



## **BOARD OF TRUSTEES MEETING**

### **November 14, 2023 Agenda**

#### **Audit of Vouchers – 6:30 PM.**

1. Call to order – 6:45 PM.
2. Pledge of Allegiance.
3. Adoption of agenda.
4. Minutes – approval of the October 10, 2023 meeting minutes.
5. Public comments.
6. President's report.
7. Finance Officer's report.
8. Correspondence.
9. Library Director's report.
  - Trustee annual training status.
10. SALS – Sara Dallas.
11. Committee reports.
  - Library courtyard.
12. Old business.
  - 2023-2024 State Aid for Library Construction grant.
  - 2024 Tentative Budget (Attachment #1).
  - Library building expansion.
  - Cyber insurance.
  - Christmas lights.
  - Snow removal.
  - Electronic information sign.
13. New business.
  - Trustee term expiring December 31, 2023.
  - Christmas get-together.
  - Other business.
14. Public comments.
15. Next meeting – December 12, 2023.
16. Adjournment.

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**BANCROFT PUBLIC LIBRARY--2024 TENTATIVE BUDGET**

Revenues and Other Sources		2022 Budget	2023 Budget	2023 Actual	2024 Tent	2024 Adopted
L2082	Library Fines and Fees	\$1,000.00	\$1,000.00	\$1,167.44	\$1,000.00	
L2360	Town of Salem	\$32,000.00	\$32,640.00	\$32,640.00	\$33,300.00	2%
L2360	Salem CSD/Library Tax	\$29,775.00	\$38,775.00	\$42,275.00	\$42,275.00	
L2401	Interest and Earnings	\$400.00	\$200.00	\$3,061.64	\$4,500.00	
L2705	Gifts and Donations	\$5,000.00	\$0.00	\$3,230.01	\$0.00	\$0.00
L2770	Miscellaneous			\$20,739.00		
L3840	NYS Aid (LLSA through SALS)	\$1,382.00	\$1,434.00	\$1,424.00	\$1,430.00	
Total Revenues		\$69,557.00	\$74,049.00	\$104,537.09	\$82,505.00	\$0.00
Appropriated Fund Balance		\$5,856.00	\$4,292.00	\$4,292.00	\$1,139.00	
Total Revenues and Other Sources		\$75,413.00	\$78,341.00	\$108,829.09	\$83,644.00	\$0.00
Expenditures		2022 Budget	2023 Budget*	2023 Actual	2024 Tent	2024 Adopted
L7410.1	Library Director	\$23,432.00	\$24,864.00	\$27,243.18	\$25,610.00	3%
L7410.1	Deputy Director	\$15,835.00	\$16,802.00		\$17,306.00	3%
L7410.11	Staff	\$7,000.00	\$7,380.00	\$4,268.20	\$7,600.00	3%
L7410.2	Circulating Items	\$12,000.00	\$12,000.00	\$5,926.14	\$14,000.00	
L7410.4	Contractual Detail*	\$12,800.00	\$15,424.00	\$11,466.65	\$15,135.00	
L9010.8	Retirement	\$1,046.00	\$500.00	\$368.00	\$0.00	
L9030.8	SS/Med Employer Match	\$3,300.00	\$3,800.00	\$2,410.58	\$3,993.00	
Total Expenditures		\$75,413.00	\$80,770.00	\$51,682.75	\$83,644.00	\$0.00

\*2023 Budget as modified

<b>Contractual Detail*</b>			
Library Materials	\$4,000.00	\$4,000.00	\$4,000.00
Software	\$500.00	\$500.00	\$500.00
Joint Automation Svcs	\$4,300.00	\$5,565.00	\$5,808.00
Postage	\$60.00	\$120.00	\$132.00
Telephone and Internet	\$540.00	\$1,810.00	\$1,810.00
Cyber Liability Insurance			\$1,882.00
Miscellaneous	\$3,400.00	\$1,000.00	\$1,003.00
Total	\$12,800.00	\$12,995.00	\$15,135.00