

Cornwall Public Library Board of Trustees

November 9, 2017

7:00 to 8:30 PM

Minutes

Meeting called to order by Carol Stein at 7:02 PM

I: Roll

Trustees Present: Bruce Cohen, Susanne Vondrak, Elisabeth Hellwege, Christine McDonald, Amy Cordisco and Carol Stein. **Excused:** Tom Dames

Mary Lou Carolan, Library Director

Excused: Michelle Mellino, Treasurer

Also Present: Library staff member Ellen Winchell (minutes), Marla Landsman, Library staff member, Justin Wood, Nugent & Haeussler, P.C., (Public).

II. Approval of the minutes: A motion to approve the Board of Trustee minutes of October 12, 2017, made by Amy Cordisco, seconded by Elisabeth Hellwege and unanimously approved.

III. Financial Review: Following discussion, a motion to approve Warrant #4 in the amount of \$134,568.44 was made by Amy Cordisco, seconded by Elisabeth Hellwege and unanimously approved. After discussion, a motion to approve Profit and Loss vs Actual report for July 2017 to September 2017 made by Susanne Vondrak, seconded by Amy Cordisco and unanimously approved.

IV. Public Remarks: none.

V. Presentation: Justin Wood, of Nugent & Haeussler, P.C., presented the audited financial statements for the fiscal year ending June 30, 2017. He noted the library stayed within its budget and also was able to fund some of the soft costs of the upcoming capital projects with prudent spending. The general fund balance is at appropriate levels and reduces the need to borrow funds until tax revenues are distributed to the library. The capital fund balance has put the library in a position to complete planned projects without long term financing. Finally, Justin's noted that the bookkeeping processes are all sound and our records are in good order. A motion to accept the audit report as delivered from Nugent & Haeussler P.C. made by Bruce Cohen, seconded by Elisabeth Hellwege and unanimously approved.

VI. Communication: none. **Donation:** We received a donation of 24 boxes of CD's from the private collection of a noted local composer.

November 28, 2017

VII. Director's Report: See written report.

VIII. Committee Reports:

- a) Finance Committee: none.
- b) Policy Committee: The Policy committee will draft a policy for what can be sold at the Circulation desk. A first draft will be available at the December Board of Trustee meeting. Mary Lou requested a revisit of policy regarding receiving income from artist's exhibits, and possible Library sponsored trips.
- c) Building and Grounds Committee: See written report. The parking lot project is complete. The meeting on Nov. 2nd between the Building committee, staff members, Pat, and Liz, and Meghan was very insightful regarding the next phase of the construction projects. We will need additional electricity for: moving catalog computers, LCD screen, and Children's area in the future. Meghan, the architect with Butler, Rowland & Mays, will meet in one week with Mary Lou and staff managers to review the final designs for the staff area. The construction project for the staff area and upgraded electric and lighting, will go out to bid on December 5, and close on January 9th, 2018.
- d) Garden Committee: The Garden committee met with Liz Fisher to discuss plans for a future garden with a fence, Mason bees and ecology classes. The pavers around the sundial need to be ADA compliant. The assignment from the Building Committee is a new garden needs to be planned for. The Garden committee will invite Pat Rovello to the next Garden committee meeting to discuss the creation of a new children's garden.
- e) Friends: The Friends honored the staff with two luncheons during the month of November to share appreciation. The Friends are proposing a lump sum of money be given to Cornwall Public Library which will be unrestricted.

IX. Unfinished Business:

- a. Revised Policies-see Policy Committee
- b. Construction Project Update-see Director's report

X. New Business:

a. RCLS ANSER Agreement and Budget- The Board of Trustees of the Cornwall Public Library on this day of the 9th of November 2017 approve a resolution to accept the Ramapo Catskills Library System 2018 budget as presented. The resolution was unanimously approved. A motion to choose to sign the ANSER agreement made by Elisabeth Hellwege, seconded by Susanne Vondrak and unanimously approved.

XI. Executive Session: A motion to go into Executive Session at 8:50 PM to discuss a Personnel issue was made by Elisabeth Hellwege, seconded by Amy Cordisco, and unanimously approved.

XII. Adjournment: Motion to return to regular meeting was made by 8:53, Amy Cordisco and seconded by Elisabeth Hellwege. Motion to adjourn regular meeting at 8:54 p.m.

was made by Amy Cordisco, seconded by Elisabeth Hellwege and unanimously approved.

Next Regular Board Meeting Date: Thursday December 14, 2017, 7:00 PM

Cornwall Public Library
Director's Report
October, 2017

General Overview

This month was focused on planning and preparation for the upcoming parking lot improvement and expansion project; soliciting and obtaining circulator pump bids; coordinating a document shred, junk removal service, storage unit trips and planning and managing several Community Conversations on hot button issues.

Administration

Grants Administration –the **NYS Construction grant** is underway, funding of 35% of our grant ask was approved and we are moving forward on parking lot expansion/paving project; staff work room upgrades and small conference room space and lighting efficiency and electrical upgrades throughout building.

SAM Grant – approval for site sign received and documents being prepared to return to DASNY; still awaiting legislative approval for roof project before we can move ahead. Both projects slated to begin in Spring/2018.

Small Libraries Smart Spaces – submitted a mock-up for repurposing the reference area as an active learning space, “Smart Space,” that will be transitioned throughout the day for different audiences and activities: teen tech space, tech training area, makerspace, homework area, etc. \$2500 (half of grant) received to begin purchasing of furniture, paint and other items to begin work on space.

Policies – explored various aspects of policy development pertaining to a variety of issues and circumstances.

RCLS – need to vote on approval of RCLS annual budget as well as annual ANSER agreement. Both have my support. Documents must be returned to RCLS by December, prior to our next board meeting.

Program Evaluations – Brenda created a form to use at end of each program. This will be used immediately to continue to improve and upgrade our programming and management.

Events Line – Pam has worked to create this option for our new system and will be a weekly feature.

Facebook – now our page is linked to our library catalog right from our main page.

Personnel

Working to fill a Desk Clerk opening (10.5 hours) and **Graphics Design position** to manage social media, print and digital/website outreach. (PT-25 hours).

Performance Reviews – streamlining the form for part-time staff. Process to initiate November 16.

Building and Grounds

Paving Project – awarded Nannini and Callahan, process began on October 23, completed November 4th.

HVAC – received 5 bids for repair and/or replacement of circulator pumps; awarded to United. Pumps are custom made and were ordered. Delivery set for November 8.

Finance and Fundraising

Fiscal Year 2018-19 – I have begun to develop a budget for the next fiscal year including adding hours to our Sundays and assessing staffing needs and cos, equipment and technology, as well as building needs.

Outreach & Partnerships

OCLC Americas Regional Council Meeting – I facilitated two sessions of this meeting on October 30 and 31st in Baltimore: Oct 30 I co-facilitated with Betha Gutsche on “Community discovery and ideation: Creating smart libraries,” and on Oct 31 with Todd Grappone on “Nurturing informed citizens and patrons.” It was an informative and energetic experience focused on the future, diversity, technology and community and people-centered spaces and services.

Community Conversations – worked with staff on four exciting upcoming programs on Immigration, Faith, Opioid epidemic, and a Candidates Forum for Town Board. The Candidate Forum proved popular yet challenging to manage/juggle the personalities, egos and schedules of those running for local office. I was accused of playing partisan politics when, in fact, I was scheduling them around my availability and the access to the community room. Ultimately, they all attended both sessions, but I would likely not conduct this again unless circumstances were very different.

Programs, Collections, and Services

Programs and Circulation -20 programs were held this month with an attendance of **577+**. The most well attended (**20+ attendees**) programs included Opioid Crisis part 2 (**90**), Cider and Donuts with Friends (**60**), Candidate Forum #1 (**72**), Candidate Forum #2, Art Show Reception (30), Opioid Crisis part 1 (22), Community conversation/Immigration (42). We received a donation of 24 boxes of CD’s from the private collection of a noted local composer. Much sold at Friends Sale, the rest is being sorted through.

Youth Services – **25** programs attracted **415** children and adults for a variety of programs and activities including Early childhood story times, mine craft programming, book groups, LEGO family build it, and Art afternoon. **The Youth Services staff did a stand-out job this month with exemplary team work, both in taking the lead in emptying the old shed and enlisting the TUT kids’ help, to taking the initiative in retraining pages. This department continually goes above and beyond, showing leadership and dedication every day.**

Adult Services –October stats include technology assistance (97), reader’s advisory (13), reference questions (186), Ancestry (1161), ILL Pulls (1564), printing (152), Notary (14) and (14) SEAL/outside the system requests. Total PC usage 1062; computer guest passes (33); Homebound delivery (4) and Tea & a Classic (18).

Monthly Statistics for October, 2017 (figures in parenthesis are last month’s figures)

Registered borrowers: **9,826** (9,756 **+70!**); Direct Access/Circulation: **12,348** (12,933); ILL Borrows: **2,269** (2,419); ILL Loans: **1,921** (1,830); Item Count: **73,015** (74,266); **Wi-Fi: 3,376** (3,378).

Meetings, Trainings, Programs & Happenings in October:

Meeting with Rosemary from Friends, OCLC conference meeting (10/2);
Meeting with patron Jon Tupper, OCLC conference meeting, Bid opening (10/3);
Partners in Education meeting, Bid selection with Board, Trustee orientation (10/5);
Audit, Meeting with Ellen (10/10);
Programming meeting, Meeting with Architect and Paving Co. (10/11);
Meeting with Jay LeRoy, OCLC meeting, Board Meeting (10/12);
Candidate Forum (10/15);
National Friends Week (10/16);
Staff meeting (10/18);
Candidate Forum (10/19);
Meeting with Sunrise Solar, Susan Glendenning, Spirit group meeting (10/23);
Community Conversation on Immigration (10/24);

Manager's meeting (10/25);
Meeting with Pam, Storage unit drop-off (10/26);
Friends book sale (10/28);
ARC meeting in Baltimore, MD (10/29-11/1)

Coming up in November, I have the following on my agenda so far:

Paving project, Building committee meeting (11/2);
Paving project, electrical work (11/3);
Meeting with Charlotte, Finance committee meeting (11/6);
Board meeting (11/9);
Hudson Highlands museum benefit, CCSD Outreach committee meeting (11/12);
Meeting with Ellen, Manager's meeting, Canterbury Inn dinner for cruise group (11/14);
Programming committee meeting, staff meeting with Architect, Community Conversation/Immigration (11/15);
Staff meeting: Active Shooter, meeting with People Counter rep, Meeting with volunteer, Hamilton (11/16);
Meeting with Pam, launch Performance Review process (11/17);
Community Conversation/Faith (11/27);
OCLC webinar, meeting with Architect, Chamber dinner (11/28).

Respectfully submitted,

Mary Lou Carolan

Mary Lou Carolan
Director

November 6, 2017

Cornwall Public Library
Warrant # 4
As of October 31, 2017

Type	Date	Num	Memo	Split	Paid	Amount
Abby Munterich						
Bill	10/30/2017	Re-issue check	Re-issue stale check \$80.61 - \$30 fee	1004 · Payroll exchange acc...	Unpaid	50.61
Total Abby Munterich						50.61
All Recipes						
Bill	10/23/2017	2 year renewal	2 year renewal - Exp 2/2020	413.6 · Serials	Unpaid	15.95
Total All Recipes						15.95
Audio Editions						
Bill	10/18/2017	Inv 1647799	Inv 1647799	412.3 · Books-on-Tape	Unpaid	24.00
Bill	10/19/2017	Inv 1649385	Inv 1649385	412.5 · Books on Tape YA	Unpaid	110.94
Bill	10/19/2017	Inv 1649623	Inv 1649623	412.3 · Books-on-Tape	Unpaid	416.58
Bill	10/31/2017	Inv 1651110	Inv 1651110	412.3 · Books-on-Tape	Unpaid	80.78
Total Audio Editions						632.30
Backpacker						
Bill	10/23/2017	2 year renewal	2 year renewal - Exp 9/2019 ACCT 0030...	413.6 · Serials	Unpaid	14.00
Total Backpacker						14.00
Bon Appetit						
Bill	10/23/2017	2 year renewal	2 year renewal - Exp 4/2020 Acct 08233...	413.6 · Serials	Unpaid	20.00
Total Bon Appetit						20.00
Brodart Co. - Juv						
Bill	10/18/2017	Inv B5121653	Inv B5121653	-SPLIT-	Unpaid	14.11
Bill	10/18/2017	Inv B5123750	Inv B5123750	-SPLIT-	Unpaid	10.49
Bill	10/18/2017	Inv B5123749	Inv B5123749	410.4 · Juvenile Fiction	Unpaid	13.67
Bill	10/18/2017	Inv B5123551	Inv B5123551	-SPLIT-	Unpaid	20.43
Bill	10/18/2017	Inv B5123706	Inv B5123706	-SPLIT-	Unpaid	42.97
Bill	10/18/2017	Inv B5123720	Inv B5123720	-SPLIT-	Unpaid	32.93
Bill	10/18/2017	Inv B5123737	Inv B5123737	-SPLIT-	Unpaid	116.25
Bill	10/18/2017	Inv B5123567	Inv B5123567	-SPLIT-	Unpaid	142.04
Bill	10/18/2017	Inv B5123456	Inv B5123456	-SPLIT-	Unpaid	148.21
Bill	10/18/2017	Inv B5123469	Inv B5123469	-SPLIT-	Unpaid	85.96
Bill	10/18/2017	Inv B5123908	Inv B5123908	410.4 · Juvenile Fiction	Unpaid	2.74
Bill	10/18/2017	Inv B5123666	Inv B5123666	410.4 · Juvenile Fiction	Unpaid	5.98
Bill	10/30/2017	Inv B5135902	Inv B5135902	-SPLIT-	Unpaid	14.90
Bill	10/30/2017	Inv B5136995	Inv B5136995	-SPLIT-	Unpaid	10.49
Bill	10/30/2017	Inv B5136949	Inv B5136949	410.4 · Juvenile Fiction	Unpaid	14.63
Bill	10/30/2017	Inv B5136994	Inv B5136994	-SPLIT-	Unpaid	10.49
Bill	10/30/2017	Inv B5137020	Inv B5137020	410.4 · Juvenile Fiction	Unpaid	26.72
Bill	10/30/2017	Inv B5136981	Inv B5136981	-SPLIT-	Unpaid	92.19
Bill	10/30/2017	Inv B5136606	Inv B5136606	-SPLIT-	Unpaid	197.50
Bill	10/30/2017	Inv B5136677	Inv B5136677	-SPLIT-	Unpaid	85.47
Bill	10/30/2017	Inv B5136732	Inv B5136732	410.4 · Juvenile Fiction	Unpaid	137.31
Total Brodart Co. - Juv						1,225.48
Brodart Co. -Supplies						
Bill	10/30/2017	Inv 483689	Reddi covers, binders, binder sleeves	430.1 · Library supplies	Unpaid	382.69
Bill	10/31/2017	Inv 484261	Reddi Covers	430.1 · Library supplies	Unpaid	120.65
Total Brodart Co. -Supplies						503.34
Brodart Co. (McN)						
Bill	10/18/2017	Inv M153315	Svc for Jan 2018	410.9 · McNaughton	Unpaid	610.75
Total Brodart Co. (McN)						610.75
Cengage Learning/Gale						
Bill	10/18/2017	Inv 62054350	Inv 62054350	410.11 · Adult Fiction Standi...	Unpaid	37.50
Bill	10/30/2017	Inv 62142478	Inv 62142478	410.11 · Adult Fiction Standi...	Unpaid	85.49
Total Cengage Learning/Gale						122.99
Central Hudson Gas & Electric Corp						
Bill	10/30/2017	Acct 86610120007	Service 9/21-10/23/17	450 · Fuel/Utilities	Unpaid	1,545.99
Total Central Hudson Gas & Electric Corp						1,545.99
Charles B. Merrill Office Equip & Supplie						

Cornwall Public Library
Warrant # 4
As of October 31, 2017

Type	Date	Num	Memo	Split	Paid	Amount
Bill	10/18/2017	Inv 470799-0	Envelopes, gloves, masks, paper, adhesi...	430.2 · Office supplies	Unpaid	90.25
Bill	10/18/2017	Inv 470291-0	Inv 470291-0	430.2 · Office supplies	Unpaid	77.92
Bill	10/18/2017	Inv 470404-0/4705...	Tent cards, paper	430.2 · Office supplies	Unpaid	55.97
Bill	10/23/2017	Inv 471105-0	Toilet tissue, paper towels, soap, tape, etc.	-SPLIT-	Unpaid	179.88
Total Charles B. Merrill Office Equip & Supplie						404.02
Charlotte Dunaief						
Bill	10/23/2017	Employee Reimbu...	115.4 miles @ \$.535/mi	435 · Travel/Conference	Unpaid	61.74
Bill	10/31/2017	Employee Reimbu...	4.2 mi @ \$.535/mi	435 · Travel/Conference	Unpaid	2.25
Total Charlotte Dunaief						63.99
Consumer Reports						
Bill	10/23/2017	1 year renewal	1 year renewal - Exp 9/2018 Acct 03623...	413.6 · Serials	Unpaid	30.00
Total Consumer Reports						30.00
Cornwall Public Library - Payroll						
Bill	10/10/2017	Pay per end 10/6/17	Pay per end 10/6 pay date 10/13	1012 · OCT Payroll Checking	Paid	17,330.44
Bill	10/23/2017	Pay per end 10/20...	Pay per end 10/20 pay date 10/27	1012 · OCT Payroll Checking	Paid	18,286.28
Total Cornwall Public Library - Payroll						35,616.72
Cornwall Public Library - Trust & Agency						
Bill	10/10/2017	10/13 PR & Oct H...	Oct Health Ins + Payroll Dated 10/13/17	-SPLIT-	Paid	17,782.89
Bill	10/13/2017	L Israel Oct Health	L Israel Oct Health Ins	1003 · Due from Trust & Age...	Paid	210.70
Bill	10/23/2017	Pay per end 10/20...	Pay per end 10/20 paydate 10/27/17	1003 · Due from Trust & Age...	Paid	9,210.88
Total Cornwall Public Library - Trust & Agency						27,204.47
D-Ben Security Systems, Inc.						
Bill	10/30/2017	Inv 28698	Re-route electrical lines	452 · Repairs to Building	Unpaid	285.00
Bill	10/30/2017	Inv 28697	Service call 8/29/17	452 · Repairs to Building	Unpaid	75.00
Bill	10/31/2017	Inv 28885	Central Station Monitoring 12/1/17-11/30/...	469 · Service Contracts	Unpaid	264.00
Total D-Ben Security Systems, Inc.						624.00
Demco, Inc.						
Bill	10/18/2017	Inv 6224099	Markers & Bookmarks	430.2 · Office supplies	Unpaid	124.27
Total Demco, Inc.						124.27
Dowser Spring Water						
Bill	10/31/2017	Stmt dated 10/31/17	Oct water delivery	430.2 · Office supplies	Unpaid	36.00
Total Dowser Spring Water						36.00
Elizabeth K. Fisher						
Bill	10/31/2017	Employee Reimbu...	88 miles @ \$.535/mi	435 · Travel/Conference	Unpaid	47.08
Total Elizabeth K. Fisher						47.08
Findaway World, LLC						
Bill	10/30/2017	Inv 232461	Inv 232461	412.4 · Books On Tape - Juv...	Unpaid	247.44
Bill	10/30/2017	Inv 232706	Inv 232706	412.3 · Books-on-Tape	Unpaid	307.45
Bill	10/30/2017	Inv 232702	Inv 232702	412.3 · Books-on-Tape	Unpaid	221.21
Total Findaway World, LLC						776.10
Ingram Library Services						
Bill	10/18/2017	Inv 30715015	Inv 30715015	-SPLIT-	Unpaid	409.01
Bill	10/18/2017	Inv 30715014	Inv 30715014	-SPLIT-	Unpaid	26.78
Bill	10/18/2017	Inv 30723013	Inv 30723013	-SPLIT-	Unpaid	9.79
Bill	10/23/2017	Inv 30830698	Inv 30830698	-SPLIT-	Unpaid	64.99
Bill	10/23/2017	Inv 30850960	Inv 30850960	-SPLIT-	Unpaid	31.74
Bill	10/30/2017	Inv 30960862	Inv 30960862	-SPLIT-	Unpaid	48.69
Bill	10/30/2017	Inv 30960863	Inv 30960863	-SPLIT-	Unpaid	26.22
Bill	10/30/2017	Inv 30960861	Inv 30960861	-SPLIT-	Unpaid	76.88
Bill	10/30/2017	Inv 30935370	Inv 30935370	-SPLIT-	Unpaid	50.63
Bill	10/30/2017	Inv 30890456	Inv 30890456	-SPLIT-	Unpaid	129.01
Bill	10/30/2017	Inv 30871305	Inv 30871305	-SPLIT-	Unpaid	115.39
Bill	10/30/2017	Inv 30871304	Inv 30871304	-SPLIT-	Unpaid	1,224.55
Bill	10/31/2017	Inv 31008400	Inv 31008400	-SPLIT-	Unpaid	86.17
Bill	10/31/2017	Inv 31041586	Inv 31041586	-SPLIT-	Unpaid	30.85
Bill	10/31/2017	Inv 31041585	Inv 31041585	-SPLIT-	Unpaid	365.75

Cornwall Public Library
Warrant # 4
As of October 31, 2017

Type	Date	Num	Memo	Split	Paid	Amount
Bill	10/31/2017	Inv 31066101	Inv 31066101	-SPLIT-	Unpaid	11.29
Bill	10/31/2017	Inv 31025842	Inv 31025842	-SPLIT-	Unpaid	20.10
Total Ingram Library Services						2,727.84
Jackson Manufacturers Co, Inc						
Bill	10/30/2017	Inv M14061	Book drop	-SPLIT-	Unpaid	7,276.00
Total Jackson Manufacturers Co, Inc						7,276.00
Jay LeRoy						
Bill	10/18/2017	Logo Design - final	Logo Design - final payment	-SPLIT-	Unpaid	400.00
Total Jay LeRoy						400.00
Joanne Barclay						
Bill	10/18/2017	Stampin Up 12/11/...	12/11/17 Stampin Up workshop	437.2 · Prof fees-Adult progr...	Unpaid	150.00
Total Joanne Barclay						150.00
Karen Martin						
Bill	10/23/2017	Flash drive refund	Flash drive refund	2082 · Library Fines	Unpaid	10.00
Total Karen Martin						10.00
Legal Shred						
Bill	10/31/2017	Inv 58149	Shred Shed documents	437.1 · Prof fees-Office	Unpaid	90.00
Total Legal Shred						90.00
Library Ideas						
Bill	10/31/2017	Inv 58971	VOX books - Inv 58971	-SPLIT-	Unpaid	1,335.85
Total Library Ideas						1,335.85
Lisa Sinclair						
Bill	10/31/2017	Employee Reimbu...	129.4 mi @ \$.535/mi	435 · Travel/Conference	Unpaid	69.23
Total Lisa Sinclair						69.23
Lock Around the Clock						
Bill	10/18/2017	Nov 2017 storage ...	Nov 2017 storage unit fee	469 · Service Contracts	Unpaid	55.00
Total Lock Around the Clock						55.00
Magna5						
Bill	10/31/2017	Inv 4558419	Service 10/25-11/24/17	431 · Telephone	Unpaid	431.60
Total Magna5						431.60
Marangi Disposal						
Bill	10/18/2017	In 7A101336	Oct garbage removal	469 · Service Contracts	Paid	92.90
Bill	10/31/2017	Inv 7B101431	Nov garbage service	469 · Service Contracts	Unpaid	92.90
Total Marangi Disposal						185.80
Martha M. LaVallee						
Bill	10/24/2017	6 Book groups	3 Readzza/Readzza + 3 Book/Snack wor...	437.4 · Prof fees-Juvenile	Unpaid	600.00
Total Martha M. LaVallee						600.00
Meaghan Doyle						
Bill	10/30/2017	Employee Reimbu...	29.9 mi @ \$.535/mi	435 · Travel/Conference	Unpaid	16.00
Total Meaghan Doyle						16.00
Midwest Tape						
Bill	10/18/2017	Inv 95453230	Inv 95453230	412.4 · Books On Tape - Juv...	Unpaid	44.99
Bill	10/19/2017	Inv 95470464	Inv 95470464	412.4 · Books On Tape - Juv...	Unpaid	24.99
Bill	10/30/2017	Inv 95507790	Inv 95507790	412.3 · Books-on-Tape	Unpaid	89.98
Total Midwest Tape						159.96
Mother Earth News						
Bill	10/19/2017	010010939002	2 year renewal Exp 2/1/20	413.6 · Serials	Unpaid	27.00
Total Mother Earth News						27.00

Cornwall Public Library
Warrant # 4
As of October 31, 2017

Type	Date	Num	Memo	Split	Paid	Amount
Nugent & Haeussler, P.C.						
Bill	10/30/2017	Inv 217485	Audit of FY 2016-17	437.1 · Prof fees-Office	Unpaid	7,500.00
Total Nugent & Haeussler, P.C.						7,500.00
O, The Oprah Magazine						
Bill	10/23/2017	2 year renewal	2 year renewal - Exp 9/2019 Acct 08752...	413.6 · Serials	Unpaid	15.00
Total O, The Oprah Magazine						15.00
Orange Bank & Trust Cardmember Services						
Bill	10/31/2017	Stmt dated 10/24/17	Stmt Dated 9/24/17	-SPLIT-	Unpaid	2,502.25
Total Orange Bank & Trust Cardmember Services						2,502.25
OverDrive, Inc.						
Bill	10/18/2017	Inv 01052CO1704...	Inv 01052CO17049436	410.12 · Adult E Book	Unpaid	638.31
Bill	10/18/2017	Inv 01052CO1704...	Inv 01052CO17049434	412.32 · E-Audiobooks -- Adult	Unpaid	95.00
Bill	10/18/2017	Inv 01052DA1703...	Inv 01052DA17037392	410.12 · Adult E Book	Unpaid	45.28
Bill	10/18/2017	Inv 01052DA1704...	Inv 01052DA17041539	410.12 · Adult E Book	Unpaid	88.99
Bill	10/23/2017	Inv 01052DA1705...	Inv 01052DA17051603	-SPLIT-	Unpaid	60.98
Bill	10/30/2017	Inv 01052DA1706...	Inv 01052DA17060431	-SPLIT-	Unpaid	99.99
Bill	10/30/2017	Inv 01052DA1706...	Inv 01052DA17061617	410.12 · Adult E Book	Unpaid	26.99
Total OverDrive, Inc.						1,055.54
Pat Parker						
Bill	10/18/2017	4 PJ Storytimes	PJ Storytimes 9/25, 10/16, 11/13, 12/4	437.4 · Prof fees-Juvenile	Unpaid	240.00
Total Pat Parker						240.00
Paychex, Inc.						
Bill	10/18/2017	Inv 2017092800	Sm Bus Package fee - 9/15 & 9/29	437.1 · Prof fees-Office	Paid	505.29
Bill	10/18/2017	Stmt 17009257	Employee usage & mobile module - Oct ...	437.1 · Prof fees-Office	Paid	195.00
Total Paychex, Inc.						700.29
Randazzo's Landscaping Inc.						
Bill	10/30/2017	Inv 18678	Monthly Maint & fenced area cleanup	469 · Service Contracts	Unpaid	1,296.00
Total Randazzo's Landscaping Inc.						1,296.00
RCLS						
Bill	10/18/2017	Inv 25992	4Q17 pooling for e-content	410.12 · Adult E Book	Unpaid	1,316.74
Bill	10/18/2017	Inv 26039	4Q17 RCLS ANSER fees & Telecommu...	455 · RCLS ANSER & Telec...	Unpaid	12,268.56
Bill	10/23/2017	Inv 26093	VIPRE for 3 workstations 11/11/17-11/10...	430.2 · Office supplies	Unpaid	50.88
Total RCLS						13,636.18
Ron Kaiser						
Bill	10/18/2017	Work on 10/11-12	11 hours labor	452 · Repairs to Building	Unpaid	330.00
Bill	10/19/2017	Work on 10/16-19	14 hours labor	452 · Repairs to Building	Unpaid	420.00
Bill	10/24/2017	Work on 10/23	5 hours labor	452 · Repairs to Building	Unpaid	150.00
Bill	10/30/2017	Work on 10/26	5 hours labor + Shelving Materials for shed	452 · Repairs to Building	Unpaid	210.00
Total Ron Kaiser						1,110.00
Shop Rite Supermarkets Inc.						
Bill	10/18/2017	Purchases 10/11/17	Items for "Tea & A Classic" & kitchen su...	430.30 · Adult	Unpaid	40.97
Bill	10/19/2017	10/18 Purchase	Garbage bags	451 · Custodial Supplies	Unpaid	5.38
Bill	10/23/2017	10/20 Purchase	Dishwasher soap	451 · Custodial Supplies	Unpaid	11.99
Total Shop Rite Supermarkets Inc.						58.34
Steven Fowler						
Bill	10/23/2017	Creative Writing	8 Creative Writing workshops	437.3 · Prof fees-YA programs	Unpaid	240.00
Total Steven Fowler						240.00
Toshiba Business Solutions - NY						
Bill	10/31/2017	Inv 343187886	Service 10/25/17-11/25/17	469 · Service Contracts	Unpaid	548.83
Total Toshiba Business Solutions - NY						548.83
Toshiba Financial Services						
Bill	10/18/2017	Inv 341034098	Copier contract 9/25/17-10/25/17	469 · Service Contracts	Paid	548.83

Cornwall Public Library

Warrant # 4

As of October 31, 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Paid</u>	<u>Amount</u>
Total Toshiba Financial Services						548.83
United A/C Refrigeration, Inc						
Bill	10/23/2017	Inv 415430-KD	Oct Preventive Maint	469 · Service Contracts	Unpaid	975.17
Total United A/C Refrigeration, Inc						975.17
Utica National Insurance Group						
Bill	10/19/2017	Acct 101086941	Acct 101086941	454 · Building Insurance	Paid	11,907.61
Bill	10/18/2017	Acct 101086941	Worker's Comp Policy 4807744 11/7/17-...	9060.8 · Workers' Comp	Paid	7,491.00
Total Utica National Insurance Group						19,398.61
Vanguard Cleaning Systems of the HV						
Bill	10/31/2017	Inv 23824	November cleaning service	469 · Service Contracts	Unpaid	1,330.00
Total Vanguard Cleaning Systems of the HV						1,330.00
Verizon						
Bill	10/18/2017	Acct 6521219490...	Internet service 10/10-11/9/17	431 · Telephone	Paid	156.98
Total Verizon						156.98
Verizon Wireless						
Bill	10/18/2017	Inv 9793761526	Service 10/2-11/1/17	431 · Telephone	Paid	54.33
Total Verizon Wireless						54.33
TOTAL						<u>134,568.69</u>

Cornwall Public Library
Profit & Loss by Class
July through October 2017

	Friends	Furniture grant (Grants)	Skoufis grant - phone & microfi (Grants)	Total Grants	Operating	TOTAL
Income						
EXPECTED FUNDS - not yet received	16,573.64		8,900.00	8,900.00		25,473.64
2082 · Library Fines	0.00	0.00	0.00	0.00	9,414.12	9,414.12
2401 · Income from Investments	0.00	0.00	0.00	0.00	28.93	28.93
2670 · Sale of Library Materials	0.00	0.00	0.00	0.00	706.72	706.72
2706 · Gifts & Endowments						
2706.1 · Gifts-Friends	1,222.36	0.00	0.00	0.00	0.00	1,222.36
2706.2 · Gifts-Other	0.00	0.00	0.00	0.00	2,268.90	2,268.90
Total 2706 · Gifts & Endowments	1,222.36	0.00	0.00	0.00	2,268.90	3,491.26
2760 · Grants	0.00	12,000.00	0.00	12,000.00	3,088.00	15,088.00
3840 · RCLS	0.00	0.00	0.00	0.00	4,886.70	4,886.70
Total Income	17,796.00	12,000.00	8,900.00	20,900.00	20,393.37	59,089.37
Gross Profit	17,796.00	12,000.00	8,900.00	20,900.00	20,393.37	59,089.37
Expense						
141 · Salary-Certified Librarian	0.00	0.00	0.00	0.00	79,809.85	79,809.85
142 · Salary-Clerical	0.00	0.00	0.00	0.00	139,279.57	139,279.57
143 · Salary-Treasurer	0.00	0.00	0.00	0.00	1,153.86	1,153.86
410 · Books	0.00	0.00	0.00	0.00	16,193.97	16,193.97
412 · Video/Music/Books on Tape	0.00	0.00	0.00	0.00	5,843.68	5,843.68
413 · Serials/Reference	0.00	0.00	0.00	0.00	3,463.79	3,463.79
430 · Supplies						
430.1 · Library supplies	0.00	0.00	0.00	0.00	1,188.43	1,188.43
430.2 · Office supplies	0.00	0.00	0.00	0.00	2,086.00	2,086.00
430.3 · Program supplies	570.64	0.00	0.00	0.00	1,020.82	1,591.46
430 · Supplies - Other	0.00	12,000.00	0.00	12,000.00	7,145.15	19,145.15
Total 430 · Supplies	570.64	12,000.00	0.00	12,000.00	11,440.40	24,011.04
431 · Telephone	0.00	0.00	3,594.94	3,594.94	2,168.02	5,762.96
433 · Postage	0.00	0.00	0.00	0.00	447.04	447.04
434 · Publicity & Printing	29.91	0.00	0.00	0.00	1,015.81	1,045.72
435 · Travel/Conference	0.00	0.00	0.00	0.00	876.49	876.49
437 · Professional Fees						
437.1 · Prof fees-Office	0.00	0.00	0.00	0.00	3,714.29	3,714.29
437.2 · Prof fees-Adult programs	770.00	0.00	0.00	0.00	1,760.00	2,530.00
Total 437 · Professional Fees	770.00	0.00	0.00	0.00	5,474.29	6,244.29
438 · Dues	0.00	0.00	0.00	0.00	277.00	277.00
440 · Contracts w/ Books Co.	0.00	0.00	0.00	0.00	497.63	497.63
450 · Fuel/Utilities	0.00	0.00	0.00	0.00	5,475.46	5,475.46
451 · Custodial Supplies	0.00	0.00	0.00	0.00	467.02	467.02
452 · Repairs to Building	0.00	0.00	0.00	0.00	1,584.69	1,584.69
454 · Building Insurance	0.00	0.00	0.00	0.00	11,907.61	11,907.61
455 · RCLS ANSER & Telecommunication	0.00	0.00	0.00	0.00	12,268.56	12,268.56
469 · Service Contracts	0.00	0.00	0.00	0.00	14,337.77	14,337.77
9030.8 · FICA/Medicare Expense	0.00	0.00	0.00	0.00	20,143.01	20,143.01
9060.8 · Workers' Comp	0.00	0.00	0.00	0.00	7,491.00	7,491.00
9090.8 · Health Insurance	0.00	0.00	0.00	0.00	34,876.92	34,876.92
Total Expense	1,370.55	12,000.00	3,594.94	15,594.94	376,493.44	393,458.93
Net Income	16,425.45	0.00	5,305.06	5,305.06	-356,100.07	-334,369.56

Cornwall Public Library
Profit & Loss Forecast vs. Actual - Operating
July through October 2017

Budget % 33%	Jul - Oct 17	Budget	\$ Over Budget	% of Budget
Income				
2002 · Local Public Funds	0.00	1,160,806.00	-1,160,806.00	0.0%
2003 · Refund of Tax assessment	0.00	-3,000.00	3,000.00	0.0%
2005 · Appropriated Fund Balance	0.00	25,000.00	-25,000.00	0.0%
2082 · Library Fines	9,414.12	31,000.00	-21,585.88	30.37%
2401 · Income from Investments	28.93	500.00	-471.07	5.79%
2670 · Sale of Library Materials	706.72			
2701 · Refunds	0.00	1,000.00	-1,000.00	0.0%
2706 · Gifts & Endowments	2,268.90	8,300.00	-6,031.10	27.34%
2760 · Grants	3,088.00	12,000.00	-8,912.00	25.73%
3840 · RCLS	4,886.70	4,000.00	886.70	122.17%
Total Income	<u>20,393.37</u>	<u>1,239,606.00</u>	<u>-1,219,212.63</u>	<u>1.65%</u>
Gross Profit	20,393.37	1,239,606.00	-1,219,212.63	1.65%
Expense				
141 · Salary-Certified Librarian	79,809.85	220,937.29	-141,127.44	36.12%
142 · Salary-Clerical	139,279.57	434,190.71	-294,911.14	32.08%
143 · Salary-Treasurer	1,153.86	5,000.00	-3,846.14	23.08%
203b · Capital Equipment	0.00	300.00	-300.00	0.0%
410 · Books	16,193.97	69,885.00	-53,691.03	23.17%
411 · Film	0.00	550.00	-550.00	0.0%
412 · Video/Music/Books on Tape	5,843.68	30,158.00	-24,314.32	19.38%
413 · Serials/Reference	3,463.79	13,300.00	-9,836.21	26.04%
430 · Supplies				
430.1 · Library supplies	1,188.43	5,000.00	-3,811.57	23.77%
430.2 · Office supplies	2,086.00	8,000.00	-5,914.00	26.08%
430.3 · Program supplies	1,020.82	7,800.00	-6,779.18	13.09%
430 · Supplies - Other	7,145.15	0.00	7,145.15	100.0%
Total 430 · Supplies	<u>11,440.40</u>	<u>20,800.00</u>	<u>-9,359.60</u>	<u>55.0%</u>
431 · Telephone	2,168.02	14,000.00	-11,831.98	15.49%
433 · Postage	447.04	4,000.00	-3,552.96	11.18%
434 · Publicity & Printing	1,015.81	10,000.00	-8,984.19	10.16%
435 · Travel/Conference	876.49	4,500.00	-3,623.51	19.48%
436 · Friends Expense	0.00	-17,796.00	17,796.00	0.0%
437 · Professional Fees				
437.1 · Prof fees-Office	3,714.29	25,280.00	-21,565.71	14.69%
437.2 · Prof fees-Adult programs	1,760.00	7,000.00	-5,240.00	25.14%
437.3 · Prof fees-YA programs	0.00	1,500.00	-1,500.00	0.0%
437.4 · Prof fees-Juvenile	0.00	4,000.00	-4,000.00	0.0%
437.5 · Prof fees-SRP	0.00	3,000.00	-3,000.00	0.0%
Total 437 · Professional Fees	<u>5,474.29</u>	<u>40,780.00</u>	<u>-35,305.71</u>	<u>13.42%</u>
438 · Dues	277.00	1,300.00	-1,023.00	21.31%
439 · Equipment Repair	0.00	200.00	-200.00	0.0%
440 · Contracts w/ Books Co.	497.63	2,600.00	-2,102.37	19.14%
450 · Fuel/Utilities	5,475.46	32,000.00	-26,524.54	17.11%
451 · Custodial Supplies	467.02	2,000.00	-1,532.98	23.35%
452 · Repairs to Building	1,584.69	10,000.00	-8,415.31	15.85%
454 · Building Insurance	11,907.61	12,000.00	-92.39	99.23%
455 · RCLS ANSER & Telecommunication	12,268.56	53,000.00	-40,731.44	23.15%
469 · Service Contracts	14,337.77	46,596.00	-32,258.23	30.77%
9010.8 · Retirement	0.00	49,258.00	-49,258.00	0.0%
9030.8 · FICA/Medicare Expense	20,143.01	50,117.00	-29,973.99	40.19%
9060.8 · Workers' Comp	7,491.00	8,000.00	-509.00	93.64%
9090.8 · Health Insurance	34,876.92	121,930.00	-87,053.08	28.6%
Total Expense	<u>376,493.44</u>	<u>1,239,606.00</u>	<u>-863,112.56</u>	<u>30.37%</u>
Net Income	<u><u>-356,100.07</u></u>	<u><u>0.00</u></u>	<u><u>-356,100.07</u></u>	<u><u>-28.73%</u></u>

Cornwall Public Library
Profit & Loss by Class
July through September 2017

	Friends	Furniture grant (Grants)	Skoufis grant - phone & microfi (Grants)	Total Grants	Operating	TOTAL
Income						
EXPECTED FUNDING - not yet received	16,573.64	12,000.00	8,900.00	20,900.00		37,473.64
2082 · Library Fines	0.00	0.00	0.00	0.00	6,980.78	6,980.78
2401 · Income from Investments	0.00	0.00	0.00	0.00	25.18	25.18
2670 · Sale of Library Materials	0.00	0.00	0.00	0.00	706.72	706.72
2706 · Gifts & Endowments						
2706.1 · Gifts-Friends	1,222.36	0.00	0.00	0.00	0.00	1,222.36
2706.2 · Gifts-Other	0.00	0.00	0.00	0.00	2,215.06	2,215.06
Total 2706 · Gifts & Endowments	1,222.36	0.00	0.00	0.00	2,215.06	3,437.42
2760 · Grants	0.00	0.00	0.00	0.00	3,088.00	3,088.00
3840 · RCLS	0.00	0.00	0.00	0.00	4,398.00	4,398.00
Total Income	17,796.00	12,000.00	8,900.00	20,900.00	17,413.74	56,109.74
Gross Profit	17,796.00	12,000.00	8,900.00	20,900.00	17,413.74	56,109.74
Expense						
141 · Salary-Certified Librarian	0.00	0.00	0.00	0.00	61,698.30	61,698.30
142 · Salary-Clerical	0.00	0.00	0.00	0.00	107,504.92	107,504.92
143 · Salary-Treasurer	0.00	0.00	0.00	0.00	1,153.86	1,153.86
410 · Books	0.00	0.00	0.00	0.00	16,193.97	16,193.97
412 · Video/Music/Books on Tape	0.00	0.00	0.00	0.00	5,843.68	5,843.68
413 · Serials/Reference	0.00	0.00	0.00	0.00	3,463.79	3,463.79
430 · Supplies						
430.1 · Library supplies	0.00	0.00	0.00	0.00	1,188.43	1,188.43
430.2 · Office supplies	0.00	0.00	0.00	0.00	2,086.00	2,086.00
430.3 · Program supplies	570.64	0.00	0.00	0.00	1,020.82	1,591.46
430 · Supplies - Other	0.00	12,000.00	0.00	12,000.00	7,145.15	19,145.15
Total 430 · Supplies	570.64	12,000.00	0.00	12,000.00	11,440.40	24,011.04
431 · Telephone	0.00	0.00	3,594.94	3,594.94	1,956.71	5,551.65
433 · Postage	0.00	0.00	0.00	0.00	447.04	447.04
434 · Publicity & Printing	29.91	0.00	0.00	0.00	1,015.81	1,045.72
435 · Travel/Conference	0.00	0.00	0.00	0.00	876.49	876.49
437 · Professional Fees						
437.1 · Prof fees-Office	0.00	0.00	0.00	0.00	3,014.00	3,014.00
437.2 · Prof fees-Adult programs	770.00	0.00	0.00	0.00	1,760.00	2,530.00
Total 437 · Professional Fees	770.00	0.00	0.00	0.00	4,774.00	5,544.00
438 · Dues	0.00	0.00	0.00	0.00	277.00	277.00
440 · Contracts w/ Books Co.	0.00	0.00	0.00	0.00	497.63	497.63
450 · Fuel/Utilities	0.00	0.00	0.00	0.00	5,475.46	5,475.46
451 · Custodial Supplies	0.00	0.00	0.00	0.00	467.02	467.02
452 · Repairs to Building	0.00	0.00	0.00	0.00	1,584.69	1,584.69
455 · RCLS ANSER & Telecommunication	0.00	0.00	0.00	0.00	12,268.56	12,268.56
469 · Service Contracts	0.00	0.00	0.00	0.00	13,696.04	13,696.04
9030.8 · FICA/Medicare Expense	0.00	0.00	0.00	0.00	15,501.59	15,501.59
9090.8 · Health Insurance	0.00	0.00	0.00	0.00	25,736.12	25,736.12
Total Expense	1,370.55	12,000.00	3,594.94	15,594.94	291,873.08	308,838.57
Net Income	16,425.45	0.00	5,305.06	5,305.06	-274,459.34	-252,728.83

Cornwall Public Library
Profit & Loss Budget vs. Actual - Operating
July through September 2017

	Budget % 25%	YTD Budget			Full 2017-2018 Budget		
		Jul - Sep 17	Budget	\$ Over Budget	Full Budget	\$ Over Budget	% of Budget
Income							
2002 · Local Public Funds		0.00	0.00	0.00	1,160,806.00	-1,160,806.00	0.0%
2003 · Refund of Tax assessment		0.00	-750.00	750.00	-3,000.00	3,000.00	0.0%
2005 · Appropriated Fund Balance		0.00	0.00	0.00	25,000.00	-25,000.00	0.0%
2082 · Library Fines		6,980.78	7,750.03	-769.25	31,000.00	-24,019.22	22.52%
2401 · Income from Investments		25.18	124.97	-99.79	500.00	-474.82	5.04%
2670 · Sale of Library Materials		706.72					
2701 · Refunds		0.00	250.03	-250.03	1,000.00	-1,000.00	0.0%
2706 · Gifts & Endowments		2,215.06	2,074.97	140.09	8,300.00	-6,084.94	26.69%
2760 · Grants		3,088.00	3,000.00	88.00	12,000.00	-8,912.00	25.73%
3840 · RCLS		4,398.00	1,000.03	3,397.97	4,000.00	398.00	109.95%
Total Income		17,413.74	13,450.03	3,963.71	1,239,606.00	-1,222,192.26	1.41%
Gross Profit		17,413.74	13,450.03	3,963.71	1,239,606.00	-1,222,192.26	1.41%
Expense							
141 · Salary-Certified Librarian		61,698.30	59,483.56	2,214.74	220,937.29	-159,238.99	27.93%
142 · Salary-Clerical		107,504.92	116,897.55	-9,392.63	434,190.71	-326,685.79	24.76%
143 · Salary-Treasurer		1,153.86	1,346.14	-192.28	5,000.00	-3,846.14	23.08%
203b · Capital Equipment		0.00	300.00	-300.00	300.00	-300.00	0.0%
410 · Books		16,193.97	17,471.34	-1,277.37	69,885.00	-53,691.03	23.17%
411 · Film		0.00	0.00	0.00	550.00	-550.00	0.0%
412 · Video/Music/Books on Tape		5,843.68	7,539.47	-1,695.79	30,158.00	-24,314.32	19.38%
413 · Serials/Reference		3,463.79	3,324.94	138.85	13,300.00	-9,836.21	26.04%
430 · Supplies							
430.1 · Library supplies		1,188.43	1,249.97	-61.54	5,000.00	-3,811.57	23.77%
430.2 · Office supplies		2,086.00	1,999.97	86.03	8,000.00	-5,914.00	26.08%
430.3 · Program supplies		1,020.82	2,575.06	-1,554.24	7,800.00	-6,779.18	13.09%
430 · Supplies - Other		7,145.15	0.00	7,145.15	0.00	7,145.15	100.0%
Total 430 · Supplies		11,440.40	5,825.00	5,615.40	20,800.00	-9,359.60	55.0%
431 · Telephone		1,956.71	3,499.97	-1,543.26	14,000.00	-12,043.29	13.98%
433 · Postage		447.04	1,000.03	-552.99	4,000.00	-3,552.96	11.18%
434 · Publicity & Printing		1,015.81	2,500.03	-1,484.22	10,000.00	-8,984.19	10.16%
435 · Travel/Conference		876.49	1,125.00	-248.51	4,500.00	-3,623.51	19.48%
436 · Friends Expense		0.00	-4,449.00	4,449.00	-17,796.00	17,796.00	0.0%
437 · Professional Fees							
437.1 · Prof fees-Office		3,014.00	6,319.97	-3,305.97	25,280.00	-22,266.00	11.92%
437.2 · Prof fees-Adult program		1,760.00	1,750.03	9.97	7,000.00	-5,240.00	25.14%
437.3 · Prof fees-YA programs		0.00	375.00	-375.00	1,500.00	-1,500.00	0.0%
437.4 · Prof fees-Juvenile		0.00	1,000.03	-1,000.03	4,000.00	-4,000.00	0.0%
437.5 · Prof fees-SRP		0.00	1,500.00	-1,500.00	3,000.00	-3,000.00	0.0%
Total 437 · Professional Fees		4,774.00	10,945.03	-6,171.03	40,780.00	-36,006.00	11.71%
438 · Dues		277.00	400.00	-123.00	1,300.00	-1,023.00	21.31%
439 · Equipment Repair		0.00	200.00	-200.00	200.00	-200.00	0.0%
440 · Contracts w/ Books Co.		497.63	649.97	-152.34	2,600.00	-2,102.37	19.14%
450 · Fuel/Utilities		5,475.46	7,999.97	-2,524.51	32,000.00	-26,524.54	17.11%
451 · Custodial Supplies		467.02	499.97	-32.95	2,000.00	-1,532.98	23.35%
452 · Repairs to Building		1,584.69	2,500.03	-915.34	10,000.00	-8,415.31	15.85%
454 · Building Insurance		0.00	12,000.00	-12,000.00	12,000.00	-12,000.00	0.0%
455 · RCLS ANSER & Telecommur		12,268.56	13,250.00	-981.44	53,000.00	-40,731.44	23.15%
469 · Service Contracts		13,696.04	11,649.00	2,047.04	46,596.00	-32,899.96	29.39%
9010.8 · Retirement		0.00	0.00	0.00	49,258.00	-49,258.00	0.0%
9030.8 · FICA/Medicare Expense		15,501.59	13,493.07	2,008.52	50,117.00	-34,615.41	30.93%
9060.8 · Workers' Comp		0.00	0.00	0.00	8,000.00	-8,000.00	0.0%
9090.8 · Health Insurance		25,736.12	30,482.53	-4,746.41	121,930.00	-96,193.88	21.11%
Total Expense		291,873.08	319,933.60	-28,060.52	1,239,606.00	-947,732.92	23.55%
Net Income		-274,459.34	-306,483.57	32,024.23	0.00	-274,459.34	-22.14%