

November was a bit slower than usual but we still had many patrons participating in programs, requesting items and using library resources.

On November 2nd, JA(SALS) completed an overnight upgrade to Polaris and LEAP, the library ILS system. JA is also working on creating a cyber awareness training for all library staff.

The town has completed the installation of new phone lines in the Malta Community Center. Existing lines were upgraded throughout the building and a new line were placed in the back room of the library where the Associate Director's desk is. New phones are on order and will be installed when they arrive. The library also purchased a new cordless phone for the circulation desk.

The library director met with staff responsible for ordering material to discuss the 2023 material budget and how it will be divided among our collections. One request that has been made by patrons is the wish for more museum passes. We have offered 1-3 different types of museum passes over the last few years and had planned to add several more just as COVID hit. Now that museums and parks are open once again we looked at finding a way to add a variety of museum passes for our patrons. To help with this, the library applied for the Global Foundries Malta Foundation grant to help purchase museum passes for the 2023 season. The library was recently informed that the grant has been awarded and will be distributed in mid-December.

This year the library will hold our Gingerbread House program in person for the 1st time since 2019. To accommodate everyone and still provide some social distancing, the library is offering 4 family sessions.

Jennifer Hurd, Library Director

Upcoming Dates:

December 9, 2022	Gingerbread Houses 6 pm – 8 pm Malta –
December 10, 2022	Gingerbread Houses 10 am – 12:30 pm – Malta
December 10, 2022	Gingerbread Houses 1:30 pm – 4 pm – Round Lake Community Room
December 16, 2022	Gingerbread Houses 6 pm – 8 pm – Round Lake Community Room
December 24, 2022	Closed
December 31, 2022	OPEN 10 am -3pm

Statistics 2022	YTD Total	November 2022	October 2022	September 2022
ROUND LAKE LIBRARY				
MALTA				
Total Circulation	40,071	3,395	3,573	3,888
Book	30,997	2,736	2,773	3,048
Non-Book	9,074	659	800	840
11/2021 total circ = 3308				
Cardholders New	223	21	18	21
Cardholders Total	2,526	2,526	2,538	2,555
Borrowers	5,550	550	563	562
Programs**	128	14 5J, 4F, 5A	19 7J, 1T, 2F, 9A	11 3J, 5A, 3F
Attendance	1,808	233 63J, 128F, 42A	216 74J, 4T, 87F, 51A	106 57J, 21A, 28F
CLARK HOUSE				
Total Circulation	18,225	1,370	1,495	1,519
Book	14,470	1,063	1,176	1,162
Non-Book	3,755	307	319	357
11/2021 total circ = 1922				
Cardholders New	141	4	6	6
Cardholders Total	1,664	1,664	1,647	1,623
Borrowers	2,536	247	247	247
Programs**	60	7 5J, 2F	5 5J	5 5J
Attendance	852	74 67J, 7F	63 63J	42 42J
MALTA + CLARK HOUSE				
Programs	188	21	24	16
Attendance	2,660	307	279	148
Cardholders New	364	25	24	27
Cardholders	4,190	4,190	4,185	4,178
Borrowers	7,969	797	810	809
Circulation	4,765	4,765	5,068	5,407
2022 Total YTD Circulation	58,296	4,765	53,531	48,463
YTD 2022/2021 Circulation *	2,393	2,858	2,858	3,068
** Juvenile, Teen, Adult, Family (For All Ages)				

note 15

note 15

note 15

note see footnote page

* see Virtual stats

August 2022	July 2022	June 2022	May 2022	April 2022
4,372	4,554	3,702	3,341	3,262
3,572	3,660	2,892	2,517	2,381
800	894	810	824	881
48	37	19	12	11
2,579	2,598	2,602	2,611	2,619
635	640	572	506	542
25 12J, 4T, 7A, 2F	19 12J, 1T, 3A, 3F	7 2J, 5A	11 4J, 1T, 6A	11 6J, 2A, 3F
488 326I, 36T, 50A, 76F	287 204J, 15T, 13A, 55F	93 12J, 81A	70 28J, 6T, 36A	231 54J, 17A, 160 F
2,032	1,905	1,728	1,471	1,596
1,634	1,565	1,391	1,129	1,254
398	340	337	342	342
11	17	10	17	14
1,593	1,543	1,511	1,475	1,317
278	274	257	260	265
11 5J, 2T, 4F	11 7J, 1T, 3F	2 2J	5 5J	6 5J, 1A
411 83J, 8T, 320F	66 49J, 7T, 10F	15 15J	53 53J	60 47J, 13A
36	30	9	16	17
899	353	108	123	291
59	54	29	29	25
4,172	4,141	4,113	4,086	3,936
913	914	829	766	807
6,404	6,459	5,430	4,812	4,858
43,056	36,652	30,193	24,763	19,951
3,068	2,405	1,782	1,445	985

note 15

note 15

note 15

note 15

note 15

March 2022	February 2022	January 2022	December 2021	November 2021	Statistics Round Lake Library
3,783	3,042	3,159	3,311	3,308	MALTA
2,837	2,233	2,348	2,453	2,585	Total Circulation
946	809	811	858	723	Book
					Non-Book
2	20	14	8	16	Cardholders New
2,638	2,648	2,639	2,638	2,650	Cardholders Total
518	516	496	498	486	Borrowers
3 2J, 1A	5 1J, 4A	3 *	*	*	Programs
17 12J, 5, A	46 6J, 40A	21 *	*	*	Attendance
					CLARK HOUSE
1,896	1,716	1,497	1,725	1,922	Total Circulation
1,551	1,401	1,144	1,418	1,547	Book
345	315	353	307	375	Non-Book
39	17	0	6	6	Cardholders New
1,265	1,157	1,128	1,137	1,140	Cardholders Total
250	246	212	229	235	Borrowers
4 4J	3 3J	1 *	*	*	Programs
36 36J	23 23J	9 *	*	*	Attendance
					MALTA + CLARK HOUSE
7	8	4 *	*	*	Programs
53	69	30 *	*	*	Attendance
41	37	14	14	22	New Borrowers
3903	3805	3767	3775	3790	Borrowers Total
768	762	708	727	721	
5679	4758	4656	5036	5230	Circulation
15,093	9,414	4,656	60,939	55,903	2022 YTD Circulation
935	475	475	16,868	16,670	YTD 2022/2021 Circulation

note 15

note 15

note 14

note 14

note 14

Statistics - page 2

	YTD Total	November 2022	October 2022	September 2022	August 2022	July 2022	June 2022
MALTA							
Door Count	42,836	4,062	4,620	3,652	5,121	4,884	3,269
Computer Use INT + OPAC	1,839	222	195	162	213	177	135
Reference Questions	2,386	209	238	180	219	232	192
# items circulated	34,783	2,997	3,006	3,279	3,741	3,981	3,317
# Items Added to Collection	1,448	105	112	112	132	166	94
Total # items in Collection	21,223	21,223	21,211	21,304	21,387	21,681	21,835
Requests Placed	9,526	880	874	984	898	1,357	982
Requests Filled	9,518	815	799	868	898	1,150	1,002
Inter-Library Loan Requests							
CLARK HOUSE							
Door Count	8,880	794	754	777	1121	845	793
Computer Use INT + OPAC	583	53	51	40	72	42	55
Reference Questions	2,297	186	175	195	265	203	203
# items circulated	16,695	1,258	1,315	1,380	1,820	1,767	1,583
Items Added to Collection	949	36	52	138	88	89	52
Total # items in Collection	19,097	19,097	19,058	19,043	18,993	19,116	19,343
Requests Placed	4,409	328	310	352	456	444	330
Requests Filled	4,222	324	297	349	384	409	386
Inter-Library Loan Requests							
MALTA + CLARK HOUSE							
Total Door Count	51,716	4856	5374	4429	6242	5729	4062
Total Computer Use INT + OPAC	2,422	275	246	202	285	219	190
Total Reference Questions	4,683	395	413	375	484	435	395
# Items circulated	51,478	4,255	4,321	4,659	5,561	5,748	4,900
# Items Added to Collection	2,397	141	164	250	220	255	146
Total items in Collection	40,320	40,320	40,269	40,347	40,380	40,797	41,178
Total Requests Placed	14,815	1208	1184	1336	1354	1801	1312
Total Requests Filled	13,740	1139	1096	1217	1282	1559	1388
Early Literacy Programs	78	10	7	8	11	8	4
Early Literacy Attendance	904	130	110	99	166	120	27

note see footnote page

* see Virtual stats

note 15

note 15

note 15

note 15

note 15

note 15

		statistics - continued				
May	April	March	February	January	*December	*November
2022	2022	2022	2022	2022	2021	2021
2,897	3,410	5,141	3,048	2,732	3451	3599
153	181	149	134	118	119	150
175	213	255	207	266	231	247
2,912	2,872	3,231	2,691	2,756	2,760	2,770
137	133	182	178	97	165	105
21,833	21,770	21,597	21,498	21,394	21,484	21,344
940	920	907	735	929	696	818
793	817	860	722	794	722	830
MALTA						
Door Count						
Computer Use INT + OPAC						
Reference Questions						
# items circulated						
# Items Added to Collection						
Total # items in Collection						
Requests Placed						
Requests Filled						
Inter-Library Loan						
CLARK HOUSE						
Door Count						
Computer Use INT + OPAC						
Reference Questions						
# items circulated						
Items Added to Collection						
Total items in Collection						
Requests Placed						
Requests Filled						
Inter-Library Loan						
MALTA + CLARK HOUSE						
Total Door Count						
Total Computer Use INT + OPAC						
Total Reference Questions						
# Items circulated						
# Items Added to Collection						
Total items in Collection						
Total Requests Placed						
Total Requests Filled						
Early Literacy Programs						
Early Literacy Attendance						

note 15

note 15

note 15

note 15

note 15

note 15

note 15

note 14

note 14

note 14

note 14

note 14

note 14

note 14



AC

YTD Totals 2020 November 2022 October 2022 September 2022 August 2022 July 2022 June 2022 May 2022

**OVERDRIVE
(EBooks, EAudiobooks)**

# downloads	6,320	489	559	636	600	598	561	536
# WIRELESS USES	0							
Malta	1,411	155	136	112	134	118	131	149
Round Lake	683	61	75	57	64	73	64	57
Malta + Round Lake	2,094	216	211	169	198	191	195	206

DATABASES:

FREGAL (Music)

# downloads	278	26	36	3	43	35	23	27
# unique download patrons	57	5	5	3	8	5	5	5
# songs streamed	1,286	64	108	133	268	300	78	53
# unique streaming users	73	4	5	6	12	16	4	5

FREADING (EBooks)

# downloads	10	0	0	0	0	0	1	0
# unique users	8	0	0	0	0	0	1	0
# tokens used	30	0	0	0	0	0	3	0

Hoopla (added 3/23/22)

# downloads	314	47	41	39	38	33	36	40
-------------	-----	----	----	----	----	----	----	----

MAGAZINE CIRCULATION

Malta	25	1	1	0	0	0	1	0
Round Lake	39	4	1	3	3	10	4	0
Malta + Round Lake	64	5	2	3	3	10	5	0

note see footnote page

note 15

note 15

note 15

note 15

note 15

note 15

note 15

April 2022	March 2022	February 2022	January 2022	December 2021	November 2021
------------	------------	---------------	--------------	---------------	---------------

624	563	572	582	493	460
-----	-----	-----	-----	-----	-----

141	118	109	108	107	109
66	71	47	48	52	51
207	189	156	156	159	160

13	28	24	20	33	33
2	5	9	5	6	3
73	77	81	51	70	193
6	8	3	4	5	4

1	4	2	2	0	0
1	3	1	2	0	0
5	12	2	8	0	0

28	12				
----	----	--	--	--	--

0	14	2	6	1	8
5	6	2	1	5	8
5	20	4	7	6	0 16

note 15 *note 15* *note 15* *note 14* *note 14* *note 14*

Modified Progrma Stats	YTD Totals 2022	November 2022	Ocotber 2022	September 2022
Programs				
Virtual Live	13	1	0	1
Virtual Recorded		1A		1A
In person	95	moved to regular sheet	moved to regular sheet	moved to regular sheet
Virtual Program Attendance				
		9	0	1
Kids Craft Bags/activity Bags				
Program Related				
	8154	675	526	610
Reference Email				
		moved to regular sheet	moved to regular sheet	moved to regular sheet
Reference Phone				
		moved to regular stat sheet	moved to regular stat sheet	moved to regular stat sheet
Curbside Pick-up Stared 6/22/2020				
	9	0	1	0
	56	3	1	6
note see footnote page		*note 15*	*note 15*	*note 15*

Footnotes	Date of Change	Change	Services Available	Hours
#1		Normal Operating Hours and Services	Normal Operating Hours and Services	10 am - 8 pm
#2	3/14/2020	cancelled in person programming	In-person browsing, in-person pickup	10 am - 8 pm
	3/17/2020	closed to the public - no in-person services, staff report for shorter shifts	virtual programs, digital material	staff in house - 9:30 am - 2:30 pm
	3/20/2020	100% closure due to NY Pause executive order	virtual programs, digital material	staff working from home
#3		100% Closed -	virtual programs, digital material	staff working from home
#4	6/8/2020	staff return to prep library for curbside service	curbside pickup, virtual programs, digital material	staff only 10am -1 pm & 1:30 pm - 4:30 pm
	6/22/2020	curbside service begins	curbside pickup, virtual programs, digital material	10 am - 6 pm
#5	7/21/2020	in-person pickup	pickup at circ des, curbside service virtual programs, digital material	10 am - 6 pm
#6	8/12/2020	In-person Browsing allowed	browsing, pickup at circ des, curbside service virtual programs, digital material	10 am - 6 pm
#7	11/2/2020	Public computers opened for 1 hour time limit, limited computers	browsing, pickup at circ des, curbside service virtual programs, digital material, public computers	10 am - 6 pm
#8	12/30/2020	closed public computers	browsing, pickup at circ des, curbside service virtual programs, digital material	10 am - 6 pm
#9	1/6/2021	move back to curbside service only	curbside pickup, virtual programs, digital material	10 am - 6 pm
#10	2/10/2021	In-person browsing allowed	browsing, pickup at circ des, curbside service virtual programs, digital material	10 am - 6 pm
#11	3/10/2021	Public computers opened for 1 hour time limit, limited computers	browsing, pickup at circ des, curbside service virtual programs, digital material, public computers	10 am - 6 pm
#12	5/10/2021	Library hours extend to normal M-F 10 am - 8 pm	browsing, pickup at circ des, curbside service virtual programs, digital material, public computers	10 am - 8 pm
#13	6/5/2021	Saturday hours begin 10 am - 3 pm	browsing, pickup at circ des, curbside service virtual programs, digital material, public computers	10 am - 3 pm
#14	8/2/2021	Masks required for all, regardless of vaccination status	browsing, pickup at circ des, curbside service, virtual programs, digital material, some in person programs, public computers	M-F 10 am - 8 pm Sat. 10 am - 3 pm
#15	2/22/2022	Masks are no longer required	browsing, pickup at circ des, curbside service, virtual programs, digital material, some in person programs, public computers	M-F 10 am - 8 pm Sat. 10 am - 3 pm

Round Lake Library 2022 Actual vs Budget

thru November 30, 2022

	Actual as of 11/30/2022	Actual Clark House	Actual Malta	2022 Budget	Clark House Budget	Malta Budget	% of Budget	
Funding Income:								
11 Town of Malta Tax	\$ 339,000	\$ -	\$ -	\$ 339,000	\$ -	\$ -	100.00%	
11 WRLIS	\$ 12,000	\$ -	\$ -	\$ 12,000	\$ -	\$ -	100.00%	
11 Local Library Services Aid	\$ 5,076	\$ -	\$ -	\$ 1,200	\$ -	\$ -	423.00%	
11 Grants / Awards	\$ 7,280	\$ -	\$ -	\$ 2,500	\$ -	\$ -	291.20%	
Subtotal Funding	\$ 363,356	\$ -	\$ -	\$ 354,700	\$ -	\$ -	102.44%	
Library Income:								
11 Book Replacements	\$ 502	\$ 199	\$ 303	\$ 250	\$ 125	\$ 125	200.65%	
11 Book Shop (Ongoing)	\$ 1,850	\$ 600	\$ 1,250	\$ 2,500	\$ 1,250	\$ 1,250	73.99%	
11 Book Sales (Annual)	\$ 5,224	\$ 2,612	\$ 2,612	\$ 3,500	\$ 1,750	\$ 1,750	149.25%	
11 Copies/Faxes	\$ 1,938	\$ 911	\$ 1,027	\$ 3,200	\$ 1,400	\$ 1,800	60.55%	
11 Donations	\$ 1,017	\$ 532	\$ 485	\$ 1,000	\$ 500	\$ 500	101.72%	
11 Fines	\$ 697	\$ 176	\$ 521	\$ 2,500	\$ 1,250	\$ 1,250	27.88%	
11 Interest - Savings	\$ 118	\$ 59	\$ 59	\$ 200	\$ 100	\$ 100	59.05%	
11 Fundraisers	\$ -	\$ -	\$ -	\$ 200	\$ 100	\$ 100	0.00%	
11 Workers Comp Ins Refund	\$ 406	\$ 203	\$ 203	\$ -	\$ -	\$ -	0.00%	
11 Misc: Overpayment & Over/Short	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
11 Interest and Dividend Income/Rem. Fur	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
11 Unrealized Appreciation/Rem. Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
Subtotal Library	\$ 11,751	\$ 5,291	\$ 6,460	\$ 13,350	\$ 6,475	\$ 6,875	88.02%	
Total Income	\$ 375,107	\$ 5,291	\$ 6,460	\$ 368,050	\$ 6,475	\$ 6,875	101.92%	
Employee Expenses								
12 Payroll Exp: Admin	\$ 58,304	\$ 29,152	\$ 29,152	\$ 70,164	\$ 35,082	\$ 35,082	83.10%	
12 Payroll Exp: Staff	\$ 174,678	\$ 88,247	\$ 86,429	\$ 170,827	\$ 85,414	\$ 85,414	102.25%	
12 IRA	\$ 2,309	\$ 1,155	\$ 1,155	\$ 3,000	\$ 1,500	\$ 1,500	76.98%	
12 Payroll Taxes	\$ 17,823	\$ 8,958	\$ 8,864	\$ 19,000	\$ 9,500	\$ 9,500	93.81%	
12 Payroll Insurances	\$ 4,282	\$ 2,141	\$ 2,141	\$ 4,000	\$ 2,000	\$ 2,000	107.04%	
Sub Total Employee Expenses	\$ 257,395	\$ 129,652	\$ 127,740	\$ 266,991	\$ 133,496	\$ 133,496	96.41%	
Non-Employee Expenses								
12 Accounting	\$ -	\$ -	\$ -	\$ 2,000	\$ 1,000	\$ 1,000	0.00%	
12 Bank Fees	\$ 35	\$ 18	\$ 18	\$ 100	\$ 50	\$ 50	35.00%	
12 Book Sales	\$ 556	\$ 278	\$ 278	\$ 200	\$ 100	\$ 100	277.93%	
12 Books/Serials/AV	\$ 41,565	\$ 19,811	\$ 21,754	\$ 42,000	\$ 21,000	\$ 21,000	98.96%	
12 Circulation Fees	\$ 14,405	\$ 5,553	\$ 8,852	\$ 15,500	\$ 6,045	\$ 9,455	92.93%	
12 Computers & Equipment	\$ 6,198	\$ 2,212	\$ 3,987	\$ 4,500	\$ 2,250	\$ 2,250	137.74%	
12 Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
12 Furniture	\$ 919	\$ -	\$ 919	\$ 1,000	\$ 500	\$ 500	91.88%	
12 Grant Expenditures	\$ -	\$ -	\$ -	\$ 750	\$ 375	\$ 375	0.00%	
12 Insurance	\$ 2,888	\$ 1,313	\$ 1,575	\$ 2,500	\$ 1,250	\$ 1,250	115.53%	
12 Investment Management Fee	\$ -	\$ -	\$ -	\$ 250	\$ 125	\$ 125	0.00%	
12 Memberships	\$ 680	\$ 340	\$ 340	\$ 1,200	\$ 600	\$ 600	56.71%	
12 Payroll Processing	\$ 4,747	\$ 2,373	\$ 2,373	\$ 5,500	\$ 2,750	\$ 2,750	86.30%	
12 Postage	\$ 254	\$ 114	\$ 140	\$ 250	\$ 100	\$ 150	101.79%	
12 Printer Contract	\$ 2,357	\$ 1,726	\$ 631	\$ 4,500	\$ 2,250	\$ 2,250	52.37%	
12 Programs	\$ 6,535	\$ 3,018	\$ 3,517	\$ 5,000	\$ 2,000	\$ 3,000	130.71%	
12 Public Relations	\$ 25	\$ 25	\$ -	\$ 100	\$ 50	\$ 50	25.00%	
12 Rent	\$ 1	\$ -	\$ 1	\$ 1	\$ -	\$ 1	100.00%	Malta Only
12 Repairs & Maintenance	\$ 7,211	\$ 265	\$ 6,946	\$ 600	\$ 300	\$ 300	1201.77%	
12 Sales Tax/Credit	\$ 37	\$ 19	\$ 19	\$ 300	\$ 150	\$ 150	12.37%	
12 Security	\$ 347	\$ 347	\$ -	\$ 400	\$ 400	\$ -	86.82%	Clark Only
12 Software & Repairs	\$ 2,427	\$ 1,083	\$ 1,344	\$ 1,000	\$ 500	\$ 500	242.67%	
12 Staff Development	\$ 2,555	\$ 1,327	\$ 1,227	\$ 2,000	\$ 1,000	\$ 1,000	127.74%	
12 Supplies	\$ 7,512	\$ 3,731	\$ 3,781	\$ 4,000	\$ 1,600	\$ 2,400	187.79%	
12 Telephone	\$ 1,096	\$ 1,096	\$ -	\$ 1,200	\$ 1,200	\$ -	91.36%	Clark Only
12 Trash	\$ 257	\$ 257	\$ -	\$ 400	\$ 400	\$ -	64.16%	Clark Only
12 Trustee Development	\$ -	\$ -	\$ -	\$ 308	\$ 154	\$ 154	0.00%	
12 Utilities	\$ 4,180	\$ 4,180	\$ -	\$ 5,500	\$ 5,500	\$ -	76.00%	Clark Only
Sub Total Non-Employee Expenses	\$ 106,786	\$ 49,084	\$ 57,702	\$ 101,059	\$ 51,649	\$ 49,410		
Total Expenses	\$ 364,181	\$ 178,737	\$ 185,442	\$ 368,050	\$ 185,145	\$ 182,906	98.95%	
Net Income/Loss	\$ 10,926		\$ -					

5:24 PM
12/05/22
Cash Basis

Round Lake Library
Balance Sheet
As of November 30, 2022

	<u>Nov 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Petty Cash	200.00
Adirondack Trust	3,459.96
Adirondack Trust Savings	245,309.59
Total Checking/Savings	<u>248,969.55</u>
Total Current Assets	248,969.55
Fixed Assets	
Furniture and Equipment	990.27
Total Fixed Assets	<u>990.27</u>
Other Assets	
Marketable Securities	24,202.90
Total Other Assets	<u>24,202.90</u>
TOTAL ASSETS	<u><u>274,162.72</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
NYS Sales Tax	9.26
Payroll Liabilities	
NY PFL	3,368.70
Federal Taxes (941/944)	1,796.16
NYS Income Tax	183.60
Simple IRA Withholdings	178.34
Total Payroll Liabilities	<u>5,526.80</u>
Total Other Current Liabilities	<u>5,536.06</u>
Total Current Liabilities	<u>5,536.06</u>
Total Liabilities	5,536.06
Equity	
Unreal. Appre. of Investments	-24,866.85
Opening Bal Equity	12,493.04
Unrestricted Net Assets	270,074.78
Net Income	10,925.69
Total Equity	<u>268,626.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>274,162.72</u></u>

5:23 PM
 12/05/22
 Cash Basis

Round Lake Library Profit & Loss by Class January through November 2022

	Administrative	Clark House	Malta	TOTAL
Ordinary Income/Expense				
Income				
Funding Income				
Local Library Services Aid	5,076.00	0.00	0.00	5,076.00
Town of Malta	339,000.00	0.00	0.00	339,000.00
WRLIS	12,000.00	0.00	0.00	12,000.00
Total Funding Income	356,076.00	0.00	0.00	356,076.00
Grant/Awards Income	7,280.00	0.00	0.00	7,280.00
Library Income				
Book Replacements	0.00	198.80	302.82	501.62
Book Shop	0.00	599.89	1,249.90	1,849.79
Book Sales	5,223.77	0.00	0.00	5,223.77
Copies / fax	0.00	910.60	1,027.15	1,937.75
Donations	600.00	232.30	184.92	1,017.22
Fines	0.00	175.95	521.13	697.08
Interest - Savings	0.00	59.03	59.07	118.10
Workers Comp Ins Refund	405.83	0.00	0.00	405.83
Total Library Income	6,229.60	2,176.57	3,344.99	11,751.16
Total Income	369,585.60	2,176.57	3,344.99	375,107.16
Gross Profit	369,585.60	2,176.57	3,344.99	375,107.16
Expense				
Bank Fees	0.00	17.50	17.50	35.00
Book Sale Expense	0.00	277.94	277.92	555.86
Books / Serials / AV				
AV	0.00	10.69	26.22	36.91
Books	0.00	15,617.85	15,922.61	31,540.46
E-Books	0.00	1,400.00	1,400.00	2,800.00
Lost Books	0.00	0.00	176.79	176.79
Magazine/Newspaper	0.00	134.80	1,321.70	1,456.50
Books / Serials / AV - Other	0.00	2,647.65	2,906.50	5,554.15
Total Books / Serials / AV	0.00	19,810.99	21,753.82	41,564.81
Circulation Fees	0.00	5,552.78	8,852.14	14,404.92
Computers & Equipment	0.00	2,211.76	3,986.63	6,198.39
Furniture Expense	0.00	0.00	918.75	918.75
Insurance				
Commercial	2,655.15	11.50	221.50	2,888.15
Disability	2,051.58	0.00	0.00	2,051.58
Workers Comp	2,230.00	0.00	0.00	2,230.00
Total Insurance	6,936.73	11.50	221.50	7,169.73
Memberships	0.00	340.24	340.24	680.48
Payroll Expenses				
3% Simple IRA	2,309.29	0.00	0.00	2,309.29
Taxes	17,823.07	0.00	0.00	17,823.07
Wages	232,981.27	0.00	0.00	232,981.27
Total Payroll Expenses	253,113.63	0.00	0.00	253,113.63
Payroll Processing	4,746.50	0.00	0.00	4,746.50
Postage	0.00	114.08	140.40	254.48
Printer Contract				
Printer/Copier Lease Buy Out	0.00	0.00	-1,094.83	-1,094.83
Printer Contract - Other	0.00	1,725.83	1,725.82	3,451.65
Total Printer Contract	0.00	1,725.83	630.99	2,356.82
Programs	0.00	3,018.47	3,516.84	6,535.31
Public Relations	0.00	25.00	0.00	25.00
Rent	0.00	0.00	1.00	1.00
Repairs/Maintenance	0.00	264.61	6,946.00	7,210.61

5:23 PM
12/05/22
Cash Basis

Round Lake Library
Profit & Loss by Class
January through November 2022

	<u>Administrative</u>	<u>Clark House</u>	<u>Malta</u>	<u>TOTAL</u>
Sales Tax	37.11	0.00	0.00	37.11
Security	0.00	347.27	0.00	347.27
Software / Repairs	0.00	1,082.53	1,344.14	2,426.67
Staff Development	0.00	1,327.35	1,227.35	2,554.70
Supplies	0.00	3,730.69	3,780.81	7,511.50
Telephone	0.00	1,096.34	0.00	1,096.34
Trash	0.00	264.00	-7.36	256.64
Utilities	0.00	4,179.95	0.00	4,179.95
Total Expense	<u>264,833.97</u>	<u>45,398.83</u>	<u>53,948.67</u>	<u>364,181.47</u>
Net Ordinary Income	<u>104,751.63</u>	<u>-43,222.26</u>	<u>-50,603.68</u>	<u>10,925.69</u>
Net Income	<u>104,751.63</u>	<u>-43,222.26</u>	<u>-50,603.68</u>	<u>10,925.69</u>