West Seneca Public Library Board Meeting Agenda – June 12, 2024 @ 4:00pm in the Large Community Room

- A. Call of the Roll.
- B. Approval / Changes to Agenda.
- C. Minutes of the Preceding Meeting May 15, 2024
- D. Nominations and Elections of Officers, if any.
- E. Report of the Director May 2024
- F. Report of the Treasurer.
 - 1. County account statement May 2024
 - 2. Local account statement May 2024
 - 3. Summary of accounts May 2024
 - 4. Check abstract and approvals
 - 5. Update to 2024 Budget State/Member Aid
- G. Report of the Friends of the Library.
- H. Report of the President.
- I. Old Business.
 - 1. Human Library
- J. New Business.
 - 1. Compliance Officer Annual Report
 - 2. Replacement vacuum cleaner
 - 3. Replacement desk chairs
- K. Public Comment.
- L. Adjournment.

Next Regular Meeting: July 17, 2024 @ 4:00pm

West Seneca Public Library

Library Board of Trustees Meeting Agenda

May 15th, 2024 @ 4:00pm in the Large Community Room

A. Call of the Roll

- o Present: Jennifer Dobe, Amanda Cleesattel, Cynthia Johnson, William Josefiak
- o Excused: Jessica Casamassa
- Guest(s): Robert Alessi (Director)
- B. Approval / Changes to Agenda: none
- C. Minutes of Preceding Meeting (April 17, 2024)—none

Motion to approve: William Josefiak

Second: Jennifer Dobe

Ayes: all Nayes: none

D. Report of the Director

See April 2024 documents posted

- West Seneca Director now a part of Grants Committee in Library System; possible idea for grant request for West Seneca Library: teen book box
- o Discard book sale June 26-July 9th 2024
- Central library system managers meeting held in West Seneca this month (digital fire safety/extinguisher training)
- o ACT May meeting: Contract organization/table of contents re organized per a library system subcommittee, Dick Earne tribute, as well as open meeting policy education.

E. Report of the Treasurer:

See April 2024 documents posted

- O County account statement April 2024 (May will show \$20k in black from Assemblyman Patrick Burke)
- Local account statement April 2024 (new money coming in from Assemblyman Patrick Burke; funds to be used for Library materials and programming)
- o Summary of accounts April 2024
- o Check abstract and approvals April 2024

Motion to approve: Jennifer Dobe

Second: Cynthia Johnson

Ayes: all

F. Report of the Friends of the Library:

- o Zoom meeting: united for libraries website (can use for fundraising ideas)
- October 20th- 26 friends of the library week
- Book sales are the main source of revenue. West Seneca also hosts the monthly basket drawing for fundraising
- o New member recruitment a topic
- o Friends to sponsor Bluey event (live actor)
- o Next meeting August 19th

G. Report of the President:

- o Nothing to report
- H. <u>Old Business:</u> Amanda presented an overview of The Human Library; its purpose and mission. Board to continue to look into before any further movement occurs.

I. New Business:

Motion to approve \$2000 purchase/use of Assemblyman Burke funds for adult non fiction

Motion: Jennifer Dobe Second: Cynthia Johnson

Ayes: all Nays: none

Motion to approve Library Rules of Conduct

Motion: William Josefiak Second: Jennifer Dobe

Ayes: all Nays: none

Motion to approve Unattended Children Policy

Motion: William Josefiak Second: Cynthia Johnson

Ayes: all Nays: none

Motion to approve Gift & Donor Recognition Policy

Motion: William Josefiak Second: Jennifer Dobe

Ayes: all Nays: none

J. Public Comment: none; no community members present

Adjournment @ 5:06 pm

Motion: William Josefiak Second: Jennifer Dobe

Ayes: all Nays: none

Next Regular Meeting: June 12th ,2024 @ 4pm

Respectfully submitted by Amanda Cleesattel, Secretary



West Seneca Public Library Board Meeting Director's Report

May 2024

<u>Circulation - May 2024</u> 19,865

Revenue - County Account Fees, Copies, Print - May 2024 \$718.90

<u>Library Visitors - May 2024</u> 8,457

<u>Programming - May 2024</u> (Youth/Teen)

Make & Take Craft Bags	All month	285 bags
Tutoring	All month	208 sessions
Baby & Me	5/1	18 attendees
Star Wars Scavenger Hunt	5/1-5/4	164 participants
Star Wars Craft	5/4	25 attendees
Mother's Day Card Craft	5/7	13 attendees
Queen of Heaven Pre-K Class	5/10	40 attendees
Visit		
Lego Club (4)	5/11,5/25	49 attendees
Worm Pencil Holders Craft	5/14	4 attendees
Northwood Class Visit	5/20	56 attendees
Girl Scout Troop Visit	5/21	10 attendees
Teen Escape Room (3 sessions)	5/23	12 attendees
Winchester-Potters Class Visit	5/29	38 attendees
West Seneca Schools Battle of	5/30	25 attendees
the Books / Tour		
West Seneca Farmer's Market	5/30	100 participants

<u>Programming - May 2024</u> (Adult)

Mission Ignite Digital	4/30, 5/2, 5/6, 5/11, 5/13,	20 attendees
Navigator One-on-One	5/14, 5/16, 5/25, 5/28	
Training (20 sessions)		

Mission Ignite Tech360	5/4,5/9	10 attendees
Computer Training Class		
(2 sessions)		
Book A Technology	5/6	1 attendee
Trainer (1 appointment)		
Knitting Club (2)	5/13, 5/20	13 attendees
Civil War Fife & Drum w/	5/20	27 attendees
Jim Pace		
Book Club	5/20	5 attendees

Collection Development

WSE - 2024 Funds-AV= \$1,347 - \$212.49 (est. discount price) = \$1,134.51 MAT= \$3,721.37 - \$274.62 (est. discount price) = \$3,446.75

Outreach/Meetings/Library Visits

- 5/2 SLJ & LJ Open Books, Open Minds A Celebration of Reading and Literacy Zoom virtual event (Jordan)
- 5/4 ACT Meeting @ Grand Island (Rob, Jessica & Amanda)
- 5/8 Manager Meeting (Hosted @ West Seneca)
- 5/9 Youth Services Group Meeting @ Central (Emily)
- 5/15 West Seneca Public Library Board of Trustees Meeting
- 5/21 Library Grant Committee Meeting via Zoom
- 5/31 Basic Salvage Techniques for Paper Collections (Documentary Heritage & Preservation Services of NY) @ Genesee Country Village & Museum (Emily, Jordan & Philomena)

Misc.

- Annual harassment, workplace violence and technology training (cyber security)
 has already been completed by Emily, Amy, Dennis and Mary Ann. All staff
 must complete the training by the end of June.
- West Seneca East High School provided several student volunteers at the library during "Trojans Take Action" on May 24. Volunteers assisted in preparation for the Drive-in Movie Night that will take place this summer.
- In collaboration with the West Seneca Middle Schools, the library had special evening hours on Wednesday, May 29th in order to host the capstone presentations by several 8th grade English students.
- Library Assistant Rowan Narvaez contributed an article about the Friends of the Library to the upcoming new edition of the Chamber of Commerce Community Guide.

• The West Seneca Art Society will host a bookmark making class in the maker space on Sat, Sept 21st as part of a town-wide BurchFest celebration. In addition, Mary Kozub, Director of Education with the Burchfield Penney Art Center, will conduct a lecture on Charles Burchfield at 11am in the large community room.

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: WEST SENECA PUBLIC LIBRARY MONTH: May-24

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Projected Utilization at 12/31	Projected Variance at 12/31	Comments
500000	Salaries - Full-time	0	0	0	0		0	
502000	Fringe Benefits	0	0	0	0		0	
Utility C	harges:						W. Electrical States	
515000	Water	0	0	0	0		0	
515000	Sewer	0	0	0	0		0	
515000	Electric	7,500	0	2,988	4,512	7,170	330	
515000	Telephone - Maintenance	0	0	0	0		0	
510200	Dues and Fees	0	0	0	0		0	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	700	0	60	640	700	0	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	100	0	0	100	100	0	
530000	Other Expenses & Charges	600	0	411	189	600	0	
530000	Contingency (Bullet Aid)	0	0	472	(472)		0	
	TOTAL EXPENSES	8,900	0	3,931	4,969	8,570	330	

DIRECT LOCAL INCOME	Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.	100	0	225	(125)	225	125	
Copy Machines	2,000	0	999	1,001	2,150	150	
Print Cost Recovery	5,000	0	2,391	2,609	5,400	400	
Other Income	100	0	32	68	80	(20)	
State Funding	0	0	20,000	(20,000)	20,000	20,000	
Municipal Support	0	0	0	0		0	
Donations (priv. persons/foundations)	0	0	0	0		0	
Fundraising (events/booksales)	0	0	0	0		0	
Interest Income	0	0	0	0		0	
Misc Income	0	0	0	0		0	-
Use of Fund Balance	0	0	0	0		0	
TOTAL DIRECT INCOME	7,200	0	23,647	(16,447)	27,855	20,655	

Local Account Check Register

Number Date	Date	Description of Transaction	Debit (-)	Credit (+) Balance	Balance	
1055		5/15/24 Rob Alessi- tea and coffee for manager's meeting 5/8/24	\$123.69	69		\$19,052.77
1056		5/15/24 Amazon Capital Services- Invoice 1GP9-HJW4-PPMN for 6ft table, ziplocs, glue sticks, 1 & 1.5 inch pompoms, mouth guards, tie dye kit, book easels, plastic sign holders	\$295.77	77		\$18,757.00

West Seneca Public Library Bank Account Balances May 2024

M&T County Account

Balance \$53,276.03 (Note: Includes \$35,843.49 Assemblyman Burke State Aid)

M&T Local Account

Balance \$18,757.00 (Note: Includes \$14,941.94 Rotary)

Local M&T CD (1) Balance \$40,729.34

Local M&T CD (2) Balance \$5,081.86

Local M&T CD (3) Balance \$5,081.86

M&T Construction Fundraiser Account Balance \$11,876.88

June 12, 2024 Abstract of Checks

Voudher#		Amount	Deckt	Otto
2024-C0	C/13/2024 Emily Cion	3, 2,		Date
22.2	0/ 12/ 2024 CIIIII JIEB	17.10	6433 Buffalo Roam receipt- Parking downtown for meeting	6/5/2024
			Invoices: 13RT-JM1D-CKNL and 1QYQ-TCGT-DL3K. Program supplies for spring and	
2024-L21	6/12/2024 Amazon Capital Services	317.20	1057 summer 2024	4 COC/ 1/ J
200.			**************************************	6/2/7074
77-4707	6/12/2024 Robert Alessi	92.00	1058 Lowe's- Brown paper for covering tables when painting and wood also	6/5/2024
201 4000	a serial life and according to		and now pin guille and a second pin guille and a secon	4707/6/0
2024-L23	6/12/2024 Rotary Club of West Seneca	200.00	1059 Annual Rotary Club of WS dijes	LCDC/ 3/3

BOARD OF TRUSTEES BUFFALO & ERIE COUNTY PUBLIC LIBRARY MEETING DATE: March 21, 2024

AGENDA ITEM NUMBER: <u>E.2.a</u> RESOLUTION: 2024-4

Amend 2023 Budget: New York State

Legislature Grants-in-Aid

BACKGROUND:

On December 12, the Buffalo & Erie County Public Library received an \$185,000 disbursement of grants-in-aid sponsored by NY State Legislators and New York State Assembly for the benefit of the following libraries:

Amount \$10,000 \$10,000 \$10,000 \$10,000	Library Amherst Public Library - Audubon Amherst Public Library - Clearfield Amherst Public Library - Eggertsville-Snyder Amherst Public Library - Williamsville Elaine M. Panty Branch Library	Sponsoring Member (Senate) Sean M. Ryan, Dist. 61
\$25,000 \$20,000 \$20,000 \$20,000 \$20,000 \$15,000 \$15,000	Sp Amherst Public Library Alden Ewell Free Library Eden Library Orchard Park Public Library West Seneca Library and Community Center Buffalo & Erie County Public Library - Dudley Buffalo & Erie County Public Library - East Clinton	Nonsoring Member (Assembly) Karen McMahon, District 146 Michael Norris, District 144 David DiPietro, District 147 Patrick Burke, District 142 Patrick Burke, District 142 Patrick Burke, District 142 Patrick Burke, District 142 On Patrick Burke, District 142

This Resolution would recognize the allocation of \$185,000 of special New York State Aid revenue and the distribution of these funds for use by the designated libraries, as well as authorize the B&ECPL and contracting libraries to retain these funds until they are expended for the benefit of those libraries.

ACTION REQUIRED:

Motion to approve Resolution 2024-4.

RESOLUTION 2024-4

WHEREAS, on December 12th, the Buffalo & Erie County Public Library received \$185,000 in grants-in-aid approved by the New York State Legislature for designated libraries, and

WHEREAS, this special aid was sponsored by New York State Senator Sean M. Ryan (District 61) and New York State Assembly Members Patrick Burke (District 142), Michael J. Norris (District 144), Karen McMahon (District 146) and David DiPietro (District 147), and

WHEREAS, private and public grants are regularly sought to augment library equipment, materials, programs, and other needs, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL gratefully accepts the award of \$185,000 in State Aid, and be it further

RESOLVED, that the B&ECPL will encourage the receiving libraries to promptly utilize these funds for purposes consistent with the sponsor's designation, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves amending the 2023 Operating Budget, increasing revenue and expense as follows:

2023 Operating Budget	SAP Commitment Item #			
Revenue and Expense Increase		Revenue #408160	Expense # 516010	
		State Aid -	Contractual	
		Special	Payments	
District/Library	Cost Center	Amount	Amount	
Dist. 61, Audubon Branch	4205010	\$ 10,000	\$ 10,000	
Dist. 61, Clearfield Branch	4205020	\$ 10,000	\$ 10,000	
Dist. 61, Eggertsville-Snyder Branch	4205030	\$ 10,000	\$ 10,000	
Dist. 61, Williamsville Branch	4205040	\$ 10,000	\$ 10,000	
Dist. 144, Alden Ewell Free Library	4204010	\$ 20,000	\$ 20,000	
Dist. 146, Amherst Public Library	4205010	\$ 25,000	\$ 25,000	
Dist. 146, Eden Library	4204040	\$ 20,000	\$ 20,000	
Dist. 146, Orchard Park Public Library	4204075	\$ 20,000	\$ 20,000	
Dist. 147, West Seneca Library	4204085	\$ 20,000	\$ 20,000	
Total Contrac	t Libraries:	\$ 145,000	\$ 145,000	

		Revenue #408160	Expense # 530000
		State Aid - Special	Other Expense
District/Library	Cost Center	Amount	Amount
Dist. 61, Elaine M. Panty Branch	4203380	\$ 10,000	\$ 10,000
Dist. 142, Dudley Branch	4203320	\$ 15,000	\$ 15,000
Dist. 142, East Clinton Branch	4203325	\$ 15,000	\$ 15,000
Total But	ffalo/System:	\$ 40,000	\$ 40,000

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the B&ECPL and the above contracting libraries to retain these funds until such time as they can be used for purposes consistent with any sponsor designation, and be it further

RESOLVED, that the above libraries are authorized to transfer these funds to other expense accounts within their budget based upon the final determined use, and be it finally

RESOLVED, that a copy of this Resolution be transmitted to the above cited contracting libraries.

Approved unanimously at a meeting of the Board of Trustees of the Buffalo & Erie County Public Library on March 21, 2024.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY						
		as per Res 2022-47	2022	2024	2024 2023-42	2024
	2023	2023 BUDGET	2023	2024	BUDGET	2024
DESCRIPTION	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
PERSONAL SERVICES						
SALARIES & WAGES, FULL TIME		183,684	183,684		224,074	224,074
WAGES, REGULAR PART-TIME		28,395	28,395		34,595	34,595
WAGES, PART TIME		124,854	124,854		140,682	140,682
OVERTIME (Sunday)			-			- 30
OTHER (Vacation Buyout)		2,944	2,944		1,600	1,600
TOTAL SALARIES & WAGES	-	339,877	339,877	91 1	400,951	400,951
REDUCTION FRM PERS. SVCS ACCT			-		(58,966)	(58,966)
CONTRACTUAL SALARY RESERVES		17,543	17,543			
FRINGE BENEFITS						
EMPLOYER FICA		26,002	26,002		30,675	30,675
EMPLOYEE HEALTH INSURANCE		26,172	26,172		14,544	14,544
DENTAL PLAN		962	962		236	236
WORKERS COMPENSATION		2,225	2,225		2,476	2,476
UNEMPLOYMENT INSURANCE		607	607		561	561
HOSPITAL & MEDICAL - RETIREES		23,858	23,858		27,160	27,160
HEALTH INSURANCE WAIVER		1,200	1,200		1,200	1,200
RETIREMENT		21,755	21,755		26,760	26,760
TOTAL FRINGE BENEFITS		102,781	102,781		103,612	103,612
OFFICE SUPPLIES		3,841	3,841		5,201	5,201
REPAIRS & MAINTENANCE CHARGES						
OTHER SUPPLIES & MATERIALS	200	\ -	200	200	ī	200
EQUIPMENT MAINTENANCE	200		200	200		200
REPAIRS & MAINT - MISC SYS		1,931	1,931		1,731	1,731
TOTAL REPAIRS & MAINTENANCE CHARGES	400	1,931	2,331	400	1,731	2,131
TRAVEL & MILEAGE EXPENSES	100		100	100		100
DUES & FEES						
MEMBERSHIP & DUES			-		2 T/ T/	-
TRAINING & EDUCATION (NYSALB, etc.)		738	738		789	789
TOTAL DUES & FEES	-	738	738	180	789	789
UTILITY CHARGES						
WATER			=			=
SEWER			-			-
TELECOMMUNICATIONS			_			25-pr. ii - <u>-</u>
- WIRELESS ACCESS	1.0	207	207	li 💂	462	462
- DATA LINES	_	345	345	17 Ye 47	345	345
- INTERNET - Internet access	_	43	43		45	45
- EQUIPMENT MAINT			-			-
- LOCAL AND LD PHONE SERVICE		930	930		930	930
TELEPHONE SUB-TOTAL		1,525	1,525		1,782	1,782
TOTAL UTILITY CHARGES	•	1,525	1,525	na.	1,782	1,782
PROFESSIONAL SERVICE CONTRACT & FEES						
ADVERTISING & PROMOTION		3,398	3,398		3,383	3,383
MOVIE LICENSING AGREEMENT		235	235		235	235
OVERDRIVE DOWNLOADABLE LICENSE	-	211	211	-	211	211
SIRSI SOFTWARE MAINTENANCE	-	4,124	4,124	(€))	4,641	4,641
RFID EQUIPMENT MAINTENANCE		1,986	1,986			72
COLLECTIONS AGENCY FEES	•		-	•		-
EAP SERVICES	-	163	163	*		-
ONLINE CATALOG (OCLC)		3,624	3,624	-	4,420	4,420
VITEC SOLUTIONS/COMPUTER SUPPORT	-	2,656	2,656	=/	3,063	3,063
LEGAL FEES	-0	1,737	1,737	-0	1,894	1,894
RFID/OCR LABELS		227	227		226	226
OTHER PRINTED SUPPLIES	-8	53	53	- 9	55	55
CONTRACT PROFESSIONAL SERVICES (DIRECT)		Albert Control				
TOTAL PROFESSIONAL SERVICE CONTRACTS	6 0%	18,414	18,414	-	18,128	18,128

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY	,	As per Res 2022-47			s per Res 2023-4	2
	2023	2023	2023	2024	2024	2024
		BUDGET			BUDGET	
DESCRIPTION	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
MAINTENANCE CONTRACTS						
OTHER SUP & MTLS - CONTRACT	300		300	300	2, 5,000.2	300
EQUIPMENT CONTRACTS			-			
MAINT CONTRACTS - SYS		290	290		317	317
TOTAL MAINTENANCE CONTRACTS	300	290	590	300	317	617
OTHER EXPENSES & CHARGES						
LIBRARY MATERIALS PROCESSING SUPPLIES		335	335			
RFID LABEL (NON-PRINTED)	2	1,133	1,133	2	1,353	1,353
RESALE ITEMS (BAGS, DISK, HEADPHONES)	-	240	240	-	234	234
LIBRARY CARDS				_	7.5	-1100-
DVD REPAIR		91	91		45	45
MISC PROGRAM EXPENSES	500		500	500	- 10	500
NYS DISABILITY	-		-	-		
POSTAGE	100		100	100		100
PRINTING	100		100	100		100
ADVERTISING						
			-			
TRAINING			-			
REFUSE PICKUP			-			-
BANK CHARGES JANITORIAL SERVICES			-			
OTHER EXPENSES			-			
TOTAL OTHER EXPENSES & CHARGES	600	1,799	2,399	600	1,632	2,232
CONTINGENCY						
MISCELLANEOUS - State/Member Aid			-	20,000		20,000
TOTAL CONTINGENCY		-		20,000		20,000
RENTAL CHARGES						
EQUIPMENT		2	(4)		- 10 EN	-
OTHER		2			age of the second	1 8 2
TOTAL RENTAL CHARGES	-	-	-	7.5	-	
INSURANCE CHARGES						
INSURANCE		2	120		1	
GENERAL LIABILITY INSURANCE - SYS		3,356	3,356		3,617	3,617
TOTAL INSURANCE CHARGES		3,356	3,356	25	3,617	3,617
LAB & TECHNICAL EQUIP.		2,203	2,203		2,340	2,340
		7,	-,		-,	1.50 1.9
LIBRARY BOOKS & MEDIA Serials (Magazines, Newspapers, Journals, Etc.)	72	8,989	8,989	22	9,466	9,466
On-line Databases (News, Health, Literary, Homework,		0,303	0,303	-	3,400	3,400
Business, Etc.)	-	10,180	10,180		10,080	10,080
E-Content		63,648	63,648		63,042	63,042
Centrally Ordered Materials	-	50,591	50,591	-	50,174	50,174
Specialized Titles / Individual Orders		14,168	14,168	-	13,766	13,766
TOTAL LIBRARY BOOKS & MEDIA	-	147,576	147,576		146,528	146,528
INTERFUND UTILITY EXPENDITURES						
NATURAL GAS	-		-	- E		2 10 -
ELECTRICITY	7,500		7,500	7,500		7,500
TOTAL INTERFUND UTILITY EXPENDITURES	7,500		7,500	7,500	grafi,	7,500
TOTAL INTERFUND EXP - COUNTY		2,227	2,227		2,366	2,366

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY						
	A	s per Res 2022-47	As per Res 2023-42			
	2023	2023 BUDGET	2023	2024	2024 BUDGET	2024
DESCRIPTION	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
TOTAL OPERATING EXPENSES	8,900	644,101	653,001	28,900	630,028	658,928
REVENUE SOURCES						
COUNTY SHARE	æ	632,030	632,030	-	617,525	617,525
STATE AID (Member Aid)			-	20,000	-	20,000
STATE AID (Pass through System)	2,100	12,071	14,171	1,700	12,503	14,203
SUB-TOTAL: SYSTEM APPROPRIATION	2,100	644,101	646,201	21,700	630,028	651,728
DIRECT LOCAL INCOME	Contract Library Direct	Return to System (CHR Share)	TOTAL	Contract Library Direct	Return to System (CHR Share)	TOTAL
FINES, LOST BOOKS, ETC	100	-	100	100	-	100
COPY MACHINES	1,500	-	1,500	2,000	· =	2,000
PRINT COST RECOVERY	5,000	-	5,000	5,000	-	5,000
OTHER REVENUES	200	-	200	100	x =	100
MUNICIPAL SUPPORT	=	-	_	-	-	=
DONATIONS	-	-	-	-	0-	-
FUNDRAISING	-	-	-		H.	-
INTEREST INCOME	-	-	-	-	S=	-
USE OF FUND BALANCE	-	-	-		-	-
OTHER INCOME		-	-		-	-
TOTAL DIRECT INCOME	6,800	p=	6,800	7,200	-	7,200
TOTAL REVENUE SOURCES	8,900	644,101	653,001	28,900	630,028	658,928

TOTAL REVENUE	8,900	644,101	653,001	28,900	630,028	658,92
SUBTOTAL OTHER REVENUE	8,900	12,071	20,971	28,900	12,503	41,40
DIRECT INCOME	6,800	0	6,800	7,200	0	7,20
STATE AID	2,100	12,071	14,171	21,700	12,503	34,20
COUNTY SHARE		632,030	632,030		617,525	617,52
DUNTY SHARE vs OTHER REVENUE						

NOTE: Libraries participating in the Centralized Human Resources (CHR) program have their employees' salaries/wages and fringe benefits paid through the system, using Erie County's payroll system. Amounts paid by the contracting library directly are correspondingly reduced. This results in state aid and local revenues collected exceeding local expenses paid. The excess revenues over local expenses is returned to the system to help meet the contract library's payroll needs.

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Assembly Instructions

The flexible, agile design of the WorkPro Momentum Mesh Active High-Back Chair is responsive throughout a wide range of movement and positions from top to bottom. The 3D headrest of the mesh office chair is adjustable for height, depth and left and right positioning. The 4D arms adjust up and down as well as forward and back, pivot inward and outward and adjust for width. When leaning to the left or right, the active back of the high-back office chair moves with you for body support and stability, reducing negative tension. The adjustable lumbar support mechanism offers up to 9 positions for optimum comfort in any posture. The office chair with a headrest features a seat that offers a molded cushion plus high-density foam with a memory layer on top.

- Ergonomic design with 9-position adjustable lumbar support allows for all-day comfort.
- Recommended for professional use 8-10 hours per day.
- Weight capacity tested to support 275 lb.
- Synchronous tilt with 4-position locking and seat glide mechanism.
- · Adjustable seat height and recline.
- Removable 3D headrest is adjustable for height, depth, and left & right position.
- Built-in casters.
- Backed by the manufacturer's limited lifetime warranty.
- Assembly required.
- Eco-conscious choice has one or more meaningful eco-attributes or eco-labels.
- GREENGUARD certified certified for low chemical emissions: UL.COM/GG UL 2818. Ranked
 in two tiers: Certified and Gold.
- ANSI/BIFMA Compliant This product has been tested and verified for compliance with rigorous performance requirements and safety standards related to specific furniture products.
- Less harsh chemicals made with fewer harsh chemicals, or safer chemicals than typical
 alternatives, helping reduce your use of and exposure to substances that may be more harmful
 to your health and the environment.

Specs

Specifications

 Item #
 8517865

 Manufacturer #
 CHT88SW

 Color (Seat)
 Black

 Width
 28-1/2 in.

 Height
 53-2/5 in.

Depth 28 in.

Weight Capacity (Seat) 275 lb

Length (Seat) 18-1/2 in.

Certifications ANSI/BIFMA Compliant

Color (Frame) Black

Width (Seat) 20 in.

Height (Maximum) - Floor To Seat 21-1/4 in.

Height (Minimum) - Floor To Seat 17-3/4 in.

Chair Back Style High-Back

Furniture Style Contemporary

Material Of Seat Fabric; Foam

Material Family (Seat) Fabric

Adjustments Headrest; Synchro Tilt

Chair Back Material Mesh

Ergonomic Yes

Material Of Frame Nylon

Recommended Daily Usage Professional (8-10 Hours)

Assembly Assembly Required

Seating Collection Name

Momentum Mesh Active High-Back

Chair

Style Name Momentum Mesh Active High-Back

Chair

Warranty Limited Lifetime

Height Adjustment Type Pneumatic/1-Touch

Arm Type Adjustable

Lumbar Support Yes

Seat Glide Yes

Swivel Yes

Antimicrobial Protection No

Waterfall Seat Yes

Rolling Yes

Locking Casters Yes

Quantity 1

Arms Yes

Brand Name WorkPro

Dimensions 53-2/5 in. X 28-1/2 in. X 28 in.

Distributed By Veyer, LLC

Eco-Conscious Less Harsh Chemicals; Recycled Content

Eco Label Standard GREENGUARD

Height Range (Floor To Seat) 17-3/4 in. - 21-1/4 in.

Manufacturer OFFICE DEPOT

Material Family Foam

Post Consumer Recycled Content 19 %

Percentage Manager Chair

Seat Size 18-1/2 in. X 20 in.

Total Recycled Content Percentage 19 %

More Info