

WHITESVILLE PUBLIC LIBRARY
MONTHLY MEETING AGENDA
August 19, 2025

- I. Public Comment
- II. Accept Minutes—July, 2025
- III. Director's Report
- IV. Fundraising
 - a. Garden Tour-recap
 - b. Ice Cream social-recap
 - c. Jays?
- VII. Financial/Budget
 - a. Accept Financial Report—July, 2025
 - b. Bills for Review
 - c. CD up for renewal—update from June
- VIII. Building Maintenance
- IX. Policy and Procedures
- X. Old Business
 - a. Book Sale Kiosk
- XI. New Business
 - a. Yearly Sexual Harassment Training
- XII. Next Meeting September 16, 2025; 6:00 pm
- XIII. Adjourn to Executive Session
- XIV. Call Executive Session to Order
- XV. Adjourn Executive Session
- XVI. Reconvene Meeting
- XVII. Adjourn Meeting

BOARD MEETING DATES:

October 21
November 18
December 16

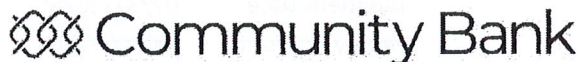
FUNDRAISING:
Jays?

WHITESVILLE PUBLIC LIBRARY Minutes **July 22, 2025**

Present: Gay Thistle, Karen Smith, Alice Schlichting, Caleb Cutler, Sue Beckhorn, Marsha Van Vlack

- I. **Reorganization Meeting was called to order** at 6:00 by Gay
 - II. **Reorganization Meeting**
 - A. A motion to accept the resignation of Honoree Cress was made by Gay and seconded by Caleb. All agreed
 - B. A motion was made by Gay to appoint Sue Beckhorn to the vacant Trustee seat. It was seconded by Marsha and all agreed.
 - C. Oath of Office was signed and read by Alice Schlichting, Marsha Van Vlack and Sue Beckworth.
 - D. Election of Officers:
 - a. Alice nominated Gay for President, Marsha seconded it and all agreed
 - b. Sue nominated Marsha for Vice President, Gay seconded it and all agreed
 - c. Gay nominated Alice for Secretary, Caleb seconded it and all agreed
 - d. Sue nominated Caleb for Financial Officer, Marsha seconded it and all agreed.
 - E. Designate bank: Gay proposed that we keep Community Bank, Marsha seconded it and all agreed.
 - F. Reorganization Meeting was adjourned at 6:13 PM
 - III. **Meeting was called to order by Gay at 6:13 PM**
 - IV. **No Public Comment**
 - V. **Accept June 2025 Minutes:** A motion to accept the minutes was put forth by Caleb and seconded by Marsha. All agreed.
 - VI. **Director's Reports:**
 - A. Summer programming going well so far- have had quite a few new people attending.
 - B. Emma, the student worker has started
 - C. School will be continuing the YMCA after school programming next school year.
 - D. The construction grant to replace the windows has been accepted. There is still more work to do to get the funds. Money will not come through until Sept 2027 approximately.
 - E. A motion to accept the Directors Report by Caleb and seconded by Sue and all agreed.
 - VII. **Fundraising**
 - A. Garden Tour-July 26 10-2- Have 6 gardens participating. Corner Market will not be open. Alice and Gay will run the registration desk. Door prizes have been collected from Tami's Floral, Marsha VanVlack and Cindy Welch.
 - B. Ice Cream Social- Aug 13, 6-8 PM- Alice will solicit ice cream donation from Shorts, Gay will contact Don about ice cream cooler and get help unloading it. Gay will call fire hall to secure use of tables and chairs and facility in case of rain. It was agreed that Dick Pensyl should be asked to play. Marsha will call him. All of us will recruit for baked goods donations. Caleb will ask Gabby to help out. Karen will pick up lactose free ice cream. We will meet at 3:30 on 8/12 to set up tent
 - C. Book/Hot Dog Sale – made \$98 on hot dogs and books, Book bag sales was in a separate fund.
- Financial/Budget**
- A. A motion to accept the June Financial report was made by Caleb and seconded by Marsha and all agreed.
 - B. We approved a bill for \$300 to pay for end of Summer Program "Build a Bear" like craft.
 - C. We discussed what to do with a \$26,085.19 CD that has come due. There is some concern that due to unforeseen price increases next year, we may want to have money available, but \$26000 is a bit too much. We agreed to keep out \$10,000 and invest the rest in the highest paying CD. Update: Lori Bokaan called Gay and suggested that the 10 month CD had the highest rate- over 4% and this might be the best way to go. She agreed since we would have access to the money during the 4th quarter next year when we may need it.
- VIII. **Building and Maintenance**
 - IX. A. See Construction Grant discussion under Director's Report
 - X. **Policy and Procedures**
 - A. Rewritten policies from the last meeting were given to Trustees to place in Policies Manual
 - XI. **Old Business - none**

- XII. **New Business-** Sue suggested that we try to set up a permanent book sale kiosk similar to the one in Alfred- where we would accept donations for our discarded books. Caleb will ask a farm that just built a new stand if they will donate their old one or sell it to us for a reasonable price.
- XIII. Marsha made the motion to **adjourn the meeting at 6:45**, Sue seconded it and all agreed.
- XIV. **Next meeting** will be August 19, 2025 at 6 PM
- XV. **Adjourn:** Gay made the motion to adjourn the meeting at 6:22 PM, Caleb seconded it and all agreed.



475 N Highland Avenue, Wellsville, NY 14895

Page: 1 of 3
Statement Date: 07/31/2025
Primary Account: XXXXXX0270

Temp Return Service Requested

WHITESVILLE PUBLIC LIBRARY
PO BOX 158
WHITESVILLE NY 14897-0158

SUMMARY OF ACCOUNTS

Account	Account Number	Ending Balance
Non Profit Checking	XXXXXX0270	22,040.51
Statement Savings Business	XXXXXX0339	59,807.14

NON PROFIT CHECKING

XXXXXX0270

Previous Balance	22,511.50	Statement Dates	7/01/25 thru 7/31/25
4 Deposits/Credits	6,749.64	Days in the Statement Period	31
40 Checks/Debits	7,220.63	Average Ledger	24,949.48
Service Charge	0.00	Average Collected	24,949.48
Interest Paid	0.00		
Ending Balance	22,040.51		

TRANSACTIONS

Date	Description	Credits/Debits	Balance
7/01	Transfer from Savings Acct No. 770339	5,788.00	28,299.50
7/01	DBT CRD 0312 06/30/25 95292005 AMAZON MKTPL*NQ9KM1IP0 Amzn.com/bill WA C#4123	-21.99	28,277.51
7/01	DBT CRD 0312 06/30/25 95334894 AMAZON MKTPL*N36KU9VO2 Amzn.com/bill WA C#4123	-29.34	28,248.17
7/02	Check 5912	-41.16	28,207.01
7/03	IBOOK PYMT INGRAM BOOK CC CCD 20D6745 25/07/03	-246.81	27,960.20
7/03	TAX INTUIT 42119229 CCD 6257688 25/07/03	-644.08	27,316.12
7/03	USATAXPYMT IRS CCD 227558466089813 25/07/03	-685.81	26,630.31
7/07	SIGONFILE TTEC Receivables CCD PZ3VNQ 25/07/07	-13.00	26,617.31
7/07	UTILITY NAT'L FUEL GAS TEL	-46.00	26,571.31
7/07	DBT CRD 1432 07/03/25 03502103 GIANT FOOD MART WELLSVILLE NY C#4123	-27.84	26,543.47
7/08	Check 5918	-32.59	26,510.88
7/09	Check 5917	-90.00	26,420.88
7/10	PAYROLL INTUIT 64441182 CCD 6257688 25/07/10	-25.86	26,395.02
7/10	PAYROLL INTUIT 64441182 CCD 6257688 25/07/10	-207.40	26,187.62
7/10	PAYROLL INTUIT 64441182 CCD 6257688 25/07/10	-1,076.49	25,111.13
7/10	DBT CRD 1903 07/09/25 01924204 AMAZON MKTPL*NL5NAOBX0 Amzn.com/bill WA C#4123	-67.65	25,043.48
7/11	DBT CRD 1455 07/10/25 17551244 USPS PO 3593650897 WHITESVILLE NY C#4123	-73.00	24,970.48

TRANSACTIONS (CONT.)

Date	Description	Credits/Debits	Balance
7/11	Check 5916	-73.00	24,897.48
7/15	DBT CRD 1226 07/14/25 27604121 AMAZON MKTPL*NR0NQ4A71 Amzn.com/bill WA C#4123	-16.14	24,881.34
7/15	DBT CRD 1357 07/14/25 82386353 CHR*CHRISTIANBOOK 800-247-4784 MA C#4123	-38.54	24,842.80
7/15	DBT CRD 1028 07/14/25 57024193 BARNES&NOBLE PAPERSOUR 800-843-2665 NY C#4123	-58.98	24,783.82
7/16	Deposit	25.65	24,809.47
7/16	DBT CRD 1157 07/15/25 10294237 AMAZON RETA* WP80Y3S03 WWW.AMAZON.CO WA C#4123	-20.28	24,789.19
7/16	DBT CRD 1155 07/15/25 09022429 THRIFT BOOKS GLOBAL, L 253-275-2241 WA C#4123	-29.64	24,759.55
7/16	DBT CRD 1407 07/14/25 88462916 OTC BRANDS *OTC BRAND 800-2280475 NE C#4123	-68.54	24,691.01
7/17	Transfer from x3358 to x0270	930.00	25,621.01
7/17	POS CRE 0000 07/15/25 26083496 BARNES&NOBLE PAPERSOUR WESTBURY NY C#4123	5.99	25,627.00
7/17	DBT CRD 1443 07/16/25 10098834 SP NOAHS ARK WORKSHOP SHOP.NOAHSARK IL C#4123	-394.50	25,232.50
7/17	Check 5920	-290.00	24,942.50
7/21	DBT CRD 1134 07/18/25 96503892 AMAZON MKTPL*BN7BF8DO3 Amzn.com/bill WA C#4123	-70.46	24,872.04
7/21	Check 5919	-281.16	24,590.88
7/22	DBT CRD 1558 07/22/25 55347001 FIRST BOOK 202-393-1222 DC C#4123	-69.60	24,521.28
7/23	DBT CRD 0000 07/21/25 65092739 OTC BRANDS *OTC BRAND 800-2280475 NE C#4123	-7.99	24,513.29
7/23	DBT CRD 1041 07/21/25 65092739 OTC BRANDS *OTC BRAND 800-2280475 NE C#4123	-37.75	24,475.54
7/24	PAYROLL INTUIT 65466055 CCD 6257688 25/07/24	-29.55	24,445.99
7/24	PAYROLL INTUIT 65466055 CCD 6257688 25/07/24	-236.84	24,209.15
7/24	PAYROLL INTUIT 65466055 CCD 6257688 25/07/24	-1,076.48	23,132.67
7/24	DBT CRD 1503 07/23/25 21995095 AMAZON PRIME*X76OY25Q3 Amzn.com/bill WA C#4123	-14.99	23,117.68
7/25	DBT CRD 0523 07/24/25 74249835 RDA*TMB BOOKS 800-3442560 NY C#4123	-28.19	23,089.49
7/28	DBT CRD 1203 07/25/25 13847061 AMAZON MKTPL*3R5U18TS3 Amzn.com/bill WA C#4123	-4.33	23,085.16
7/29	DBT CRD 1723 07/28/25 06114535 CHR*CHRISTIANBOOK 800-247-4784 MA C#4123	-12.86	23,072.30
7/30	Check 5913	-140.00	22,932.30
7/31	NGRID36 NGRID36 PPD 9050096108010 TOWN OF WHITESVILLE	-101.79	22,830.51
7/31	Check 5915	-790.00	22,040.51

CHECKS IN NUMBER ORDER

Date	Check No.	Amount	Date	Check No.	Amount
7/02	5912	41.16	7/09	5917	90.00
7/30	5913	140.00	7/08	5918	32.59
7/31	5915*	790.00	7/21	5919	281.16
7/11	5916	73.00	7/17	5920	290.00

* Denotes missing check numbers

2:31 PM

08/11/25

Whitesville Public Library
Reconciliation Detail
Community Checking, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,511.50
Cleared Transactions						
Checks and Payments - 40 items						
Check	06/23/2025	5912	STLS	X	-41.16	-41.16
Check	06/26/2025	5915	Cris Johnson	X	-790.00	-831.16
Check	06/26/2025	5913	Tanglewood Nature ...	X	-140.00	-971.16
Check	07/01/2025	DC	Amazon	X	-29.34	-1,000.50
Check	07/01/2025	DC	Amazon	X	-21.99	-1,022.49
Check	07/02/2025	5917	Angela Boyd	X	-90.00	-1,112.49
Check	07/02/2025	5916	USPS	X	-73.00	-1,185.49
Check	07/02/2025	5918	Laforge Disposal Se...	X	-32.59	-1,218.08
Check	07/03/2025		IRS	X	-685.81	-1,903.89
Check	07/03/2025		QuickBooks Payroll	X	-644.08	-2,547.97
Check	07/03/2025	DC	Ingram Book Compa...	X	-246.81	-2,794.78
Check	07/07/2025	EFT	National Fuel	X	-46.00	-2,840.78
Check	07/07/2025	DC	Giant	X	-27.84	-2,868.62
Check	07/07/2025	EFT	Toshiba	X	-13.00	-2,881.62
Check	07/10/2025		Karen Smith	X	-1,076.49	-3,958.11
Check	07/10/2025		Mary J. Engle	X	-207.40	-4,165.51
Check	07/10/2025	DC	Amazon	X	-67.65	-4,233.16
Check	07/10/2025		Angela R. Boyd	X	-25.86	-4,259.02
Check	07/11/2025	DC	USPS	X	-73.00	-4,332.02
Check	07/14/2025	5919	STLS	X	-281.16	-4,613.18
Check	07/15/2025	DC	Barnes & Noble	X	-58.98	-4,672.16
Check	07/15/2025	DC	Christian Bookstore	X	-38.54	-4,710.70
Check	07/15/2025	DC	Amazon	X	-16.14	-4,726.84
Check	07/16/2025	5920	H&R Block	X	-290.00	-5,016.84
Check	07/16/2025	DC	Oriental Trading Co	X	-68.54	-5,085.38
Check	07/16/2025	DC	Thrift Books	X	-29.64	-5,115.02
Check	07/16/2025	DC	Amazon	X	-20.28	-5,135.30
Check	07/17/2025	DC	Noah's Ark	X	-394.50	-5,529.80
Check	07/21/2025	DC	Amazon	X	-70.46	-5,600.26
Check	07/22/2025	DC	First Book	X	-69.60	-5,669.86
Check	07/23/2025	DC	Oriental Trading Co	X	-37.75	-5,707.61
Check	07/23/2025	DC	Oriental Trading Co	X	-7.99	-5,715.60
Check	07/24/2025		Karen Smith	X	-1,076.48	-6,792.08
Check	07/24/2025		Mary J. Engle	X	-236.84	-7,028.92
Check	07/24/2025		Angela R. Boyd	X	-29.55	-7,058.47
Check	07/24/2025	DC	Amazon	X	-14.99	-7,073.46
Check	07/25/2025	DC	RDA TMB	X	-28.19	-7,101.65
Check	07/28/2025	DC	Amazon	X	-4.33	-7,105.98
Check	07/29/2025	DC	Christian Bookstore	X	-12.86	-7,118.84
Check	07/31/2025	EFT	National Grid	X	-101.79	-7,220.63
Total Checks and Payments					-7,220.63	-7,220.63
Deposits and Credits - 4 items						
Transfer	07/01/2025			X	5,788.00	5,788.00
Deposit	07/16/2025			X	25.65	5,813.65
Deposit	07/17/2025			X	5.99	5,819.64
Transfer	07/17/2025			X	930.00	6,749.64
Total Deposits and Credits					6,749.64	6,749.64
Total Cleared Transactions					-470.99	-470.99
Cleared Balance					-470.99	22,040.51
Uncleared Transactions						
Checks and Payments - 2 items						
Check	06/26/2025	5914	Pioneer Reptiles LLC		-325.00	-325.00
Check	07/14/2025	DC	Christian Bookstore		-51.40	-376.40
Total Checks and Payments					-376.40	-376.40

2:51 PM

08/06/25

Whitesville Public Library
Reconciliation Detail
Savings, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						65,593.61
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	07/01/2025			X	-5,788.00	-5,788.00
Total Checks and Payments					-5,788.00	-5,788.00
Deposits and Credits - 1 item						
Deposit	07/31/2025			X	1.53	1.53
Total Deposits and Credits					1.53	1.53
Total Cleared Transactions					-5,786.47	-5,786.47
Cleared Balance					-5,786.47	59,807.14
Register Balance as of 07/31/2025					-5,786.47	59,807.14
Ending Balance					-5,786.47	59,807.14

STATEMENT SAVINGS BUSINESS

XXXXXX0339

Previous Balance	65,593.61	Statement Dates	7/01/25 thru 7/31/25
Deposits/Credits	0.00	Days in the Statement Period	31
1 Checks/Debits	5,788.00	Average Ledger	59,805.61
Service Charge	0.00	Average Collected	59,805.61
Interest Paid	1.53	Interest Earned	1.53
Ending Balance	59,807.14	Annual Percentage Yield Earned	0.03%
		2025 Interest Paid	13.44

TRANSACTIONS

Date	Description	Credits/Debits	Balance
7/01	Transfer to DDA Acct No. 2530010270	-5,788.00	59,805.61
7/31	Interest Deposit	1.53	59,807.14

STATEMENT SAVINGS BUSINESS

XXXXXX0339

Previous Balance	65,593.61	Statement Dates	7/01/25 thru 7/31/25
Deposits/Credits	0.00	Days in the Statement Period	31
1 Checks/Debits	5,788.00	Average Ledger	59,805.61
Service Charge	0.00	Average Collected	59,805.61
Interest Paid	1.53	Interest Earned	1.53
Ending Balance	59,807.14	Annual Percentage Yield Earned	0.03%
		2025 Interest Paid	13.44

TRANSACTIONS

Date	Description	Credits/Debits	Balance
7/01	Transfer to DDA Acct No. 2530010270	-5,788.00	59,805.61
7/31	Interest Deposit	1.53	59,807.14

Whitesville Public Library
Reconciliation Detail
Community Checking, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,511.50
Cleared Transactions						
Checks and Payments - 40 items						
Check	06/23/2025	5912	STLS	X	-41.16	-41.16
Check	06/26/2025	5915	Cris Johnson	X	-790.00	-831.16
Check	06/26/2025	5913	Tanglewood Nature ...	X	-140.00	-971.16
Check	07/01/2025	DC	Amazon	X	-29.34	-1,000.50
Check	07/01/2025	DC	Amazon	X	-21.99	-1,022.49
Check	07/02/2025	5917	Angela Boyd	X	-90.00	-1,112.49
Check	07/02/2025	5916	USPS	X	-73.00	-1,185.49
Check	07/02/2025	5918	Laforge Disposal Se...	X	-32.59	-1,218.08
Check	07/03/2025		IRS	X	-685.81	-1,903.89
Check	07/03/2025		QuickBooks Payroll	X	-644.08	-2,547.97
Check	07/03/2025	DC	Ingram Book Compa...	X	-246.81	-2,794.78
Check	07/07/2025	EFT	National Fuel	X	-46.00	-2,840.78
Check	07/07/2025	DC	Giant	X	-27.84	-2,868.62
Check	07/07/2025	EFT	Toshiba	X	-13.00	-2,881.62
Check	07/10/2025		Karen Smith	X	-1,076.49	-3,958.11
Check	07/10/2025		Mary J. Engle	X	-207.40	-4,165.51
Check	07/10/2025	DC	Amazon	X	-67.65	-4,233.16
Check	07/10/2025		Angela R. Boyd	X	-25.86	-4,259.02
Check	07/11/2025	DC	USPS	X	-73.00	-4,332.02
Check	07/14/2025	5919	STLS	X	-281.16	-4,613.18
Check	07/15/2025	DC	Barnes & Noble	X	-58.98	-4,672.16
Check	07/15/2025	DC	Christian Bookstore	X	-38.54	-4,710.70
Check	07/15/2025	DC	Amazon	X	-16.14	-4,726.84
Check	07/16/2025	5920	H&R Block	X	-290.00	-5,016.84
Check	07/16/2025	DC	Oriental Trading Co	X	-68.54	-5,085.38
Check	07/16/2025	DC	Thrift Books	X	-29.64	-5,115.02
Check	07/16/2025	DC	Amazon	X	-20.28	-5,135.30
Check	07/17/2025	DC	Noah's Ark	X	-394.50	-5,529.80
Check	07/21/2025	DC	Amazon	X	-70.46	-5,600.26
Check	07/22/2025	DC	First Book	X	-69.60	-5,669.86
Check	07/23/2025	DC	Oriental Trading Co	X	-37.75	-5,707.61
Check	07/23/2025	DC	Oriental Trading Co	X	-7.99	-5,715.60
Check	07/24/2025		Karen Smith	X	-1,076.48	-6,792.08
Check	07/24/2025		Mary J. Engle	X	-236.84	-7,028.92
Check	07/24/2025		Angela R. Boyd	X	-29.55	-7,058.47
Check	07/24/2025	DC	Amazon	X	-14.99	-7,073.46
Check	07/25/2025	DC	RDA TMB	X	-28.19	-7,101.65
Check	07/28/2025	DC	Amazon	X	-4.33	-7,105.98
Check	07/29/2025	DC	Christian Bookstore	X	-12.86	-7,118.84
Check	07/31/2025	EFT	National Grid	X	-101.79	-7,220.63
Total Checks and Payments					-7,220.63	-7,220.63
Deposits and Credits - 4 items						
Transfer	07/01/2025			X	5,788.00	5,788.00
Deposit	07/16/2025			X	25.65	5,813.65
Deposit	07/17/2025			X	5.99	5,819.64
Transfer	07/17/2025			X	930.00	6,749.64
Total Deposits and Credits					6,749.64	6,749.64
Total Cleared Transactions					-470.99	-470.99
Cleared Balance					-470.99	22,040.51
Uncleared Transactions						
Checks and Payments - 2 items						
Check	06/26/2025	5914	Pioneer Reptiles LLC		-325.00	-325.00
Check	07/14/2025	DC	Christian Bookstore		-51.40	-376.40
Total Checks and Payments					-376.40	-376.40

2:51 PM

08/06/25

Whitesville Public Library
Reconciliation Detail
Savings, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						65,593.61
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	07/01/2025			X	-5,788.00	-5,788.00
Total Checks and Payments					-5,788.00	-5,788.00
Deposits and Credits - 1 item						
Deposit	07/31/2025			X	1.53	1.53
Total Deposits and Credits					1.53	1.53
Total Cleared Transactions					-5,786.47	-5,786.47
Cleared Balance					-5,786.47	59,807.14
Register Balance as of 07/31/2025					-5,786.47	59,807.14
Ending Balance					-5,786.47	59,807.14



475 N Highland Avenue, Wellsville, NY 14895

Page: 1 of 1
Statement Date: 07/31/2025
Primary Account: XXXXXX3358

Temp Return Service Requested

WHITESVILLE PUBLIC LIBRARY
PO BOX 158
WHITESVILLE NY 14897-0158

NON PROFIT CHECKING

XXXXXX3358

Previous Balance	21,233.96	Statement Dates	7/01/25 thru 7/31/25
2 Deposits/Credits	255.00	Days in the Statement Period	31
7 Checks/Debits	1,184.85	Average Ledger	20,770.45
Service Charge	0.00	Average Collected	20,764.00
Interest Paid	0.00		
Ending Balance	20,304.11		

TRANSACTIONS

Date	Description	Credits/Debits	Balance
7/03	DBT CRD 1046 07/02/25 68167676 COLLABORATIVE SUMMER L 833-5544700 KS C#6115	-100.55	21,133.41
7/16	Deposit	20.00	21,153.41
7/16	Deposit	235.00	21,388.41
7/16	DBT CRD 1107 07/15/25 80693276 WALMART.COM 800-925-6278 AR C#6115	-5.00	21,383.41
7/16	DBT CRD 0000 07/15/25 80693276 WALMART.COM 800-925-6278 AR C#6115	-56.98	21,326.43
7/17	Transfer from x3358 to x0270	-930.00	20,396.43
7/23	POS DEB 2045 07/21/25 00307551 WALMART.COM 8009256278 702 SW 8TH ST BENTONVILLE AR C#6115	-10.56	20,385.87
7/23	POS DEB 2045 07/21/25 00307551 WALMART.COM 8009256278 702 SW 8TH ST BENTONVILLE AR C#6115	-41.78	20,344.09
7/29	DBT CRD 2306 07/28/25 47821424 AMAZON MKTPL*YL3B55943 Amzn.com/bill WA C#6115	-39.98	20,304.11

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Whitesville Public Library
Reconciliation Summary
Specified, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	21,233.96
Cleared Transactions	
Checks and Payments - 7 items	-1,184.85
Deposits and Credits - 2 items	255.00
Total Cleared Transactions	-929.85
Cleared Balance	20,304.11
Register Balance as of 07/31/2025	20,304.11
Ending Balance	20,304.11

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Whitesville Public Library
Reconciliation Detail
Specified, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						21,233.96
Cleared Transactions						
Checks and Payments - 7 items						
Check	07/03/2025	DC	Collaborative Summ...	X	-100.55	-100.55
Check	07/16/2025	1098	Walmart	X	-56.98	-157.53
Check	07/16/2025	DC	Walmart	X	-5.00	-162.53
Transfer	07/17/2025			X	-930.00	-1,092.53
Check	07/23/2025	DC	Walmart	X	-41.78	-1,134.31
Check	07/23/2025	DC	Walmart	X	-10.56	-1,144.87
Check	07/29/2025	DC	Amazon	X	-39.98	-1,184.85
Total Checks and Payments					-1,184.85	-1,184.85
Deposits and Credits - 2 items						
Deposit	07/16/2025			X	20.00	20.00
Deposit	07/16/2025			X	235.00	255.00
Total Deposits and Credits					255.00	255.00
Total Cleared Transactions					-929.85	-929.85
Cleared Balance					-929.85	20,304.11
Register Balance as of 07/31/2025					-929.85	20,304.11
Ending Balance					-929.85	20,304.11

Whitesville Public Library
Profit & Loss
July 2025

	Jul 25
Ordinary Income/Expense	
Income	
Book	
Harris Memorial	200.00
Total Book	200.00
Petty cash	
Fax	1.00
Copies	24.65
Total Petty cash	25.65
Grants	
Allegany Area Foundation	20.00
Total Grants	20.00
Fund Raising	
Book Sale	10.00
Total Fund Raising	10.00
Interest	1.53
Total Income	257.18
Expense	
Equipment	
Toshiba	13.00
Total Equipment	13.00
Office Expense	11.99
Custodial & Maintenance	
Lawn/Snow	90.00
Garbage Pick Up	32.59
Total Custodial & Maintenance	122.59
Library Purchases	
Books	
Harris Memorial	94.97
Cosac Grant	6.99
Books - Other	527.22
Total Books	629.18
Total Library Purchases	629.18
Grants Expense	
Long Ago Arts Grant	100.55
Total Grants Expense	100.55
Technology	41.16
Postmaster	
Postage/Freight	146.00
Total Postmaster	146.00
Payroll Expenses	
Taxes	262.16
Wages	3,174.12
Total Payroll Expenses	3,436.28

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Whitesville Public Library

08/11/25

Profit & Loss

Cash Basis

July 2025

	Jul 25
Operating Expenses	
Professional Expenses	
Bookkeeping	290.00
Total Professional Expenses	290.00
Total Operating Expenses	290.00
Utilities	
Electric	101.79
Gas	46.00
Phone	240.00
Total Utilities	387.79
Misc.	14.99
Program Expense	809.97
Total Expense	6,003.50
Net Ordinary Income	-5,746.32
Net Income	-5,746.32

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08/11/25

Cash Basis

Whitesville Public Library

Profit & Loss Budget vs. Actual

January through July 2025

	Jan - Jul 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
Book			
Harris Memorial	200.00		
Book - Other	16.32		
Total Book	216.32		
Carry Over Funds	0.00	11,572.00	0.0%
Petty cash			
Fax	36.50		
Copies	219.45		
Petty cash - Other	0.00	500.00	0.0%
Total Petty cash	255.95	500.00	51.2%
Library Insurance rebate	91.00		
Public Funds			
School	0.00	65,988.00	0.0%
Total Public Funds	0.00	65,988.00	0.0%
Grants			
Foundation Of Southern Tier Lib	1,000.00		
LLSA	1,493.00	1,300.00	114.8%
Allegany Area Foundation	90.00		
Total Grants	2,583.00	1,300.00	198.7%
Gifts/Donations			
Playground Fund	250.00		
Total Gifts/Donations	250.00		
Memorial			
Henry Hulbert	120.00		
Total Memorial	120.00		
Program	42.64	100.00	42.6%
Books Sold	2.00		
Fund Raising			
Craft Show	619.55		
Hot Dog Sale	142.00		
Book Sale	10.00		
Fund Raising - Other	94.00		
Total Fund Raising	865.55		
Interest	13.44		
Refunds	53.28	200.00	26.6%
Miscellaneous Income	0.75		
Total Income	4,493.93	79,660.00	5.6%
Expense			
Equipment			
Toshiba	113.62	375.00	30.3%
Repairs and Upgrades	0.00	700.00	0.0%
Paper and Ink	0.00	800.00	0.0%
Equipment/Furniture	0.00	550.00	0.0%
Total Equipment	113.62	2,425.00	4.7%

Whitesville Public Library

Profit & Loss Budget vs. Actual

January through July 2025

	Jan - Jul 25	Budget	% of Budget
Office Expense			
Library Supplies			
Paper	0.00	175.00	0.0%
Custodial	14.09	275.00	5.1%
Supplies	0.00	825.00	0.0%
Library Supplies - Other	0.00	200.00	0.0%
Total Library Supplies	14.09	1,475.00	1.0%
Dues	30.00	50.00	60.0%
Bookkeeper	0.00	3,600.00	0.0%
Postage & Box Rent	0.00	250.00	0.0%
Office Expense - Other	110.23		
Total Office Expense	154.32	5,375.00	2.9%
Custodial & Maintenance			
Paper Products	0.00	175.00	0.0%
Cleaning Supplies	0.00	275.00	0.0%
Repairs	0.00	800.00	0.0%
Lawn/Snow	500.00	1,400.00	35.7%
Garbage Pick Up	225.33	400.00	56.3%
Total Custodial & Maintenance	725.33	3,050.00	23.8%
Library Insurance Fire Liabilit	2,273.16	3,500.00	64.9%
Library Purchases			
STLS Fees	0.00	2,975.00	0.0%
Processing Supplies	110.83	275.00	40.3%
Web Page	23.17	30.00	77.2%
Digital Books	0.00	825.00	0.0%
Movies	77.06	300.00	25.7%
Periodicals	10.00	50.00	20.0%
Books			
Kerry West Memorial	82.82		
Harris Memorial	94.97		
Cosac Grant	112.11		
Books - Other	2,378.83	3,900.00	61.0%
Total Books	2,668.73	3,900.00	68.4%
Total Library Purchases	2,889.79	8,355.00	34.6%
Gifts / Donations	-1,000.00		
Grants Expense			
Hulbert Memorial	120.00		
Freeman Memorial	100.00		
Long Ago Arts Grant	558.30		
Allegany Area Foundation	75.00		
Total Grants Expense	853.30		
Ask My Accountant	112.68		
Foundation for S.T. Libraries	930.00		
Technology	80.53		
Postmaster			
Postage/Freight	309.68		
Postmaster - Other	0.00	250.00	0.0%
Total Postmaster	309.68	250.00	123.9%

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08/11/25

Cash Basis

Whitesville Public Library
Profit & Loss Budget vs. Actual
January through July 2025

	Jan - Jul 25	Budget	% of Budget
Payroll Expenses			
Disability & Family	70.87		
Taxes	1,633.74		
Wages	24,369.09	43,729.00	55.7%
Mileage	168.00	500.00	33.6%
Payroll Taxes	-87.84	3,345.00	-2.6%
Disability Ins.& PFL	72.74	1,050.00	6.9%
Workers' Comp	488.00	326.00	149.7%
Payroll Expenses - Other	0.00	48,480.00	0.0%
Total Payroll Expenses	26,714.60	97,430.00	27.4%
Operating Expenses			
Professional Expenses			
Bookkeeping	2,030.00	3,600.00	56.4%
Total Professional Expenses	2,030.00	3,600.00	56.4%
Cost Share	3,800.00	2,975.00	127.7%
Cleaning	9.99		
Total Operating Expenses	5,839.99	6,575.00	88.8%
Utilities			
Electric	686.35	1,500.00	45.8%
Gas	303.00	1,500.00	20.2%
Phone	483.49	1,700.00	28.4%
Utilities - Other	281.16		
Total Utilities	1,754.00	4,700.00	37.3%
Misc.	14.99		
Program Expense			
Youth Program	15.35	3,200.00	0.5%
Adult Program	705.71	900.00	78.4%
Program Expense - Other	2,232.97	0.00	100.0%
Total Program Expense	2,954.03	4,100.00	72.0%
Fund Raising Expense	167.25		
Total Expense	44,887.27	135,760.00	33.1%
Net Ordinary Income	-40,393.34	-56,100.00	72.0%
Net Income	-40,393.34	-56,100.00	72.0%

Director's Report

August, 2025

****All forms for the Construction Aid Grant are due on 8/22.2025. I am working on them, but it is time consuming.**

****We had over 50 children from infant to pre-teen and adults for the REPCO program. The final program will be on 8/22 at 5 pm, the Foam Party with Cris Johson.**

I will have total numbers for the summer at the September meeting.

****There will be an after school program hosted by the Y beginning in September. Rashell has asked me to continue with the program each month.**

****We have received word that we will be receiving money from the Manley Grant. This is for technology and I requested it to replace the printer on the public computers. The one we have is wonderful. I have only changed the toner cartridge a few times since 2007, however it is wearing out. Ken has cleaned the rollers and it helped for a bit, but did not last. It is time for a change.**

****Do you want Brian to visit during a board meeting? If he is coaching soccer, and I think he is, he would appreciate it being the November or December meeting.**

****IMPORTANT DATES****

PERSONAL TIME: 8/18; 9/19

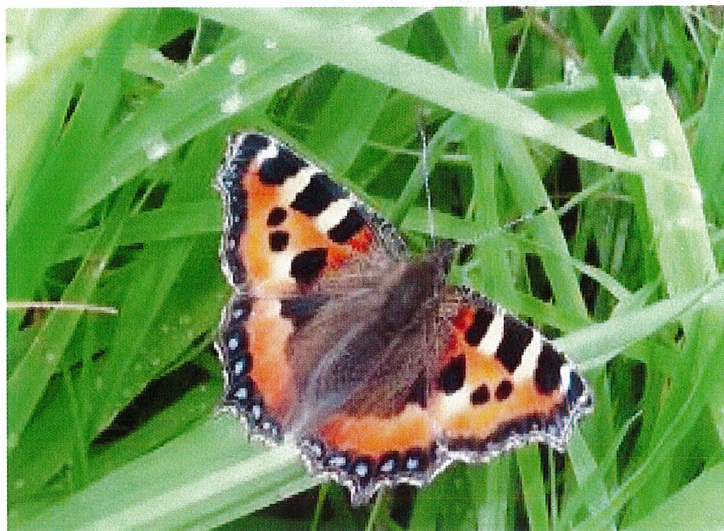
HOLIDAYS: September 1, Labor Day

PROGRAMS: August 22, 5:00 pm Foam Party

ADULT PROGRAMS: September 23, 11:00, Senior Center

STLS SPONSORED MEETINGS, WORKSHOPS/TRAININGS PROGRAMS: September9, Allegany County Directors ; October 3, 10-12, STLS Annual Meeting

Y PROGRAMS: 2ND Tuesday of each month, 2:00 in the Day Care, 4:00 After School



2025 MONTHLY STATS																
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL		
CIRC/RENEWAL		194	200	246	288	311	260	523							2022	
ADULT		121	113	126	139	138	117	208							962	
JUVENILE		73	87	120	149	173	143	315							1060	
HOLDS PROVIDED		85	71	77	83	63	65	70							514	
HOLDS RECEIVED		52	52	62	77	105	43	143							534	
ITEMS ADDED		56	60	45	53	52	45	61							372	
NEW CARDS ISSUED		1	1	2	1	1	6	10							22	
MAGAZINE CIRC		2	4	3	3	2	3	3							20	
PATRONS		119	109	155	181	170	170	333							1237	
COMPUTER HOURS		16	21	27	24	21	31	29							169	
ADULT USERS		16	18	27	22	26	26	27							162	
JUVENILE USERS		0	0	0	1	0	0	0							1	
WIFI HOURS		29	4	42	31	95	42	213							456	
WIFI USERS		12	5	22	31	42	21	56							189	
WEB SITE VISITS		99	86	124	116	121	112	144							802	
EBOOK CIRC		125	112	113	129	146	144	156							925	
E MAGAZINES		0	8	12	7	7	10	13							57	
PROGRAM SESSIONS		5	4	6	10	9	7	9							50	
ADULT		1	0	1	2 *		4	2							10	
TEEN		0	0	0	0	0	3	0							3	
ELEMENTARY		1	1	1	2	1	1	4							11	
EARLY LIT		1	1	1	2	1	1	1							8	
ARC		2	2	3	4	2	1	2							16	
PROGRAM ATTENDANCE		33	15	32	55	63	53	122							373	
ADULT		3	0	5	10	40	26	11							95	
TEEN		0	0	0	0	0	9	0							9	
ELEMENTARY		17	9	17	30	17	14	105							209	
EARLY LIT		9	2	4	7	2	2	2							28	
ARC		4	4	6	8	4	2	4							32	
EVENT		0	0	0	0	130*	60	42							102	
ONLINE																
FACEBOOK RECORDINGS		0	0	0	0	0	0	0							0	
VIEWS		0	0	0	0	0	0	0							0	
COMMENTS		0	0	0	0	0	0	0							0	
LIKES		0	0	0	0	0	0	0							0	
SHARES		0	0	0	0	0	0	0							0	
OTHER SESSIONS		0	0	0	0	0	0	0							0	
PASSIVE		0	0	0	0	0	0	0							0	
ENGAGEMENT		0	0	0	0	0	0	0							0	
PASSIVE PROGRAM (not		0	0	2	2	0	3	20							27	
ATTENDANCE online)		0	0	4	3	0	9	69							85	
ONE ON ONE		0	1	2	0	0	0	0							3	