FLOWER MEMORIAL LIBRARY
BOARD OF TRUSTEES
4:00 pm, Tuesday, May 13, 2025
AGENDA

ITEM	ACTION	
Call to Order & Introduction of Guests - Ashley Morrison, Librarian I	Greetings	Mrs. Evans
Privilege of the Floor		
Approval of Minutes: April 8	Official Action	Trustees
Approval of Consolidated Expenses	Official Action	Trustees
President's Report		Mrs. Evans
Treasurer's Reports	Official Action	Mr. DiFabion
Director's Report		Mrs. Renzi-Falge
Committee Reports		
Building & Grounds		Ms. Calarco/Mr. Bolton
Finance/Investment		Mr. DiFabion
Friends of the Library		Ms. Gorman
Liaison Report		Mrs. Evans
Policy		Mrs. Weldon
- New Laptop Policy for review - Additions to Acceptable Patron Behavior Policy		
Old Business		
New Business - Motion to Approve Cheryl Evans to NCLS Board of Trustees - Motion to Approve Juneteenth as closed holiday in accordance with the City of Watertown		
Review of Tasks and Projects		Trustees
Motion for Adjournment		Trustees

Consolidated Expenses
April, 2025

	Board	City	Total Expenses
Salaries	$ -	$ 51,433.69	$ 51,433.69
Overtime	$ -	$ 823.11	$ 823.11
Other Employee Expenses	$ -	$ 4,808.10	$ 4,808.10
Total	**$ -**	**$ 57,064.90**	**$ 57,064.90**
Adult Fiction	$ 439.33	$ -	$ 439.33
Adult Graphic Novels	$ 142.68	$ -	$ 142.68
Adult Nonfiction	$ 1,510.44	$ -	$ 1,510.44
Adult Audio Books	$ 198.88	$ -	$ 198.88
Adult DVD's	$ 218.16	$ -	$ 218.16
Adult Programs	$ -	$ -	$ -
Teen Books	$ 470.49	$ -	$ 470.49
Teen Audio Books	$ -	$ -	$ -
Program Supplies	$ 1,370.07	$ -	$ 1,370.07
Music CD's	$ 13.97	$ -	$ 13.97
Large Print	$ 90.96	$ -	$ 90.96
Children's Books	$ 175.35	$ 907.23	$ 1,082.58
Children's DVD's	$ 61.98	$ -	$ 61.98
Promotional Materials	$ -	$ -	$ -
Magazines/Newspapers	$ 55.00	$ -	$ 55.00
Lost & Damaged Replacements	$ -	$ -	$ -
Event Expenses	$ -	$ -	$ -
Office & Library Materials	$ 136.10	$ 1,209.82	$ 1,345.92
Computer Expenses/Online Database	$ 9.95	$ -	$ 9.95
Membership Dues	$ 167.05	$ -	$ 167.05
Accounting/Professional Fees	$ -	$ -	$ -
Grant/Donation Expenditures	$ 3,031.83	$ -	$ 3,031.83
NNYLN Tech Grant	$ -	$ -	$ -
Ebooks	$ -	$ -	$ -
Bank & Credit Card Charges	$ -	$ -	$ -
Contracted Services	$ 430.33	$ 2,195.28	$ 2,625.61
Security	$ -	$ 7,462.44	$ 7,462.44
Contracted Expenses/NCLS	$ -	$ -	$ -
Furniture/Furnishings	$ -	$ -	$ -
Maintenance Expenses	$ -	$ -	$ -
Postage	$ -	$ -	$ -
Miscellaneous	$ -	$ -	$ -
Insurance	$ -	$ -	$ -
Utilities	$ -	$ 382.50	$ 382.50
Travel/Training	$ -	$ -	$ -
ATTAIN Lab	$ -	$ -	$ -
Genealogy Expenses (Including Schobel)	$ -	$ -	$ -
Depreciation	$ -	$ -	$ -
Total	**$ 8,522.57**	**$ 12,157.27**	**$ 20,679.84**
		$ -	
Grand Total Expenses	**$ 8,522.57**	**$ 69,222.17**	**$ 77,744.74**

Roswell P. Flower Memorial Library
Bank Account Listing
May 1, 2025

Account	Balance Total	Description
1020 · Statement Savings WSB	173,817.31	Board of Trustees Statement Savings Account
1030 · Checking Account WSB	63,108.34	Board of Trustees Checking Account
1035 · Checking - Paypal WSB	1,369.66	Paypal Deposit Account
1069 · Carthage S&L - Schobel Checking	15,380.20	Genealogy Dept. Checking
1099 · Schobel CD 7/15/2025	39,170.11	Genealogy Dept. CD
1330 · Otis Woodruff MM Savings WSB	40,412.74	Paintings
1450 · Emma Flower Taylor Bequest	57.04	Certificate of Deposit
1451 · Carthage CD 3/30/26	25,556.35	Certificate of Deposit - Emma Flower Taylor Estate
1491 · Carthage CD 7/29/25	76,311.25	Certificate of Deposit - Library Savings

Roswell P. Flower Memorial Library
Grants & Donations Report (by Class) - All
All Transactions

	Board Designated Funds	Grants	Restricted Donations	Unrestricted Donations	TOTAL
Ordinary Income/Expense					
Income					
6000 · Unrestricted Donations	2,820.00	0.00	298.30	41,443.25	44,561.55
6005 · Restricted Donations	1,070.00	0.00	241,882.82	15,075.00	258,027.82
6010 · Grants	0.00	244,427.59	0.32	0.00	244,427.91
6020 · NCLS CBA Funds	0.00	53,225.00	0.00	0.00	53,225.00
6247 · Returnable Deposits/Refunds	0.00	0.00	0.00	315.00	315.00
Total Income	3,890.00	297,652.59	242,181.44	56,833.25	600,557.28
Gross Profit	3,890.00	297,652.59	242,181.44	56,833.25	600,557.28
Expense					
7010 · Adult Fiction Books	16.03	23.64	71,581.23	0.00	71,620.90
7015 · Adult Graphic Novels	0.00	0.00	5,060.61	0.00	5,060.61
7017 · Non-Fiction CBA	0.00	6,990.17	0.00	0.00	6,990.17
7020 · Adult Audio Books	0.00	0.00	139.79	524.14	663.93
7030 · Adult DVD's & DVD Supplies	0.00	0.00	527.66	0.00	527.66
7035 · Large Print/Smith Fund	0.00	31,787.39	5,968.78	0.00	37,756.17
7040 · Teen Books	0.00	0.00	20.58	0.00	20.58
7060 · Children's Books	0.00	17.58	140.01	0.00	157.59
7240 · Children's Programs	0.00	1,277.97	0.00	0.00	1,277.97
7250 · Program Supplies	0.00	300.00	31,534.58	0.00	31,834.58
7260 · Adult Programs	0.00	218.85	0.00	0.00	218.85
7520 · Computer Exp/Supplies - LLSA	0.00	36,783.42	780.14	0.00	37,563.56
7521 · Office & Library Materials	0.00	94.95	0.00	395.70	490.65
7610 · Grant/Donation Expenditures	999.18	117,045.42	88,102.40	20,277.06	226,424.06
7620 · Construction Grant Expenses	0.00	29,678.10	0.00	0.00	29,678.10
7755 · NCLS Contractual Expenses	0.00	40.00	0.00	0.00	40.00
7760 · Contracted Services	0.00	0.00	0.00	3,476.75	3,476.75
7790 · Building & Grounds	0.00	0.00	0.00	1,951.38	1,951.38
9000 · Contingencies	0.00	0.00	0.00	280.87	280.87
Total Expense	1,015.21	224,257.49	203,855.78	26,905.90	456,034.38
Net Ordinary Income	2,874.79	73,395.10	38,325.66	29,927.35	144,522.90
Net Income	**2,874.79**	**73,395.10**	**38,325.66**	**29,927.35**	**144,522.90**

Roswell P. Flower Memorial Library
Grants & Donations Report (by Class) - Month
April 2025

	Board Designated Funds	Grants	Restricted Donations	Unrestricted Donations	TOTAL
Ordinary Income/Expense					
Income					
6000 · Unrestricted Donations	320.00	0.00	0.00	120.00	440.00
6005 · Restricted Donations	0.00	0.00	2,845.54	0.00	2,845.54
6010 · Grants	0.00	4,880.00	0.00	0.00	4,880.00
Total Income	320.00	4,880.00	2,845.54	120.00	8,165.54
Gross Profit	320.00	4,880.00	2,845.54	120.00	8,165.54
Expense					
7030 · Adult DVD's & DVD Supplies	0.00	0.00	31.98	0.00	31.98
7035 · Large Print/Smith Fund	0.00	90.96	0.00	0.00	90.96
7250 · Program Supplies	0.00	0.00	1,370.07	0.00	1,370.07
7520 · Computer Exp/Supplies - LLSA	0.00	9.95	0.00	0.00	9.95
7610 · Grant/Donation Expenditures	0.00	39.60	853.95	2,138.28	3,031.83
Total Expense	0.00	140.51	2,256.00	2,138.28	4,534.79
Net Ordinary Income	320.00	4,739.49	589.54	-2,018.28	3,630.75
Net Income	**320.00**	**4,739.49**	**589.54**	**-2,018.28**	**3,630.75**

Roswell P. Flower Memorial Library
Grants & Donations Report (by Class) -Fiscal YTD
July 2024 through April 2025

	Board Designated Funds	Grants	Restricted Donations	Unrestricted Donations	TOTAL
Ordinary Income/Expense					
Income					
6000 · Unrestricted Donations	320.00	0.00	298.30	15,567.11	16,185.41
6005 · Restricted Donations	0.00	0.00	32,163.44	0.00	32,163.44
6010 · Grants	0.00	14,562.00	0.00	0.00	14,562.00
Total Income	320.00	14,562.00	32,461.74	15,567.11	62,910.85
Gross Profit	320.00	14,562.00	32,461.74	15,567.11	62,910.85
Expense					
7017 · Non-Fiction CBA	0.00	6,990.17	0.00	0.00	6,990.17
7030 · Adult DVD's & DVD Supplies	0.00	0.00	31.98	0.00	31.98
7035 · Large Print/Smith Fund	0.00	3,833.59	134.01	0.00	3,967.60
7250 · Program Supplies	0.00	0.00	6,790.33	0.00	6,790.33
7520 · Computer Exp/Supplies - LLSA	0.00	4,771.96	0.00	0.00	4,771.96
7610 · Grant/Donation Expenditures	0.00	4,733.73	7,498.41	10,393.47	22,625.61
Total Expense	0.00	20,329.45	14,454.73	10,393.47	45,177.65
Net Ordinary Income	320.00	-5,767.45	18,007.01	5,173.64	17,733.20
Net Income	**320.00**	**-5,767.45**	**18,007.01**	**5,173.64**	**17,733.20**

Roswell P. Flower Memorial Library
Profit Loss Budget vs. Actual
April 2025

	Apr 25	Budget	% of Budget	Apr 24	Budget	% of Budget
Ordinary Income/Expense						
Income						
6000 · Unrestricted Donations	16,944.75	12,000.00	141.21%	7,873.66	4,000.00	196.84%
6005 · Restricted Donations	32,163.44	11,000.00	292.4%	28,591.35	21,000.00	136.15%
6010 · Grants	14,562.00	13,000.00	112.02%	13,419.00	13,000.00	103.22%
6015 · School Ballot Funds	78,625.13	75,000.00	104.83%	69,039.59	75,000.00	92.05%
6020 · NCLS CBA Funds	43,949.00	50,000.00	87.9%	53,225.00	50,000.00	106.45%
6151 · Book Sales	8,628.34	12,000.00	71.9%	9,544.25	12,000.00	79.54%
6240 · Miscellaneous Income	2,072.40	500.00	414.48%	510.48	500.00	102.1%
6241 · Internet Copies	2,913.64	4,500.00	64.75%	2,504.06	4,500.00	55.65%
6242 · Photocopier/Microprinters	851.92	400.00	212.98%	387.19	400.00	96.8%
6244 · Headsets/Thumb Drives	73.00	100.00	73.0%	73.00	100.00	73.0%
6245 · Lost & Damaged Materials	2,275.93	1,000.00	227.59%	1,000.73	1,000.00	100.07%
6247 · Returnable Deposits/Refunds	50.00	0.00	100.0%	-25.00	0.00	100.0%
6250 · Library Promotions	11.00	0.00	100.0%	13.00	0.00	100.0%
6260 · Interest Income	4,685.84	100.00	4,685.84%	147.74	100.00	147.74%
6262 · Library Cards	203.20	300.00	67.73%	154.20	300.00	51.4%
6280 · Genealogy Income	0.00	300.00	0.0%	131.50	300.00	43.83%
6998 · Appropriated Fund Balance	0.00	7,900.00	0.0%	0.00	20,900.00	0.0%
Total Income	208,009.59	188,100.00	110.59%	186,589.75	203,100.00	91.87%
Gross Profit	208,009.59	188,100.00	110.59%	186,589.75	203,100.00	91.87%
Expense						
7010 · Adult Fiction Books	7,437.51	12,500.00	59.5%	10,144.09	12,500.00	81.15%
7015 · Adult Graphic Novels	1,756.69	2,500.00	70.27%	1,912.50	2,000.00	95.63%
7017 · Non-Fiction CBA	34,921.88	50,000.00	69.84%	18,669.02	50,000.00	37.34%
7020 · Adult Audio Books	1,958.58	3,250.00	60.26%	2,225.65	3,250.00	68.48%
7030 · Adult DVD's & Supplies	1,446.34	3,500.00	41.32%	1,611.91	3,500.00	46.06%
7035 · Large Print/Smith Fund	3,967.60	4,750.00	83.53%	3,240.60	4,750.00	68.22%
7040 · Teen Books	4,076.08	5,000.00	81.52%	3,724.73	5,000.00	74.5%
7050 · Music CD's	499.24	900.00	55.47%	647.02	900.00	71.89%
7060 · Children's Books	1,994.96	2,500.00	79.8%	1,835.13	2,500.00	73.41%
7092 · Children's DVD's	422.12	900.00	46.9%	692.49	900.00	76.94%
7200 · Newspapers & Magazines	1,912.49	2,000.00	95.63%	697.35	2,000.00	34.87%
7250 · Programs Supplies	6,790.33	10,000.00	67.9%	5,985.96	8,000.00	74.83%
7300 · E-Books/NCLS Contractural	10,322.12	13,000.00	79.4%	9,898.29	13,000.00	76.14%
7410 · Promotional Materials	1,403.94	1,000.00	140.39%	2,696.19	3,000.00	89.87%
7450 · Event Expenses	1,592.52	1,500.00	106.17%	902.42	1,500.00	60.16%
7520 · Computer Expenses/Supplies-LLSA	4,771.96	12,500.00	38.18%	9,290.03	12,500.00	74.32%
7521 · Office & Library Materials	1,123.58	3,000.00	37.45%	1,964.37	2,000.00	98.22%
7532 · Membership Dues	1,211.69	2,500.00	48.47%	1,000.00	1,000.00	100.0%
7610 · Grant/Donation Expenditures	22,625.61	20,000.00	113.13%	14,519.39	20,000.00	72.6%
7640 · Accounting/Professional Fees	5,897.50	20,000.00	29.49%	9,075.00	30,000.00	30.25%
7650 · Bank & Credit Card Charges	244.65	300.00	81.55%	208.89	300.00	69.63%
7755 · NCLS Contractual Expenses	2,407.32	2,000.00	120.37%	1,137.40	2,000.00	56.87%
7760 · Contracted Services	5,940.01	8,500.00	69.88%	2,892.74	8,500.00	34.03%
7800 · Furniture/Furnishings	1,143.44	1,000.00	114.34%	968.78	1,000.00	96.88%
8058 · Genealogy/Schobel Expenses	5,599.80	5,000.00	112.0%	13,389.40	13,000.00	103.0%
6999 - Uncategorized Expenses (Per Audit)	0.00	0.00	0.0%	0.00	0.00	0.0%
9000 - Contingencies	0.00	0.00	0.0%	0.00	0.00	0.0%
9998 - Depreciation	0.00	0.00	0.0%	0.00	0.00	0.0%
Total Expense	131,467.96	188,100.00	69.89%	119,329.35	203,100.00	58.75%
Net Ordinary Income	76,541.63	0.00	100.0%	67,260.40	0.00	100.0%
Net Income	**76,541.63**	**0.00**	**100.0%**	**67,260.40**	**0.00**	**100.0%**

Roswell P. Flower Memorial Library
Restricted Donations & Grants
All Transactions

Type	Date	Source Name	Memo	Amount
David Bush Donation				
Sales Receipt	12/31/2012	David Bush Donation	ATTAIN Lab	1,091.00
Total David Bush Donation				1,091.00
Downtown Business Assoc				
Sales Receipt	12/19/2014	Downtown Business Assoc	Adult Fiction (To replace books lost in flood)	2,643.00
Sales Receipt	01/15/2015	Downtown Business Assoc	Read on Watertown Campaign Donation (Adult Fiction)	5.00
Sales Receipt	04/30/2018	Downtown Business Assoc	Trisomy 21 Foundation NNY	277.00
Total Downtown Business Assoc				1,145.25
Festival of Trees				
Sales Receipt	12/27/2019	Festival of Trees		220.00
Total Festival of Trees				220.00
Friends of the Flower Memorial Library				
Sales Receipt	12/10/2014	Friends of the Flower Memorial Library	Adult Fiction 2015/2016	10,000.00
Sales Receipt	07/16/2015	Friends of the Flower Memorial Library	Adult Fiction 2015/2016	3,000.00
Sales Receipt	12/08/2015	Friends of the Flower Memorial Library	Adult Fiction 2016/2017	10,000.00
Sales Receipt	12/09/2016	Friends of the Flower Memorial Library	Adult Fiction 2017/2018	13,000.00
Sales Receipt	03/02/2017	Friends of the Flower Memorial Library	Annual Movie License - Paid by Friends of the FML	307.00
Sales Receipt	03/02/2017	Friends of the Flower Memorial Library	Pendant Lights	9,560.00
Sales Receipt	12/13/2017	Friends of the Flower Memorial Library	Adult Fiction 2018/2019	10,000.00
Sales Receipt	01/11/2018	Friends of the Flower Memorial Library	Olive Garden - Employee Lunch for Sharon's Retirement	246.00
Sales Receipt	07/30/2018	Friends of the Flower Memorial Library	Hidden in Plain Sight Donation to Friends	100.00
Sales Receipt	08/07/2018	Friends of the Flower Memorial Library	Little Libraries	500.00
Sales Receipt	10/04/2018	Friends of the Flower Memorial Library	Donation to the Friends of the Flower Memorial Library - Hidden in Plain Sight Art Gala	500.00
Sales Receipt	12/06/2018	Friends of the Flower Memorial Library	Adult Fiction 2019/2020	12,000.00
Sales Receipt	12/18/2019	Friends of the Flower Memorial Library	Adult Fiction 2020/2021	12,000.00
Sales Receipt	02/28/2020	Friends of the Flower Memorial Library	Movie License 12/1/19-11/30/20	366.00
Sales Receipt	11/13/2020	Friends of the Flower Memorial Library		20,000.00
Sales Receipt	02/02/2022	Friends of the Flower Memorial Library	Library Programs	10,000.00
Sales Receipt	12/15/2022	Friends of the Flower Memorial Library	For Library Programs	8,000.00
Sales Receipt	01/03/2023	Friends of the Flower Memorial Library	Reimbursement for Flowers	75.00
Sales Receipt	08/02/2023	Friends of the Flower Memorial Library	Funds from NNYCF	13,950.00
Sales Receipt	12/15/2023	Friends of the Flower Memorial Library	Programs	9,500.00
Sales Receipt	07/12/2024	Friends of the Flower Memorial Library	Movie License 2024/2025 FY	385.00
Credit Card Charge	07/15/2024	Stewarts Shop		-30.00
Credit Card Charge	07/15/2024	Walgreens		-30.00
Credit Card Charge	07/15/2024	Walmart		-23.15
Bill	07/26/2024	Fun Express, Inc.		-29.11
Bill	07/26/2024	Fun Express, Inc.		-17.94
Credit Card Charge	08/15/2024	Walmart		-21.69
Credit Card Charge	08/15/2024	Sam's Club		-58.24
Credit Card Charge	08/15/2024	Sam's Club		-19.98
Credit Card Charge	08/15/2024	Sam's Club		-11.48
Credit Card Charge	08/15/2024	Pizza Hut		-51.91
Bill	08/22/2024	Fun Express, Inc.		-114.23
Bill	08/22/2024	Fun Express, Inc.		-65.11
Bill	09/10/2024	Fun Express, Inc.		-60.48
Bill	09/10/2024	Amazon	112-6943911-6721821	-22.84
Bill	09/10/2024	Amazon	113-2289239-4119419	-30.56
Bill	09/10/2024	Amazon	111-1035634-5233867	-47.76
Bill	09/10/2024	Amazon	111-4023632-6061009	-21.88
Bill	09/10/2024	Amazon	112-5535465-9601833	-33.55
Bill	09/10/2024	Amazon	112-5154999-3119430	-23.99
Credit Card Charge	09/14/2024	Walmart		-45.14
Credit Card Charge	09/14/2024	Sam's Club		-331.08
Credit Card Charge	09/14/2024	Sam's Club		-221.62
Credit Card Charge	09/14/2024	Walmart		-67.16
Bill	10/03/2024	Amazon	113-2507162-7607414	-43.49
Bill	10/03/2024	Amazon	114-4416968-8429042	-7.69
Bill	10/03/2024	Amazon	114-9158220-7730612	-30.05
Bill	10/03/2024	Amazon	111-1244202-4878659	-7.99
Bill	10/03/2024	Amazon	113-4788274-9441026	-26.98
Bill	10/03/2024	Amazon	113-0674690-7000223	-29.38
Bill	10/03/2024	Fun Express, Inc.		-97.00
Bill	10/03/2024	Amazon	111-1269578-7296205	-37.35
Bill	10/03/2024	Amazon	111-1244202-4878659	-21.97
Bill	10/03/2024	Amazon	111-5590860-1354634	-6.64
Bill	10/03/2024	Amazon	114-9578584-5450626	-50.87
Bill	10/03/2024	Amazon	114-1503027-7788234	-43.91
Bill	10/03/2024	Amazon	111-5821417-0798612	-23.98
Bill	10/03/2024	Amazon	111-9321284-3989063	-12.88
Bill	10/03/2024	Amazon	113-5860455-6281005	-5.99
Credit Card Charge	10/15/2024	Walmart		-46.96
Credit Card Charge	10/15/2024	Sam's Club		-156.72
Credit Card Charge	10/15/2024	Chrissy Beans		-30.00
Credit Card Charge	10/15/2024	Hilton Garden Inn		-30.00
Credit Card Charge	10/15/2024	Apple.com		-30.00
Credit Card Charge	10/15/2024	Watertown Garden Center		-321.36
Bill	11/12/2024	Amazon	114-9357720-9936205	-14.35
Bill	11/12/2024	Amazon	111-3175996-0129865	-52.35
Bill	11/12/2024	Amazon	114-6666182-6016258	-86.92
Bill	11/12/2024	Amazon	111-6843210-2644217	-104.80
Bill	11/12/2024	Amazon	111-7563795-9909839	-27.50
Bill	11/12/2024	Amazon	111-9921378-7322650	-65.09
Bill	11/12/2024	Amazon	111-4372323-1527449	-19.98
Bill	11/12/2024	Amazon	111-9132400-4587412	-24.97
Bill	11/25/2024	Fun Express, Inc.		-176.09
Credit Card Charge	12/07/2024	Walmart	10/17, 11/16, 11/23, 12/3, 12/4	-222.07
Credit Card Charge	12/07/2024	Sam's Club	10/31, 11/1, 11/9, 11/16	-179.22
Credit Card Charge	12/07/2024	Michael's		-39.99
Credit Card Charge	12/07/2024	Cam's Pizza		-22.99
Bill	12/10/2024	Amazon	114-3653379-7691447	-80.68
Bill	12/10/2024	Amazon	113-1646611-1702642	-61.84
Bill	12/10/2024	Amazon	114-8275373-2693852	-20.98
Bill	12/10/2024	Amazon	113-9527420-7700230	-105.23
Bill	12/10/2024	Amazon	111-6884260-9400205	-55.60
Bill	12/10/2024	Amazon	111-4459702-5133826	-21.98
Bill	12/10/2024	Fun Express, Inc.		-17.94
Sales Receipt	12/27/2024	Friends of the Flower Memorial Library	Reimbursement for Mums and Pumpkins	321.36
Sales Receipt	12/27/2024	Friends of the Flower Memorial Library	Program Funds 2025/2026	8,000.00
Bill	01/07/2025	Amazon	111-2529642-6653009	-115.61
Bill	01/07/2025	Amazon	114-4793930-3359414	-18.98
Bill	01/07/2025	Amazon	111-4413991-5439469	-43.89
Bill	01/07/2025	Amazon	111-0596884-2795428	-59.94
Credit Card Charge	01/07/2025	Walmart		-36.66
Credit Card Charge	01/07/2025	Next Step Floral Design		-582.40
Credit Card Charge	01/07/2025	Nintendo of America		-181.40
Bill	01/23/2025	Fun Express, Inc.		-51.78
Sales Receipt	01/27/2025	Friends of the Flower Memorial Library	Flowers & Balloons - Anniversary Party	582.40
Bill	02/11/2025	Fun Express, Inc.		-53.27
Credit Card Charge	02/12/2025	Michael's		-53.79
Credit Card Charge	02/12/2025	Walmart		-11.92
Credit Card Charge	02/12/2025	Sow True Seed LLC		-187.85
Credit Card Charge	02/12/2025	Walmart		-14.60
Credit Card Charge	02/12/2025	Walmart		-63.40
Credit Card Charge	02/12/2025	Cam's Pizza		-39.58
Credit Card Charge	02/12/2025	JoAnn Fabrics		-25.95
Sales Receipt	02/14/2025	Friends of the Flower Memorial Library	Friends - Reimbursement for Coffee Mugs	298.30
Bill	02/28/2025	Amazon	114-5346149-7885061	-13.09
Bill	02/28/2025	Amazon	111-0596884-2795428	-29.96
Bill	02/28/2025	Amazon	111-2982882-1241046	-15.69
Bill	02/28/2025	Amazon	111-4758570-1877844	-16.91
Bill	02/28/2025	Amazon	113-3591710-2570616	-45.05
Bill	02/28/2025	Amazon	114-0565612-8560209	-170.74
Bill	02/28/2025	Amazon	Shipping & Handling	-3.99
Bill	03/05/2025	Fun Express, Inc.		-41.12
Credit Card Charge	03/10/2025	Sam's Club		-78.13
Credit Card Charge	03/10/2025	Walmart		-27.10
Credit Card Charge	03/10/2025	Dollar Tree Stores, Inc.		-22.50
Credit Card Charge	03/10/2025	Holy Smokes BBQ		-80.00
Credit Card Charge	03/10/2025	Walmart		-60.00
Credit Card Charge	03/10/2025	JoAnn Fabrics		-18.87
Credit Card Charge	03/10/2025	Sam's Club		-82.86
Bill	03/11/2025	Amazon	113-7104605-0123462	-7.86
Bill	03/11/2025	Amazon	111-3912351-4470668	-149.21
Bill	03/11/2025	Amazon	111-7644295-6852218	-45.32
Bill	03/20/2025	Fun Express, Inc.		-33.92
Bill	04/15/2025	Terri Hunter		-275.00
Bill	04/15/2025	Fun Express, Inc.		-147.04
Credit Card Charge	04/15/2025	Amazon		-32.23
Credit Card Charge	04/15/2025	Walmart		-96.98
Credit Card Charge	04/15/2025	Stewarts Shop		-30.00
Credit Card Charge	04/15/2025	Walgreens		-30.00
Credit Card Charge	04/15/2025	Lowe's of Watertown, NY		-30.00
Credit Card Charge	04/15/2025	Amazon		-135.50
Credit Card Charge	04/15/2025	Walmart		-62.11
Credit Card Charge	04/15/2025	Target		-39.89
Credit Card Charge	04/15/2025	Sam's Club		-79.52
Credit Card Charge	04/15/2025	Sam's Club		-35.79
Bill	04/15/2025	Amazon	111-8535066-2145856	-49.66
Bill	04/15/2025	Amazon	113-4907597-9643457	-18.98
Bill	04/15/2025	Amazon	111-0531595-9093830	-98.37
Bill	04/15/2025	Amazon	113-6343729-4192259	-7.98
Bill	04/15/2025	Amazon	111-0407918-1805835	-178.64
Bill	04/15/2025	Amazon	111-5836148-1076267	-22.38
Bill	05/05/2025	Fun Express, Inc.		-152.08
Bill	05/05/2025	Amazon	111-3820158-6027448	-43.34
Bill	05/05/2025	Amazon	111-8261896-9412228	-29.60
Bill	05/05/2025	Amazon	111-8207883-7868228	-213.42
Bill	05/05/2025	Amazon	111-4697258-9838669	-335.87
Bill	05/05/2025	Amazon	111-2919963-3894626	-33.21
Bill	05/05/2025	Amazon	113-3058825-4446655	-184.38
Bill	05/05/2025	Amazon	111-6670315-4399415	-25.86
Bill	05/05/2025	Amazon	113-8172931-3336201	-12.59
Bill	05/05/2025	Amazon	111-1062043-1819426	-182.79
Total Friends of the Flower Memorial Library				24,619.81
Holddown Upstate				

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	Sales Receipt	11/27/2024	Holddown Upstate	Everything But the Turkey 24/25	300.00
	Credit Card Charge	12/07/2024	Walmart		-173.30
Total Holddown Upstate					126.70
James D. Neville					
	Sales Receipt	01/05/2015	James D. Neville	Children's Books	50.00
	Sales Receipt	01/02/2018	James D. Neville	Children's Books	50.00
	Sales Receipt	01/03/2019	James D. Neville	Children's Books	50.00
	Sales Receipt	01/06/2020	James D. Neville	Children's Books	50.00
	Sales Receipt	12/08/2020	James D. Neville	Books for Children's Library	50.00
	Sales Receipt	12/30/2022	James D. Neville	Books for Children's Collection	50.00
Total James D. Neville					100.00
Kiwanis Foundation Grant					
	Sales Receipt	05/20/2014	Kiwanis Foundation Grant	Children's Books	200.00
	Sales Receipt	09/17/2015	Kiwanis Foundation Grant	Halloween Supplies	95.00
Total Kiwanis Foundation Grant					51.82
Kiwanis Foundation of Watertown, Inc.					
	Sales Receipt	10/07/2019	Kiwanis Foundation of Watertown, Inc.	Vox Books	500.00
	Sales Receipt	10/21/2019	Kiwanis Foundation of Watertown, Inc.	Children's Area	15,000.00
	Sales Receipt	10/21/2019	Kiwanis Foundation of Watertown, Inc.	Children's Books - Ingram Order	139.58
	Bill	03/21/2025	Lisa Fitzpatrick	Children's Room Mural - 54 Hours	-540.00
Total Kiwanis Foundation of Watertown, Inc.					524.17
L'Huillier Donation					
	Sales Receipt	12/31/2012	L'Huillier Donation	Display Furnishings	197.50
	Bill	06/24/2020	Whiteman Osterman & Hanna	L'Huillier Donation	-197.50
	Sales Receipt	02/02/2022	L'Huillier Donation		500.00
Total L'Huillier Donation					500.00
Local Library Services Aid Grant					
	Sales Receipt	12/31/2013	Local Library Services Aid Grant	Computers	7,294.00
	Sales Receipt	02/13/2014	Local Library Services Aid Grant	Computers	765.88
	Sales Receipt	12/01/2014	Local Library Services Aid Grant		7,734.00
	Sales Receipt	11/16/2015	Local Library Services Aid Grant		8,183.00
	Sales Receipt	09/14/2016	Local Library Services Aid Grant		8,536.00
	Sales Receipt	08/04/2017	Local Library Services Aid Grant		8,541.00
	Sales Receipt	08/30/2018	Local Library Services Aid Grant		8,625.00
	Sales Receipt	08/09/2019	Local Library Services Aid Grant		8,630.00
	Sales Receipt	12/02/2020	Local Library Services Aid Grant		6,053.00
	Sales Receipt	04/05/2021	Local Library Services Aid Grant		2,354.00
	Sales Receipt	09/20/2021	Local Library Services Aid Grant	2021 Local Library Services Aid	8,406.00
	Sales Receipt	08/18/2022	Local Library Services Aid Grant	LLSA -State Aid 2022-2023	8,720.00
	Sales Receipt	09/22/2023	Local Library Services Aid Grant		8,739.00
	Credit Card Charge	07/15/2024	TechSoup Global		-65.00
	Bill	08/02/2024	North Country Library System		-123.00
	Credit Card Charge	08/15/2024	Otter.AI		-16.99
	Bill	08/22/2024	North Country Library System		-673.00
	Bill	09/10/2024	North Country Library System		-46.34
	Bill	09/10/2024	Amazon	113-1627006-8955444	-31.15
	Bill	09/10/2024	Usherwood Office Technology		-1,393.00
	Credit Card Charge	09/14/2024	Otter.AI		-16.99
	Sales Receipt	09/18/2024	Local Library Services Aid Grant	LLSA Funding - 2024	9,082.00
	Bill	10/03/2024	Ashley Pickett	Reimbursement	-19.94
	Bill	10/03/2024	Usherwood Office Technology		-1,393.00
	Credit Card Charge	10/15/2024	Otter.AI		-13.01
	Credit Card Charge	10/15/2024	MailChimp		-38.25
	Bill	11/25/2024	North Country Library System		-46.34
	Credit Card Charge	12/07/2024	Otter.AI		-30.00
	Credit Card Charge	12/07/2024	MailChimp		-38.25
	Credit Card Charge	12/07/2024	Otter.AI		-30.00
	Credit Card Charge	12/07/2024	MailChimp		-38.25
	Bill	03/11/2025	North Country Library System		-749.50
	Bill	04/15/2025	Amazon	113-0676869-0814653	-9.95
Total Local Library Services Aid Grant					25,332.99
MakerSpace Project					
	Sales Receipt	09/13/2023	MakerSpace Project	Makers Space (Proceeds from 2023 Golf Tournament)	2,626.35
	Sales Receipt	12/27/2024	MakerSpace Project	In Memory of David Cummings for the MakerSpace	8,000.00
	Sales Receipt	12/30/2024	MakerSpace Project	White Family Charitable Fund	1,000.00
	Sales Receipt	01/23/2025	MakerSpace Project	Library Flash Tattoo Fundraiser - Caitlan & Chris from Sword in Stone Tattoo	4,010.00
	Sales Receipt	01/27/2025	MakerSpace Project	Northern New York Community Foundation	1,000.00
	Sales Receipt	01/31/2025	MakerSpace Project	Nick the Bee Guy	100.00
	Sales Receipt	04/30/2025	MakerSpace Project		2,685.64
Total MakerSpace Project					19,421.99
Misc Donations					
	Sales Receipt	10/10/2018	Misc Donations	Downs Syndrome Collection	50.00
	Sales Receipt	11/30/2018	Misc Donations	Audiobooks	100.00
	Sales Receipt	09/09/2019	Misc Donations	Audiobooks on CD	100.00
	Sales Receipt	12/16/2019	Misc Donations	Donation for Audiobooks	100.00
	Sales Receipt	04/10/2020	Misc Donations		50.00
	Sales Receipt	05/01/2020	Misc Donations		50.00
	Sales Receipt	05/01/2020	Misc Donations		50.00
	Sales Receipt	06/05/2020	Misc Donations		50.00
	Sales Receipt	07/27/2020	Misc Donations		40.00
	Sales Receipt	09/10/2020	Misc Donations	Adult Programs	20.00
	Sales Receipt	10/14/2020	Misc Donations	Genealogy	50.00
	Sales Receipt	10/20/2020	Misc Donations	Adult Programs	25.00
	Sales Receipt	11/23/2020	Misc Donations	Adult Audiobooks	100.00
	Sales Receipt	05/10/2021	Misc Donations	Genealogy	700.00
	Sales Receipt	05/10/2021	Misc Donations	Audio Books	100.00
	Sales Receipt	07/30/2021	Misc Donations	Programs	500.00
	Sales Receipt	09/10/2021	Misc Donations		50.00
	Sales Receipt	10/15/2021	Misc Donations		500.00
	Sales Receipt	12/21/2021	Misc Donations	For Craft Items	20.00
	Sales Receipt	02/02/2022	Misc Donations	Adult Audio Books	100.00
	Sales Receipt	02/02/2022	Misc Donations	Library Improvements	500.00
	Sales Receipt	03/28/2022	Misc Donations	Adult Crafting Programs	50.00
	Sales Receipt	05/10/2022	Misc Donations	Children's Programming	100.00
	Sales Receipt	08/10/2022	Misc Donations	Adult Programs - from the "Bee Guy"	100.00
	Sales Receipt	09/07/2022	Misc Donations	Adult Audio Books	100.00
	Sales Receipt	12/08/2022	Misc Donations	Audio books on CD	100.00
	Sales Receipt	09/26/2023	Misc Donations	Adult Audiobooks on CD	100.00
	Sales Receipt	10/11/2023	Misc Donations	Spice Club	10.00
	Sales Receipt	07/01/2024	Misc Donations	Nick the Bee Guy - Amanda's Programs	50.00
	Credit Card Charge	01/07/2025	Walmart		-61.32
	Bill	05/05/2025	Amazon	111-4138363-6470602	-96.41
Total Misc Donations					134.68
NNY Community Foundation/Lego Programming					
	Sales Receipt	08/07/2015	NNY Community Foundation/Lego Programmir	NNYCF Lego Programming	1,000.00
	Sales Receipt	11/23/2015	NNY Community Foundation/Lego Programmir	Cans and Bottles Returnables - Library Staff	9.45
Total NNY Community Foundation/Lego Programming					57.55
NNY Community Foundation/Smith Fund					
	Sales Receipt	12/29/2014	NNY Community Foundation/Smith Fund	Large Print 2015/2016	3,844.00
	Sales Receipt	02/19/2016	NNY Community Foundation/Smith Fund	Large Print 2016/2017	4,071.00
	Sales Receipt	04/05/2018	NNY Community Foundation/Smith Fund	DeForest H. and Marion P. Smith Fund for Large Print Books	4,138.00
	Sales Receipt	11/30/2018	NNY Community Foundation/Smith Fund	DeForest H. & Marion P. Smith Fund	4,212.00
	Sales Receipt	12/05/2019	NNY Community Foundation/Smith Fund	DeForest	4,277.00
	Sales Receipt	12/02/2020	NNY Community Foundation/Smith Fund	DeForest and Marion Smith Fund - Large Print 2020/2021	4,350.00
	Sales Receipt	06/01/2023	NNY Community Foundation/Smith Fund	2023 Annual Distribution	4,620.00
	Sales Receipt	04/10/2024	NNY Community Foundation/Smith Fund	2024-2025 FY Large Print	4,680.00
	Bill	07/09/2024	Ingram Library Services		-126.63
	Bill	07/26/2024	Ingram Library Services		-23.05
	Bill	07/26/2024	Ingram Library Services		-70.50
	Bill	07/26/2024	Ingram Library Services		-114.70
	Bill	07/26/2024	Ingram Library Services		-15.25
	Bill	07/26/2024	Ingram Library Services		-35.80
	Bill	07/26/2024	Ingram Library Services		-78.29
	Bill	07/26/2024	Ingram Library Services		-49.87
	Bill	07/26/2024	Ingram Library Services		-203.54
	Bill	08/02/2024	Ingram Library Services		-58.54
	Bill	08/02/2024	Ingram Library Services		-23.66
	Bill	08/22/2024	Ingram Library Services		-30.95
	Bill	08/22/2024	Ingram Library Services		-78.82
	Bill	08/22/2024	Ingram Library Services		-84.61
	Bill	08/22/2024	Ingram Library Services		-73.83
	Bill	08/22/2024	Ingram Library Services		-23.01
	Bill	08/22/2024	Ingram Library Services		-15.80
	Bill	09/10/2024	Ingram Library Services		-73.58
	Bill	09/10/2024	Ingram Library Services		-21.81
	Bill	10/03/2024	Ingram Library Services		-21.81
	Bill	10/03/2024	Ingram Library Services		-88.38
	Bill	10/03/2024	Ingram Library Services		-44.82
	Bill	10/03/2024	Ingram Library Services		-55.16
	Bill	10/28/2024	Ingram Library Services		-32.20
	Bill	10/28/2024	Ingram Library Services		-73.58
	Bill	10/28/2024	Ingram Library Services		-43.61
	Bill	10/28/2024	Ingram Library Services		-32.49
	Bill	10/28/2024	Ingram Library Services		-86.12
	Bill	11/12/2024	Ingram Library Services		-35.80
	Bill	11/12/2024	Ingram Library Services		-54.17
	Bill	11/25/2024	Ingram Library Services		-62.14
	Bill	11/25/2024	Ingram Library Services		-36.40
	Bill	11/25/2024	Ingram Library Services		-46.62
	Bill	12/10/2024	Ingram Library Services		-15.80
	Bill	12/10/2024	Ingram Library Services		-21.81
	Bill	12/10/2024	Ingram Library Services		-57.61
	Bill	12/10/2024	Ingram Library Services		-33.35
	Bill	12/10/2024	Ingram Library Services		-31.50
	Bill	01/03/2025	Ingram Library Services		-170.63
	Bill	01/03/2025	Ingram Library Services		-33.22
	Bill	01/03/2025	Ingram Library Services		-32.36
	Bill	01/03/2025	Ingram Library Services		-23.01
	Bill	01/03/2025	Ingram Library Services		-21.81
	Bill	01/03/2025	Ingram Library Services		-40.67
	Bill	01/17/2025	Ingram Library Services		-90.80
	Bill	01/17/2025	Ingram Library Services		-44.82

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	Bill	01/17/2025	Ingram Library Services		-54.23
	Bill	01/28/2025	Ingram Library Services		-57.01
	Bill	01/28/2025	Ingram Library Services		-77.28
	Bill	01/28/2025	Ingram Library Services		-56.53
	Bill	02/11/2025	Ingram Library Services		-122.67
	Bill	02/11/2025	Ingram Library Services		-104.82
	Bill	02/11/2025	Ingram Library Services		-35.20
	Bill	02/11/2025	Ingram Library Services		-43.62
	Bill	02/11/2025	Ingram Library Services		-20.60
	Bill	02/11/2025	Ingram Library Services		-110.37
	Bill	02/11/2025	Ingram Library Services		-21.81
	Bill	02/26/2025	Ingram Library Services		-41.82
	Bill	03/05/2025	Ingram Library Services		-91.43
	Bill	03/05/2025	Ingram Library Services		-42.42
	Bill	03/05/2025	Ingram Library Services		-55.03
	Bill	03/11/2025	Ingram Library Services		-28.92
	Bill	03/11/2025	Ingram Library Services		-75.63
	Bill	03/11/2025	Ingram Library Services		-17.35
	Bill	03/11/2025	Ingram Library Services		-23.01
	Bill	03/20/2025	Ingram Library Services		-43.02
	Bill	03/20/2025	Ingram Library Services		-21.81
	Bill	03/20/2025	Ingram Library Services		-23.01
	Bill	03/20/2025	Ingram Library Services		-76.83
	Bill	03/20/2025	Ingram Library Services		-176.42
	Sales Receipt	04/09/2025	NNY Community Foundation/Smith Fund	2025/2026 DeForest H. and Marion P. Smith Fund	4,880.00
	Bill	04/15/2025	Ingram Library Services		-21.81
	Bill	04/15/2025	Ingram Library Services		-32.36
	Bill	04/15/2025	Ingram Library Services		-36.79
	Bill	05/05/2025	Ingram Library Services		-52.59
	Bill	05/05/2025	Ingram Library Services		-33.35
	Bill	05/05/2025	Ingram Library Services		-21.21
	Bill	05/05/2025	Ingram Library Services		-40.23
Total NNY Community Foundation/Smith Fund					4,388.50
North Country Library System (NCLS)					
	Deposit	10/29/2015		Summer Reading Mini-Grant	118.00
	Sales Receipt	07/15/2016	North Country Library System (NCLS)	NCLS Outreach Advisory Council - Visually Impaired Technology	1,000.00
	Sales Receipt	07/15/2016	North Country Library System (NCLS)	NCLS Outreach Advisory Council - Yo Hablo Espanol	1,000.00
	Sales Receipt	10/31/2016	North Country Library System (NCLS)	Pattie Ritchie Grant - #1150617698	2,000.00
	Sales Receipt	12/22/2016	North Country Library System (NCLS)	Incentive Grant	600.00
	Sales Receipt	12/23/2016	North Country Library System (NCLS)	Innovative Services Grant	2,000.00
	Sales Receipt	02/08/2017	North Country Library System (NCLS)	Mini-Grant Early Learning Space Development/Improvement	730.35
	Sales Receipt	04/11/2017	North Country Library System (NCLS)	Lobby Day Stipend - Suzie Renzi-Falge	225.00
	Sales Receipt	04/12/2017	North Country Library System (NCLS)	Lobby Day Stipend - Meghin Roberts	225.00
	Sales Receipt	07/24/2017	North Country Library System (NCLS)	State of New York Construction Grant	7,432.00
	Sales Receipt	10/05/2017	North Country Library System (NCLS)	Outreach Minigrant	500.00
	Sales Receipt	10/16/2017	North Country Library System (NCLS)	Bullet Aid 2017-2018 from Senator Ritchie	4,000.00
	Sales Receipt	12/04/2017	North Country Library System (NCLS)	2017 NYLA Stipend	800.00
	Sales Receipt	12/22/2017	North Country Library System (NCLS)	2017 Incentive Grant	700.00
	Sales Receipt	12/22/2017	North Country Library System (NCLS)	Website Tune Up Stipend	100.00
	Sales Receipt	01/08/2018	North Country Library System (NCLS)	Innovative Services Grant	2,000.00
	Sales Receipt	03/16/2018	North Country Library System (NCLS)	Sales Tax Reimbursement - Best Buy	45.60
	Sales Receipt	05/07/2018	North Country Library System (NCLS)	Incentive Grant	500.00
	Sales Receipt	06/18/2018	North Country Library System (NCLS)	NYS Construction Grant	826.00
	Sales Receipt	07/10/2018	North Country Library System (NCLS)	Outreach Grant - Little Libraries	1,000.00
	Sales Receipt	01/15/2019	North Country Library System (NCLS)	Bullet Aid from NYS Senate - Senator Ritchie	5,000.00
	Sales Receipt	05/02/2019	North Country Library System (NCLS)	NCLS Library Incentive Grant	500.00
	Sales Receipt	06/17/2019	North Country Library System (NCLS)	Outreach Mini-Grant	1,000.00
	Sales Receipt	12/05/2019	North Country Library System (NCLS)	Reimbursement - CBA Funds (Yvonne Reff)	1,322.70
	Sales Receipt	12/15/2020	North Country Library System (NCLS)	Zoom & Magazines	972.83
	Sales Receipt	03/24/2021	North Country Library System (NCLS)	WPBS American Portrait Project	437.50
	Sales Receipt		North Country Library System (NCLS)	Zoom Charges	
	Sales Receipt	08/02/2023	North Country Library System (NCLS)	Resilient Pages: Tablets in Safe Shelter	1,000.00
	Sales Receipt	11/21/2023	North Country Library System (NCLS)		27,225.00
	Bill	07/09/2024	Watertown Daily Times	12 Months - 7/2024-7/2025	-394.16
	Sales Receipt	09/17/2024	North Country Library System (NCLS)	Periodicals 2024	734.14
	Credit Card Charge	04/15/2025	Zoom Video Communications		-159.90
	Sales Receipt	04/29/2025	North Country Library System (NCLS)	Zoom Reimbursement 4/3/25-4/2/26	159.90
Total North Country Library System (NCLS)					27,469.39
Northern New York Community Foundation					
	Sales Receipt	12/15/2014	Northern New York Community Foundation	$250 Children's Books/$250 Teen Books	500.00
	Sales Receipt	09/06/2018	Northern New York Community Foundation	Little Libraries Sponsorship	500.00
	Sales Receipt	09/06/2018	Northern New York Community Foundation	LEAD - Little Libraries Sponsorship	500.00
	Sales Receipt	01/06/2020	Northern New York Community Foundation	Snowtown Daniel Tiger Books	494.76
	Sales Receipt	04/10/2020	Northern New York Community Foundation	Maria Mesires - Elpis Fund	936.00
	Sales Receipt	02/23/2021	Northern New York Community Foundation	Jan B. Oliver Lifelong Reading Fund - Children's Literacy	1,000.00
	Sales Receipt	06/18/2021	Northern New York Community Foundation	2021 #giveNNY 315Day Campaign	648.00
	Sales Receipt	08/26/2021	Northern New York Community Foundation		500.00
	Sales Receipt	06/20/2024	Northern New York Community Foundation	Micro-Grant for The Children's Room	1,000.00
	Credit Card Credit	08/15/2024	School Specialty		511.42
	Bill	09/10/2024	Amazon	112-1509655-2417801	-88.00
	Bill	09/10/2024	Amazon	112-0202932-0315443	-179.99
	Bill	10/03/2024	Amazon	112-4143627-1896251	-357.68
	Bill	10/03/2024	Amazon	112-1509655-2417801	-382.53
	Sales Receipt	12/03/2024	Northern New York Community Foundation	Jan B. Oliver Lifelong Reading Fund - Children's Books	1,000.00
	Bill	01/07/2025	Amazon	114-3405270-3861017	-91.49
	Bill	01/07/2025	Amazon	114-4760634-4277063	-33.43
	Credit Card Charge	02/12/2025	K Coleman Books		-18.00
	Bill	02/26/2025	Ingram Library Services		-14.30
	Bill	02/26/2025	Ingram Library Services		-48.38
	Bill	02/28/2025	Amazon	114-3224711-1996262	-13.25
	Bill	02/28/2025	Amazon	114-8562336-3963457	-16.53
	Bill	02/28/2025	Amazon	114-5097131-3231465	-60.95
	Bill	02/28/2025	Amazon	114-4112977-3910668	-17.91
	Bill	03/11/2025	Amazon	111-2504312-1265051	-7.48
	Bill	03/26/2025	The Penworthy Company LLC		-602.40
	Bill	04/15/2025	Ingram Library Services		-39.60
Total Northern New York Community Foundation					4,075.39
Salesforce - Lego Programming					
	Sales Receipt	02/08/2016	Salesforce - Lego Programming	Donation for Lego Programming with Jack Falge	1,000.00
	Sales Receipt	11/01/2018	Salesforce - Lego Programming	Riding The Wave Grant for John Falge	100.00
	Sales Receipt	05/01/2020	Salesforce - Lego Programming		500.00
	Bill	01/17/2025	Jack Falge		-155.82
Total Salesforce - Lego Programming					1,023.75
Stewarts Shops Holiday Match Grant					
	Sales Receipt	03/10/2017	Stewarts Shops Holiday Match Grant	Stewarts Holiday Match	600.00
	Sales Receipt	03/20/2018	Stewarts Shops Holiday Match Grant	Stewarts Holiday Match Donation	600.00
	Sales Receipt	03/18/2019	Stewarts Shops Holiday Match Grant		600.00
	Sales Receipt	04/10/2020	Stewarts Shops Holiday Match Grant		600.00
	Sales Receipt	03/22/2022	Stewarts Shops Holiday Match Grant	18 and Under Programming Grant	650.00
	Sales Receipt	04/28/2023	Stewarts Shops Holiday Match Grant	programmimg	650.00
	Sales Receipt	03/20/2024	Stewarts Shops Holiday Match Grant	Halloween Party 2024	650.00
	Bill	09/10/2024	Fun Express, Inc.		-352.72
	Credit Card Charge	09/14/2024	Sam's Club		-297.28
	Sales Receipt	03/26/2025	Stewarts Shops Holiday Match Grant	Holiday Match Grant 2025/2026	600.00
Total Stewarts Shops Holiday Match Grant					1,041.92
Women Listen to Women 2020					
	Sales Receipt	09/23/2020	Women Listen to Women 2020		40.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		40.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		40.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		30.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		50.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		40.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		60.00
	Sales Receipt	09/23/2020	Women Listen to Women 2020		50.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Childrens/Tween Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Childrens/Tweens Programs	40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tween Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tweens Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Childrens Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		35.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's Programs	40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tween Programs	40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tween Programs	30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020		30.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tween Programming	40.00
	Sales Receipt	10/24/2023	Women Listen to Women 2020	Children's/Tweens Programming	50.00
Total Women Listen to Women 2020					29.87
No name					
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	20.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00
	Sales Receipt	01/07/2015		In Memory of Betty Jeffers	25.00

Roswell P. Flower Memorial Library
Restricted Donations & Grants
All Transactions

	Sales Receipt	01/12/2015	In Memory of Betty Jeffers	100.00
	Sales Receipt	01/20/2015	In Memory of Betty Jeffers	300.00
	Sales Receipt	01/22/2015	In Memory of Betty Jeffers	50.00
	Sales Receipt	01/22/2015	In Memory of Betty Jeffers	25.00
	Sales Receipt	01/22/2015	In Memory of Betty Jeffers	100.00
	Sales Receipt	01/26/2015	Large Print Books in Memory of Eleanor Cole	35.00
	Sales Receipt	01/28/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	01/28/2015	Large Print Books in Memory of Eleanor Cole	10.00
	Sales Receipt	01/28/2015	Large Print Books in Memory of Eleanor Cole	30.00
	Sales Receipt	01/29/2015	In Memory of Betty Jeffers	100.00
	Sales Receipt	01/30/2015	In Memory of Betty Jeffers	100.00
	Sales Receipt	02/02/2015	Large Print Books in Memory of Eleanor Cole	50.00
	Sales Receipt	02/03/2015	Large Print Books in Memory of Eleanor Cole	20.00
	Sales Receipt	02/03/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	02/03/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	02/05/2015	Large Print Books in Memory of Eleanor Cole	50.00
	Sales Receipt	02/09/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	02/17/2015	Large Print Books in Memory of Eleanor Cole	143.00
	Sales Receipt	02/20/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	03/02/2015	Large Print Books in Memory of Eleanor Cole	25.00
	Sales Receipt	04/07/2015	Children's Books in Memory of Kay Reed Bast	50.00
	Sales Receipt	04/22/2015	In Memory of Betty Jeffers	55.00
	Sales Receipt	04/23/2015	In Memory of Betty Jeffers	150.00
	Sales Receipt	06/29/2015	In Memory of Roxann Fintell	100.00
	General Journal	06/30/2015	To move grant expenses from revenue to proper expense account	-47.00
	General Journal	06/30/2015	To move grant expenses from revenue to proper expense account	47.00
	Sales Receipt	09/08/2015	Adult Audio Book Donation	50.00
	Sales Receipt	09/30/2015	Children's Audio Books	50.00
	Sales Receipt	02/04/2016	In Memory of Betty Gaffney	50.00
	Sales Receipt	02/09/2016	In Memory of Betty Gaffney	50.00
	Sales Receipt	08/11/2017		30.00
	Sales Receipt	08/11/2017		30.00
	Sales Receipt	08/11/2017		30.00
	Sales Receipt	08/11/2017		30.00
	Sales Receipt	09/01/2017	Donation for Audiobooks	100.00
	Sales Receipt	04/09/2018	Audiobooks	100.00
	Sales Receipt	04/30/2018		50.00
	Sales Receipt	09/13/2018	Audiobooks	100.00
	Sales Receipt	04/10/2019	Children's Programs	10.00
	Sales Receipt	10/28/2019	Adult Programs	5.00
	Sales Receipt	08/10/2023		10,000.00
	Sales Receipt	10/04/2023		10,000.00
	Sales Receipt	12/21/2023	Audiobooks	100.00
	Sales Receipt	03/20/2024		6,000.00
Total no name				28,598.00
				127,291.36

Director's Report May'25:

Building & Grounds

The engineering department is finishing up the design for the new loading dock with in the next few weeks. They hope to put this project out to bid before June. When I receive copies of the design, I will make them available to the board to see.

Programming/Department Highlights

From Jamie LaPlaca: In honor of National Pet Month, we're excited to launch a Pet Supplies Drive in partnership with the SPCA and Jefferson County Dog Control to support local shelter animals in need. With so many animal lovers on our staff, this cause is close to our hearts — and we know it is for many of you, too.

From May 1 through May 31, we'll be collecting new pet supplies to help brighten the lives of dogs and cats waiting for their forever homes. Donations can be dropped off at the Circulation Desk during this time.

To ensure the safety and wellbeing of the animals, we're asking for only the specific items requested by the shelters:

- Purina or Hill's Science Diet wet or dry food ONLY
- Milk bones
- Any non-rawhide treats
- Tennis balls
- Kongs
- Rubber/nylon chew bones
- Cat wands
- Cleaning supplies
- Aloe & oatmeal pet shampoo
- Scratch posts
- Tough chewer toys
- Pill pockets
- Unopened Kitten Milk Replacement
- Collars/leashes
- Cat litter

Every donation, big or small, makes a difference. We are very excited to come together as a community to help support our local shelters.

On Saturday, April 12th, I hosted my 3rd Annual Toddler Prom—an unforgettable evening designed for little ones ages 3 to 5. Our little library guests arrived dressed to the nines, waltzing down our red carpet in gowns, tuxedos, and even a few in fairy and Batman costumes. They made their grand entrance walking down our red carpet and into the transformed Children's Room, which sparkled with prom-themed décor.

Gold stars dangled from the ceiling, a stunning arch of black and gold balloons framed the doorway, and coordinating tablecloths set the scene. Balloons were scattered throughout the room, and a fully stocked snack table welcomed families with apple juice, Goldfish crackers, and an assortment of cookies.

The event offered a delightful mix of activities, including a snack station, creative crafts, and a sensory dance floor. Craft tables invited little hands to create their own prom crowns, design DIY picture frames, and color masquerade masks. The sensory dance floor was a hit—filled with an engaging mix of textures and materials like bean bags, cut-up pool noodles, foam letters, glow sticks, and balloons of all shapes and sizes. The space encouraged exploration, creativity, and movement—perfect for curious minds and busy little bodies.

We were thrilled to welcome a total of 137 attendees, making it one of our most successful Toddler Proms yet. It's truly one of my favorite traditions of the year, and I'm already brainstorming ideas to make next year's event even more magical!

Miscellaneous

We are finally starting to receive our new computers through the NCLS construction grant. This has been 2 years in the making. We currently have 3 laptops that we plan to make available for public use while in the library and 5 new desktop computers for the public computer lab. This is incredibly helpful for us and IT due to the older nature of our current technology. We will continue to make updates year after year to ensure we are running technology that is accessible and helpful to both patrons and staff.

Respectfully Submitted by Suzie Renzi-Falge

Monthly Statistic Comparison Report

	April, 2025	April, 2024
ADULT BOOK CIRCULATION		
Fiction (Adult & YA)	2,406	2,458
Non-Fiction (Adult & YA)	1,159	1,289
Total	**3,565**	**3,747**
JUVENILE BOOK CIRCULATION		
Fiction	2,034	2,303
Non-Fiction	474	593
Total	**2,508**	**2,896**
TOTAL BOOK CIRCULATION	**6,073**	**6,643**
OTHER MATERIALS CIRCULATION		
Adult & YA Magazines	41	64
Juvenile Magazines	3	5
Adult & YA Talking Books/Audios	70	125
Juvenile Talking Books/Audios	12	20
Adult DVD's/BluRay's	862	811
Juvenile DVD's/BluRay's	168	213
Multimedia	56	55
Music CD's	198	91
TOTAL OTHER MATERIALS	**1,410**	**1,384**
*Other Items\Empire Passes	17	32
IN-HOUSE TALLY (Kathy)		
Read & Return Paperbacks	**23**	**39**
Circulation Desk Reference Titles		
Magazines	0	1
Newspapers	19	21
Serials/Reference Books	0	1
Total Circulation Desk	**19**	**23**
GRAND TOTAL CIRCULATION	**7,542**	**8,121**
REFERENCE QUESTIONS		
Adult/Teen/Juvenile	134	148
Genealogy	20	24
Total	**154**	**172**
DUENORTH (Favorites)		
Borrowed (Received) 4.16	0	1
Loaned (Sent) 4.17	8	15
OCLC (Lisa)		
Borrowed (Loaned) 4.16	53	54
PROCTORING EXAMS	3	5
MEETING ROOM RESERVATIONS		
Library	20	19
Non-Library	55	42
Total	**75**	**61**
DOOR COUNT	5,685	8,124
COMPUTER SESSIONS 5.6	602	535
NEW BORROWERS	120	149

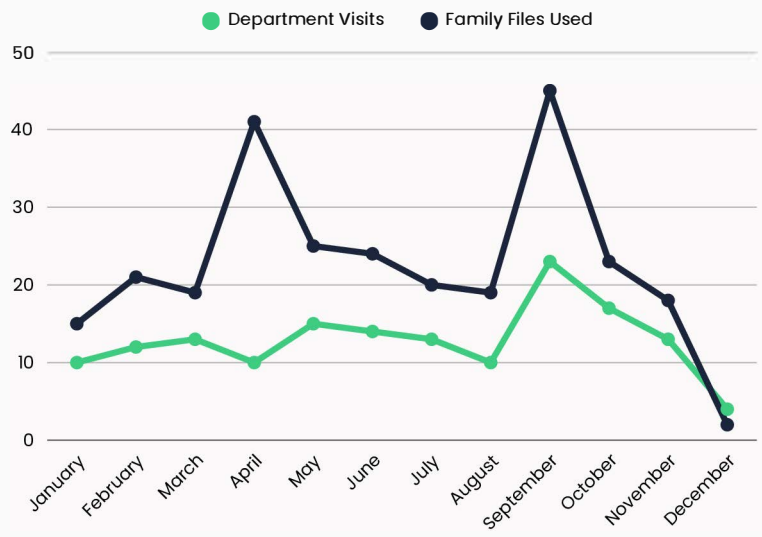
Programs		
Adult		
Sessions	14	25
Attendance	192	833
Young Adult		
Sessions	5	6
Attendance	36	26
Juvenile/Tween		
Sessions	20	21
Attendance	707	971
Total Sessions	**39**	**52**
Total Attendance	**935**	**1,830**
Ancestry.com		
Sessions	146	759
Website Visits 5.4	0	118,481
Wireless Sessions	0	19,103
EBOOK Checkouts	810	781
Audio Book Downloads	753	642
ArtistWorks, LawDepot & Universal Class	4	3

FLOWER LIBRARY'S

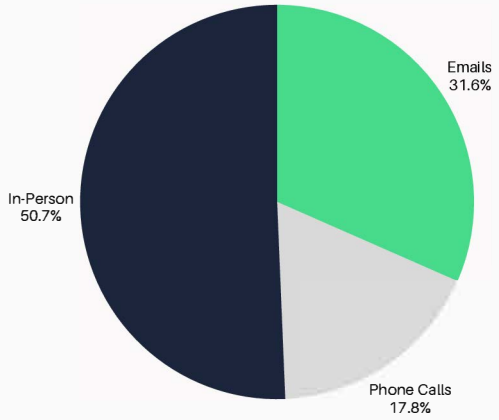
GENEALOGY DEPARTMENT

ISSUE 1 | 2024 OVERVIEW | MAY 2025

Flower Library's Genealogy Department is a growing entity. Run mainly by an extremely knowledgeable and dedicated volunteer who is supervised by the library's newest Librarian II, the department is working hard to build back the momentum lost after the devastating years of health problems and isolation that have plagued most of our power users. Department visits currently mimic the seasonal trends that other Adult Services staff notice - the early spring warmth and fall leaf peeping bring folks in the doors!



2024 Communications with Patrons: Staff and Volunteers Converse by...



Email remains the more overall popular means of communicating with genealogy staff remotely, allowing folks who are not local to seek the expertise of library staff. Still nothing beats an in-person chat with our local history expert, 30+ year volunteer Terry Mandigo. Many times we've heard the phrase "If Terry doesn't know, then it isn't worth knowing" spoken when talking with our local history researchers.

Department Goals

One of the main goals of 2024 was to revamp the Genealogy Department website to feature context alongside links and lists of library research offerings. The hope was to invite users of all levels, even those who were just beginning their research journey, to explore in-house and virtual research options in a logical, path-like way. Staff are proud to announce that this project has been completed! Each page comes complete with details describing that specific portion of the collection while leaving room to grow.

Another goal was to attract people to the space and resources via events and outreach partnerships. Staff were able to host 4 research-based events (including how to research your haunted house) as well as partner with the Jefferson County Historical Society for the History and Genealogy Fair in the fall. This annual event features 3 guest speakers and 15+ tables of local organizations; the 2024 event brought 60 people through the historical society. By inviting folks of all ages and varying research abilities, we hoped to inspire the next generation of local history fans and cultivate new library patrons.

Eligibility

Laptops can be checked out **only** by NCLS cardholders, who maintain a valid library account in good standing, and who read, agree to, and sign the library Laptop Loan Policy. The user's library card or valid ID must be presented to the circulation staff each time a laptop is borrowed. Under no circumstance will a user be allowed to check out a laptop for another person unless that person is their minor child or an individual in your care. The original signer retains all responsibilities for the laptop.

Loan Periods and Availability

Laptops may be checked out at the Library Circulation Desk during library hours. Laptops are to be used **in the library only**. One laptop per user will be made available on a first-come, first-served basis. Laptops are not able to be placed on hold. The loan period for a laptop is two hours. Laptops are due back to the main circulation desk fifteen minutes before closing. One renewal is permitted if there are no other patrons waiting for use.

Fines and Liability

The overdue fee for a laptop is **$5.00 per hour or any part of an hour thereafter**. The user that checks out the laptop is held financially responsible for damage to, loss of, or theft of the laptop and its included accessories. The replacement cost of a damaged, lost or stolen laptop is **$615 plus the accrued overdue fees**. The person who checks out the laptop **must read, agree to, and sign** the library Laptop Loan Policy and is responsible for its safe return in good condition. **Laptops should never be left unattended, please keep laptops and accessories in your immediate possession while checked out**. Flower Memorial Library assumes no responsibility if the laptop is stolen while checked out to a user.

Limitations on Use

Upon return, all laptops will be subject to a maintenance review by a library staff member to ensure proper working order. Users must not tamper with the hardware or software already installed on the laptop nor are they allowed to install hardware or software. All files saved to laptops will be automatically deleted upon signing out. All laptop users are subjected to the Computer Use Policy.

Printed Name: Sign: Date:

Check List (staff initials):
Laptop #:
Laptop Sleeve or Case:
Charging Cord:
Mouse:

ACCEPTABLE PATRON BEHAVIOR

It is the policy of the Roswell P. Flower Memorial Library Board of Trustees that library staff will encourage, in a friendly and polite manner, the use and enjoyment of the library.

It is expected that all patrons will exhibit acceptable and legal behavior while using the library. Persons engaging in unacceptable behavior, as determined by the Library Director or other staff in charge, shall be required to leave. Some examples of unacceptable behavior:

- People shall not harass or annoy other patrons or staff.
- Patrons must be appropriately attired, which includes but is not limited to, footwear and shirts.
- Personal hygiene shall conform to the generally accepted standard of the community. Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other persons shall be asked to leave the building.
- Patrons are able to enjoy small snacks and have drinks with lids while visiting the library.
- For the health and safety of our patrons, Roswell P. Flower Memorial Library adheres to ADA regulations. Service animals are allowed in the library building. Any animal other than a service animal for sanctioned library activities may be admitted with prior approval from the Administration.
- Photography, videography, and filming must be pre-approved by the Administration.
- Offensive language or actions including but not limited to rude or lewd comments will not be tolerated.
- Solicitation in any form is forbidden.
- Littering of the building and library grounds is forbidden.
- "Staff Only" restricted areas are accessible only under the supervision or direction of the Library Director or their designee.
- Tobacco products, e-cigarette, and marijuana use is prohibited inside the library. Tobacco use is defined to be any tobacco product e.g. cigarettes, cigars, pipes, chewing tobacco, and tobacco.
- All bags that are brought into the building is subject to search when the person enters or leaves the building.
- **Patrons shall not bring scooters, bicycles, or shopping carts into the library building.**

A person who has concerns related to unacceptable patron behavior may fill out an Incident Complaint Form or a Comment Form, both of which are available at the Circulation Desk.

Failure to follow these Rules of Acceptable Patron Behavior Policy will result in action being taken to correct the behavior or end the disturbance. The Library Director or designated senior employee has the right to ban a person from entering the library for an extended period of time because of unacceptable behavior. In all cases when necessary, the Watertown City Police may be summoned to assist in the enforcement of the Rules of Acceptable Patron Behavior Policy.

Library telephones may be made available for patrons for emergency calls.

If requested, library staff will not search for patrons, identify if a patron is in the library, give patrons messages or reveal staff members schedules unless legally required to do so or in an emergency situation.

Re-adopted by the Roswell P. Flower Memorial Library Board of Trustees, November 14, 2023