Ester. Please see Dana's report.  
Attendance: **4**

**January 19:** Celebrate National Popcorn Day! Tweens celebrated Popcorn Day, by blindly tasting different flavored popcorn. There were several varieties: caramel/marshmallow, cheddar cheese, movie style butter, buffalo wings, cinnamon roll, and nacho cheese. The tweens who correctly guessed the most won small bags of candy. Everyone went home with extra popcorn. It was a deliciously, fun program!  
Attendance: **15**

**January 19:** Wednesday Addams themed Escape Room! This program was not as widely attended as the popcorn program. I discovered later that there was a Wingo event that kept many kids away. Those that did come had a good time and solved the puzzles in record time! Attendance: **4**

**January 20:** Sip and Skate at Greenport Skating Rink. This was a collaborative and shared event with the North Fork Libraries! Tweens and Teens had a blast skating, hanging out and sipping hot chocolate. Attendance: **43 total** (Southold:11)

Total Programs: **6** Total Attendance: **86**

### Meetings/Trainings

**January 8:** Online CollegeNow demo. Brainfuse gave an overview online for a new resource for students: CollegeNow. Brainfuse currently has SAT/ACT and other college prep resources but CollegeNow is a more in depth offering live tutoring specifically for college essays, college interviews, college resume, searching for college and more. Derek is getting the information about cost to libraries to add this resource.



**January 9, 16 & 23:** Weekly meeting with Caroline and Dana

**January 12:** North Fork East End meeting. Met with Kristie (Cutchogue Library) and Marissa (Mattituck Library) to review and plan shared summer programs.

**January 17:** Met with Thomas H. and Caroline to briefly discuss the issues with the projector. Thomas took time to take a look at the projector to diagnose the problem.

**Class visits:**

**January 11:** Kristen Woods 4th grade class visited. Dana and I met the students together. I highlighted upcoming programs and Dana read a story.

**Tech help:**

**January 16 & 23:** Helped Melissa set up Zoom for Chair Yoga

- I helped patrons and staff as needed with printing, devices, etc.
- Helped Dana with new iPad set up.
- Helped teens as needed with setting up and using the Nintendo. Regularly check the system to make sure it's working, plugged in, all parts are accounted for, etc.

Submitted by:

Penny Kelley, Teen Services Librarian

January Adult Services Report  
Melissa Andruski

### **PROGRAM SESSIONS**

1 BDG: A Long Petal of the Sea/23  
4 Chair & Restorative Yoga/40  
4 ESL classes/31

9 program sessions/ 94 attendees

Beginning in 2024, Judy Arnone changed chair yoga from Monday to Tuesday; the time remains the same. This change works for most of the attendees; a couple ladies aren't able to make the Tuesday sessions, but there are several new faces that have joined. Everyone truly enjoys Judy's yoga classes.

Isabelle Gonzalez meets with her ESL students in the Folk Room Saturday afternoons. Isabelle engages the group with writing and speaking exercises and encourages their participation. They are receptive to her and are attending the classes regularly.

### **BOOK/MAGAZINE MENDS**

8 repairs

### **FRIENDS**

The Friends do not meet in January.

A Pre-season pop-up at the book cottage on January 6 was met with great success. Two weeks later the cottage reopened for their twice weekly sale days and have been rolling right along. The weather has not been an obstacle.

In December the Friends decided to graciously decline a \$10,000 Suffolk County Omnibus Grant offered through the County Office of Tourism. The detailed plans that they require and the strict guidelines on how the money can and cannot be spent was a no go for the Friends.

### **WHITAKER COLLECTION**

Queries included a history of St. Peter's Lutheran Church. A metal detector enthusiast sought information about a building in East Marion near the causeway, especially a map of the area. He'll stop back when he has more time.

A regular local researcher requested Wayland Jefferson's book "Cutchogue:

Southold's First Colony." He's hoping to pen an article about the enslaved of Southold Town.

Another local researcher is writing an article about the B-24 plane crash in Laurel in December 1944 and was looking for a particular article that was written at the time of the crash. The article was found in the Historic Suffolk newspapers database.

An email request via the Youngs Family website was received concerning an Abner Wells, born in Southold and said to be a Revolutionary War patriot. A DAR record was sent.

A member of the Presbyterian cemetery committee had a query about a marble monument in the Old Burying Ground. Jay sends info to Find a Grave and also works with CemSites, a cemetery software which is used to map graves.

A NYC researcher inquired if the original manuscript records from Libers A and B of Southold Town were available. She was looking for the full will and inventory of James Haynes who wrote and signed his will in Southold on March 1, 1652. We have the original records on microfilm and the Mattituck Library has a reader and printer. A print copy of the requested information was made, scanned and emailed to the researcher.

January 2024  
Kathy Saccamano

Zoom	January 10 Sharks	31
	January 18 Healthy Eating shared 50	SOHD 7
	January 24 Inventing the Florida Vacation	66
	<b>Total</b>	<b>104</b>
In Person	January 7 Everly Brothers shared concert 100	SOHD 30
	January 30 Mug craft	15
	<b>Total</b>	<b>45</b>

We did have a shared Korean Culture and Cooking class scheduled for Saturday January 20th with the Mattituck library. Unfortunately the presenter had a medical emergency and we needed to cancel this class. We are hoping to reschedule for the Spring or Summer.

I attended the staff meeting, a programmer's meeting and a program with LILRC.

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 adult section of the March/April newsletter.

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02/04/24

Accrual Basis

**Southold Free Library**  
**Budget Report with Y-T-D Figures**  
 July 2023 through January 2024

	Jul '23 - Jan...	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
5000 · School District	864,010.75	1,155,057.00	-291,046.25	74.8%
5012 · Pilot Revenue	0.00	7,253.00	-7,253.00	0.0%
5050 · Contingency Fund	0.00	0.00	0.00	0.0%
5100 · NYS Education	1,765.00	1,500.00	265.00	117.7%
5200 · Interest/Investments	172.23			
5250 · Lost/Paid Material	478.81	500.00	-21.19	95.8%
5275 · Photocopies & PC Printouts	2,361.70	1,500.00	861.70	157.4%
5325 · Temporary Residents	0.00	0.00	0.00	0.0%
5350 · Sale Items	0.00	0.00	0.00	0.0%
5500 · Contributions				
5501 · Book Memorials	0.00	500.00	-500.00	0.0%
5502 · Small Cash Contributions	78.21			
5500 · Contributions - Other	197.00	1,000.00	-803.00	19.7%
<b>Total 5500 · Contributions</b>	<b>275.21</b>	<b>1,500.00</b>	<b>-1,224.79</b>	<b>18.3%</b>
5525 · Friends Contributions				
5526 · SRC Contribution	8,000.00			
5525 · Friends Contributions - Other	789.97	10,000.00	-9,210.03	7.9%
<b>Total 5525 · Friends Contributions</b>	<b>8,789.97</b>	<b>10,000.00</b>	<b>-1,210.03</b>	<b>87.9%</b>
<b>Total Income</b>	<b>877,853.67</b>	<b>1,177,310.00</b>	<b>-299,456.33</b>	<b>74.6%</b>
<b>Gross Profit</b>	<b>877,853.67</b>	<b>1,177,310.00</b>	<b>-299,456.33</b>	<b>74.6%</b>
<b>Expense</b>				
6000 · Friends Reimbursement				
6001 · SRC Expense	7,065.35			
6000 · Friends Reimbursement - Other	733.00	10,000.00	-9,267.00	7.3%
<b>Total 6000 · Friends Reimbursement</b>	<b>7,798.35</b>	<b>10,000.00</b>	<b>-2,201.65</b>	<b>78.0%</b>
6099 · Personnel				
6100 · Salaries	295,072.25	525,200.00	-230,127.75	56.2%
6110 · Social Security	22,616.78	40,180.00	-17,563.22	56.3%
6120 · NYS Unemployment Ins.	1,868.60	3,500.00	-1,631.40	53.4%
6130 · Worker's Comp.	3,039.00	5,850.00	-2,811.00	51.9%
6140 · Disability Insurance	810.61	1,800.00	-989.39	45.0%
6150 · Full Time Benefit	39,215.91	90,500.00	-51,284.09	43.3%
6160 · ADP/Paychex Charge	2,241.06	4,000.00	-1,758.94	56.0%
6170 · Retirement	9,491.46	13,975.00	-4,483.54	67.9%
<b>Total 6099 · Personnel</b>	<b>374,355.67</b>	<b>685,005.00</b>	<b>-310,649.33</b>	<b>54.7%</b>
6499 · Library Materials				
6500 · Books	22,577.91	40,000.00	-17,422.09	56.4%
6505 · e-books	27,742.59	55,000.00	-27,257.41	50.4%
6510 · Newspapers	3,426.69	6,500.00	-3,073.31	52.7%
6520 · Periodicals/Journals	3,464.30	3,000.00	464.30	115.5%
6531 · DVD's	2,421.92	4,000.00	-1,578.08	60.5%
6540 · CD's	204.84	500.00	-295.16	41.0%
6550 · Recorded Books	555.69	3,500.00	-2,944.31	15.9%
6555 · Software	256.55	800.00	-543.45	32.1%
6570 · Miscellaneous				
6571 · Museum Passes	3,045.00	4,500.00	-1,455.00	67.7%
6570 · Miscellaneous - Other	402.00	1,250.00	-848.00	32.2%
<b>Total 6570 · Miscellaneous</b>	<b>3,447.00</b>	<b>5,750.00</b>	<b>-2,303.00</b>	<b>59.9%</b>
<b>Total 6499 · Library Materials</b>	<b>64,097.49</b>	<b>119,050.00</b>	<b>-54,952.51</b>	<b>53.8%</b>
7000 · Operations/Maintenance				
7005 · Maintenance/Building	28,848.57	45,000.00	-16,151.43	64.1%

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02/04/24

Accrual Basis

**Southold Free Library**  
**Budget Report with Y-T-D Figures**  
**July 2023 through January 2024**

	Jul '23 - Jan...	Budget	\$ Over Bud...	% of Budget
7010 · Maintenance/Computer	3,144.45	5,500.00	-2,355.55	57.2%
7020 · Maintenance/Equipment	1,306.00	3,000.00	-1,694.00	43.5%
7030 · Maintenance/Grounds	7,160.00	12,500.00	-5,340.00	57.3%
7034 · Capital Improvements	0.00	99,855.00	-99,855.00	0.0%
7035 · Fixed Assets				
7036 · Equipment Lease	0.00	2,000.00	-2,000.00	0.0%
7039 · Furniture & Equipment	839.00			
7035 · Fixed Assets - Other	0.00	7,000.00	-7,000.00	0.0%
<b>Total 7035 · Fixed Assets</b>	<b>839.00</b>	<b>9,000.00</b>	<b>-8,161.00</b>	<b>9.3%</b>
7040 · Equipment Purchase	882.27			
7060 · Insurance	13,818.00	28,000.00	-14,182.00	49.4%
7070 · Fuel	2,279.94	5,000.00	-2,720.06	45.6%
7080 · Utilities	8,501.22	16,000.00	-7,498.78	53.1%
7095 · Water	482.77	1,000.00	-517.23	48.3%
<b>Total 7000 · Operations/Maintenance</b>	<b>67,262.22</b>	<b>224,855.00</b>	<b>-157,592.78</b>	<b>29.9%</b>
7499 · Office Expense				
7500 · Supplies	6,119.54	12,000.00	-5,880.46	51.0%
7525 · Telephone	839.92	1,600.00	-760.08	52.5%
7550 · Postage	5,065.00	5,000.00	65.00	101.3%
7575 · Miscellaneous				
7575b · Square Fee	211.76			
7575 · Miscellaneous - Other	1,905.80	1,500.00	405.80	127.1%
<b>Total 7575 · Miscellaneous</b>	<b>2,117.56</b>	<b>1,500.00</b>	<b>617.56</b>	<b>141.2%</b>
<b>Total 7499 · Office Expense</b>	<b>14,142.02</b>	<b>20,100.00</b>	<b>-5,957.98</b>	<b>70.4%</b>
7999 · Contracts/Services				
8000 · Workshops, Travel & Dues	1,592.62	4,000.00	-2,407.38	39.8%
8010 · Adult Library Programs				
8010a · Harbes Pass Program	-475.00			
8011 · Aquarium Tickets	-231.00			
8011a · L.I.Science Center Tickets	-160.00			
8012 · L.I.Game Farm Tickets	-30.00			
8017 · Adult Programs	5,614.99			
8010 · Adult Library Programs - Other	0.00	9,000.00	-9,000.00	0.0%
<b>Total 8010 · Adult Library Programs</b>	<b>4,718.99</b>	<b>9,000.00</b>	<b>-4,281.01</b>	<b>52.4%</b>
8015 · Young Adult Library Programs	1,115.64	5,500.00	-4,384.36	20.3%
8020 · Children Library Programs	3,858.84	5,500.00	-1,641.16	70.2%
8030 · Service Contracts	4,184.89	8,000.00	-3,815.11	52.3%
8040 · Telecommunications	6,181.95	14,000.00	-7,818.05	44.2%
8050 · Accounting Services	9,600.00	10,500.00	-900.00	91.4%
8055 · Legal Services	0.00	1,000.00	-1,000.00	0.0%
8060 · SCLS Services	5,225.00	16,800.00	-11,575.00	31.1%
8070 · Marketing				
8071 · Newsletter Printing	10,755.00			
8070 · Marketing - Other	10,220.00	44,000.00	-33,780.00	23.2%
<b>Total 8070 · Marketing</b>	<b>20,975.00</b>	<b>44,000.00</b>	<b>-23,025.00</b>	<b>47.7%</b>
<b>Total 7999 · Contracts/Services</b>	<b>57,452.93</b>	<b>118,300.00</b>	<b>-60,847.07</b>	<b>48.6%</b>
<b>Total Expense</b>	<b>585,108.68</b>	<b>1,177,310.00</b>	<b>-592,201.32</b>	<b>49.7%</b>
<b>Net Ordinary Income</b>	<b>292,744.99</b>	<b>0.00</b>	<b>292,744.99</b>	<b>100.0%</b>
<b>Net Income</b>	<b>292,744.99</b>	<b>0.00</b>	<b>292,744.99</b>	<b>100.0%</b>

02/04/24

**Southold Free Library**  
**Monthly Budget Report**  
 January 2024

	Jan 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
5000 · School District	192,509.50
5200 · Interest/Investments	26.46
5250 · Lost/Paid Material	137.20
5275 · Photocopies & PC Printouts	180.60
5500 · Contributions	
5502 · Small Cash Contributions	7.00
<b>Total 5500 · Contributions</b>	7.00
5525 · Friends Contributions	333.00
<b>Total Income</b>	193,193.76
<b>Gross Profit</b>	193,193.76
<b>Expense</b>	
6000 · Friends Reimbursement	333.00
6099 · Personnel	
6100 · Salaries	38,309.88
6110 · Social Security	2,930.71
6120 · NYS Unemployment Ins.	804.52
6140 · Disability Insurance	468.38
6150 · Full Time Benefit	6,063.14
6160 · ADP/Paychex Charge	436.95
6170 · Retirement	1,268.78
<b>Total 6099 · Personnel</b>	50,282.36
6499 · Library Materials	
6500 · Books	1,654.14
6505 · e-books	11.99
6510 · Newspapers	447.45
6531 · DVD's	370.82
6555 · Software	209.15
<b>Total 6499 · Library Materials</b>	2,693.55
7000 · Operations/Maintenance	
7005 · Maintenance/Building	111.00
7020 · Maintenance/Equipment	1,041.00
7030 · Maintenance/Grounds	2,375.00
7060 · Insurance	1,912.00
7070 · Fuel	385.76
7080 · Utilities	1,066.16
7095 · Water	24.29
<b>Total 7000 · Operations/Maintenance</b>	6,915.21
7499 · Office Expense	
7500 · Supplies	1,179.79
7525 · Telephone	120.15
7550 · Postage	1,866.00
7575 · Miscellaneous	
7575b · Square Fee	52.86
7575 · Miscellaneous - Other	325.49
<b>Total 7575 · Miscellaneous</b>	378.35
<b>Total 7499 · Office Expense</b>	3,544.29
7999 · Contracts/Services	
8000 · Workshops, Travel & Dues	-300.60
8010 · Adult Library Programs	
8011 · Aquarium Tickets	1,728.00

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**Southold Free Library**  
**Monthly Budget Report**  
January 2024

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	<u>Jan 24</u>
8011a · L.I.Science Center Tickets	-20.00
8017 · Adult Programs	698.33
<b>Total 8010 · Adult Library Programs</b>	<b>2,406.33</b>
8015 · Young Adult Library Programs	501.45
8020 · Children Library Programs	1,482.19
8030 · Service Contracts	151.10
8040 · Telecommunications	223.12
8060 · SCLS Services	5,225.00
8070 · Marketing	
8071 · Newsletter Printing	3,585.00
8070 · Marketing - Other	1,400.00
<b>Total 8070 · Marketing</b>	<b>4,985.00</b>
<b>Total 7999 · Contracts/Services</b>	<b>14,673.59</b>
<b>Total Expense</b>	<b>78,442.00</b>
<b>Net Ordinary Income</b>	<b>114,751.76</b>
<b>Net Income</b>	<b>114,751.76</b>



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# Southold Free Library

## Monthly Expense Report

### January 2024

Date	Name	Memo	Amount
<b>6499 · Library Materials</b>			
<b>6500 · Books</b>			
01/01/2024	Baker & Taylor		-239.62
01/01/2024	Baker & Taylor		-150.84
01/01/2024	MicroMarketing, LLC	Penny	-15.96
01/01/2024	MicroMarketing, LLC	Dana	-11.96
01/01/2024	MicroMarketing, LLC	Penny	-35.98
01/01/2024	MicroMarketing, LLC	Dana	-284.11
01/02/2024	Gale		-46.50
01/02/2024	MicroMarketing, LLC	Melissa	-22.40
01/02/2024	MicroMarketing, LLC	Penny	-16.00
01/09/2024	Gale		-111.71
01/09/2024	Gale		-52.48
01/09/2024	MicroMarketing, LLC	Penny	-17.99
01/09/2024	MicroMarketing, LLC	Penny	-21.59
01/09/2024	MicroMarketing, LLC	Melissa	-54.69
01/09/2024	MicroMarketing, LLC	Dana	-70.34
01/11/2024	Gale		-24.00
01/11/2024	MicroMarketing, LLC	Dana	-15.19
01/16/2024	MicroMarketing, LLC	Melissa	-44.80
01/16/2024	Gale		-28.49
01/18/2024	MicroMarketing, LLC	Penny	-72.26
01/23/2024	Bank of America (4318)	Adult	-120.00
01/23/2024	Bank of America (4318)	YA	-10.02
01/23/2024	Bank of America (4318)	Children	-95.65
01/23/2024	MicroMarketing, LLC	Melissa	-26.00
01/23/2024	MicroMarketing, LLC	Penny	-49.57
01/25/2024	MicroMarketing, LLC	Penny	-15.99
Total 6500 · Books			-1,654.14
<b>6510 · Newspapers</b>			
01/01/2024	Southold Pharmacy		-447.45
Total 6510 · Newspapers			-447.45
<b>6531 · DVD's</b>			
01/01/2024	Midwest Tape		-79.76
01/01/2024	Midwest Tape		-39.88
01/01/2024	Midwest Tape		-30.08
01/02/2024	Midwest Tape		-61.57
01/05/2024	SCLS	DVD Repair	-1.75
01/08/2024	Midwest Tape		-72.77
01/09/2024	SCLS	Repair DVD's	-1.75
01/16/2024	Midwest Tape		-83.26
Total 6531 · DVD's			-370.82
<b>6555 · Software</b>			
01/15/2024	Bank of America (5025)	YA Games & Acc'y	-209.15
Total 6555 · Software			-209.15
Total 6499 · Library Materials			-2,681.56
<b>7000 · Operations/Maintenance</b>			
<b>7005 · Maintenance/Building</b>			
01/01/2024	North Fork Sanitation, Inc.		-111.00
Total 7005 · Maintenance/Building			-111.00
<b>7020 · Maintenance/Equipment</b>			
01/09/2024	Kolb Service Corp.		-1,041.00
Total 7020 · Maintenance/Equipment			-1,041.00
<b>7030 · Maintenance/Grounds</b>			
01/01/2024	C. Mohr Landscaping, Inc.	Winter Contract	-350.00
01/08/2024	C. Mohr Landscaping, Inc.	Ice Melt	-425.00
01/18/2024	C. Mohr Landscaping, Inc.		-1,045.00

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# Southold Free Library

## Monthly Expense Report

### January 2024

Date	Name	Memo	Amount
01/22/2024	C. Mohr Landscaping, Inc.		-555.00
	Total 7030 · Maintenance/Grounds		-2,375.00
	<b>7060 · Insurance</b>		
01/12/2024	Utica National Ins. Group		-1,912.00
	Total 7060 · Insurance		-1,912.00
	<b>7070 · Fuel</b>		
01/05/2024	Burt's Reliable-Cottage		-385.76
	Total 7070 · Fuel		-385.76
	<b>7080 · Utilities</b>		
01/01/2024	PSEGLI		-1,066.16
	Total 7080 · Utilities		-1,066.16
	<b>7095 · Water</b>		
01/03/2024	ReadyRefresh		-24.29
	Total 7095 · Water		-24.29
	Total 7000 · Operations/Maintenance		-6,915.21
	<b>7499 · Office Expense</b>		
	<b>7500 · Supplies</b>		
01/01/2024	W.B.Mason, Inc.		-153.16
01/16/2024	W.B.Mason, Inc.		-214.09
01/19/2024	SCLS	Solar Eclipse Glas...	-220.00
01/19/2024	W.B.Mason, Inc.		-159.98
01/23/2024	Bank of America (4318)		-459.56
01/30/2024		Coffe	27.00
	Total 7500 · Supplies		-1,179.79
	<b>7525 · Telephone</b>		
01/08/2024	Optimum		-120.15
	Total 7525 · Telephone		-120.15
	<b>7550 · Postage</b>		
01/09/2024	Petty Cash		-66.00
01/10/2024	Postmaster	Newsletter Mailing...	-1,800.00
	Total 7550 · Postage		-1,866.00
	<b>7575 · Miscellaneous</b>		
01/09/2024	Petty Cash	Holiday party	-200.49
01/09/2024	Southold Village Merchants	Xmas Tree	-125.00
	Total 7575 · Miscellaneous		-325.49
	Total 7499 · Office Expense		-3,491.43
	<b>7999 · Contracts/Services</b>		
	<b>8000 · Workshops, Travel &amp; Dues</b>		
01/22/2024	Southold Historical Museum	Member Renewal	-35.00
01/23/2024	Bank of America (4318)	PLA air fare refund	335.60
	Total 8000 · Workshops, Travel & Dues		300.60
	<b>8015 · Young Adult Library Programs</b>		
01/02/2024		SAT Prep	120.00
01/02/2024	Theresa's Programs, LLC	Escape Room	-250.00
01/03/2024		Sq-SAT Prep	240.00
01/04/2024		Sq-Tween Bookends	7.50
01/05/2024		Sq-Tween Popcorn	5.00
01/05/2024		Sq=SAT Prep	120.00
01/08/2024		Sq-SAT Prep	120.00
01/08/2024		Sq-Tween Popcorn	15.00

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# Southold Free Library

## Monthly Expense Report

### January 2024

Date	Name	Memo	Amount
01/09/2024		Sq-Tween Bookends	7.50
01/10/2024		Tween Margi Gras	2.50
01/15/2024	Bank of America (5025)	Supplies	-59.32
01/15/2024	Bank of America (5025)	Cricut	-9.99
01/16/2024		SAT Prep	120.00
01/17/2024		Sq-Tween Popcorn	12.50
01/18/2024		Sq-Tween Popcorn	5.00
01/20/2024	Travelingartprograms	Mosaic Hearts	-275.00
01/22/2024	Burton Potter Club, Inc.	Skating at Greenp...	-430.00
01/23/2024	Bank of America (4318)	Tween Supplies	-6.14
01/23/2024	Chris Vivas	Tween Pokemon S...	-137.50
01/23/2024	Jon Knows How, LLC	Create Video Game	-250.00
01/23/2024	Cutchogue-New Suffolk Free ...	Adventureland Trip	-136.00
01/26/2024		SAT Prep	360.00
01/26/2024	Ester Kislin	Tween-Ceramic Bo...	-82.50
Total 8015 · Young Adult Library Programs			-501.45
<b>8020 · Children Library Programs</b>			
01/02/2024		Popcorn	5.00
01/02/2024	JoAnne Vitiello	Zumba Kids Junior...	-150.00
01/02/2024	Mary Hasel	Storytime Yoga 3 ...	-300.00
01/02/2024	Maureen Radigan	Bluebird Bird Houses	-225.00
01/04/2024		Sq-Tween Bookends	7.50
01/09/2024		Sq-Tewwn Bookend	7.50
01/10/2024		Slime	10.00
01/10/2024		Tween Mardi Gras	2.50
01/12/2024		Storytime Yoga	15.00
01/15/2024	Bank of America (5025)	Supplies	-91.07
01/17/2024		Sq-Tween Popcorn	12.50
01/18/2024		Sq-Tween Popcorn	5.00
01/19/2024		Sq-Storytime Yoga	5.00
01/22/2024		Storytime Yoga	5.00
01/23/2024	Bank of America (4318)	Tween Supplies	-6.13
01/23/2024	Bank of America (4318)	Monthly Amazon K...	-4.99
01/23/2024	Carmen Campos	Cat/Dog Puppet	-200.00
01/23/2024	Chris Vivas	Tween Pokemon S...	-137.50
01/23/2024	Mary Hasel	Storytime Yoga 2 ...	-200.00
01/23/2024	Regina Mauceri	Adventures in Key...	-180.00
01/25/2024		Slime	5.00
01/25/2024		Slime	10.00
01/26/2024		Storytime Yoga	5.00
01/26/2024	Ester Kislin	Tween-Ceramic Bo...	-82.50
Total 8020 · Children Library Programs			-1,482.19
<b>8030 · Service Contracts</b>			
01/05/2024	Advanced Imaging Systems		-151.10
Total 8030 · Service Contracts			-151.10
<b>8040 · Telecommunications</b>			
01/08/2024	Optimum		-223.12
Total 8040 · Telecommunications			-223.12
<b>8060 · SCLS Services</b>			
01/01/2024	SCLS	Renewal e-Resour...	-5,225.00
Total 8060 · SCLS Services			-5,225.00
<b>8070 · Marketing</b>			
01/05/2024	Right Now Marketing, Ltd.		-1,400.00
Total 8070 · Marketing			-1,400.00
Total 7999 · Contracts/Services			-8,682.26
<b>TOTAL</b>			<b>-21,770.46</b>

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**Southold Free Library**  
**Monthly Income Report**  
**January 2024**

Date	Name	Memo	Amount
<b>5000 · School District</b>			
01/03/2024		January	96,254.75
01/30/2024		2/2024	96,254.75
Total 5000 · School District			192,509.50
<b>5200 · Interest/Investments</b>			
01/31/2024		Interest	26.46
Total 5200 · Interest/Investments			26.46
<b>5250 · Lost/Paid Material</b>			
01/16/2024		Janessa Andruski	15.00
01/16/2024		Grayce Nix	21.00
01/22/2024		e-commerce	101.20
Total 5250 · Lost/Paid Material			137.20
<b>5275 · Photocopies &amp; PC Printouts</b>			
01/05/2024		Sq	6.30
01/10/2024		Deposit	42.00
01/16/2024		Deposit	46.00
01/22/2024		Deposit	40.00
01/22/2024		Sq	3.45
01/30/2024		Deposit	40.00
01/30/2024		Sq	2.85
Total 5275 · Photocopies & PC Printouts			180.60
<b>5525 · Friends Contributions</b>			
01/10/2024		Everly Bros	333.00
Total 5525 · Friends Contributions			333.00
<b>TOTAL</b>			<b>193,186.76</b>