

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

	May-24	May-23
Total circulation	1565	2,239
e-books	2850	2,545
total	4,415	4,784
database access	218	248
Direct access	189	190
Floyd Memorial	142	101
Cutchogue	19	41
Mattituck	11	5
Riverhead	0	19
other	17	24
 New patrons added	 21	 18
 Tech help	 146	 192
 Additions to collection	 254	 269
 Deletions from collection	 256	 66
 Room Use	 # uses--# hours	 # uses--# hours
Study Room	21--26	22--38
Community Room	28--54	32--61
Folk Room	24--52	30--50
 Programs		
children's		
number of sessions	9	14
number of attendees	163	207
 young adults		
number of sessions	7	6
number of attendees	95	43
 Adult		
number of sessions	17	22
number of attendees	228	341

Southold Free Library
Statistical Report
MAY*2024

CIRCULATION:	May 2024	May 2023	May 2022
BOOKS			
A NEW	263	319	270
AF	459	594	525
ANF	134	190	119
ESL	0	0	1
REF	0	2	0
AMAG	16	19	26
YA	37	83	95
J NEW	54	77	71
JF	223	450	376
JNF	69	46	61
JREF	0	0	0
JMAG	0	1	0
OTHER (ILL-RENEWALS)	121	120	53
TOTALS	1,376	1,901	1,597
MEDIA			
ARBCD	15	19	27
Kindle devices	0	0	0
ADVD	122	203	250
ACD-MUSIC	24	87	35
VOX BOOK/AUDIO	4	4	6
PUZZLES	5	0	0
MUSEUM PASSES	17	16	9
FISHING POLES	1	5	0
BLOOD PRESSURE CUFF	0	1	0
TELESCOPE	0	3	2
BIRDING KIT	0	0	0
BIKE LOCK	0	0	0
UMBRELLA	0	1	0
CORNHOLE	1	0	0
TOTALS	189	338	329
TOTAL	1,565	2,239	1,926
%+(-)	-30.10%	+16.25%	
Inter-Loan	0	0	0

MAY 2024 MONTHLY REPORT

DISPLAYS: We had flower and spring books on display this month and also flowers on the windows.

PROGRAMS: (We had 5 programs this month with 163 participants)

Fridays, May 3, 10, 17, 24, & 31: "Playdate Picnics"—The Southold Mothers' Club enjoyed an outdoor playgroup this month for 5 weeks from 10-11am. There were 134 parents and their little ones that played outside this month.

Friday, May 3: "CAST Steps to Success-Mother's Day Craft"—Maureen Radigan helped us finish our CAST collaborative series for the year. 9 children walked over to make a beautifully decorated frame for a Mother's Day gift. This was such a wonderful collaboration. I look forward to having this series again in the fall.

Monday, May 6: "Mother's Day Craft Stick Flower Pot with Plant"—Nine was the magic number again as 9 children transformed Miss Linda's colorful craft stick can project into a simple, cute flower pot to bring home to Mom or another special woman in their life.

Tuesday, May 7: "Let's Play Croquet!"—I borrowed a croquet set from the Suffolk County Library System so children grades 2-5 could set up their own course outside in our library Pocket Park. We had a small group of 7 enjoy their croquet afternoon.

Tuesday, May 28: "Mini Magnets"—I also borrowed a craft kit from SCLS so children grades K-3 could make their own little magnets to put on their fridge. 4 children were delighted to make a great big handful to take home!

SCHOOL GROUPS: We had 7 school groups visit the library this month.

STORYTIME/ROMP 'N RHYME: We did not have Storytime or the baby group this month.

MEETINGS: I attended 2 meetings this month. The first was a Book Buzz meeting, (Thursday, May 2 @ 11:00am) and the second was an all day Long Island Library conference, (Thursday, May 9th).

OUTREACH: I did all the usual outreach this month, the same as last month!

--Dana Bruey, Children's Services _

Young Adult Monthly Report for May 2024

May passed quickly as spring fever set in among the children and teens. I spent the month finalizing summer programs and reading lists. Dana and I shopped for prizes, cleaned up, and organized the supplies in the basement. Finalized plans for Staff Training Day.

Programs:

May 7: Mother's Day Teacup and Card with Miss Darlene. The program was held in the teen area. Teens folded and glued floral paper cut from the Cricut machine to create pretty teacups. They decorated cards in similar patterns for their moms. I left the remainder of the materials on the tables for Teens to 'Make and Take'. Attendance: **4** in-person; **5** 'Make and Take'.

May 15: Sugar Lavender and Lemon Scrub with Miss Linda. Miss Linda ran this sweet-smelling program for tweens! Everyone took home a 4 oz container of heaven-scented lavender and lemon scrub. Attendance: **5**

May 17: Teen Night at C.A.S.T! CAST invited the North Fork libraries to the event. We set up tables for library displays and helped with activities. Southold and Cutchogue served Ice Cream floats and oversaw cookie decorating. Mattituck and Floyd Memorial libraries supervised the "Just Dance" activity. There were 6 other community organizations represented at the event and several more activities that the Teens engaged in. It was a fun night!

Attendance: **50+ teens**

May 18: Dungeons and Dragons. We had a small but mighty group for DnD. I am in the process of grooming a new Dungeon Master as Quinn and Alexa get ready to leave for college. Attendance: **4**

May 21: Outdoor games - featuring Ring Toss! (borrowed from our library system) The few families who attended had great fun tossing rings and playing badminton, corn hole, and soccer. Attendance: **7**

May 22: T.A.B. meeting. Teens cut out various colors of butterflies to create a rainbow of them on the wall for PRIDE month. It looks so pretty! Attendance: **2**

May 30: Algebra Regents Review with John Albers. Registration was full but not everyone showed. Attendance: **23**

Total Programs: 7

Total Attendance: 95 (includes CAST Teen Night); 5 Make and Take

Trainings/Workshops

May 9: Long Island Library Conference. Dana, Linda, and I attended the LILC for inspiration and continuing education credit. I attended the following presentations:

The Banned Librarians presented by the Long Island Library Pride Alliance.

Several speakers spoke about their personal experiences as queer librarians; the challenges, push-backs, and positive encounters.

Tech, Trends, and Teens at the Public Library presented by Teen Librarians from various Suffolk County Libraries. Each librarian took a turn discussing teen trends and programs that work or sometimes don't work. There was a lot of discussion about AI (ChatGPT, etc) and how it can be used in Teen Programming.

Author Alex Gino Discusses Their Work. It's always exciting to meet an author. Alex Gino discussed their books, what motivates them to write, the push-back, and the book bans and challenges.

Keynote Speaker: Bill Goldstein, book reviewer on NBC's Weekend Today in New York. Although he had an inspirational message, his delivery was mundane making it difficult to pay full attention to his speech.

May 20: Staff Training Day! Collaborated with Dana, Caroline, and Linda (with help from Darlene too) to plan and implement this all-day event. Following a delicious breakfast, we had Fire Safety and Active Assailant training in the morning. A catered lunch was followed by a Gua Sha presentation by Linda and Cricut-inspired canvas bag designs led by Darlene. Everyone went home with a 'Swag Bag' filled with treats! Evaluations from staff were very good. It was a successful first All Day Training.

May 23: Attended online presentation sponsored by LILRC: *Teens are Alright: Providing Staff with Skills to Engage Teen Patrons.* The program was presented by Librarians who have worked with staff and had good advice to help staff understand teens and know how to engage with teens daily. Although I am very familiar with everything the presenters discussed, it was helpful to be reminded of best practices when dealing with teens.

Other Meetings

May 2 & 6: Dana and I spent time reviewing and finalizing our summer programs.

May 7, 14, & 21: Weekly meetings with Caroline and Dana.

May 13: Met with Nicole Gomez to review her treasure hunt program

May 16: Linda, Dana and I spent the day cleaning and organizing the basement storage area. We discarded a lot of stuff, vacuumed the bugs and cobwebs, and organized the bins and drawers. It was a very productive day!

May 17: Shopping with Dana for summer prizes

May 21: Staff meeting

May 24: Interviewed Jocelin Campos and Sophie Heideman for page positions. We plan to hire Jocelin in June and Sophie in late August.

May Adult Services Report
Melissa Andruski

PROGRAM SESSIONS

1 BDG: The Midnight Library/24
1 Chair & Restorative Yoga/13
3 Art Workshops/42
1 I'm Turning 65: Important Medicare decisions/3
1 Free Hearing Screening/9
1 Willow Hill Cemetery Visit/2
1 Whaling Song Culture/24

9 program sessions/ 117 attendees

Southold resident Stephen Sanfilippo performed his program of original local whaling songs with banjo and guitar. His decades of maritime history research have yielded an amazing rich history which he wholeheartedly relates to his audience. For songs with a chorus, Stephen invited the audience to join in with him which we did!

Local artist Ellen Wiener was seated in the Willow Hill Cemetery sketching tree leaves while we were touring the cemetery. We had just visited the graves of artist Edward August Bell and artist Benjamin Fitz when we happened upon Ellen who came over and chatted with us.

BOOK/MAGAZINE MENDS

2 repairs

FRIENDS

The annual spring luncheon held at "A Touch of Venice" was well-attended and greatly appreciated by all. The food, service, and layout was fabulous. Books and flowering plants were part of the festive afternoon and the weather too was lovely.

The May 4th Mother's Day plant sale profit was \$1,073.

Due to health issues, Thomas Doolan, May's scheduled artist, was unable to exhibit his artwork. He has rescheduled for May 2025, the earliest availability. Arranging for another artist with such short notice, wasn't possible.

STAFF DEVELOPMENT DAY

Thank you to the Board for endorsing our first staff development day which was a successful venture. Caroline, Linda, Dana, and Penny planned several events

for the day concerning safety and awareness, fun hands-on activities with Linda and Darlene, and delicious food for breakfast and lunch.

WHITAKER COLLECTION

A young man was interested in what local Native American books are in the collection. He perused the many titles we have and plans to return to have a more in-depth look.

On the back page of the current newsletter are images of an advertisement for The Gingham Dog and the Calico Cat Tea Room and Gift Shop and the building it was housed in during the 1920s-1930s. A local woman came in and said "that's my house!" which is on Hobart Road. It was moved there from the Main Road, unknown date. The house dates back to 1810; there is scant information on it in the SPLIA. The Gingham Dog and the Calico Cat is a children's book written by poet Eugene Field.

Snuff Box Yearbooks from the 1920s and 1930s were requested.

A request from Pennsylvania for documentary evidence of an adoption by Obadiah Wells. Born in Southold in 1716, Obadiah left Southold at the age of 18 for NYC and later moved to Vermont. His adopted son Joseph Bonette was a Revolutionary War veteran, and his descendant is searching for formal adoption papers. It's the most interesting query I've received. I did respond to him with suggestions.

A NYC lawyer is seeking letters written by James Haines in the mid-1600s to the Commissioners of the United Colonies. The letters are not in Connecticut archives and a NYC researcher has not located them.

May 2024

Kathy Saccamano

Zoom	May 2 Landscape Management	shared 52	SOHD 15
	May 15 How To Manage Your Paper	shared 67	SOHD 16
	May 16 Osteoporosis	shared 88	SOHD 7
	May 18 Leftovers	shared 40	SOHD 17
	May 21 Belmont History	shared 51	SOHD 13
		TOTALS 298	SOHD 68

In Person	May 10 Tea	25
	May 14 Card making class	10
	May 15 Senior Nutrition	8
		TOTAL 43

I had scheduled a Blood Pressure Training class and a Horton Point Lighthouse tour which I needed to cancel due to low registration.

I attended a staff meeting, two programmers meetings and an all day staff development day.

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 am currently finishing the adult section for the summer newsletter as well as completing the necessary information to have our adult programs listed correctly on our online calendar. I continue to work with our marketing team to update our website as well as our weekly email blasts.

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

	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5000 · School District	1,152,775.00	1,155,057.00	-2,282.00	99.8%
5012 · Pilot Revenue	11,675.72	7,253.00	4,422.72	161.0%
5050 · Contingency Fund	0.00	0.00	0.00	0.0%
5100 · NYS Education	1,961.00	1,500.00	461.00	130.7%
5200 · Interest/Investments	244.44			
5250 · Lost/Paid Material	627.43	500.00	127.43	125.5%
5275 · Photocopies & PC Printouts	3,464.10	1,500.00	1,964.10	230.9%
5325 · Temporary Residents	0.00	0.00	0.00	0.0%
5350 · Sale Items	15.00	0.00	15.00	100.0%
5500 · Contributions				
5501 · Book Memorials	0.00	500.00	-500.00	0.0%
5502 · Small Cash Contributions	135.21			
5500 · Contributions - Other	242.00	1,000.00	-758.00	24.2%
Total 5500 · Contributions	377.21	1,500.00	-1,122.79	25.1%
5525 · Friends Contributions				
5526 · SRC Contribution	8,000.00			
5525 · Friends Contributions - Other	2,309.40	10,000.00	-7,690.60	23.1%
Total 5525 · Friends Contributions	10,309.40	10,000.00	309.40	103.1%
5600 · Miscellaneous	0.00			
Total Income	1,181,449.30	1,177,310.00	4,139.30	100.4%
Gross Profit	1,181,449.30	1,177,310.00	4,139.30	100.4%
Expense				
6000 · Friends Reimbursement				
6001 · SRC Expense	7,214.31			
6000 · Friends Reimbursement - Other	3,029.40	10,000.00	-6,970.60	30.3%
Total 6000 · Friends Reimbursement	10,243.71	10,000.00	243.71	102.4%
6099 · Personnel				
6100 · Salaries	468,116.86	525,200.00	-57,083.14	89.1%
6110 · Social Security	32,982.57	40,180.00	-7,197.43	82.1%
6120 · NYS Unemployment Ins.	3,859.18	3,500.00	359.18	110.3%
6130 · Worker's Comp.	5,022.75	5,850.00	-827.25	85.9%
6140 · Disability Insurance	829.61	1,800.00	-970.39	46.1%
6150 · Full Time Benefit				
6152 · Tuition Reimbursment	250.00			
6150 · Full Time Benefit - Other	63,778.91	90,500.00	-26,721.09	70.5%
Total 6150 · Full Time Benefit	64,028.91	90,500.00	-26,471.09	70.8%
6160 · ADP/Paychex Charge	3,428.93	4,000.00	-571.07	85.7%
6170 · Retirement	14,385.48	13,975.00	410.48	102.9%
Total 6099 · Personnel	592,654.29	685,005.00	-92,350.71	86.5%
6499 · Library Materials				
6500 · Books	33,697.26	40,000.00	-6,302.74	84.2%
6505 · e-books	57,032.72	55,000.00	2,032.72	103.7%
6510 · Newspapers	5,541.52	6,500.00	-958.48	85.3%
6520 · Periodicals/Journals	3,464.30	3,000.00	464.30	115.5%
6531 · DVD's	3,251.28	4,000.00	-748.72	81.3%
6540 · CD's	246.29	500.00	-253.71	49.3%
6550 · Recorded Books	555.69	3,500.00	-2,944.31	15.9%
6555 · Software	707.74	800.00	-92.26	88.5%
6570 · Miscellaneous				
6571 · Museum Passes	3,495.00	4,500.00	-1,005.00	77.7%
6570 · Miscellaneous - Other	652.00	1,250.00	-598.00	52.2%

7:54 PM

06/07/24

Accrual Basis

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

	Jul '23 - May 24	Budget	\$ Over Budget	% of Budget
Total 6570 · Miscellaneous	4,147.00	5,750.00	-1,603.00	72.1%
Total 6499 · Library Materials	108,643.80	119,050.00	-10,406.20	91.3%
7000 · Operations/Maintenance				
7005 · Maintenance/Building	44,647.57	45,000.00	-352.43	99.2%
7010 · Maintenance/Computer	3,158.41	5,500.00	-2,341.59	57.4%
7020 · Maintenance/Equipment	2,900.11	3,000.00	-99.89	96.7%
7030 · Maintenance/Grounds	15,891.99	12,500.00	3,391.99	127.1%
7034 · Capital Improvements	100,000.00	99,855.00	145.00	100.1%
7035 · Fixed Assets				
7036 · Equipment Lease	0.00	2,000.00	-2,000.00	0.0%
7039 · Furniture & Equipment	1,641.62			
7035 · Fixed Assets - Other	0.00	7,000.00	-7,000.00	0.0%
Total 7035 · Fixed Assets	1,641.62	9,000.00	-7,358.38	18.2%
7040 · Equipment Purchase	2,740.65			
7060 · Insurance	18,641.53	28,000.00	-9,358.47	66.6%
7070 · Fuel	5,665.40	5,000.00	665.40	113.3%
7080 · Utilities	13,324.95	16,000.00	-2,675.05	83.3%
7095 · Water	867.29	1,000.00	-132.71	86.7%
Total 7000 · Operations/Maintenance	209,479.52	224,855.00	-15,375.48	93.2%
7499 · Office Expense				
7500 · Supplies	10,955.85	12,000.00	-1,044.15	91.3%
7525 · Telephone	1,320.28	1,600.00	-279.72	82.5%
7550 · Postage	5,267.00	5,000.00	267.00	105.3%
7575 · Miscellaneous				
7575b · Square Fee	314.42			
7575 · Miscellaneous - Other	2,038.54	1,500.00	538.54	135.9%
Total 7575 · Miscellaneous	2,352.96	1,500.00	852.96	156.9%
Total 7499 · Office Expense	19,896.09	20,100.00	-203.91	99.0%
7999 · Contracts/Services				
8000 · Workshops, Travel & Dues	2,747.89	4,000.00	-1,252.11	68.7%
8010 · Adult Library Programs				
8010a · Harbes Pass Program	-475.00			
8011 · Aquarium Tickets	-758.00			
8011a · L.I.Science Center Tickets	90.00			
8012 · L.I.Game Farm Tickets	-30.00			
8017 · Adult Programs	8,900.30			
8010 · Adult Library Programs - Other	-455.00	9,000.00	-9,455.00	-5.1%
Total 8010 · Adult Library Programs	7,272.30	9,000.00	-1,727.70	80.8%
8015 · Young Adult Library Programs	5,157.06	5,500.00	-342.94	93.8%
8020 · Children Library Programs	5,011.47	5,500.00	-488.53	91.1%
8030 · Service Contracts	8,640.85	8,000.00	640.85	108.0%
8040 · Telecommunications	11,964.21	14,000.00	-2,035.79	85.5%
8050 · Accounting Services	9,943.75	10,500.00	-556.25	94.7%
8055 · Legal Services	0.00	1,000.00	-1,000.00	0.0%
8060 · SCLS Services	16,505.00	16,800.00	-295.00	98.2%
8070 · Marketing				
8071 · Newsletter Printing	17,925.00			
8070 · Marketing - Other	17,861.67	44,000.00	-26,138.33	40.6%
Total 8070 · Marketing	35,786.67	44,000.00	-8,213.33	81.3%
Total 7999 · Contracts/Services	103,029.20	118,300.00	-15,270.80	87.1%
Total Expense	1,043,946.61	1,177,310.00	-133,363.39	88.7%
Net Ordinary Income	137,502.69	0.00	137,502.69	100.0%
Net Income	137,502.69	0.00	137,502.69	100.0%

06/07/24

Southold Free Library
Monthly Budget Report
 May 2024

	May 24
Ordinary Income/Expense	
Income	
5250 · Lost/Paid Material	73.00
5275 · Photocopies & PC Printouts	234.00
5500 · Contributions	
5502 · Small Cash Contributions	7.00
5500 · Contributions - Other	5.00
Total 5500 · Contributions	12.00
Total Income	319.00
Gross Profit	319.00
Expense	
6000 · Friends Reimbursement	-100.00
6099 · Personnel	
6100 · Salaries	41,173.89
6110 · Social Security	1,536.98
6120 · NYS Unemployment Ins.	288.76
6130 · Worker's Comp.	477.00
6140 · Disability Insurance	-148.00
6150 · Full Time Benefit	6,373.58
6160 · ADP/Paychex Charge	461.77
6170 · Retirement	1,087.56
Total 6099 · Personnel	51,251.54
6499 · Library Materials	
6500 · Books	3,281.13
6505 · e-books	12.23
6510 · Newspapers	699.96
6531 · DVD's	229.49
6555 · Software	159.90
6570 · Miscellaneous	
6571 · Museum Passes	200.00
Total 6570 · Miscellaneous	200.00
Total 6499 · Library Materials	4,582.71
7000 · Operations/Maintenance	
7005 · Maintenance/Building	3,451.00
7020 · Maintenance/Equipment	166.25
7030 · Maintenance/Grounds	3,400.00
7060 · Insurance	1,891.48
7070 · Fuel	607.64
7080 · Utilities	1,080.00
7095 · Water	113.02
Total 7000 · Operations/Maintenance	10,709.39
7499 · Office Expense	
7500 · Supplies	2,015.43
7525 · Telephone	120.03
7575 · Miscellaneous	
7575b · Square Fee	16.38
7575 · Miscellaneous - Other	0.00
Total 7575 · Miscellaneous	16.38
Total 7499 · Office Expense	2,151.84
7999 · Contracts/Services	
8000 · Workshops, Travel & Dues	710.93
8010 · Adult Library Programs	
8011 · Aquarium Tickets	-216.00

06/07/24

Southold Free Library
Monthly Budget Report
May 2024

	<u>May 24</u>
8017 · Adult Programs	394.90
8010 · Adult Library Programs - Other	<u>-455.00</u>
Total 8010 · Adult Library Programs	-276.10
8015 · Young Adult Library Programs	704.56
8020 · Children Library Programs	280.85
8030 · Service Contracts	1,504.13
8040 · Telecommunications	222.89
8060 · SCLS Services	11,280.00
8070 · Marketing	<u>1,605.92</u>
Total 7999 · Contracts/Services	<u>16,033.18</u>
Total Expense	<u>84,628.66</u>
Net Ordinary Income	<u>-84,309.66</u>
Net Income	<u><u>-84,309.66</u></u>

Southold Free Library
Monthly Expense Report
 May 2024

Date	Name	Memo	Amount
6499 · Library Materials			
6500 · Books			
05/01/2024	Gale		-140.24
05/01/2024	Baker & Taylor		-63.14
05/01/2024	Baker & Taylor		-1,107.73
05/07/2024	MicroMarketing, LLC		-89.54
05/07/2024	Gale		-200.18
05/08/2024	Gale		-143.95
05/09/2024	MicroMarketing, LLC		-43.98
05/10/2024	MicroMarketing, LLC		-19.99
05/10/2024	MicroMarketing, LLC		-13.49
05/10/2024	MicroMarketing, LLC		-163.25
05/10/2024	MicroMarketing, LLC		-314.45
05/10/2024	MicroMarketing, LLC		-72.29
05/10/2024	MicroMarketing, LLC		-31.18
05/10/2024	MicroMarketing, LLC		-15.19
05/14/2024	MicroMarketing, LLC		-67.96
05/15/2024	Bank of America (6310)		-619.99
05/16/2024	MicroMarketing, LLC		-15.99
05/16/2024	MicroMarketing, LLC		-25.60
05/21/2024	MicroMarketing, LLC		0.00
05/21/2024	MicroMarketing, LLC		-15.19
05/21/2024	MicroMarketing, LLC		-68.71
05/23/2024	MicroMarketing, LLC		-49.09
Total 6500 · Books			-3,281.13
6510 · Newspapers			
05/01/2024	Southold Pharmacy		-477.96
05/13/2024	New York Times	05/24-01/25	-222.00
Total 6510 · Newspapers			-699.96
6531 · DVD's			
05/01/2024	Midwest Tape		-51.07
05/01/2024	Midwest Tape		-23.09
05/07/2024	Midwest Tape		-88.86
05/14/2024	Midwest Tape		-66.47
Total 6531 · DVD's			-229.49
6555 · Software			
05/15/2024	Bank of America (5025)	zoom	-159.90
Total 6555 · Software			-159.90
Total 6499 · Library Materials			-4,370.48
7000 · Operations/Maintenance			
7005 · Maintenance/Building			
05/01/2024	C's Home & Office Management, Inc.		-3,250.00
05/01/2024	North Fork Sanitation, Inc.		-111.00
05/24/2024	JJ Simms Valve Testing		-90.00
Total 7005 · Maintenance/Building			-3,451.00
7020 · Maintenance/Equipment			
05/01/2024	Kolb Service Corp.	check system 2nd floor	-166.25
Total 7020 · Maintenance/Equipment			-166.25
7030 · Maintenance/Grounds			
05/01/2024	C. Mohr Landscaping, Inc.		-1,650.00
05/09/2024	C. Mohr Landscaping, Inc.		-1,750.00
Total 7030 · Maintenance/Grounds			-3,400.00
7060 · Insurance			
05/10/2024	Utica National Ins. Group		-1,891.48
05/10/2024	Utica National Ins. Group		0.00

06/07/24

Southold Free Library Monthly Expense Report May 2024

Date	Name	Memo	Amount
Total 7060 · Insurance			-1,891.48
7070 · Fuel			
05/01/2024	National Grid	44591-23001	-460.15
05/29/2024	National Grid	44591-23001	-147.49
Total 7070 · Fuel			-607.64
7080 · Utilities			
05/10/2024	PSEGLI		-1,080.00
Total 7080 · Utilities			-1,080.00
7095 · Water			
05/02/2024	ReadyRefresh		-113.02
Total 7095 · Water			-113.02
Total 7000 · Operations/Maintenance			-10,709.39
7499 · Office Expense			
7500 · Supplies			
05/01/2024	Demco, Inc.		-162.20
05/03/2024	W.B.Mason, Inc.		-189.98
05/06/2024	Brodart Co.		-34.29
05/07/2024		Deposit	29.00
05/08/2024	Demco, Inc.		-52.63
05/08/2024	W.B.Mason, Inc.		-40.98
05/10/2024	W.B.Mason, Inc.		-123.68
05/10/2024	Demco, Inc.		-22.13
05/15/2024	Bank of America (5025)	amazon	-23.81
05/15/2024	Bank of America (6310)		-1,349.38
05/15/2024	Bank of America (6310)	discount applied	4.24
05/15/2024	Bank of America (6310)	returned items	61.37
05/17/2024	W.B.Mason, Inc.		-110.96
Total 7500 · Supplies			-2,015.43
7525 · Telephone			
05/04/2024	Optimum	07839-357655-01-7	-120.03
Total 7525 · Telephone			-120.03
7575 · Miscellaneous			
05/29/2024	Void	VOID:	0.00
Total 7575 · Miscellaneous			0.00
Total 7499 · Office Expense			-2,135.46
7999 · Contracts/Services			
8000 · Workshops, Travel & Dues			
05/10/2024	Caroline MacArthur {Reimb}	trustee wrkshp 5/2	-52.26
05/14/2024	North Fork Aromatics	staff dev day 05/14	-60.00
05/15/2024	Bank of America (5025)	staff develop day	-54.37
05/15/2024	Bank of America (6310)		-113.44
05/17/2024	Penny Kelley {Reimb}		-105.86
05/22/2024	Mary Eisenstein	staff development day	-150.00
05/23/2024	Sonomi Obinata	japanese food staff dev...	-175.00
Total 8000 · Workshops, Travel & Dues			-710.93
8010 · Adult Library Programs			
05/07/2024		Deposit	195.00
05/13/2024		Deposit	
05/28/2024		Deposit	260.00
Total 8010 · Adult Library Programs			455.00
8015 · Young Adult Library Programs			
05/10/2024	John Albers	algebra review	-200.00
05/15/2024	Bank of America (5025)	circuit	-9.99

06/07/24

Southold Free Library Monthly Expense Report May 2024

Date	Name	Memo	Amount
05/15/2024	Bank of America (5025)	lavender scrb	-9.57
05/28/2024		dungeons dragons	15.00
05/29/2024	Judy Boshnack	cupcakes	-300.00
05/29/2024	Kristen Realander		-200.00
Total 8015 · Young Adult Library Programs			-704.56
8020 · Children Library Programs			
05/01/2024	Maureen Radigan	mothers day frame 5/3	-225.00
05/15/2024	Bank of America (5025)	banana playdough	-34.69
05/15/2024	Bank of America (5025)	supplies for storytime	-21.16
Total 8020 · Children Library Programs			-280.85
8030 · Service Contracts			
05/01/2024	Champion Elevator		-1,271.14
05/02/2024	Advanced Imaging Systems		-8.81
05/06/2024	Advanced Imaging Systems		-224.18
Total 8030 · Service Contracts			-1,504.13
8040 · Telecommunications			
05/04/2024	Optimum	07839-357655-01-7	-222.89
Total 8040 · Telecommunications			-222.89
8060 · SCLS Services			
05/10/2024	SCLS	libr spprt	-11,280.00
Total 8060 · SCLS Services			-11,280.00
8070 · Marketing			
05/06/2024	Right Now Marketing, Ltd.		-1,400.00
05/21/2024	Right Now Marketing, Ltd.		-205.92
Total 8070 · Marketing			-1,605.92
Total 7999 · Contracts/Services			-15,854.28
TOTAL			-33,069.61

06/07/24

Southold Free Library Monthly Income Report May 2024

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
5250 · Lost/Paid Material			
05/07/2024		brntwood library	58.00
05/14/2024		PALMER	15.00
Total 5250 · Lost/Paid Material			73.00
5275 · Photocopies & PC Printouts			
05/07/2024		Deposit	86.00
05/14/2024		Deposit	52.00
05/28/2024		Deposit	96.00
Total 5275 · Photocopies & PC Printouts			234.00
5500 · Contributions			
05/28/2024		seeds	5.00
Total 5500 · Contributions			5.00
TOTAL			312.00
