

Agenda  
July 26, 2023  
6PM

1. Call to order
2. Pledge of Allegiance
3. Privilege of the floor:
4. Approval of June 28, 2023 minutes
5. Financial Report and approval of expenditures
6. Report of Library Manager
7. Report of Special Committees:
  - a. Strategic Plan - Set next meeting
8. Correspondence and Communications
9. New Business:
  - a. Annual Appeal
  - b. Other?
10. Unfinished business:
  - a. History Day: 9/9 Chicken Bar B Q
  - b. School Tax work with Cassadaga Library/ Mary Seymour Library
11. Nomination and voting on new trustees (Candi George and Jessica Emmott)
12. Next meeting is August 30, 2023

# SINCLAIRVILLE FREE LIBRARY BOARD MINUTES

June 28, 2023

OPENING: Bill Newton called the meeting to order June 28, 2023 at 6:05 PM with reciting the Pledge of Allegiance.

PRESENT: Lisa Greeley, Beth Hadley, Peggy Minckler, Bill Newton, Larry Barmore, Betty Jean Ridout, Darla Frost Kianos, Candi George, Linda Bartholomew

MEMBERS ABSENT: Roslin Newton

APPROVAL OF MINUTES: The May 31, 2023 minutes were approved with corrections. Motion to accept by Lisa Greeley, seconded by Darla Frost Kianos

FINANCIAL REPORT: Darla Frost Kianos moved to approve, Linda Bartholomew seconded, motion carried

MANAGER'S REPORT: The report was reviewed.

1. Library got an award that will pay for accessibility projects
2. Potential for expanded services for Gerry discussed. Linda Bartholomew, Larry Barmore and Lisa Greeley will review and consider presentations to the Town Board
3. Summer reading program starts July 1st. Kickoff will be at the Cassadaga Library.
4. Summer reading logs are available for adults as well
5. A library tour of the county is offered this year
6. Packets on school vote information from CCLS is available

Motion to accept by by Lisa Greeley, seconded by Larry Barmore, motion carried

SPECIAL COMMITTEES: Will meet again 7/10/23, 6pm

CORRESPONDENCE:

1. Park Avenue investments needed to update information, Bill Newton corrected and is designated as responsible for updates in the future
2. Beth reviewed policies that will cover issues such as book banning, patron code of conduct, and more.

## OLD / UNFINISHED BUSINESS:

### Policies

1. The display policy was approved, motion by Darla Frost Kianos, seconded by Bill Newton, motion carried
2. Photography and Video recording policy was approved, motion by Darla, seconded by Betty Jean Ridout
3. Patron Code of Conduct was approved with corrections, motion by Darla Frost Kianos, seconded by Linda Bartholomew, motion carried
4. Unattended child policy was approved, motion by Darla Frost Kianos, seconded by Peggy Minckler, motion carried
5. Board member video conferencing policy approved, motion by Darla Frost Kianos, seconded by Lisa Greeley, motion carried

### Fundraising

1. Options for Chicken BBQ during the History Fair were discussed, past president Jeff Embury shared information on the project in the past. Volunteers will be recruited when the time draws nearer. Larry will contact Eric Spinler, Ann Pfeiffer, the fire department, and others needed to organize the project. Approximately 240-250 chickens needed.
2. Lisa will help organize volunteers
3. Cassadaga Library intends to seek school budget funding, Sinclairville will begin steps to explore that effort. Bill will contact library in Sherman to understand their failure to obtain the funding.

## NEW BUSINESS:

1. No report

ADJOURNMENT: The meeting was adjourned at 7:25 PM. Moved by Darla Frost Kianos and seconded by Peggy Minckler. The next meeting will be held on July 26, 6:00 PM in the library.

Minutes submitted by: Lisa Greeley

Approved: \_\_\_\_\_

# **JULY 2023 LIBRARY MANAGER'S REPORT**

## **STRATEGIC PLAN GOALS**

- 1. Enhance Library Funding Streams**
- 2. Strengthen Outreach (Town of Gerry, CVCS)**
- 3. Catalogue Local History Collection**
- 4. Staff and Volunteer Development**
- 5. Update Policies and Procedures**
- 6. Evaluate, Weed and Update Collection (Financial, Legal, Medical and Science/Technology prioritized)**

Numbers are inserted to indicate when strategic plan goals have been targeted.

## **ADMINISTRATIVE**

The library will be closed on Monday, September 4<sup>th</sup> in observance of Labor Day.

The Cumulative Quarterly Statistics report for January 1 through June 30, 2023 has been submitted to CCLS as required (details below).

Trustees from the Mary Seymour Stockton/Cassadaga Library and Sinclairville Free Library will meet together at the Sinclairville library on Thursday, July 27 at 6 PM to discuss a joint initiative for library funding.

## **BUILDING, GROUNDS AND MAINTENANCE**

The library's back door counter no longer works. It has been replaced twice already. For now, we are doubling the front door counter for statistical purposes.

Ridout's Heating and Cooling, Inc. provided routine annual servicing of the library's air conditioning system on July 6<sup>th</sup>.

## **CORRESPONDENCE**

Received Account Statement from Victory Funds showing a total market value of investments at June 30, 2023 of \$ 13,756.58.

## **DONATIONS 1**

Library volunteer Pat Kirell donated a copy of her sister Susannah Willey's newly released book War Sonnets. An article in the Observer on July 14 featured this WW 2 novel, which was inspired by the poetry of Pat and Susannah's uncle Allen Benton, a veteran of WW 2. Sergeant Benton taught at SUNY Fredonia for 22 years.

A donation of \$300.00 was made by NYSCOPBA at Lakeview for the library's Summer Reading Program. A donation of \$100.00 was made by the congregation of the Charlotte Center Church in appreciation for all the library does for the community. **1**

## FUNDRAISING

The bake sale and small book sale held during the village-wide yard sale earned \$326 for the library.

## GRANTS 1

**Chautauqua Region Community Foundation** has approved the library's grant request for Seal and Re-Stripe Parking Lot in the amount of \$1,050. Vice President Barmore completed the application and grant acceptance form and will administer the grant. Any publicity related to the grant award must be approved by the Foundation prior to its release to the media. 1

## OUTREACH 2

Outreach to Gerry includes digital services assistance provided to residents at the Homestead in conjunction with the library's ongoing bi-monthly programming there. 2

The CougarU program from CVCS transported 60 students to the library on a field trip July 21<sup>st</sup>. Children explored the library's offerings, listened to stories and created a story together led by Assistant Huling.

Children enrolled in the Park Church Wrap childcare program, the Little Seeds program and the Village of Sinclairville and Village of Gerry recreation programs are all participating in the library's "mobile" summer reading program, which is brought to them by Library Assistant Jessica Huling. 2

A meeting between Manager Hadley and Marcy Sweetman, Director of Education and Accountability at Cassadaga Valley Central School, is scheduled for July 24<sup>th</sup> to discuss further development of collaboration between the school district and Sinclairville Free Library. 2

## PROGRAMS AND EVENTS

The August calendar of programs and events is available on the library's website ([www.sinclairvillelibrary.org](http://www.sinclairvillelibrary.org)). Paper copies are available at the front desk.

### Highlights:

**Alzheimer's Association presentation on "Managing Money"** will be held on Thursday, August 3<sup>rd</sup> at 5:30 PM. To register, please visit [alz.org.wny](http://alz.org.wny) or call 1.800.272.3900.

**Family History Club** will meet on Saturday, August 12<sup>th</sup> at 10 AM.

### Summer Reading Program:

Copies of the reading logs for children, teens and adults are available at the front desk. There's still time to register and participate in the program this year.

The Summer Reading Program for children includes themed "Take and Make" craft kits that are available by stopping in at the library. Kits include directions and materials needed to make each

craft. Kits such as these are considered "Passive Programming" and are counted for the Annual Report to NYS.

### **Scheduled Summer Nights Programs:**

**The Secret Garden Tea Party and Book Club:** Monday, July 31<sup>st</sup> at 6:00 PM. Open and fun discussion of The Secret Garden by Frances Hodgson Burnett. Tea, mini sandwiches and desserts will be served. For ages 8 and up. Seats are limited and reservations are required. **Please call 716.962.5885 to make reservations.**

**Community Night featuring Sundance Kids Farm Petting Zoo:** Monday, August 7<sup>th</sup> from 5:00 to 7:00 PM. Join us for hot dogs and snacks. Miss Jessica will read some special stories beginning at 6:00 PM.

**"Bad Kitty is Kind" creative writing** on Thursday, August 10<sup>th</sup> at 6:00 PM. Ages 8 and up are invited to write their own stories using Nick Bruel's Bad Kitty character. Writing prompts and all materials will be provided for this writing together activity. **Please register in advance for this program by calling the library or by email to [info@sinclairvillelibrary.org](mailto:info@sinclairvillelibrary.org).**

**Summer Reading logs must be returned no later than September 2<sup>nd</sup>.**

### **Program Updates:**

**Adventure Passes:** Passes for Chautauqua Institute are now available. Details are available on the library website.

**Gerry Outreach:** Memoir writing will be held at the Homestead in Gerry on Friday, August 4<sup>th</sup> at 3 PM. **2**

### **Book Clubs:**

**Books Unlimited** will discuss Local Woman Missing by Mary Kubica at the library on Monday, August 21<sup>st</sup> at 7 PM.

**Book Club at the Homestead** will not meet in August.

**Online Book Club** will discuss The Secret Garden by Frances Hodgson Burnett on Monday, July 31<sup>st</sup> at 7:30 PM. Please contact the Library Manager for the link to attend online. There will be no online book club meeting in August.

## **PUBLIC RELATIONS AND PUBLICITY**

Sinclairville Elementary School is promoting the library's Summer Reading Program on their sign.

The library's presentation to the Ross Grange was mentioned in an article published in the Post-Journal June 28<sup>th</sup>.

A schedule of the library's "All Together Now" summer reading program events was submitted to both the Observer and the Post-Journal.

## **STAFF AND VOLUNTEERS**

Manager Hadley will be on vacation August 14 – 19. Library Assistant Huling will be on vacation August 21 - 26. A calendar of the days and times staff and volunteers are scheduled to work at the library is posted in the office. 4

Volunteer Amanda Myles will coordinate the library's float for the History Fair.

Volunteers receive regular notices about changes to procedures, such as a recent upgrade to the KOHA automated circulation system and any changes to shelving location when books are re-arranged. 4

### **2023 Trustee Handbook Book Club Schedule: 4**

Please use the link below to access the trustee training resources that are currently available. There are some upcoming sessions that you can register for, and there are also links to the recordings of previous sessions. Even if you're not able to attend the webinars, you can register and then receive the recording. Or you can view the recordings after they have been posted on the link given below. If you view the recordings or attend any sessions please notify the Board President, as he is tasked with keeping track of trustee training. Trustees are required to complete two hours of training annually, which does not include the mandatory sexual harassment training.

You can access the full [\*Trustee Handbook Book Club series resources\*](#) online.

Upcoming topics:

Strategic Planning (Tuesday, August 15<sup>th</sup> 5 to 6:30 PM)

Equity, Diversity, Inclusion, Access and Justice (Tuesday, October 17<sup>th</sup> 5 to 6:30 PM)

Financing and Managing Construction Projects (Tuesday, December 19<sup>th</sup> 5 to 6:30 PM)

## **STATISTICS**

### **Quarterly Statistics for January – June, 2023 (2022 in parentheses for comparison):**




Circulation (everything):	7,644 (6,438)
Circulation of other materials: (everything except print)	2,587 (1,882)
Number of registered borrowers As of June 30:	1,358 (1,330)
Number of visits to library	4,886 (5,488)
Number of reference questions:	478 (597)

# August 2023

## SINCLAIRVILLE FREE LIBRARY



PO BOX 609  
15 MAIN STREET  
SINCLAIRVILLE, NY 14782  
PHONE: 716.962.5885  
FAX: 716.962.5885  
Director: Beth Hadley  
info@sinclairvillelibrary.org  
www.sinclairvillelibrary.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
<b>SUMMER READING!!!</b> Wednesday, July 5th thru Thursday, August 31st Thank you to our sponsors: Ross Grange NYSCOPBA Funding provided by CCLS Summer Reading Mini Grant 2023		<b>Sign-up for Summer Reading at the Front Desk.</b> <b>Prizes for Children and Teens!!!</b> Everyone who registers for Summer Reading will get to pick a water bottle sticker from our stash of book, kindness and friendship themed water bottle stickers. <i>Stickers donated by Jakob Huling.</i>			<b>PROGRAMS:</b> Child's Play: For ages birth to preschool. Participate in stories, songs & fingerplays. Take away craft or activity for extended learning. Registration is required. Family History: New group for anyone interested in genealogy and writing to preserve family history. Please register. Library Services @ The Homestead or at the Library: Help with library cards, borrowing/requesting materials, returning materials. Please bring passwords for digital assistance. Memoir Writing @ The Homestead: Join us to explore life themes together and to create a written life story for personal reflection or to share with friends and family members. Sinclairville Samplers: Quilting, knitting, crochet, embroidering, and fun with friends. Write Spirit: Christian writing group. Virtual program.		
		1 Mobile Summer Reading!!! Miss Jessica & Chet visit our local summer recreation programs	2 Child's Play 1:00 - 2:00 pm	3 Managing Money 5:30 pm w/ Alzheimer's Association To Register, please visit: alz.org.wny or call 1.800.272.3900	4 Write Circle 9:00 am Hybrid Sinclairville Samplers 10:30 am Library Services @ The Homestead 2:00 pm Memoir Writing @ The Homestead 3:00 pm	5	
6	7 Family Night "Community Night" 5:00 - 7:00 pm Sundance Kids Farm Petting Zoo	8 Mobile Summer Reading!!! Miss Jessica & Chet visit our local summer recreation programs	9 Child's Play 1:00 - 2:00 pm Write Spirit 7:00 pm Virtual	10 Family Night "Bad Kitty is Kind" Graphic Novel Comic Creation 6:00 pm Register Online	11 Write Circle 9:00 am Hybrid Sinclairville Samplers 10:30 am	12 Family History 10:00 am	
13	14	15 Trustee Handbook Bookclub "Strategic Planning" 5:00 - 6:30 pm	16 Child's Play 1:00 - 2:00 pm	17	18 Sinclairville Samplers 10:30 am  LAST DAY FOR ENTERIES IN "TEEN TEAM SELFIE SCAVENGER HUNT" No selfies will be accepted after 9:00 pm on 8/18. Winner announced 8/19.	19	
20	21 Books Unlimited Book Club 7:00 pm	22	23	24	25 Write Circle 9:00 am Hybrid Sinclairville Samplers 10:30 am	26	
27	28	29	30 Child's Play 1:00 - 2:00 pm Library Board Mtg 6:00 pm	31 LAST DAY FOR SUMMER READING!!! Turn in your minute sheets & reading logs to be eligible for prizes. No sheets for prizes will be accepted after 9/2. 	Sept 1 Write Circle 9:00 am Hybrid Sinclairville Samplers 10:30 am Library Services @ The Homestead 2:00 pm Memoir Writing @ The Homestead 3:00 pm	2	
<b>HOURS</b> Monday 2:00 - 7:00 pm Wednesday 9:00 am - 5:00 pm Thursday 2:00 - 7:00 pm Friday 10:00 am - 4:00 pm Saturday 10:00 am - 1:00 pm		<b>BOOK CLUB SELECTIONS - COPIES ARE AVAILABLE THRU THE LIBRARY SYSTEM</b> Books Unlimited Book Club Selection: "Local Woman Missing" by Mary Kubica Book Club @ The Homestead: Pick up books for September on August 4th during library visit. Virtual Book Club Selection: No meeting this month...Enjoy your summer! Please register for events or programs using our Event & Program Registration form on our website					<b>MAKERSPACE</b> Our Makerspace is available during Open Hours* LEGOS, marble runs, KINEX, building kits, challenges, craft kits and more. Parent/caregiver must accompany child <b>SUMMER READING!!!</b> Starts Wednesday, July 5th and runs through Thursday, August 31st  Focusing on Kindness, Friendship and Community. Child's "How Many Minutes Can You Read?" Challenge Teen Team Selfie Scavenger Hunt Community Kindness Tree <b>Community Night</b> Featuring <b>SUNDANCE KIDS FARMS PETTING ZOO!!!</b> 5:00 to 7:00 pm  Plus, hot dogs and snacks...A story with Miss Jessica at 6:00 pm...Crafts and more...



Sinclairville Free Library  
 Balance Sheet Prev Year  
 As of June 30, 2023

	Jun 30, 23	Jun 30, 22
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
<b>Checking - Community Bank</b>		
Checking - Operating	1,686.47	1,390.73
<b>Grant Funding</b>		
Bullet Aid	0.00	3,571.43
Local History Room	0.00	126.78
<b>Restricted Funds</b>		
Capital Improvements	0.00	-4,000.00
NCCF	0.00	2,500.00
Technology Upgrades	0.00	322.41
<b>Total Restricted Funds</b>	<u>0.00</u>	<u>-1,177.59</u>
<b>Total Grant Funding</b>	<u>0.00</u>	<u>2,520.62</u>
<b>Total Checking - Community Bank</b>	<u>1,686.47</u>	<u>3,911.35</u>
Front Desk Change	15.00	15.00
Petty Cash	50.00	50.00
Savings	3,911.15	17,409.22
<b>Total Checking/Savings</b>	<u>5,662.62</u>	<u>21,385.57</u>
<b>Other Current Assets</b>		
<b>Investment</b>		
Investment-Orig + Income	15,939.46	17,597.99
Unrealized Gain (Loss) on Inves	-2,607.89	0.00
<b>Total Investment</b>	<u>13,331.57</u>	<u>17,597.99</u>
<b>Total Other Current Assets</b>	<u>13,331.57</u>	<u>17,597.99</u>
<b>Total Current Assets</b>	<u>18,994.19</u>	<u>38,983.56</u>
<b>Fixed Assets</b>		
Land & Building	244,123.98	219,599.19
<b>Total Fixed Assets</b>	<u>244,123.98</u>	<u>219,599.19</u>
<b>TOTAL ASSETS</b>	<u><b>263,118.17</b></u>	<u><b>258,582.75</b></u>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Equity</b>		
32000 · Unrestricted Net Assets	273,756.48	274,936.90
Net Income	-10,638.31	-16,354.15
<b>Total Equity</b>	<u>263,118.17</u>	<u>258,582.75</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>263,118.17</b></u>	<u><b>258,582.75</b></u>

Sinclairville Free Library  
Profit & Loss Budget - Actual  
January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>CCLS - System Cash Grants</b>			
Other Cash Grants	500.00	5,000.00	-4,500.00
11.3 · LLSA	143.40	500.00	-356.60
11.7 · Materials Plan	1,536.00	2,000.00	-464.00
<b>Total CCLS - System Cash Grants</b>	<b>2,179.40</b>	<b>7,500.00</b>	<b>-5,320.60</b>
<b>11.1 · Public Funding</b>			
Charlotte	12,000.00	11,250.00	750.00
Gerry	6,000.00	6,000.00	0.00
Sinclairville	0.00	9,500.00	-9,500.00
<b>Total 11.1 · Public Funding</b>	<b>18,000.00</b>	<b>26,750.00</b>	<b>-8,750.00</b>
<b>11.13 · Other Receipts</b>			
<b>11.14 · Gifts &amp; endowments</b>			
Donation	2,030.43	8,010.00	-5,979.57
Memorial	100.00	1,000.00	-900.00
<b>Total 11.14 · Gifts &amp; endowments</b>	<b>2,130.43</b>	<b>9,010.00</b>	<b>-6,879.57</b>
<b>11.15 · Fund Raising</b>			
Annual Appeal	1,400.00	6,000.00	-4,600.00
Bake Sale	0.00	250.00	-250.00
Chicken BBQ	0.00	2,000.00	-2,000.00
Give Big CHQ	1,317.49	500.00	817.49
History Books	5.00		
Painted rocks	15.00	250.00	-235.00
Yard Sale	0.00	250.00	-250.00
<b>Total 11.15 · Fund Raising</b>	<b>2,737.49</b>	<b>9,250.00</b>	<b>-6,512.51</b>
<b>11.16 · Investment Income</b>			
Savings Interest	0.23	4.00	-3.77
11.16 · Investment Income - Other	0.18		
<b>Total 11.16 · Investment Income</b>	<b>0.41</b>	<b>4.00</b>	<b>-3.59</b>
<b>11.17 · Library Charges</b>			
Copy	40.65	150.00	-109.35
Fax	27.25	50.00	-22.75
Fines	0.00	0.00	0.00
ILL Fee	0.00	5.00	-5.00
Lost Book Payments	56.00		
Lost Card	3.00	0.00	3.00
Printing	74.75	150.00	-75.25
<b>Total 11.17 · Library Charges</b>	<b>201.65</b>	<b>355.00</b>	<b>-153.35</b>
<b>11.18 · Other Income</b>			
Book Sale	-27.98	250.00	-277.98
<b>Total 11.18 · Other Income</b>	<b>-27.98</b>	<b>250.00</b>	<b>-277.98</b>
<b>Total 11.13 · Other Receipts</b>	<b>5,042.00</b>	<b>18,869.00</b>	<b>-13,827.00</b>
<b>Total Income</b>	<b>25,221.40</b>	<b>53,119.00</b>	<b>-27,897.60</b>

Sinclairville Free Library  
Profit & Loss Budget - Actual  
January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget
<b>Expense</b>			
<b>Employee Expenses</b>			
12.3 · Salaries			
Assistant	8,579.64	15,080.00	-6,500.36
Manager	12,486.04	26,936.00	-14,449.96
<b>Total 12.3 · Salaries</b>	<b>21,065.68</b>	<b>42,016.00</b>	<b>-20,950.32</b>
12.4 · Employee Benefits	2,546.76	4,184.00	-1,637.24
<b>Total Employee Expenses</b>	<b>23,612.44</b>	<b>46,200.00</b>	<b>-22,587.56</b>
<b>Library Materials</b>			
12.6 · Printed Material			
Books	2,534.76		
Magazines	657.20		
12.6 · Printed Material - Other	0.00	4,000.00	-4,000.00
<b>Total 12.6 · Printed Material</b>	<b>3,191.96</b>	<b>4,000.00</b>	<b>-808.04</b>
12.7 · Electronic Material	600.00	1,200.00	-600.00
12.8 · Other Material			
Audio CD's	0.00	150.00	-150.00
DVD's	225.73	200.00	25.73
Toys/Manipulatives	20.95	150.00	-129.05
<b>Total 12.8 · Other Material</b>	<b>246.68</b>	<b>500.00</b>	<b>-253.32</b>
<b>Total Library Materials</b>	<b>4,038.64</b>	<b>5,700.00</b>	<b>-1,661.36</b>
<b>12.17 · Building Operation &amp; Maintenance</b>			
Other Bldg Oper & Maint			
Building Insurance	1,936.61	2,000.00	-63.39
Cleaning	1,380.00	2,600.00	-1,220.00
Supplies	54.18	500.00	-445.82
Utilities	2,911.54	5,250.00	-2,338.46
Other Bldg Oper & Maint - Other	91.97		
<b>Total Other Bldg Oper &amp; Maint</b>	<b>6,374.30</b>	<b>10,350.00</b>	<b>-3,975.70</b>
Repairs	0.00	250.00	-250.00
<b>Total 12.17 · Building Operation &amp; Maintenance</b>	<b>6,374.30</b>	<b>10,600.00</b>	<b>-4,225.70</b>
<b>12.25 · Miscellaneous Expense</b>			
Equipment	0.00	2,500.00	-2,500.00
Office & Library Supplies	587.58	1,000.00	-412.42
Postage	126.00	120.00	6.00
Professional & Consultant Fees	0.00	500.00	-500.00
Technology updating	0.00	1,000.00	-1,000.00
Telephone & Internet	308.94	750.00	-441.06
z-Miscellaneous - other			
Advertising	55.00	25.00	30.00
Coffee expense	0.00	100.00	-100.00
Fund Raising Exp	0.00	650.00	-650.00
Paypal Fee	0.00	10.00	-10.00
Program Expense			
Summer Reading Program	-10.34	500.00	-510.34
Program Expense - Other	208.67	1,200.00	-991.33

Sinclairville Free Library  
**Profit & Loss Budget - Actual**  
 January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget
<b>Total Program Expense</b>	198.33	1,700.00	-1,501.67
Travel	207.17	150.00	57.17
Volunteer Expense	22.17	100.00	-77.83
z-Miscellaneous - other - Other	260.83	100.00	160.83
<b>Total z-Miscellaneous - other</b>	743.50	2,835.00	-2,091.50
<b>12.25 · Miscellaneous Expense - Other</b>	165.75		
<b>Total 12.25 · Miscellaneous Expense</b>	1,931.77	8,705.00	-6,773.23
<b>Total Expense</b>	35,957.15	71,205.00	-35,247.85
<b>Net Ordinary Income</b>	-10,735.75	-18,086.00	7,350.25
<b>Other Income/Expense</b>			
Other Income			
Investment - not on annual rept	97.44		
<b>Total Other Income</b>	97.44		
<b>Net Other Income</b>	97.44		
<b>Net Income</b>	<b>-10,638.31</b>	<b>-18,086.00</b>	<b>7,447.69</b>