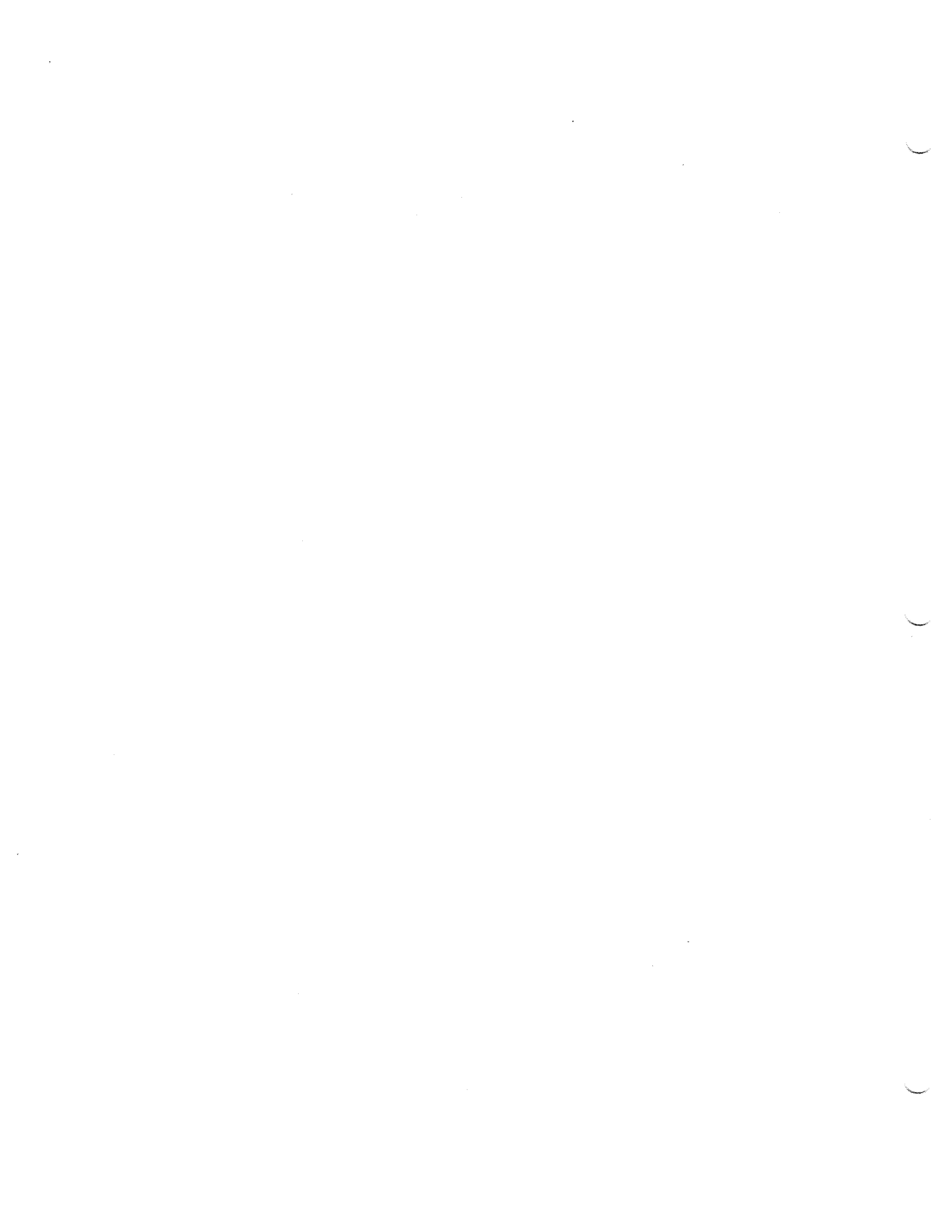


BOARD MEETING – TUESDAY, FEBRUARY 22, 2022
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

Agenda for the regular meeting of the Board of Trustees of the South Huntington Public Library on Tuesday, February 22, 2022 at 7 p.m. in the Meeting Room.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPTION OF THE AGENDA
4. DISPOSITION OF MINUTES: (TAB A)
 1. Regular Meeting, Tuesday, January 18, 2022
5. FINANCIAL MATTERS: (TAB B)
 - A. Schedule of Bills
 - B. Investments
 - C. Financial Chairperson's Report
 - D. Personnel
6. COMMUNICATIONS: (TAB C)
 1. SCLS Minutes and Memorandum (emailed to Board members)
 2. Thank You letter from patron
 3. Letter to the NYSEERDA Selection Committee re: Request for Proposal 4630
 4. Thank you letter to Assemblyman Steve Stern
 5. Thank you letter to Mr. Ken Weil
7. REPORTS: (TAB D)
 1. Director's Report
 2. Assistant Director's Report
 3. Building & Grounds Report
8. OLD BUSINESS: (TAB E)
 1. COVID-19 Protocol
 2. SHPL 2022-2023 Budget Draft
 3. Approval of the Proposed 2022-2023 Operating Budget for Presentation
9. NEW BUSINESS: (TAB F)
 1. Landscaping Contract Renewal
 2. Annual State Report
 3. Use of Paper Ballots at Annual Vote
 4. NYLA Youth Services Section Annual Conference
 5. Director Evaluation Form
10. STATISTICAL REPORTS: (TAB G)
 1. Statistics and Program Attendance
11. VOICE OF THE TAXPAYER
12. EXECUTIVE SESSION: To discuss employment history of employees.
13. ADJOURNMENT



BOARD MEETING MINUTES – MONDAY JANUARY 18, 2022
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

The regular meeting of the Board of Trustees of the South Huntington Public Library was held on Tuesday, January 18 at 7 p.m. via Zoom Conference.

PRESENT:

Mr. Stuart Horowitz, President
Mrs. Eleanora Ferrante, Vice President
Mrs. Eileen Sullivan, Financial Chairperson
Mrs. Pat Dillon
Mrs. Stella Fox

STAFF:

Mrs. Janet Scherer, Director
Mr. Nick Tanzi, Assistant Director
Mrs. Erin McShane Hedger, Business Manager
Mrs. Doreen Kilkenny, Board Secretary

CALL TO ORDER:

The meeting was called to order by the President at 7:02 p.m.

PLEDGE OF ALLEGIANCE:

The president led everyone in the Pledge of Allegiance.

ADOPTION OF THE AGENDA:

Motion by Mrs. Fox, seconded by Mrs. Dillon, and carried unanimously to accept the agenda as written.

DISPOSITION OF REGULAR MEETING MINUTES

DECEMBER 20, 2021:

Motion by Mrs. Sullivan, seconded by Mrs. Ferrante, and carried unanimously to accept the minutes of the regular meeting of December 20, 2021.

FINANCIAL MATTERS:

Mr. De Dora sent a letter stating that he compared all the warrants to the invoices and payroll register to verify amounts to be paid and counts of checks issued. He also reviewed the check signer log. He viewed and compared all petty cash

disbursements with the receipts for expenditure, and reported that all was in order.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #16 Fund L in the amount of \$9,753.54; Warrant #18 Fund L in the amount of \$113,978.26; Warrant #12/09 PR Fund L in the amount of \$108,345.26; Warrant #12/23 PR Fund L in the amount of \$109,134.58.

Motion by Mrs. Dillon, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #12 Fund TA in the amount of \$43,443.63; Warrant #13 Fund TA in the amount of \$43,699.50.

Motion by Mrs. Sullivan, seconded by Mrs. Fox, and carried unanimously to approve the American Express statement for December in the amount of \$1,205.01.

Motion by Mrs. Dillon, seconded by Mrs. Fox, and carried unanimously to approve the Amazon/Synchrony Bank Monthly Statement for November in the amount of \$1,865.36.

FINANCIAL CHAIRPERSON'S

REPORT:

Mrs. Sullivan reported that she selected at random and reviewed original purchase orders, invoices, check requisitions, and copies of selected cancelled checks. She compared them to the original warrants and found the vendors' names, check amounts, and endorsements to be in order. Four items remain outstanding and will be reviewed next month.

PERSONNEL REPORT:

Motion by Mrs. Sullivan, seconded by Mrs. Fox, and carried unanimously to approve the appointment listed in the personnel report.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to approve the resignation listed in the personnel report.

Motion by Mrs. Dillon, seconded by Mrs. Sullivan, and carried unanimously to approve with much regret the retirement listed in the personnel report.

COMMUNICATIONS: The board acknowledged SCLS minutes/memorandum, and thank you letter from Sylvia (Isselbaecher) Cardines.

DIRECTOR'S REPORT: Mrs. Scherer reported on the following:

- The architect will be sending an email by the end of the week regarding the HVAC proposals he has reviewed.
- We have received our Bullet Aid check from Assemblyman Steve Stern's office in the amount of \$25,000 for the HVAC project.
- The retirement dinner for our three staff members has been postponed to April 3, 2022 at 5:30 p.m.
- NYLA has appointed a new director, Anna Lee Dragon. Previously, she was the director of the Kinderhook Public Library. She will start on February 14, 2022.

ASSISTANT DIRECTOR'S REPORT:

Mr. Tanzi reported on the following:

- As we enter a new year, we will once more draft and submit an annual report to New York State's Division of Library Development. The report's gateway is scheduled to open later this month. While these reports generally ask for similar information each year, there are inevitably some changes. For the upcoming report, we have learned there will be some changes to how program attendance is reported, in light of the increasing virtualization of library programming.

One significant change is that there will be four virtual program categories beginning in the 2021 annual report:

- Synchronous Virtual Program Sessions (live streaming)
 - Synchronous Virtual Program Attendance
 - Asynchronous Virtual Program Sessions (pre-recorded)
 - Asynchronous Virtual Program Views in First 7 Days After Posting (pre-recorded)
- As the change in reporting has come after our programs have taken place and program attendance collected, these categories are expected to be voluntary this year, and mandatory after that. Administration has met with our library programming staff so that we make necessary changes to our stat collection; the sooner we implement these changes, the less we'll need to engage in lookbacks for the next report.

As always, once the gateway opens, we will work with each library department to collect and submit our data. The deadline for this year's reporting is March 15, 2022. Once our report is submitted, it will sit in a queue for the Suffolk Cooperative Library System to review, and they typically follow up with member libraries with any questions or concerns they may have with the reports. As the library's board of trustees is required to review and approve our submission, you will have the opportunity to view the report in its entirety at a future meeting.

- For the first time in approximately two decades, 2021 saw changes to New York State library minimum standards. While the library meets all of these standards, we went through our website to ensure that all of the necessary policies, services, and general information were readily accessible by the public.

BUILDING AND

GROUND REPORT: The board thanked Ray Capone for his report.

ABOS CONFERENCE: The board thanked Lisa Esposito for her report.

**NEW BUSINESS –
SHPL 2022-2023**

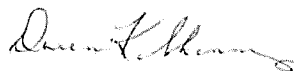
BUDGET DRAFT: Mrs. Scherer presented the board with the preliminary draft of the 2022 – 2023 Budget for discussion.

EXECUTIVE SESSION: Motion by Mrs. Sullivan, seconded by Mrs. Ferrante to go into Executive Session at 7:53 p.m. to discuss employment history of employees and legal matters.

Motion by Mrs. Dillon, seconded by Mrs. Fox to come out of Executive Session at 8:57 p.m.

ADJOURNMENT: Motion by Mrs. Dillon to adjourn the regular meeting at 8:58 p.m.

Respectfully submitted by,



Doreen Kilkeny, Board Secretary

FINANCIAL SCHEDULES

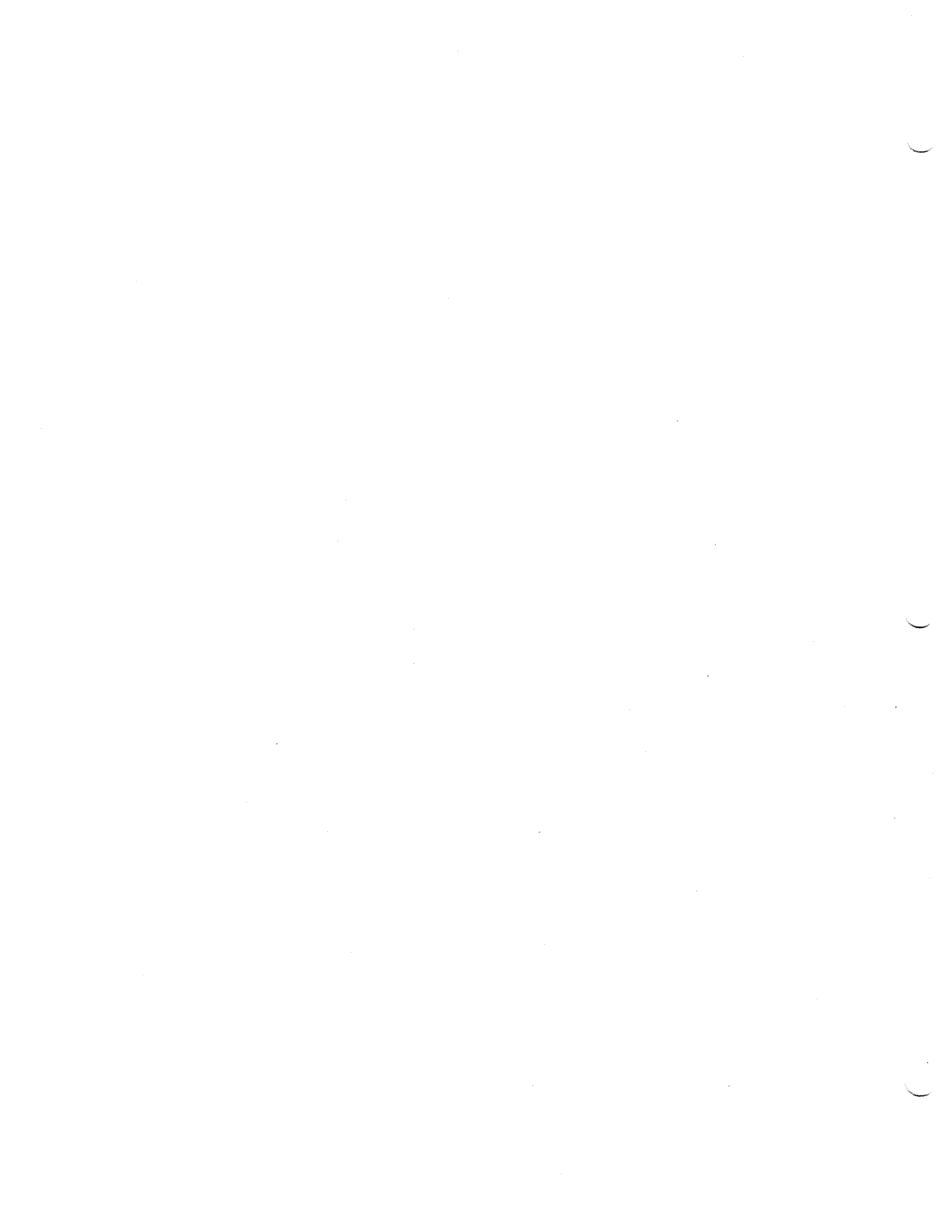
<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
B3	19	L	10,567.29
B5-7	21	L	105,603.03
B9	1/06 PR	L	164,121.32
B11	1/20 PR	L	109,032.89
B13	14	TA	103,250.68
B15	15	TA	42,386.56

B16 AMEX
 Amazon/Synchrony

B33 Investment Report

B34 Financial Chairperson Report

B35 Personnel Actions



PHILIP DE DORA, CPA
70 ARBUTUS ROAD
GREENLAWN, NY 11740
(631) 754-8310

February 16, 2022

President, Board of Trustees
South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746

I have reviewed the warrants through February 22, 2022.

I have compared the warrants with the invoices and payroll register to verify amounts to be paid and counts of checks issued. I have also reviewed the check signer log. Petty cash disbursements have been compared with the receipts for expenditures.

Based on this review, I can report that all warrants and checks are in order.

Kindest regards,


Philip DeDora
Treasurer

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2022

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #19 Fund L - January 2022 Schedule of Bills

Checks #56893 - 56897

Total warrant: \$10,567.29

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized payment of the above checks.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 19: CD - UTILITIES - 1/2022 For Dates 1/1/2022 - 1/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
.893	01/21/2022	690	NATIONAL GRID		2,165.68
56894	01/21/2022	2555	OPTIMUM		69.49
56895	01/21/2022	20	PSEGLI		7,498.10
56896	01/21/2022	15	VERIZON		805.64
56897	01/21/2022	1419	VERIZON SELECT SERVICES		28.38
Number of Transactions: 5					Warrant Total: 10,567.29
					Vendor Portion: 10,567.29

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 10,567.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/16/22
Date

[Signature]
Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 10,567.29. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/21/22
Date

[Signature]
Library Director

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #21 Fund L - February 22, 2022 Schedule of Bills

Checks #56898 - 56972

Total warrant: \$105,603.03

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized payment of the above checks.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 21: CD - GENERAL 2/2022 For Dates 2/1/2022 - 2/28/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
398	02/16/2022	131	A TIME FOR KIDS	*See Detail Report	900.00
56899	02/16/2022	2992	ACKERMAN, SUSAN	210226	525.00
56900	02/16/2022	2396	AMAZON/SYNCB		1,614.21
56901	02/16/2022	720	AMERICAN EXPRESS		10,000.61
56902	02/16/2022	1253	ASTORIA COMMUNICATIONS		275.00
56903	02/16/2022	23	BAKER & TAYLOR		11,500.34
56904	02/16/2022	2839	NAVJOT BAL	210244	240.00
56905	02/16/2022	1832	AUGUSTA BERNER	*See Detail Report	800.00
56906	02/16/2022	1305	BLACKSTONE PUBLISHING.		246.92
56907	02/16/2022	487	BOTTOM LINE PERSONAL		39.00
56908	02/16/2022	1497	BP AMOCO		66.64
56909	02/16/2022	1189	BRODART CO.		523.50
56910	02/16/2022	31	BULL TERRIER NEWS DELIVERY SVC		521.56
56911	02/16/2022	1990	CENTER POINT LARGE PRINT		77.91
56912	02/16/2022	2572	COLLABORATIVE SUMMER LIB PRGM	200257	20.49
56913	02/16/2022	647	COMMACK PUBLIC LIBRARY	210242	60.00
56914	02/16/2022	1548	COUNTY LINE HARDWARE		78.25
56915	02/16/2022	794	PHILIP DE DORA	210038	370.00
56916	02/16/2022	1665	EDMER SANITARY SUPPLY		289.35
56917	02/16/2022	2022	EnvisionWare, Inc.	210217	2,601.00
56918	02/16/2022	1777	ELIZABETH ESPOSITO		55.24
919	02/16/2022	1531	FIRE COMMAND CO INC.		218.50
56920	02/16/2022	923	FIRST UNUM LIFE INSURANCE CO.		606.34
56921	02/16/2022	3010	FRIENDS FOR OLD BETHPAGE VILLAGE RESTORATION INC.	210253	350.00
56922	02/16/2022	52	GALE		633.41
56923	02/16/2022	2505	GENSERVE INC		435.00
56924	02/16/2022	2490	KATHLEEN GIERALTOWSKI		18.74
56925	02/16/2022	225	GRAINGER, INC.		570.38
56926	02/16/2022	1916	JENNIFER CONLON GRIFFING		35.61
56927	02/16/2022	2844	GUERRERO RUIZ, CARLA F.	210220	150.00
56928	02/16/2022	2950	HARBES BARNYARD ADVENTURE, LLC	210254	2,520.00
56929	02/16/2022	1077	HIGH HOPES PRODUCTIONS	*See Detail Report	310.00
56930	02/16/2022	3009	ERIC HUEBNER	210246	500.00
56931	02/16/2022	2504	INGRAM LIBRARY SERVICES LLC		661.03
56932	02/16/2022	2504	INGRAM LIBRARY SERVICES LLC		536.60
56933	02/16/2022	2610	JOYSIE JEROME	*See Detail Report	360.00
56934	02/16/2022	1568	JET SANITATION SERVICE		260.00
56935	02/16/2022	2717	KANOPY LLC		458.00
56936	02/16/2022	1796	LI CHILDREN'S MUSEUM	210250	3,300.00
56937	02/16/2022	631	LIBRARY STORE	*See Detail Report	162.40
56938	02/16/2022	2629	JOANN MESSINA		51.25
56939	02/16/2022	1594	MICHAEL J'S LANDSCAPING		968.00
340	02/16/2022	2517	MIDWEST TAPE		591.45
56941	02/16/2022	2272	NEW YORK HISTORICAL SOCIETY	210251	160.00
56942	02/16/2022	76	NORTHPORT-E. NPT PUBLIC LIBRY		70.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 21: CD - GENERAL 2/2022 For Dates 2/1/2022 - 2/28/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
56943	02/16/2022	1814	PATRICIA NOVAK	210243	290.97
56944	02/16/2022	127	NYS EMPLOYEES HEALTH INSURANCE		37,140.15
56945	02/16/2022	2935	ORGANIZE MEI OF NY, LLC	210241	200.00
56946	02/16/2022	2111	Perfect Printing Solutions Inc	210117	390.00
56947	02/16/2022	2760	GEORGIA PROTAN		30.47
56948	02/16/2022	416	PUBLIC LIBRARY DIRECTORS ASSOC		60.00
56949	02/16/2022	2558	GEORGINA RIVAS-MARTINEZ		19.58
56950	02/16/2022	586	ROBERT A. JOHNSON, CPA P.C.	210271	675.00
56951	02/16/2022	3008	TIMOTHY RUEDEMAN	210245	500.00
56952	02/16/2022	2982	REGINA R. RUSSO	*See Detail Report	525.00
56953	02/16/2022	284	RYDER PIANO TUNING		195.00
56954	02/16/2022	3007	STEPHEN SAMTUR	210236	200.00
56955	02/16/2022	2401	JEANNE SCHNUPP	210235	100.00
56956	02/16/2022	51	SCLS		679.00
56957	02/16/2022	234	SCLS - PALS		6,690.41
56958	02/16/2022	2238	ROBERT SCOTT	210238	299.00
56959	02/16/2022	711	SHARPER TRAINING SOLUTIONS	210237	220.00
56960	02/16/2022	2814	SIW, INC.	200415	5,900.00
56961	02/16/2022	95	STAPLES CREDIT PLAN		838.56
56962	02/16/2022	2106	STERLING NORTH AMERICA INC.		4,400.00
56963	02/16/2022	2358	SUFFOLK COUNTY FARM	210234	16.00
56964	02/16/2022	2993	SUNDANCE NEWBRIDGE PUBLISHING		6.60
56965	02/16/2022	1444	SWEETBRIAR NATURE CENTER	210227	250.00
56966	02/16/2022	1520	THE BAKING COACH, INC.	210224	350.00
56967	02/16/2022	2678	THE WHALING MUSEUM & EDUCATION	210228	250.00
56968	02/16/2022	1759	THOMSON REUTERS		86.00
56969	02/16/2022	1162	UNIQUE MANAGEMENT SVCES.		6.95
56970	02/16/2022	236	USA TODAY		340.14
56971	02/16/2022	2232	W.B. MASON CO INC		137.47
56972	02/16/2022	2211	WALT WHITMAN BIRTHPLACE	210252	75.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 21: CD - GENERAL 2/2022 For Dates 2/1/2022 - 2/28/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 75				Warrant Total:	105,603.03
				Vendor Portion:	105,603.03

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 75 in number, in the total amount of \$ 105,603.03. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/16/22
Date

[Signature]
Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 105,603.03. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/16/22
Date

[Signature]
Library Director

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2021

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: January 6, 2022

Gross Total: \$164,121.32

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized the above-referenced payroll.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	164,121.32	Normal Distributed Amount	1,005.02
Non Cash Earnings	0.00	Direct Deposit Amount	70,135.37
Reimbursed Expenses	0.00	Direct Deposit Entries	68
FICA Wages	155,813.07		
FICA Withholding - Employee *	9,660.40		
FICA Withholding - Employer *	9,660.40		
Medicare Wages	155,813.07		
Medicare Withholding - Employee *	2,259.28	Federal Tax Deposit *	34,315.43
Excess Medicare Wages	0.00	State Tax Deposit **	4,702.42
Excess Medicare Withholdings	0.00	City Tax Deposit - New York City ***	0.00
Medicare Withholding - Employer *		City Tax Deposit - Yonkers ***	0.00
Federal Wages	98,634.56		
Federal Withholding *	10,476.07		
State Wages	99,888.49		
State Withholding **	4,702.42		
City Wages	0.00		
City Withholding ***	0.00		

Document Types On This Journal

Annuities	55,924.58	Regular Checks	70
Flexible Spending	8,308.25	Manual / Hand Drawn Checks	0
Retirement	1,253.93	Payroll Earning Transfers	0
Roth 403(b) Annuity	0.00	Voided Checks	0
Roth 457(b) Annuity	0.00		
All Other Deductions	396.00		
Net Pay	71,140.39		

Employee Types On This Journal

Employee Count	70
Active Payroll Employees	70
Inactive Payroll Employees	0

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2021

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: January 20, 2022

Gross Total: \$109,032.89

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized the above-referenced payroll.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	109,032.89	Normal Distributed Amount	3,384.56
Non Cash Earnings	0.00	Direct Deposit Amount	73,091.30
Reimbursed Expenses	0.00	Direct Deposit Entries	66
FICA Wages	107,692.08		
FICA Withholding - Employee *	6,676.96		
FICA Withholding - Employer *	6,676.96		
Medicare Wages	107,692.08		
Medicare Withholding - Employee *	1,561.56	Federal Tax Deposit *	26,887.57
Excess Medicare Wages	0.00	State Tax Deposit **	4,812.27
Excess Medicare Withholdings	0.00	City Tax Deposit - New York City ***	0.00
Medicare Withholding - Employer *	1,561.56	City Tax Deposit - Yonkers ***	0.00
Federal Wages	101,803.30		
Federal Withholding *	10,410.53		
State Wages	103,111.10		
State Withholding **	4,812.27		
City Wages	0.00		
City Withholding ***	0.00		

Document Types On This Journal

Annuities	4,580.98	Regular Checks	70
Flexible Spending	1,340.81	Manual / Hand Drawn Checks	0
Retirement	1,307.80	Payroll Earning Transfers	0
Roth 403(b) Annuity	0.00	Voided Checks	0
Roth 457(b) Annuity	0.00		
All Other Deductions	1,866.12		
Net Pay	76,475.86		

Employee Types On This Journal

Employee Count	70
Active Payroll Employees	70
Inactive Payroll Employees	0

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #14 Fund TA - January 06, 2022 Schedule of Bills

Check # 7716

Wires #994069 - 994072

Total warrant: \$103,250.68

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized payment of the above checks.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For TA - 14: CD - 1/06/22 PR For Dates 1/6/2022 - 1/6/2022

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
16	01/06/2022	127	NYS EMPLOYEES HEALTH INSURANCE		8,308.25
994069	01/06/2022	198	NEWPORT TRUST CO. FBO #22258#		27,032.05
994070	01/06/2022	371	NYS INCOME TAX		4,702.42
994071	01/06/2022	909	INTERNAL REVENUE SERVICE		34,315.43
994072	01/06/2022	1345	NEW YORK STATE DEFERRED COMP		28,892.53
Number of Transactions: 5				Warrant Total:	103,250.68
				Vendor Portion:	103,250.68

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 103,250.68. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/11/22 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 103,250.68. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/21/22 _____
Date Library Director

SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

February 22, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #15 Fund TA - January 20, 2022 Schedule of Bills

Check # 7717 - 7720

Wires #994073 - 994077

Total warrant: \$42,386.56

We certify that at a regular meeting of the library board of trustees, a resolution was passed which authorized payment of the above checks.

Stuart Horowitz _____
President, Board of trustees

Eleanora Ferrante _____
Vice President, Board of trustees

Eileen Sullivan _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For TA - 15: CD - 1/20/22 PR For Dates 1/20/2022 - 1/20/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
17	01/20/2022	1934	AFLAC		192.89
7718	01/20/2022	1267	AMERIFLEX, LLC.		1,340.81
7719	01/20/2022	2889	GIS BENEFITS		1,248.31
7720	01/20/2022	2293	NY'S 529 COLLEGE SAVINGS PGM.		30.00
994073	01/20/2022	198	NEWPORT TRUST CO. FBO #22258#		1,372.05
994074	01/20/2022	202	NYS & LOCAL RETIREMENT SYSTEM		3,293.73
994075	01/20/2022	371	NYS INCOME TAX		4,812.27
994076	01/20/2022	909	INTERNAL REVENUE SERVICE		26,887.57
994077	01/20/2022	1345	NEW YORK STATE DEFERRED COMP		3,208.93

Number of Transactions: 9

Warrant Total: 42,386.56

Vendor Portion: 42,386.56

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 9 in number, in the total amount of \$ 42,386.56. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/16/22 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 42,386.56. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

1/21/22 _____
Date Library Director

American Express Monthly Statement - January 2022 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	Online Workshop - How to Build an Antiracist Library Culture (HS, SN, GRM, CS, MC)	\$1,033.95	L7430.435-31
	Hospitality - Staff meeting 1/12/22	\$26.98	L7430.435-31
	USPS (Postage for Passport Applications)	\$53.90	L7430.433
	PLA Conference Registration (4 Staff Members - JS, CS, RR, GRM)	\$2,150.00	L7430.435-31
	Airfare - PLA Conference (4 Staff Members - JS, CS, RR, GRM)	\$4,843.84	L7430.435-31
	Amazon data back-up (cloud)	\$151.14	L7430.431
	Google (shpl.info e-mail service)	\$581.98	L7430.431
Nicholas Tanzi	NoviSign Ltd. - Library Signage (Recurring payment)	\$10.00	L7420.410-16-S
	Investor's Business Daily (1 Year Subscription)	\$260.00	L7420.413-11
	Visio Professional 2021 (Software)	\$630.01	L7420.429
	NCLA Membership (NT)	\$58.00	L7430.438
	Zoom.US (Teleconferencing)	\$189.96	L7430.431
	Matterport - Virtual Tour Fee	\$10.85	L7420.429
	Total	\$10,000.61	

Amazon/Synchrony Bank Monthly Statement - December 2021		
Description	Purchase \$	Account
BOOKS- CHILDRREN'S DEPT	\$12.90	L7420.410-12
DVDS - ADULT DEPT	\$183.74	L7420.411-11
COMP SOFTWARE - CHILDREN'S DEPT	\$59.87	L7420.415-12
EQUIPMENT	\$646.99	L7430.200
LIBRARY SUPPLIES	\$55.98	L7430.430-22
PROGRAMS - ADULT DEPT	\$182.53	L7430.442-11
PROGRAMS - CHILDREN'S DEPT	\$106.81	L7430.442-12
PROGRAMS - YA	\$247.80	L7430.442-13
BUILDING MAINTENANCE AND REPAIR	\$117.59	L7440.452-71
Total	\$1,614.21	

Amazon Detail

Pmt Date	Product Category	Title	Purchase PPU	Item Qty	Item Net Total
12/23/2021	CE	4k HDR HDMI Switch, Koopman 4 Ports HDMI 2.0 Switcher Selector with IR Remote Control	24.59	1	24.59
12/23/2021	Personal Computer	WD_BLACK 2TB P50 Game Drive SSD - Portable External Solid State Drive	359.99	1	359.99
12/23/2021	Business, Industrial, & Scientific Supplies Basic	4K DisplayPort Cable 20 feet, Adoreen Braided DP to DP 1.2 Cable (1.5 to 50ft) 4K@60Hz 2K@144Hz 1080p@240Hz@165Hz, Display Port Cord for 3D, PC TV, Gamin	19.70	1	19.70
12/23/2021	CE	DisplayPort to HDMI, Benfei Gold-Plated DP Display Port to HDMI Adapter (Male to Female)	8.59	1	8.59
12/23/2021	Business, Industrial, & Scientific Supplies Basic	4K HDMI 2.0 Cable 20FT, Highwings High Speed 18Gbps HDMI 2.0 Braided Nylon HDMI Cord, 4K HDR, HDCP 2.2, ARC, Video 4K UHD 2160p, HD 1080p, 3D-PS3 PS4 Blu-ra	18.99	1	18.99
12/23/2021	CE	DisplayPort to DisplayPort Cable 15ft/4.5M, JSAUX 1.2 DP Cable (4K@60Hz, 2K@165Hz, 2K@144Hz)	15.14	1	15.14
12/31/2021	Personal Computer	Seagate Expansion 10TB External Hard Drive HDD - USB 3.0, with Rescue Data Recovery Services (STKP10000402)	199.99	1	199.99
		EQUIPMENT			\$646.99

			SOUTH HUNTINGTON LIBRARY
Cash Receipt Schedule Report For L - 13: CR - DAILY FINES 1/2022			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	1,054.35	0.00
L 2082.1	BOOK FINES	0.00	19.99
L 2082.2	LOST LIBRARY MATERIALS	0.00	49.89
L 2082.4	COPY MACHINES	0.00	87.00
L 2082.42	COMPUTER PRINT CARDS	0.00	237.47
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	109.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	96.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	455.00
Grand Total		1,054.35	1,054.35

			SOUTH HUNTINGTON LIBRARY
Cash Receipt Schedule Report For L - 14: CR - GENERAL 1/2022			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	27,782.78	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	7.03	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	1.12	0.00
L 211	MM - FLUSHING BANK	1,517,795.53	0.00
L 1001	REAL PROPERTY TAXES	0.00	1,364,843.25
L 1001.1	COMPUTER PRINT CARDS	0.00	152,844.75
L 2082.2	COMPUTER PAPER/DISCS	0.00	202.77
L 2082.42	COMPUTER PAPER/DISCS	0.00	84.25
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	7.03
L 2401.206	COMPUTER PRINT CARDS	0.00	5.57
L 2401.207	COMPUTER PAPER/DISCS	0.00	1.12
L 2401.211	INTEREST - MM- VALLEY NAT'L BANK	0.00	107.53
L 2670	COMPUTER PRINT CARDS	0.00	12.00
L 2770.5	COMPUTER PAPER/DISCS	0.00	5.00
L 2770.6	INTEREST - MM- VALLEY NAT'L BANK	0.00	25,000.00
L 2770.8	COMPUTER PRINT CARDS	0.00	437.70
L 7430.432	COMPUTER PAPER/DISCS	0.00	159.49
L 7430.442-11	INTEREST - MM- VALLEY NAT'L BANK	0.00	1,876.00
Grand Total		1,545,586.46	1,545,586.46

SOUTH HUNTINGTON PUBLIC LIBRARY
 REVENUE BUDGET STATUS
 PERIOD COVERED: July 1, 2021 - January 31, 2022

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 7 MONTHS	VARIANCE (UNFAVORABLE)		UNEARNED REVENUE YTD.
				\$	%	
REAL PROPERTY TAXES	\$5,459,373.00	4,094,529.75	3,184,634.25	909,895.50	28.57	1,364,843.25
PROPERTY TAXES-DEBT SVCE	\$611,379.00	458,534.25	356,637.75	101,896.50	28.57	152,844.75
BOOK FINES	\$0.00	78.63	0.00	78.63	#DIV/0!	(78.63)
LOST LIBRARY MATERIALS	\$5,000.00	3,023.71	2,916.67	107.04	3.67	1,976.29
COPY MACHINES	\$4,000.00	378.50	2,333.33	(1,954.83)	-83.78	3,621.50
COMPUTER PRINT CARDS	\$9,000.00	3,133.97	5,250.00	(2,116.03)	-40.31	5,866.03
DVD FINES	\$0.00	13.00	0.00	13.00	#DIV/0!	(13.00)
IWIN - DVDS	\$0.00	5.00	0.00	5.00	#DIV/0!	(5.00)
COMPUTER PAPER/DISCS	\$1,000.00	28.60	583.33	(554.73)	-95.10	971.40
LAPTOP FINES	\$0.00	10.00	0.00	10.00	#DIV/0!	(10.00)
LATE FINES - MUSEUM PASSES	\$0.00	20.00	0.00	20.00	#DIV/0!	(20.00)
INTEREST - MM- VALLEY NAT'L BANK	\$650.00	47.88	379.17	(331.29)	-87.37	602.12
INTEREST - CKING - VALLEY NAT'L BANK	\$300.00	36.81	175.00	(138.19)	-78.97	263.19
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$50.00	8.09	29.17	(21.08)	-72.26	41.91
INTEREST - MM FLUSHING BANK	\$9,000.00	1,538.11	5,250.00	(3,711.89)	-70.70	7,461.89
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	968.10	0.00	968.10	#DIV/0!	(968.10)
MISC. INCOME - EAR BUD SALES	\$0.00	1.00	0.00	1.00	#DIV/0!	(1.00)
MISC. INCOME - FAX CHARGES	\$1,000.00	712.69	583.33	129.36	22.18	287.31
MISC. INCOME - HOTSPOT FINES	\$0.00	5.00	0.00	5.00	#DIV/0!	(5.00)
MISC. INCOME	\$3,000.00	25,300.00	1,750.00	23,550.00	1,345.71	(22,300.00)
MISC. INCOME - GRANT	\$1,000.00	0.00	583.33	(583.33)	-100.00	1,000.00
MISC. INCOME - PASSPORTS	\$15,000.00	5,873.50	8,750.00	(2,876.50)	-32.87	9,126.50
STATE INCENTIVE AID	\$5,000.00	9,937.00	2,916.67	7,020.33	240.70	(4,937.00)
APPROPRIATED FUND BALANCE	\$200,000.00	0.00	116,666.67	(116,666.67)	-100.00	200,000.00
TOTALS	\$6,324,752.00	4,604,183.59	3,689,438.67	914,744.92	24.79	1,720,568.41



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
L 1001	REAL PROPERTY TAXES	5,459,373.00	0.00	5,459,373.00	4,094,529.75	1,364,843.25
L 1001.1	PROPERTY TAXES-DEBT SVCE	611,379.00	0.00	611,379.00	458,534.25	152,844.75
L 2082.1	BOOK FINES	0.00	0.00	0.00	78.63	-78.63
L 2082.2	LOST LIBRARY MATERIALS	5,000.00	0.00	5,000.00	3,023.71	1,976.29
L 2082.4	COPY MACHINES	4,000.00	0.00	4,000.00	378.50	3,621.50
L 2082.42	COMPUTER PRINT CARDS	9,000.00	0.00	9,000.00	3,133.97	5,866.03
L 2082.5	DVD FINES	0.00	0.00	0.00	13.00	-13.00
L 2082.52	IWIN - DVDs	0.00	0.00	0.00	5.00	-5.00
L 2082.6	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	28.60	971.40
L 2082.7	LAPTOP FINES	0.00	0.00	0.00	10.00	-10.00
L 2082.9	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	20.00	-20.00
L 2401.204	INTEREST - MM-VALLEY NAT'L BANK	650.00	0.00	650.00	47.88	602.12
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	300.00	0.00	300.00	36.81	263.19
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	50.00	0.00	50.00	8.09	41.91
L 2401.211	INTEREST - MM FLUSHING BANK	9,000.00	0.00	9,000.00	1,538.11	7,461.89
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	968.10	-968.10
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	1.00	-1.00
L 2770.4	MISC. INCOME - FAX CHARGES	1,000.00	0.00	1,000.00	712.69	287.31
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	5.00	-5.00
L 2770.6	MISC. INCOME	3,000.00	0.00	3,000.00	25,300.00	-22,300.00
L 2770.7	MISC. INCOME - GRANT	1,000.00	0.00	1,000.00	0.00	1,000.00
L 2770.8	MISC. INCOME - PASSPORTS	15,000.00	0.00	15,000.00	5,873.50	9,126.50
L 3840	STATE INCENTIVE AID	5,000.00	0.00	5,000.00	9,937.00	-4,937.00
L 3841	APPROPRIATED FUND BALANCE	200,000.00	0.00	200,000.00	0.00	200,000.00
L Totals:		6,324,752.00	0.00	6,324,752.00	4,604,183.59	1,720,568.41
Grand Totals:		6,324,752.00	0.00	6,324,752.00	4,604,183.59	1,720,568.41

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2021 - January 31, 2022

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 7 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)	%	
SALARIES-PROF. FT & PT	\$1,784,006.27	881,038.30		881,038.30	1,029,234.39	148,196.09	14.40	\$902,967.97
SALARIES-PROF. FT	\$1,354,006.27	678,516.71	0.00	678,516.71	781,157.46	102,640.75	13.14	\$675,489.56
SALARIES - PROF. PT	\$430,000.00	202,521.59	0.00	202,521.59	248,076.92	45,555.33	18.36	\$227,478.41
SALARIES-CLERICAL FT & PT	\$611,207.46	348,978.36		348,978.36	352,619.69	3,641.33	1.03	\$262,229.10
SALARIES-CLERICAL FT	\$369,207.46	250,138.62	0.00	250,138.62	213,004.30	(37,134.32)	(17.43)	\$119,068.84
SALARIES-CLERICAL PT	\$242,000.00	98,839.74	0.00	98,839.74	139,615.38	40,775.64	29.21	\$143,160.26
SALARIES-PAGE	\$100,000.00	47,954.56	0.00	47,954.56	57,692.31	9,737.75	16.88	\$52,045.44
SALARIES-CUSTODIAL FT & PT	\$304,473.05	152,181.05		152,181.05	175,657.53	23,476.48	13.36	\$152,292.00
SALARIES-CUSTODIAL FT	\$252,473.05	128,429.21	0.00	128,429.21	145,657.53	17,228.32	11.83	\$124,043.84
SALARIES-CUSTODIAL PT	\$52,000.00	23,751.84	0.00	23,751.84	30,000.00	6,248.16	20.83	\$28,248.16
SALARIES - SATURDAY EVENING	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
SALARIES-SUNDAY-PROF.	\$55,000.00	24,410.72	0.00	24,410.72	23,974.36	(436.36)	(1.82)	\$30,589.28
SALARIES-SUNDAY-CLERICAL	\$18,000.00	7,614.17	0.00	7,614.17	7,846.15	231.98	2.96	\$10,385.83
SALARIES-SUNDAY-PAGE	\$8,000.00	3,352.00	0.00	3,352.00	3,487.18	135.18	3.88	\$4,648.00
SALARIES-SUNDAY-CUSTODIAL	\$22,758.22	10,604.78	0.00	10,604.78	9,920.25	(684.53)	(6.90)	\$12,153.44
TEMPORARY SUMMER HELP	\$8,000.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$8,000.00
SPECIAL PROJECT	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
	\$2,911,445.00	\$1,476,133.94	\$0.00	1,476,133.94	\$1,660,431.85	\$184,297.91	11.10	\$1,435,311.06
ADULT BOOKS	\$172,166.23	51,320.94	27,228.81	78,549.75	100,430.30	21,880.55	21.79	\$93,616.48
CHILDRENS BOOKS	\$97,009.99	26,950.04	7,888.36	34,838.40	50,755.83	15,917.43	31.36	\$52,171.59
YOUNG ADULT BOOKS	\$11,521.20	3,642.50	1,291.70	4,934.20	6,720.70	1,786.50	26.58	\$6,587.00
REFERENCE - PRINT	\$10,000.00	4,086.30	0.00	4,086.30	5,833.33	1,747.03	29.95	\$5,913.70
REFERENCE - ELECTRONIC	\$60,000.00	34,423.51	0.00	34,423.51	35,000.00	576.49	1.65	\$25,576.49
AUDIO BOOKS - ADULT	\$5,000.00	1,112.11	0.00	1,112.11	2,916.67	1,804.56	61.87	\$3,887.89
AUDIO BOOKS - CHILDREN	\$5,067.97	721.07	67.97	789.04	2,956.32	2,167.28	73.31	\$4,278.93
DIGITAL DOWNLOADS - ADULT	\$5,000.00	2,150.08	0.00	2,150.08	2,916.67	766.59	26.28	\$2,849.92
DIGITAL DOWNLOADS - CHILDREN	\$3,000.00	638.82	0.00	638.82	1,750.00	1,111.18	63.50	\$2,361.18
DIGITAL DOWNLOADS - YOUNG ADULT	\$1,000.00	347.96	0.00	347.96	583.33	235.37	40.35	\$652.04
DIGITAL SUBSCRIPTIONS	\$216,500.00	78,361.49	0.00	78,361.49	126,291.67	47,930.18	37.95	\$138,138.51
MUSEUM PASSES	\$20,000.00	3,465.00	0.00	3,465.00	11,666.67	8,201.67	70.30	\$16,535.00
DVD - ADULT	\$42,078.99	10,885.03	5,078.99	15,964.02	24,546.08	8,582.06	34.96	\$26,114.97
DVD - ADULT - IWIN	\$3,000.00	0.00	0.00	0.00	1,750.00	1,750.00	100.00	\$3,000.00
DVD - CHILDREN	\$12,512.85	778.21	2,512.85	3,291.06	7,299.16	4,008.10	54.91	\$9,221.79
MUSIC CD'S - ADULT	\$6,404.80	3,009.55	1,404.80	4,414.35	3,736.13	(678.22)	(18.15)	\$1,990.45
MUSIC CD'S - CHILDREN	\$581.86	44.99	36.87	81.86	339.42	257.56	75.88	\$500.00
PERIODICALS - ADULTS	\$10,100.00	8,754.73	0.00	8,754.73	5,891.67	(2,863.06)	(48.60)	\$1,345.27
PERIODICALS - CHILDREN	\$1,000.00	784.51	0.00	784.51	583.33	(201.18)	(34.49)	\$215.49
PERIODICALS - YA	\$400.00	177.24	0.00	177.24	233.33	56.09	24.04	\$222.76
PERIODICALS - NEWSPAPERS	\$3,500.00	2,819.42	0.00	2,819.42	2,041.67	(777.75)	(38.09)	\$680.58
COMPUTER SOFTWARE-CIRC.-ADULTS	\$3,000.00	1,315.25	0.00	1,315.25	1,750.00	434.75	24.84	\$1,684.75
COMPUTER SOFTWARE-CIRC.-CHILDRE	\$7,842.34	2,567.01	842.34	3,409.35	4,574.70	1,165.35	25.47	\$4,432.99
MATERIALS PROCESSING	\$50,000.00	16,017.95	0.00	16,017.95	29,166.67	13,148.72	45.08	\$33,982.05

SOUTH HAVENINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2021 - January 31, 2022

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND MONTHS	VARIANCE FAVORABLE (UNFAVORABLE)		AVAILABLE
						\$	%	
COMPUTER SOFTWARE - NON-CIRC.	\$36,228.00	11,370.99	0.00	11,370.99	21,133.00	9,762.01	46.19	\$24,857.01
EQUIPMENT	\$772,914.23	265,744.70	46,352.69	312,097.39	450,866.63	138,769.24	30.78	\$460,816.84
EQUIPMENT MAINTENANCE	\$44,977.96	9,222.87	6,750.38	15,973.25	26,237.14	10,263.89	39.12	\$29,004.71
FURNITURE & FIXTURES	\$5,063.77	450.00	63.77	513.77	2,953.87	2,440.10	82.61	\$4,550.00
SUPPLIES - OFFICE	\$20,710.00	5,999.00	0.00	5,999.00	12,080.83	6,081.83	50.34	\$14,711.00
SUPPLIES - LIBRARY	\$21,000.00	17,472.98	476.04	17,949.02	12,250.00	(5,699.02)	(46.52)	\$3,050.98
TELECOMMUNICATIONS	\$30,544.16	3,932.90	2,942.22	6,875.12	17,817.43	10,942.31	61.41	\$23,669.04
SCLS SERVICES / CIRCULATION CONTRI	\$37,000.00	12,659.12	0.00	12,659.12	21,583.33	8,924.21	41.35	\$24,340.88
POSTAGE	\$95,000.00	13,084.86	0.00	13,084.86	55,416.67	42,331.81	76.39	\$81,915.14
PUBLICITY-PRINTING/NEWSLETTER	\$27,000.00	11,584.42	0.00	11,584.42	15,750.00	4,165.58	26.45	\$15,415.58
CONTINUING ED/MILEAGE REIMB/STAFF	\$44,000.00	17,027.26	0.00	17,027.26	25,666.67	8,639.41	33.66	\$26,972.74
CONTINUING ED/MILEAGE REIMB/BOA	\$28,000.00	7,509.16	0.00	7,509.16	16,333.33	8,824.17	54.03	\$20,490.84
LIBRARY VEHICLE	\$6,000.00	75.00	0.00	75.00	3,500.00	3,425.00	97.86	\$5,925.00
PROFESSIONAL FEES - AUDITOR	\$2,000.00	63.09	0.00	63.09	1,166.67	1,103.58	94.59	\$1,936.91
PROFESSIONAL FEES - LEGAL	\$18,350.00	8,350.00	0.00	8,350.00	10,704.17	2,354.17	21.99	\$10,000.00
PROFESSIONAL FEES - TREASURER	\$10,000.00	2,525.00	0.00	2,525.00	5,833.33	3,308.33	56.71	\$7,475.00
PROF. FEES- ART & MUSIC	\$4,500.00	2,590.00	1,850.00	4,440.00	2,625.00	(1,815.00)	(69.14)	\$60.00
PROF. FEES - MISC. CONSULTANTS	\$8,500.00	4,375.00	3,815.00	8,190.00	4,958.33	(3,231.67)	(65.18)	\$310.00
MEMBERSHIP DUES	\$4,500.00	350.00	0.00	350.00	2,625.00	2,275.00	86.67	\$4,150.00
OFFICE EQUIPMENT - COPIER RENTAL	\$5,000.00	890.00	0.00	890.00	3,208.33	2,318.33	72.26	\$4,610.00
OFFICE EQUIPMENT - SERVICE CONTRA	\$5,000.00	617.46	1,049.82	1,667.28	2,916.67	1,249.39	42.84	\$3,332.72
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$10,167.08	4,686.23	148.98	4,835.21	5,930.80	1,095.59	18.47	\$5,331.87
MISC. EXPENSES	\$750.00	0.00	0.00	0.00	437.50	437.50	100.00	\$750.00
COST OF VOTE	\$1,000.00	206.82	0.00	206.82	583.33	376.51	64.55	\$793.18
COMMUNITY ACTIVITIES-ADULT PROGR/	\$4,500.00	0.00	0.00	0.00	2,625.00	2,625.00	100.00	\$4,500.00
COMMUNITY ACTIVITIES-CHILDRENS PR	\$41,020.49	12,029.19	720.49	12,749.68	23,928.62	11,178.94	46.72	\$28,270.81
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$45,391.48	19,347.16	3,508.27	22,855.43	26,478.36	3,622.93	13.68	\$22,536.05
COMMUNITY ACTIVITIES-YA PROGRAMS	\$3,572.00	1,004.46	72.00	1,076.46	2,083.67	1,007.21	48.34	\$2,495.54
COMMUNITY ACTIVITIES-OUTREACH PR	\$13,490.36	5,999.70	1,261.36	7,261.06	7,869.38	608.32	7.73	\$6,229.30
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$5,000.00	245.26	0.00	245.26	2,916.67	2,671.41	91.59	\$4,754.74
CREDIT MERCHANT FEES	\$8,500.00	3,100.00	0.00	3,100.00	4,958.33	1,858.33	37.48	\$5,400.00
BUS TRIPS	\$4,000.00	1,418.86	0.00	1,418.86	2,333.33	914.47	39.19	\$2,581.14
	\$1,000.00	0.00	0.00	0.00	583.33	583.33	100.00	\$1,000.00
UTILITIES - ELECTRIC	\$556,037.30	166,815.80	22,658.33	189,474.13	324,355.09	134,880.96	41.58	366,563.17
UTILITIES - WATER	\$132,000.00	94,222.79	0.00	94,222.79	77,000.00	(17,222.79)	(22.37)	\$37,777.21
UTILITIES - GAS	\$3,000.00	1,039.48	0.00	1,039.48	1,750.00	710.52	40.60	\$1,960.52
CUSTODIAL SUPPLIES	\$15,000.00	4,313.08	0.00	4,313.08	8,750.00	4,436.92	50.71	\$10,686.92
BUILDING EQUIPMENT & REPAIR	\$16,000.00	5,116.90	0.00	5,116.90	9,333.33	4,216.43	45.18	\$10,883.10
BUILDING MAINTENANCE & REPAIR	\$3,265.00	1,906.19	265.00	2,171.19	1,904.58	(266.61)	(14.00)	\$1,093.81
	\$48,405.00	34,686.47	0.00	34,686.47	28,236.25	(6,450.22)	(22.84)	\$13,718.53

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2021 - January 31, 2022

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 7 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)	%	
BUILDING SERVICE CONTRACTS	\$33,000.00	22,043.81	3,811.50	25,855.31	19,250.00	(6,605.31)	(34.31)	\$7,144.69
INSURANCE	\$52,000.00	49,360.45	0.00	49,360.45	30,333.33	(19,027.12)	(62.73)	\$2,639.55
GROUPS MAINTENANCE	\$32,900.00	12,221.30	5,900.00	18,121.30	19,191.67	1,070.37	5.58	\$14,778.70
	\$335,570.00	224,910.47	9,976.50	234,886.97	195,749.17	(39,137.80)	(19.99)	\$100,683.03
NYS RETIREMENT SYSTEM	\$420,000.00	408,310.00	0.00	408,310.00	245,000.00	(163,310.00)	(66.66)	\$11,690.00
FICA EXPENSE	\$222,678.00	125,931.45	0.00	125,931.45	128,468.08	2,536.63	1.97	\$96,746.55
WORKERS' COMPENSATION	\$30,000.00	0.00	0.00	0.00	17,500.00	17,500.00	100.00	\$30,000.00
DISABILITY INSURANCE	\$4,000.00	1,192.80	0.00	1,192.80	2,333.33	1,140.53	48.88	\$2,807.20
LONG-TERM DISABILITY INS.	\$8,500.00	3,823.60	0.00	3,823.60	4,958.33	1,134.73	22.89	\$4,676.40
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	583.33	583.33	100.00	\$1,000.00
HEALTH INSURANCE	\$490,000.00	243,316.48	0.00	243,316.48	285,833.33	42,516.85	14.87	\$246,683.52
MEDICARE REIMBURSEMENT	\$55,000.00	21,918.60	0.00	21,918.60	32,083.33	10,164.73	31.68	\$33,081.40
DUE TO/FROM CAPITAL RESERVE				0.00	0.00	0.00	#DIV/0!	\$0.00
	\$1,231,178.00	804,492.93	0.00	804,492.93	716,759.74	(87,733.19)	(12.24)	\$426,685.07
TOTAL WITHOUT DEBT SERVICE	5,807,144.53	2,938,097.84	78,987.52	3,017,085.36	3,348,162.49	331,077.13	9.89	\$2,790,059.17
SERIAL BOND - PRINCIPAL	\$611,379.00	611,317.21	0.00	611,317.21	356,637.75	(254,679.46)	(71.41)	\$61.79
SERIAL BOND - INTEREST	\$611,379.00	611,317.21	0.00	611,317.21	356,637.75	(254,679.46)	(71.41)	\$61.79
TOTAL WITH DEBT SERVICE	\$6,418,523.53	3,549,415.05	78,987.52	3,628,402.57	\$3,704,800.24	76,397.67	2.06	\$2,790,120.96

Appropriation Status Detail Report By Function From 7/1/2021 To 1/31/2022

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7410.141-01	SALARIES-PROF. FT	1,354,006.27	0.00	1,354,006.27	678,516.71	0.00	675,489.56
L 7410.141-01-P	SALARIES - PROF. PT	430,000.00	0.00	430,000.00	202,521.59	0.00	227,478.41
L 7410.142-02	SALARIES-CLERICAL FT	369,207.46	0.00	369,207.46	250,138.62	0.00	119,068.84
L 7410.142-02-P	SALARIES-CLERICAL PT	242,000.00	0.00	242,000.00	98,839.74	0.00	143,160.26
L 7410.142-03	SALARIES-PAGE	100,000.00	0.00	100,000.00	47,954.56	0.00	52,045.44
L 7410.142-04	SALARIES-CUSTODIAL FT	252,473.05	0.00	252,473.05	128,429.21	0.00	124,043.84
L 7410.142-04-P	SALARIES-CUSTODIAL PT	52,000.00	0.00	52,000.00	23,751.84	0.00	28,248.16
L 7410.143-01	SALARIES-SUNDAY-PROF.	55,000.00	0.00	55,000.00	24,410.72	0.00	30,589.28
L 7410.143-02	SALARIES-SUNDAY-CLERICAL	18,000.00	0.00	18,000.00	7,614.17	0.00	10,385.83
L 7410.143-03	SALARIES-SUNDAY-PAGE	8,000.00	0.00	8,000.00	3,352.00	0.00	4,648.00
L 7410.143-04	SALARIES-SUNDAY-CUSTODIAL	22,758.22	0.00	22,758.22	10,604.78	0.00	12,153.44
L 7410.143-05	TEMPORARY SUMMER HELP	8,000.00	0.00	8,000.00	0.00	0.00	8,000.00
7410		2,911,445.00	0.00	2,911,445.00	1,476,133.94	0.00	1,435,311.06
L 7420.410-11	ADULT BOOKS	145,000.00	27,166.23	172,166.23	51,320.94	27,228.81	93,616.48
L 7420.410-12	CHILDRENS BOOKS	80,000.00	7,009.99	87,009.99	26,950.04	7,888.36	52,171.59
L 7420.410-13	YOUNG ADULT BOOKS	10,000.00	1,521.20	11,521.20	3,642.50	1,291.70	6,587.00
L 7420.410-14-1	REFERENCE - PRINT	10,000.00	0.00	10,000.00	4,086.30	0.00	5,913.70
L 7420.410-14-2	REFERENCE - ELECTRONIC	60,000.00	0.00	60,000.00	34,423.51	0.00	25,576.49
L 7420.410-15	AUDIO BOOKS - ADULT	5,000.00	0.00	5,000.00	1,112.11	0.00	3,887.89
L 7420.410-15-C	AUDIO BOOKS - CHILDREN	5,000.00	67.97	5,067.97	721.07	67.97	4,278.93
L 7420.410-16-D-A	DIGITAL DOWNLOADS - ADULT	5,000.00	0.00	5,000.00	2,150.08	0.00	2,849.92
L 7420.410-16-D-C	DIGITAL DOWNLOADS - CHILDREN	3,000.00	0.00	3,000.00	638.82	0.00	2,361.18
L 7420.410-16-D-YA	DIGITAL DOWNLOADS - YOUNG ADULT	1,000.00	0.00	1,000.00	347.96	0.00	652.04
L 7420.410-16-S	DIGITAL SUBSCRIPTIONS	216,500.00	0.00	216,500.00	78,361.49	0.00	138,138.51
L 7420.410-17	MUSEUM PASSES	20,000.00	0.00	20,000.00	3,465.00	0.00	16,535.00
L 7420.411-11	DVD - ADULT	37,000.00	5,078.99	42,078.99	10,885.03	5,078.99	26,114.97
L 7420.411-11-IWIN	DVD - ADULT - IWIN	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
L 7420.411-12	DVD - CHILDREN	10,000.00	2,512.85	12,512.85	778.21	2,512.85	9,221.79
L 7420.412-11	MUSIC CD'S - ADULT	5,000.00	1,404.80	6,404.80	3,009.55	1,404.80	1,990.45
L 7420.412-12	MUSIC CD'S - CHILDREN	500.00	81.86	581.86	44.99	36.87	500.00
L 7420.413-11	PERIODICALS - ADULTS	10,100.00	0.00	10,100.00	8,754.73	0.00	1,345.27
L 7420.413-12	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	784.51	0.00	215.49
L 7420.413-13	PERIODICALS - YA	400.00	0.00	400.00	177.24	0.00	222.76

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2021 To 1/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7420.413-17	PERIODICALS - NEWSPAPERS	3,500.00	0.00	3,500.00	2,819.42	0.00	680.58
L 7420.415-11	COMPUTER SOFTWARE-CIRC.-ADULTS	3,000.00	0.00	3,000.00	1,315.25	0.00	1,684.75
L 7420.415-12	COMPUTER SOFTWARE-CIRC.-CHILDREN	7,000.00	842.34	7,842.34	2,567.01	842.34	4,432.99
L 7420.419	MATERIALS PROCESSING	50,000.00	0.00	50,000.00	16,017.95	0.00	33,982.05
L 7420.429	COMPUTER SOFTWARE - NON-CIRC.	33,500.00	2,728.00	36,228.00	11,370.99	0.00	24,857.01
7420		724,500.00	48,414.23	772,914.23	265,744.70	46,352.69	460,816.84
L 7430.200	EQUIPMENT	40,000.00	4,977.96	44,977.96	9,222.87	6,750.38	29,004.71
L 7430.200-5	EQUIPMENT MAINTENANCE	5,000.00	63.77	5,063.77	450.00	63.77	4,550.00
L 7430.201	FURNITURE & FIXTURES	15,000.00	5,710.00	20,710.00	5,999.00	0.00	14,711.00
L 7430.430-21	SUPPLIES - OFFICE	21,000.00	0.00	21,000.00	17,472.98	476.04	3,050.98
L 7430.430-22	SUPPLIES - LIBRARY	30,000.00	544.16	30,544.16	3,932.90	2,942.22	23,669.04
L 7430.431	TELECOMMUNICATIONS	37,000.00	0.00	37,000.00	12,659.12	0.00	24,340.88
L 7430.432	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	13,084.86	0.00	81,915.14
L 7430.433	POSTAGE	27,000.00	0.00	27,000.00	11,584.42	0.00	15,415.58
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	44,000.00	0.00	44,000.00	17,027.26	0.00	26,972.74
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	28,000.00	0.00	28,000.00	7,509.16	0.00	20,490.84
L 7430.435-32	CONTINUING ED/MILEAGE REIMB/BOA	6,000.00	0.00	6,000.00	75.00	0.00	5,925.00
L 7430.435-33	LIBRARY VEHICLE	2,000.00	0.00	2,000.00	63.09	0.00	1,936.91
L 7430.437-41	PROFESSIONAL FEES - AUDITOR	10,000.00	8,350.00	18,350.00	8,350.00	0.00	10,000.00
L 7430.437-42	PROFESSIONAL FEES - LEGAL	10,000.00	0.00	10,000.00	2,525.00	0.00	7,475.00
L 7430.437-44	PROFESSIONAL FEES - TREASURER	4,500.00	0.00	4,500.00	2,590.00	1,850.00	60.00
L 7430.437-45	PROF. FEES-ART & MUSIC	8,500.00	0.00	8,500.00	4,375.00	3,815.00	310.00
L 7430.437-46	PROF. FEES - MISC. CONSULTANTS	4,500.00	0.00	4,500.00	350.00	0.00	4,150.00
L 7430.438	MEMBERSHIP DUES	5,500.00	0.00	5,500.00	890.00	0.00	4,610.00
L 7430.439-51	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	0.00	5,000.00	617.46	1,049.82	3,332.72
L 7430.439-52	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	167.08	10,167.08	4,686.23	148.98	5,331.87
L 7430.439-53	OFFICE EQUIPMENT - REPAIR/MAINTENANCE	750.00	0.00	750.00	0.00	0.00	750.00
L 7430.440	MISC. EXPENSES	1,000.00	0.00	1,000.00	206.82	0.00	793.18
L 7430.441	COST OF VOTE	4,500.00	0.00	4,500.00	0.00	0.00	4,500.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	41,000.00	20.49	41,020.49	12,029.19	720.49	28,270.81
L 7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	45,000.00	391.48	45,391.48	19,347.16	3,508.27	22,536.05



Appropriation Status Detail Report By Function From 7/1/2021 To 1/31/2022

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7430.442-12-F	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	3,500.00	72.00	3,572.00	1,004.46	72.00	2,495.54
L 7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	13,000.00	490.36	13,490.36	5,999.70	1,261.36	6,229.30
L 7430.442-14	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	3,100.00	0.00	5,400.00
L 7430.442-15	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	1,418.86	0.00	2,581.14
L 7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	0.00	5,000.00	245.26	0.00	4,754.74
L 7430.443	BUS TRIPS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
7430		535,250.00	20,787.30	556,037.30	166,815.80	22,658.33	366,563.17
L 7440.450-61	UTILITIES - ELECTRIC	132,000.00	0.00	132,000.00	94,222.79	0.00	37,777.21
L 7440.450-62	UTILITIES - WATER	3,000.00	0.00	3,000.00	1,039.48	0.00	1,960.52
L 7440.450-63	UTILITIES - GAS	15,000.00	0.00	15,000.00	4,313.08	0.00	10,686.92
L 7440.451	CUSTODIAL SUPPLIES	16,000.00	0.00	16,000.00	5,116.90	0.00	10,883.10
L 7440.452-70	BUILDING EQUIPMENT & REPAIR	3,000.00	265.00	3,265.00	1,906.19	265.00	1,093.81
L 7440.452-71	BUILDING MAINTENANCE & REPAIR	30,000.00	18,405.00	48,405.00	34,686.47	0.00	13,718.53
L 7440.452-73	BUILDING SERVICE CONTRACTS	33,000.00	0.00	33,000.00	22,043.81	3,811.50	7,144.69
L 7440.454	INSURANCE	52,000.00	0.00	52,000.00	49,360.45	0.00	2,639.55
L 7440.469-81	GROUPS MAINTENANCE	27,000.00	5,900.00	32,900.00	12,221.30	5,900.00	14,778.70
7440		311,000.00	24,570.00	335,570.00	224,910.47	9,976.50	100,683.03
74		4,482,195.00	93,771.53	4,575,966.53	2,133,604.91	78,987.52	2,363,374.10
7		4,482,195.00	93,771.53	4,575,966.53	2,133,604.91	78,987.52	2,363,374.10
L 9000.901-0	NYS RETIREMENT SYSTEM	420,000.00	0.00	420,000.00	408,310.00	0.00	11,690.00
L 9000.903-0	FICA EXPENSE	222,678.00	0.00	222,678.00	125,931.45	0.00	96,746.55
L 9000.904-0	WORKERS' COMPENSATION	30,000.00	0.00	30,000.00	0.00	0.00	30,000.00
L 9000.905-5	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	1,192.80	0.00	2,807.20
L 9000.905-6	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	3,823.60	0.00	4,676.40
L 9000.905-7	UNEMPLOYMENT INSURANCE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 9000.906-0	HEALTH INSURANCE	490,000.00	0.00	490,000.00	243,316.48	0.00	246,683.52
L 9000.906-1	MEDICARE REIMBURSEMENT	55,000.00	0.00	55,000.00	21,918.60	0.00	33,081.40
9000		1,231,178.00	0.00	1,231,178.00	804,492.93	0.00	426,685.07
90		1,231,178.00	0.00	1,231,178.00	804,492.93	0.00	426,685.07
L 9710	SERIAL BOND - PRINCIPAL	611,379.00	0.00	611,379.00	611,317.21	0.00	61.79
9710		611,379.00	0.00	611,379.00	611,317.21	0.00	61.79
97		611,379.00	0.00	611,379.00	611,317.21	0.00	61.79

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2021 To 1/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9		1,842,557.00	0.00	1,842,557.00	1,415,810.14	0.00	426,746.86

	Fund LTotals:	6,324,752.00	93,771.53	6,418,523.53	3,549,415.05	78,987.52	2,790,120.96
	Grand Totals:	6,324,752.00	93,771.53	6,418,523.53	3,549,415.05	78,987.52	2,790,120.96

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits
200	CHECKING - VALLEY NATIONAL BANK	54,056.06	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	190,581.85	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	13,300.76	0.00
L 210	PETTY CASH	550.00	0.00
L 211	MM - FLUSHING BANK	3,248,337.78	0.00
L 391	DUE FROM OTHER FUNDS	12,296.24	0.00
L 500	PAYROLL CLEARING ACCOUNT	210,337.89	0.00
L 510	ESTIMATED REVENUE	6,324,752.00	0.00
L 521	ENCUMBRANCES	78,987.52	0.00
L 522	EXPENDITURES	3,549,415.05	0.00
L 599	APPROPRIATED FUND BALANCE	93,771.53	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	78,987.52
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	589,626.00
L 909	FUND BALANCE, UNRESERVED	0.00	2,085,066.04
L 960	APPROPRIATIONS	0.00	6,418,523.53
L 980	REVENUES	0.00	4,604,183.59
L Fund Totals:		13,776,386.68	13,776,386.68
Grand Totals:		13,776,386.68	13,776,386.68

SOUTH HUNTINGTON LIBRARY

Revenue Status Report From 7/1/2021 To 1/31/2022



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
H 2401	INTEREST	0.00	0.00	0.00	677.24	-677.24
H Totals:		0.00	0.00	0.00	677.24	-677.24
Grand Totals:		0.00	0.00	0.00	677.24	-677.24

SOUTH HUNTINGTON PUBLIC LIBRARY
 CAPITAL RESERVE FUNDS
 Meeting date: December 20, 2021
 SOUTH HUNTINGTON PUBLIC LIBRARY

FUND / ALLOCATIONS AS OF 1/31/2022		Transfer						
Date	Amount	Approved	Encumb'd	Expensed	Revenue	OUT	Available	Balance
9/21/2020	848,921.10	85,469.09	0.00	85,469.09			763,452.01	
3/16/2020	883,246.21	883,246.21	-47,345.74	930,591.95	19,847.00		19,847.00	
								\$783,299.01
11/15/2021	188,616.55	116,248.57	0.00	116,248.57			72,367.98	
6/30/2010	8,831.00		0.00				8,831.00	
5/16/2016	43,099.80		0.00				43,099.80	
1/31/2022	671.48		0.00				671.48	
6/30/2021	2,665.56		0.00				2,665.56	
6/30/2020	9,852.36		0.00				9,852.36	
6/30/2019	13,018.09		0.00				13,018.09	
11/19/2018	9,822.79		0.00			9,822.79	0.00	
CAPITAL RESERVES AVAILABLE FUND SUBTOTAL								\$933,133.80
8/31/2016	625,351.18	625,351.18	9,261.18	616,090.00			0.00	
9/1/2017	184,100.00	184,100.00	0.00	184,100.00			0.00	
9/1/2018	98,877.00	98,877.00	877.00	98,000.00			0.00	
9/1/2017	47,325.00	47,325.00	0.00	47,325.00			0.00	
1/31/2022	5.76	5.76	5.76				0.00	
6/30/2021	55.86	55.86	55.86				0.00	
6/30/2020	228.85	228.85	228.85				0.00	
6/30/2019	334.60	334.60	334.60				0.00	
6/30/2018	360.46	360.46	360.46				0.00	
6/30/2017	154.81	154.81	154.81				0.00	
6/30/2016	12,225.88	12,225.88	12,225.88				0.00	
	Total:		23,504.40					\$0.00
TOTAL CAPITAL RESERVE AVAILABLE FUND BALANCE								\$933,133.80

Capital Reserve Funds

Repairs and Improvements to the Building - 10/18/04

This fund is set aside to cover improvements to the mechanical, electrical and plumbing systems as well as other improvements to the building. Except for emergency repairs, expenditures in excess of \$5,000 require Board authorization.

Computer, Telecommunications and Equipment - 9/15/03

These funds are designated for the cost of upgrading the Library's computers, telecommunications and equipment. Expenditures from this fund require Board authorization.

Improvements to the Gardens and Grounds - 10/18/04

This fund shall pay for improvements to the Gardens and Grounds including, but not limited to, the acquisition of outdoor sculpture. Expenditures in excess of \$2,500 require Board authorization.

Debt Service Reserve Fund - 12/18/06

This fund is set aside to reduce the cost of repayment of the debt service through March 2022 according to the schedule approved by the Board of Trustees. Board approval is not needed for expenditures from this fund.

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits
200	VALLEY RESERVE CHECKING ACCT	2,351.06	0.00
H 210	FLUSHING M/M	1,069,417.41	0.00
H 522	EXPENDITURES	64,829.00	0.00
H 630	DUE TO OTHER FUNDS	22,632.79	0.00
H 909	FUND BALANCE, UNRESERVED	0.00	1,158,553.02
H 980	REVENUES	0.00	677.24
H Fund Totals:		1,159,230.26	1,159,230.26
Grand Totals:		1,159,230.26	1,159,230.26

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2021 - 1/31/2022



Account	Description	Debits	Credits
TA 18	NYSERS	0.00	1,847.81
TA 19	GROUP DENTAL INSURANCE	0.00	58.92
TA 200	T/A CHECKING - VALLEY NAT'L BANK	13,752.93	0.00
TA 21	NYS INCOME TAX	231.58	0.00
TA 26	FICA	0.00	231.58
TA 456	INTEREST	0.00	13.12
TA 630	DUE TO/FROM OTHER FUNDS	0.00	11,833.08
TA Fund Totals:		13,984.51	13,984.51
Grand Totals:		13,984.51	13,984.51

Investment Report

General Fund

Flushing Bank

The current balance in this account is \$3,248,337.78 and the account is earning interest at .05%.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of \$1,069,417.41 is earning interest at .05%.

2/16/2022

SOUTH HUNTINGTON PUBLIC LIBRARY
 145 PIDGEON HILL ROAD
 HUNTINGTON STATION, NY 11746

TO: Board of Trustees

FROM: Eileen Sullivan
 2021/22 Finance Chairperson

DATE: February 22, 2021

RE: Monthly check review

I have reviewed copies of the following cancelled checks, compared them to the original warrants and have found the vendor's name, check amount, endorsements and supporting documentation to be in order:

Check #	Check Date	Vendor Name	Check Amount
56663	11/15/2021	FRIENDS OF THE LIBRARY	\$1,214.35
56678	11/15/2021	JO-ANN STORES	\$1,218.00
56676	11/15/2021	NYS & LOCAL RETIREMENT SYSTEMS	\$408,310.00
56702	11/15/2021	ROBERT A JOHNSON CPA	\$8,350.00
56810	12/20/2021	UTICA NATIONAL INSURANCE	\$38,654.97
56808	12/20/2021	THERESA'S PROGRAMS LLC	\$750.00
56800	12/20/2021	SHARPER TRAINING SOLUTIONS	\$225.00
56786	12/20/2021	PLAQUES AND SUCH	\$11.30
56723	12/20/2021	A SHRED AWAY	\$100.00
56731	12/20/2021	AMERICAN AIRPOWER MUSEUM	\$500.00
56748	12/20/2021	CURIOSLY CREATIVE CANDLE	375.00
56760	12/20/2021	JOSE GOZ	VOIDED
56764	12/20/2021	HIGH HOPES PRODUCTIONS	\$310.00

The following checks were outstanding;

Check #	Check Date	Vendor Name	Check Amount
56708	11/15/2021	SCORE	\$100.00
56771	12/20/2022	KANOPY LLC	\$393.00

Resignation

Name	Title	Hours / Week	Salary	Step	Effective Date
Elizabeth Hughes	PT Librarian 1	8.25/wk	\$34.93/hr	7	3/10/2022

February 3, 2022

Janet Scherer
Director
South Huntington Public Library
145 Pidgeon Hill Rd
Huntington Station, NY 11746

Dear Janet Scherer,

Please accept this letter as formal notification that I am resigning from my position as a Youth Services Librarian at South Huntington Public Library. My last day will be Thursday, March 10, 2022.

Thank you so much for the opportunity to work here. The time I have spent at South Huntington Public Library has been an amazing learning experience and one I will treasure always. I am so grateful to have had the opportunity to instruct many programs for kids and teens, work with incredibly talented librarians and library staff and most importantly, serve such a caring community. The principles and skills developed during my time here will be taken with me throughout my entire career.

As I finish my time at South Huntington Public Library, I will do everything I can to complete my tasks fully and assist in any way I can with the transition. I wish you and everyone else at South Huntington Public Library all the best, and I look forward to seeing what great things come from my friends at the South Huntington Public Library.

If you have any questions or comments please feel free to contact me at 631-880-9697 or eah1106@gmail.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Hughes", with a long horizontal flourish extending to the right.

Elizabeth Hughes

January 25, 2022

Dear Cathy,

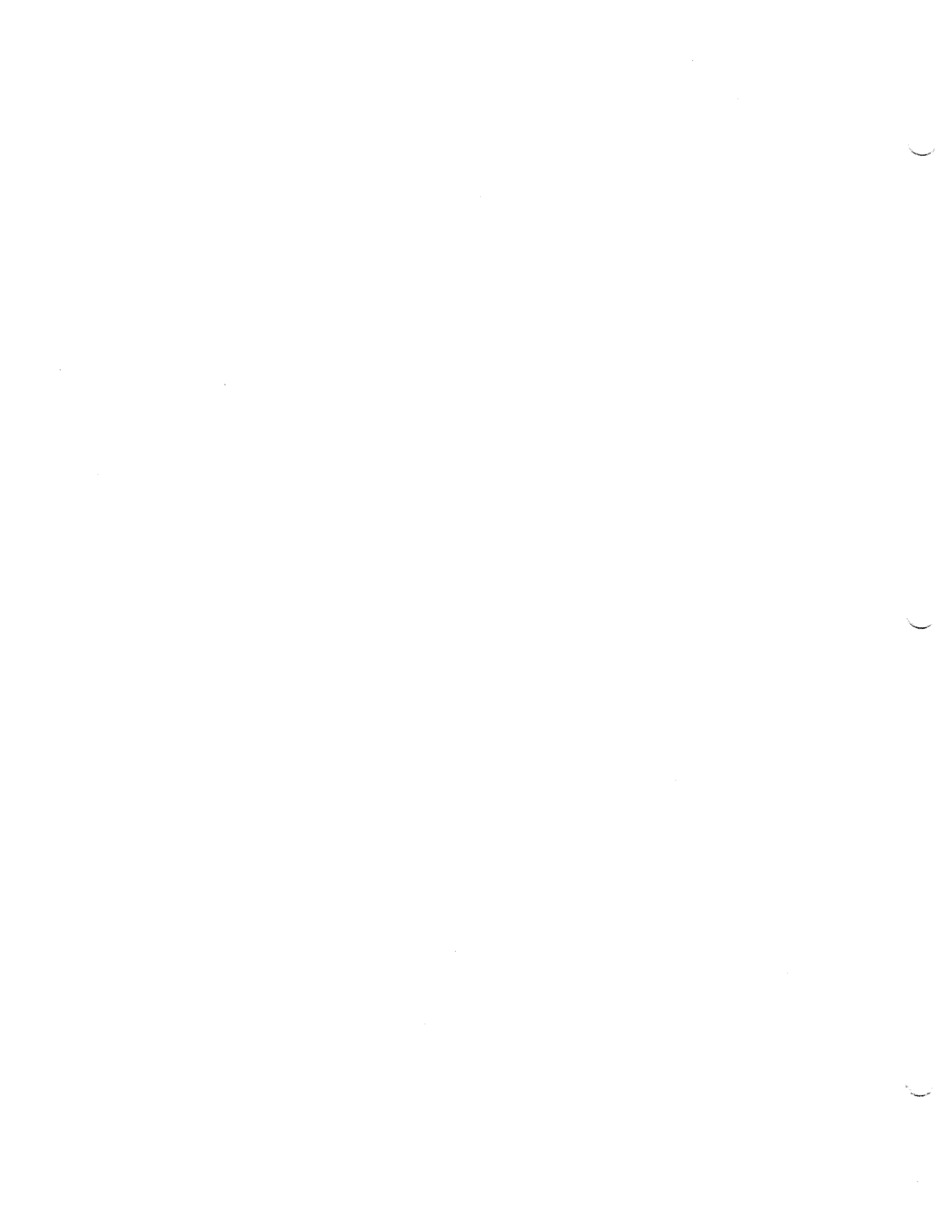
I cannot thank
you and your wonderful staff
enough for returning my
money to me.

To think of such
honesty in a world filled
with so much negativity fills
my heart & soul with
joy.

For each person
who did the right thing, for
each of you who touched
"China", thank you!
This was an experience
I shall never forget!

With much gratitude,

p.s.
Please enjoy the treats! Margo Cocco





SOUTH HUNTINGTON PUBLIC LIBRARY

145 Pidgeon Hill Road, Huntington Station, NY 11746-4511

Phone: 631-549-4411

contactus@shpl.info

01/24/2022

New York State Energy Research and Development Authority (NYSERDA)
Regional Clean Energy Hubs to Advance an Inclusive Clean Energy Economy
RE: Request for Proposal (RFP) 4630
Proposal for REDC Region - Long Island

Dear Selection Committee,

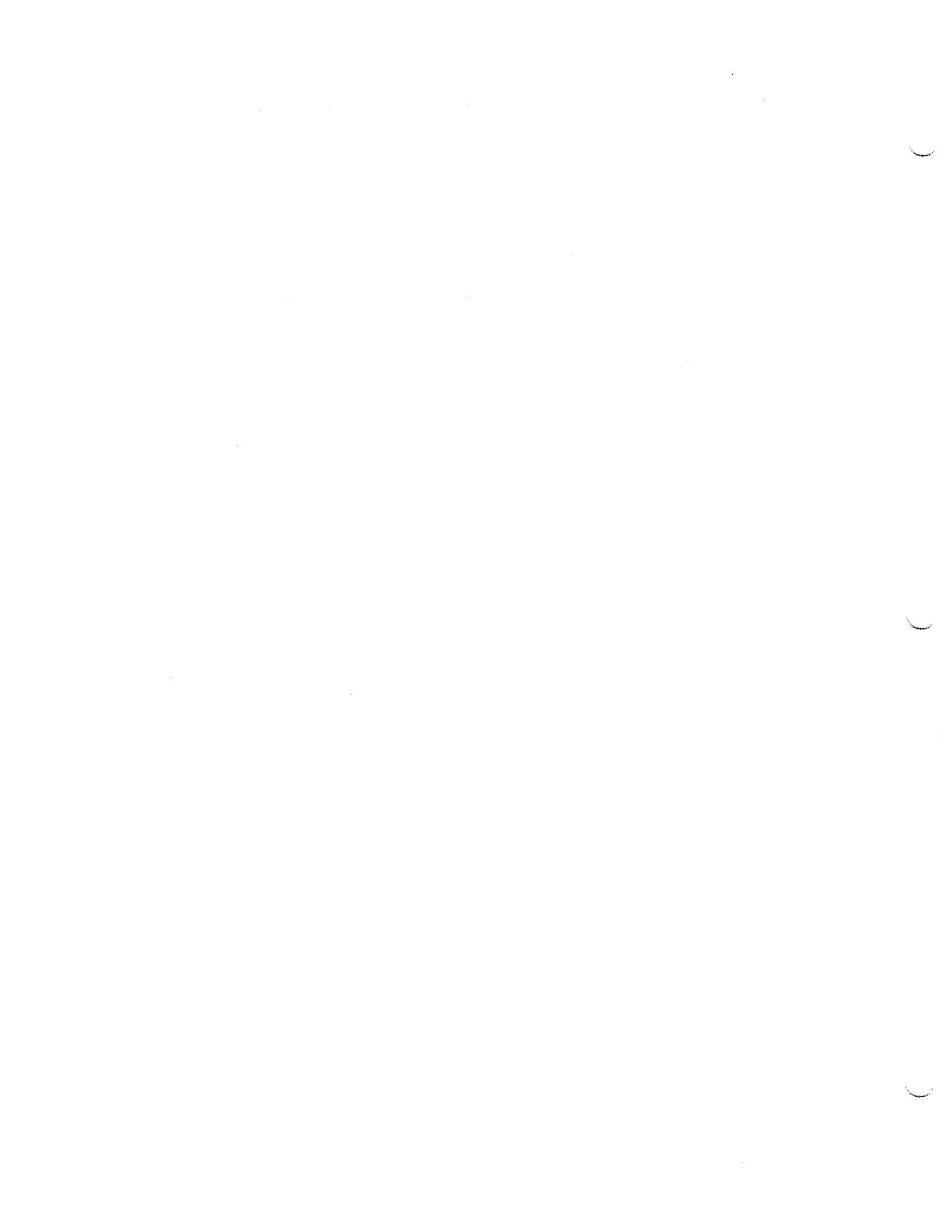
We are writing in support of the Suffolk Cooperative Library System's participation and leadership within the DEIJ (Diversity Equity Inclusion Justice) Long Island cohort for NYSERDA's Regional HUB RFQ submission. The Suffolk Cooperative Library System is a deeply vested community partner in education and would be a trusted resource for energy education initiatives. The Suffolk Cooperative Library System has a long history of working with libraries and other organizations throughout Nassau and Suffolk County providing equitable and inclusive programs with outreach to diverse populations.

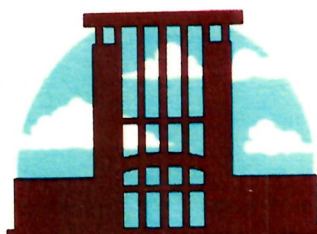
Our organization would be interested in working with the Suffolk Cooperative Library System to deliver energy education to our community through events, campaigns, and other community activities.

Sincerely,

Janet Scherer
Director

South Huntington Public Library
145 Pidgeon Hill Road, Huntington Station, NY 11746
631-549-4411
jscherer@shpl.info





SOUTH HUNTINGTON PUBLIC LIBRARY

145 Pidgeon Hill Road, Huntington Station, NY 11746-4511

Phone: 631-549-4411

contactus@shpl.info

January 31, 2022

Assemblyman Steve Stern
95 Broadhollow Road, Ste. 100
Melville, New York 11747

Dear Assemblyman Stern:

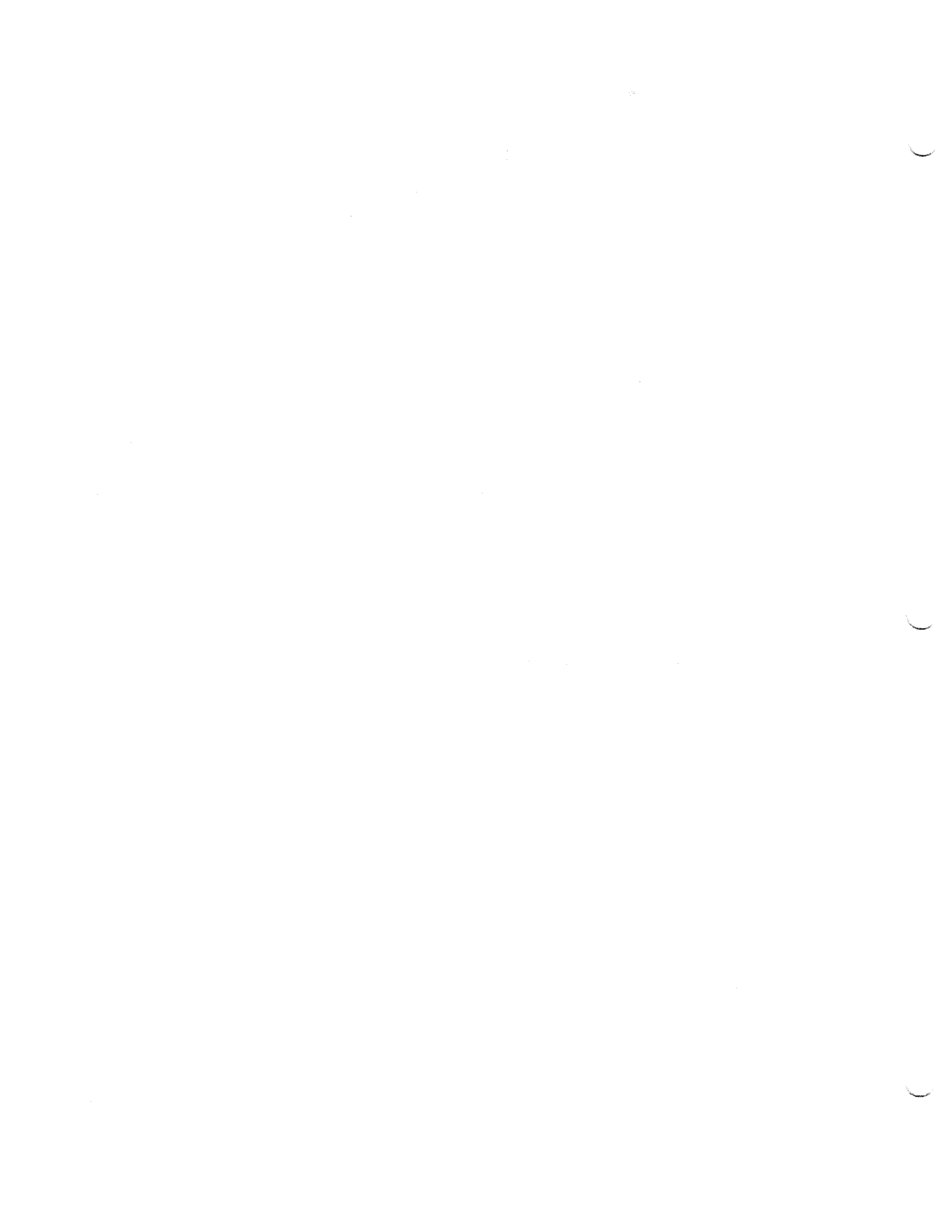
Thank you on behalf of the South Huntington Public Library Board of Trustees and staff. The library recently received a bullet aid grant to the South Huntington Public Library for FY 2021 – 2022 in the amount of \$25,000.

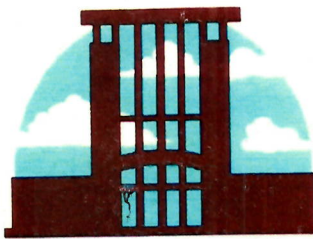
As I mentioned in my recent letter to you, our building is aging and our HVAC systems have reached end of life. Installation of new HVAC units will help our community in several ways. Modernizing our units will increase patron safety due to better filtration and our community will recognize direct tax savings as the cost of electricity to run the units will be greatly reduced. We so appreciate your support of this important project.

We look forward to working with you in the next legislative session and we thank you again for continuing to recognize the important role that public libraries play in our communities.

Sincerely,

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

145 Pidgeon Hill Road, Huntington Station, NY 11746-4511

Phone: 631-549-4411

contactus@shpl.info

January 31, 2022

Mr. & Mrs. Ken Weil
686 Hilary Drive
Tiburon, Ca 94920

Dear Ken & Chris:

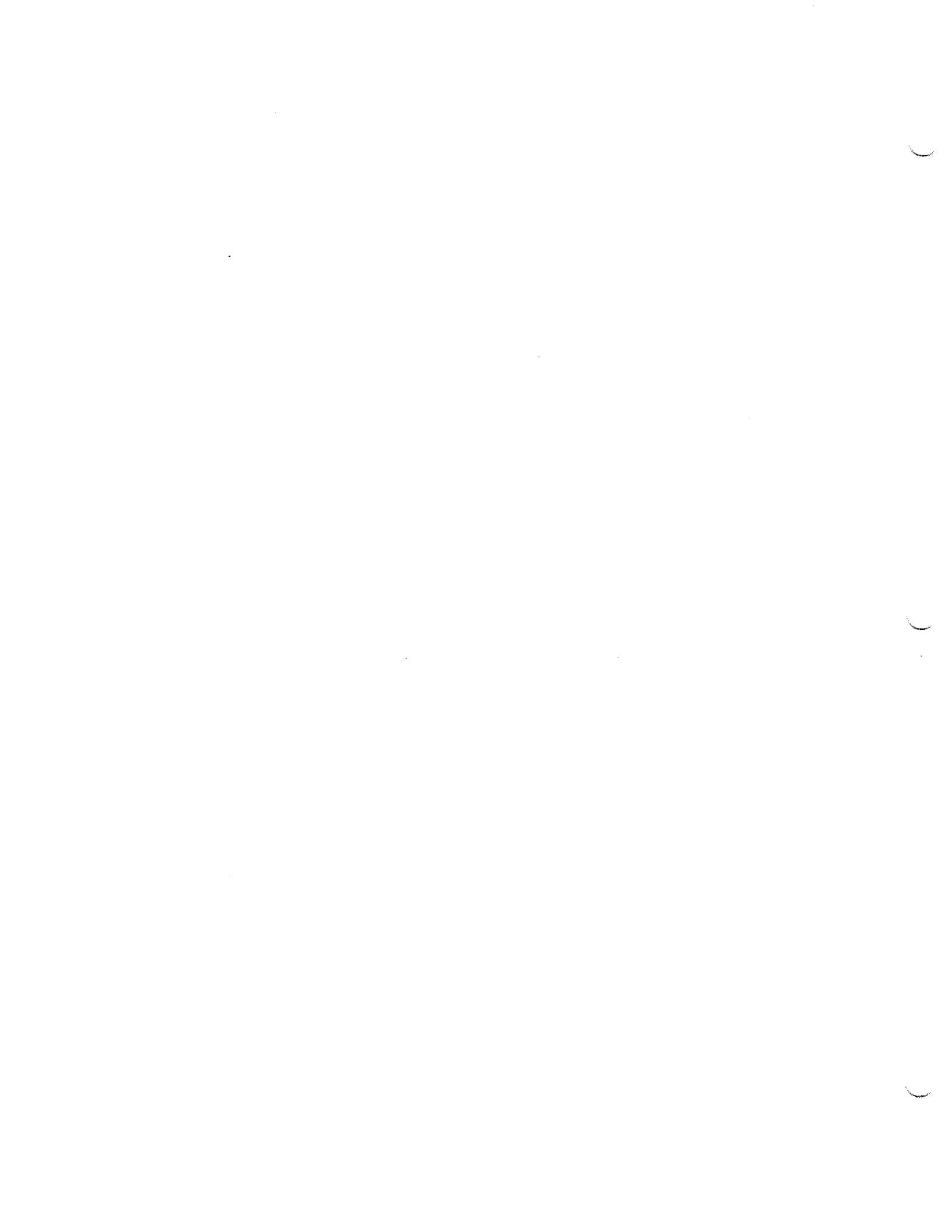
On behalf of our Friends organization, our Board of Trustees and staff, I thank you for your generous donation to the Friends of the South Huntington Public Library.

All donations to the Friends of the South Huntington Public Library benefit our community through library programs such as our summer and winter reading clubs, student scholarships, special concerts and more.

We so appreciate your support and friendship and hope that through this challenging time both of you, as well as your family, have remained healthy. We can only hope for better times to come.

Warm regards,

Janet Scherer
Director



SHPL Archives

PJ Novak, who retired from SHPL on January 28th will continue to maintain our archives until a replacement can be hired. In addition, PJ will be working on a special project preparing materials for the Huntington town archivist's Spring exhibit on the history of libraries in the Town of Huntington. PJ will be paid an hourly rate for her efforts. She will also continue to present her popular genealogy workshop for the library.

Library Assistant Position

Currently SHPL does not employ a Library Assistant. However, this position is becoming more and more attractive to have on staff as reference questions simplify and computer questions become more prevalent. The job duties of our librarians are evolving to meet our community's diverse needs and a Library Assistant will allow our librarians the opportunity to spend more in depth time with a patron when necessary; prepare and present library programs for the public; receive additional training in our tech center; and be available for outreach opportunities.

A library assistant is required to have a four-year degree, pass a civil service test, and be able to assist librarians in all facets of their job duties with supervision. Wages for a Library Assistant on Long Island range from \$20 to \$28 per hour. I believe adding this position to the SHPL roster would be beneficial.

Advocacy Day

The legislative advocacy days for New York libraries take place on Wednesday, March 2 and Thursday, March 3. For anyone interested in attending, the meetings will take place virtually with LILRC handling the registration. One person from each meeting will be appointed as spokesperson to ensure a cohesive presentation to our elected officials. I have attached NYLA information sheets for both general library aid and construction aid which outline our collective legislative agenda. More detailed information is available on the NYLA website.

Meetings

January 5	Wednesday	9:00 a.m.	Department Head Meeting
January 6	Thursday	2:00 p.m.	Programming Team Meeting
January 10	Monday	2:30 p.m.	SLI Advisory Board Meeting
January 11	Tuesday	10:00 a.m.	PLDA/MLD Diversity Committee Meeting
January 12	Wednesday	9:00 a.m.	Staff Meeting
January 18	Tuesday	10:00 a.m.	LILRC Board Meeting
January 18	Tuesday	2:00 p.m.	WOW Team Meeting
January 18	Tuesday	7:00 p.m.	SHPL Board of Trustees Meeting
January 19	Wednesday	9:00 a.m.	Staff Book Discussion Facilitation
January 19	Wednesday	7:00 p.m.	Library Book Discussion Facilitation

January 21	Friday	2:00 p.m.	LILRC Budget and Personnel Committee Meeting
January 24	Monday	10:00 a.m.	PLDS Director Roundtable
January 24	Monday	2:00 p.m.	Personnel Policy Committee
January 25	Tuesday	10:00 a.m.	SLI Advisory Board Meeting
January 25	Tuesday	3:00 p.m.	NYLA Sustainable Thinking & Action Roundtable Meeting
January 26	Wednesday	10:00 a.m.	PLDA Meeting
January 26	Wednesday	1:00 p.m.	LILRC Annual Conference Committee Meeting
January 27	Thursday	9:30 a.m.	Huntington Director Zone Meeting
January 27	Thursday	1:30 p.m.	SLI Advisory Board Meeting
January 28	Friday	11:00 p.m.	Green Team Meeting

Important Dates:

SHPL Special Board Meeting – Tuesday, March 8 @ 7:00 p.m.

SHPL Board Meeting – Monday, March 21 @ 7:00 p.m.

SHPL Annual Meeting and Budget Presentation – Monday, March 28 @ 7:00 p.m.



State Library Aid Budget Request : \$123.1M

LIBRARY AID PROGRAM:

Funds that are allocated each year within the New York State budget for use by each library type and system. State aid supports interlibrary loan, delivery, continuing education, coordination of collection development, automation, and other resource sharing activities.

WHERE WE WERE:

- State Library Aid in the FY2021-22 enacted budget was \$94.1M.
- Nominal increases to State Aid had been given to libraries leading up to 2000.
- A steady decline occurred until 2007 when for the first and only time - Library Aid was fully funded under Education Law.
- New York libraries have struggled to secure adequate increases in funding for the last 14 years.

HERE WE ARE:

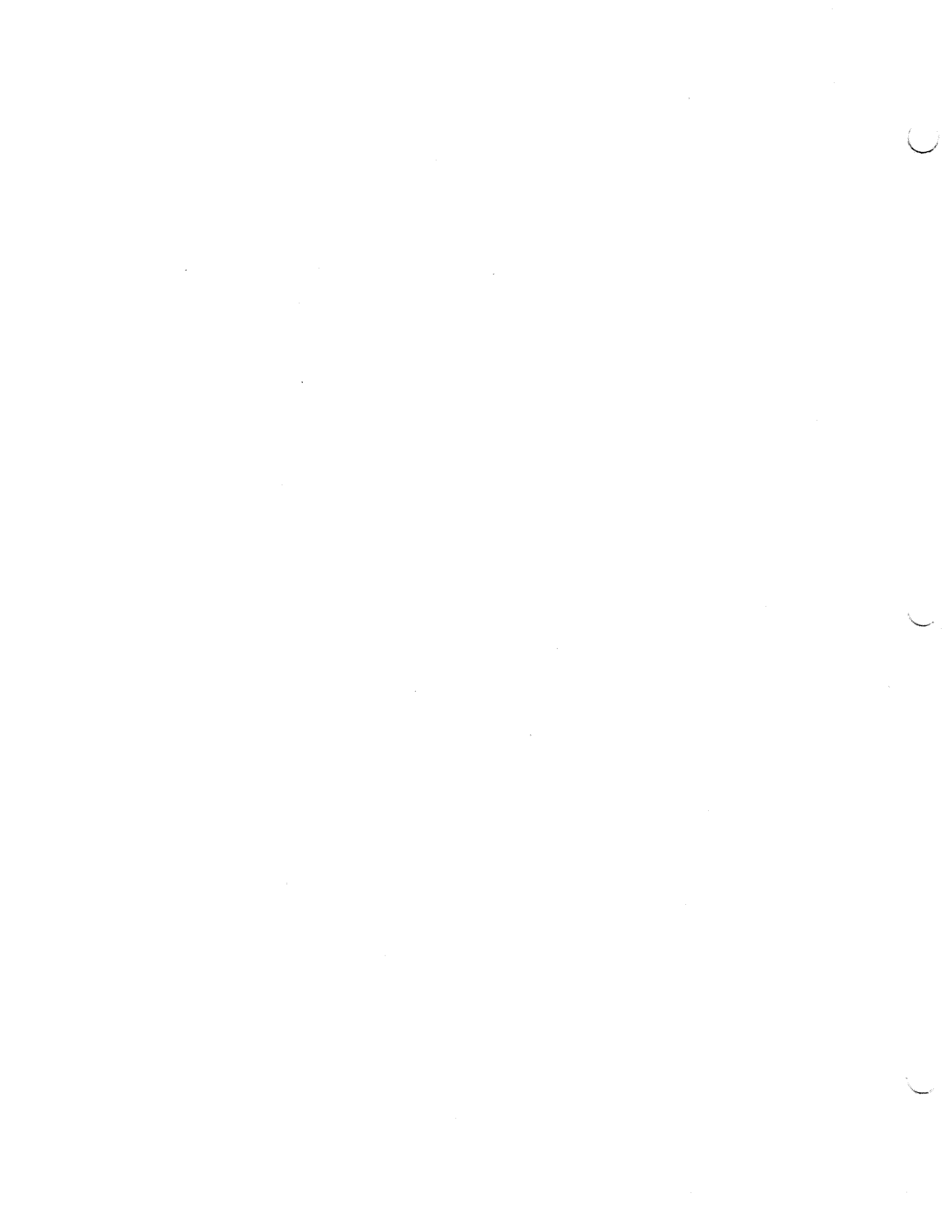
- New York State Education Law calls for \$102.6M in State Library Aid for FY 2021-2022.
- More than \$125M in statutory State Library Aid has been withheld since FY2007-2008.
- Persistent underfunding has disenfranchised millions of vulnerable New Yorkers who lack access to information resources and trusted, community-based information professionals.
- Libraries have incurred thousands of dollars of expenditures to operate safely during the on-going pandemic.

WHERE WE SHOULD BE:

- Increased aid will allow for expanded collections via subscriptions and e-titles, the retention of new staff and creation of comprehensive programming for beginners and advanced learners.
- An increase in aid will assist communities by offsetting future local tax levy increases.
- If fully funded, libraries and their staff can expand their reach to ensure all New Yorkers are confident, digital stewards through media literacy programs.

YOUR DISTRICT:







Library Construction Aid

Budget Request : \$45M

LIBRARY CONSTRUCTION AID PROGRAM:

Funds that are allocated annually in the State Budget for the use of public libraries and systems for construction, renovation, rehabilitation, or acquisition of new space. Other eligible or unique projects include broadband installation, emergency generators and security systems.

WHERE WE WERE:

- In 2021, an allocation of \$34 million was made to the Library Construction Aid Program.
- Last year's investment came in the wake of a \$20 million reduction in 2020.

WHERE WE ARE:

- New York State's public library buildings are rapidly aging.
Over half of our state's libraries are over 60 years old.
- The most recent available data provided by the New York State Education Department documents an existing \$1.5B in capital needs statewide.

WHERE WE SHOULD BE:

- Increased investment would allow public libraries to maintain and develop their physical infrastructure to ensure they are safe, accessible, and sustainable for everyone.
- Expanded budgets mean expanded spaces and possibilities that promote literacy, creativity, civic engagement and thriving communities.

IN YOUR DISTRICT:





Phishing

Over the past few years, there has been a massive uptick in cyberattacks targeting public entities, with the vast majority of data breaches occurring via a phishing attack. Phishing is the process of attempting to acquire sensitive information such as usernames, passwords and credit card details by masquerading as a trustworthy entity using bulk email which tries to evade spam filters. Given this heightened risk, the library has begun training staff on common phishing techniques, and methods to protect themselves, and by extension, the library.

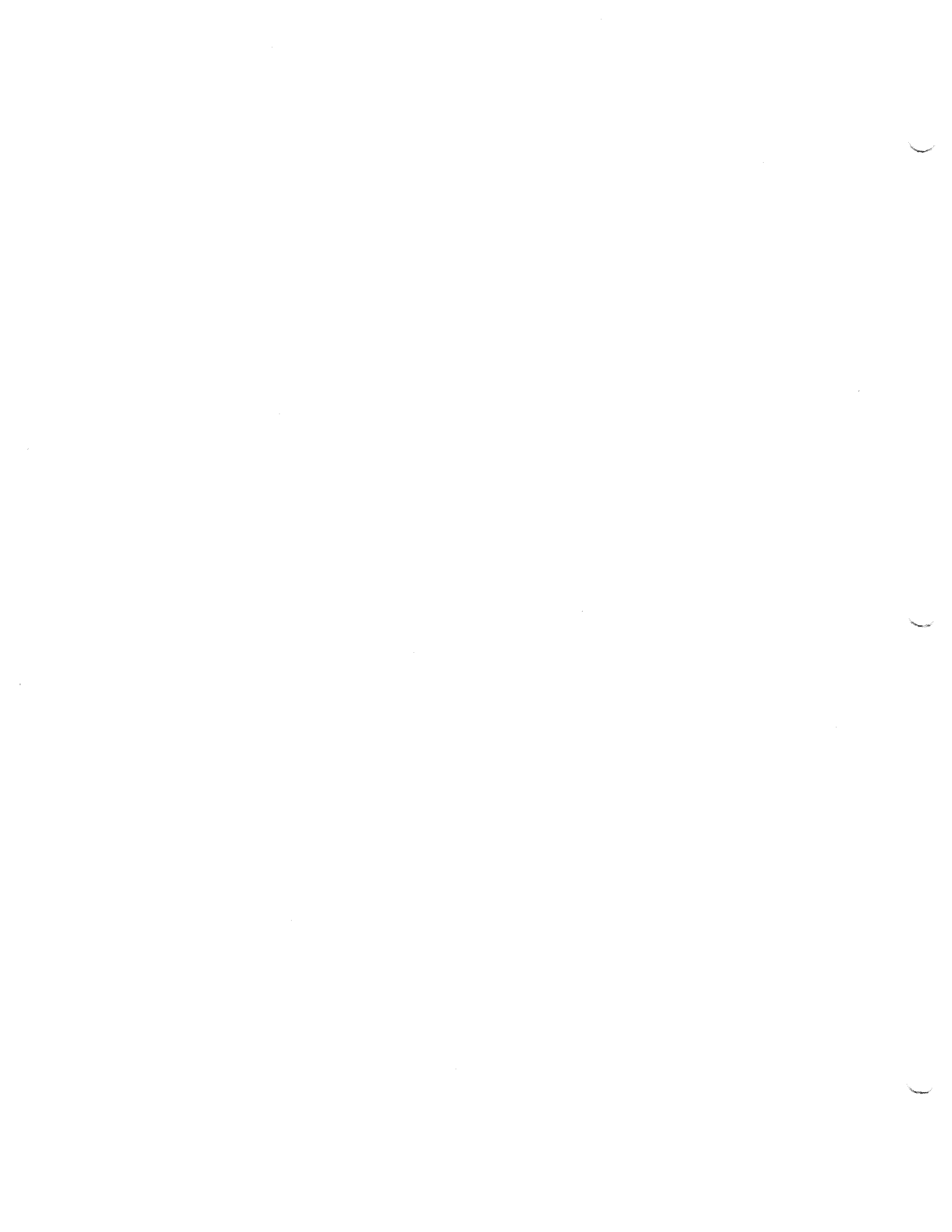
Our staff training software provider KnowBe4 provides a host of tools for improving our organization's resiliency to a phishing attack. Over the past month, we have engaged in a simulated phishing attack via staff emails intended to assess our overall vulnerability. Our next steps are to examine the collected data and begin what will be an ongoing training/improvement process.

Tech Talks

Tech skills are one of the key areas of our professional development efforts. At full staff meetings, we have introduced short "tech talks," which are brief five or ten-minute lessons meant to pass on a tip or highlight a concept. At our last staff meeting, staff were shown a simple technique to identify link manipulation (a technique in which the phisher sends a link to a fake website). The general use of the staff intranet was also explained. These talks are given by Michael Bartolomeo, our Emerging Technology Librarian, who also reminds staff of the availability of one-on-one tech help sessions focused on their area of concern.

Meetings — January

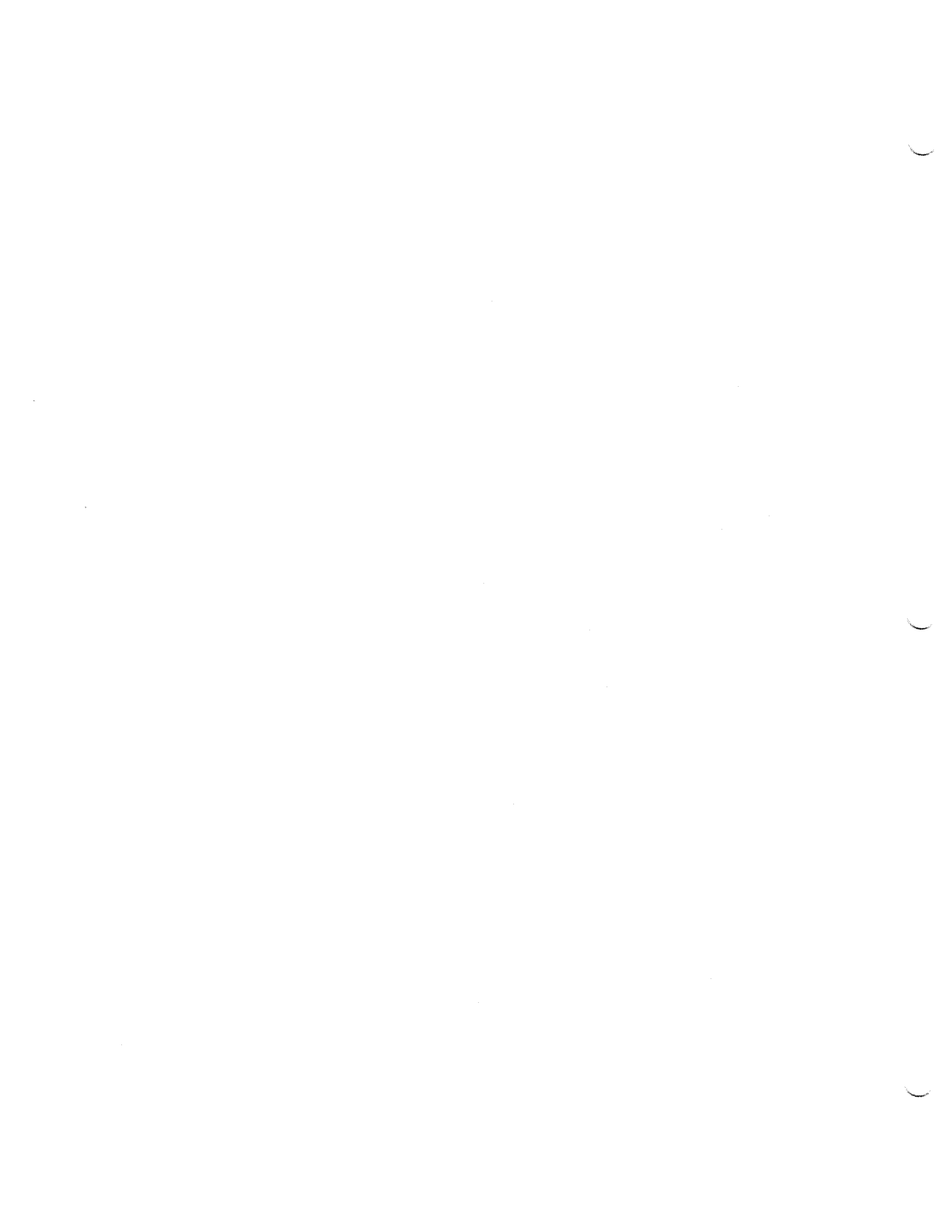
January 5	Wednesday	9:00 a.m.	Department Head Meeting
January 6	Thursday	2:00 p.m.	Programming Meeting
January 12	Wednesday	9:00 a.m.	Staff Meeting
January 18	Tuesday	2:00 p.m.	WoW Team Meeting
January 18	Tuesday	7:00 p.m.	Library Board of Trustees Meeting
January 20	Thursday	10:00 a.m.	NYLA Conference Curator Meeting
January 24	Monday	3:00 p.m.	Personnel Committee Meeting
January 26	Wednesday	3:00 p.m.	Making & STEAM Round Table Board Meeting
January 28	Friday	11:00 a.m.	Sustainable Libraries Presentation Meeting
January 31	Monday	11:00 a.m.	Patron Point Demonstration



February 2022 Building & Grounds Report

Prepared by Ray Capone

1. We had our annual state fire inspection earlier this month. The inspection went very well; there were no violations and we were commended on the state of the building, particularly our storage area.
2. We finished adding additional shelving in the storage area and all the rooms have been reorganized, removing clutter and leaving us with more usable space overall.
3. We had our annual fire system tests this month; all devices passed. We are exploring the possibility of updating our main control panel to a newer unit.
4. We had to repair the lock on the staff entrance door as the crash bar was sticking.
5. We had to secure a few of the OPAC stations after they had begun to come loose from the end panels they are attached to.
6. We went around the library and reaffixed the felt under any chairs needing repair. Most of this work took place on furniture located on the main floor.
7. We had to replace a ballast and bulbs in one of the light frames over the main staircase.
8. Two of the fittings on the coil of the Children's air handler unit cracked, causing a water leak in the storage area. This leak was identified early and contained without causing any damage to the facility. Pyramid air came in the following day and were successful in replacing the joints
9. The new gate to our side entrance was delivered. The combination of better wheels and a lighter frame have made opening and closing the parking lot much easier. Jose and myself added yellow reflective tape to the center bars for improved visibility at night.



HIGHLIGHTS of 2022 – 2023 OPERATING BUDGET DRAFT TWO

While our community continues to experience the effects of the pandemic, this budget is representative of what we hope will be a return to full services in the fiscal year 2022-2023. In addition, it reflects a reduction in costs due to the satisfaction of our bond. It seemed prudent to retain those funds in our budget as we are facing the outlay of considerable costs for HVAC repairs and do not want to burden our community with an additional bond.

Revenue

Revenue will decrease by 82.87%, largely due to the removal of the applied fund balance from the 2021-22 budget. All other revenue lines have decreased slightly to better reflect what our earnings are.

Expenditures

-The proposed staff salary budget line will increase 3.29% due to salary increases, staff salary adjustments and new staff positions. This was achieved with a relatively low percentage increase due to staff retirements. This number is an estimate as the board and personnel committee continue their discussions.

-Projected NYS retirement costs and health insurance resulted in a proposed increase of 4.67% to our total benefits. Health insurance is the bulk of that increase with a 9.18% rise. Total Salaries and Benefits, taken together, are estimated to increase by 3.70% or \$153,379.00.

-Equipment, Furniture & Fixtures will increase by 75% which will allow us to replace aging equipment and furniture.

-Library Materials decreases by 1.38% due to decreases in the circulation of DVDs. We continue to shift monies to provide our patrons with better access to digital media. Non-circulating software increased to support our technology learning center and staff education while other media budgets were reduced due to a decrease in circulation and book processing. A separate line for print reference is no longer necessary and will be expensed from adult books. In addition, the digital download lines are no longer necessary and will be expensed from the digital subscriptions line. There was a slight increase to museum passes due to their overwhelming popularity in our community.

-Administrative costs are projected to increase by 32.86% to prepare for increases in supply costs, and the anticipated increase in patron use of our 3D printer when the pandemic is over and the library returns to normal operations. Our newsletter costs have increased and we are exploring the possibility of enlarging our newsletter to allow for better accessibility. Due to the many programming offerings we have, it has been necessary to reduce font size. State regulations pertaining to staff and board continuing education has necessitated an additional increase in our continuing education line. Memberships and community activities have also increased.

February 22, 2022

-The Utilities, Building, Vehicle budget category will increase by 18.21% due mainly to the continuing need of extra cleaning materials and PPE during the pandemic as well as increased costs in utilities, insurance, and service contracts. As the building ages, we anticipate the need for increased repairs and this increase allows for that.

SUMMARY

The proposed Tax Appropriation for FY 2022-2023 is \$6,070,752.00, a 0.00% increase over last year. For information purposes the New York State Tax Cap has been set at 2.00%.

DRAFT

South Huntington Public Library
 2022 - 2023 Operating Budget

	Budget 2021-22	Budget 2022-23	INC or DEC	%
REVENUE				
2082 Charges				
A Lost Material	5,000	2,500	-2,500	-50.00%
B Computer items/Printing	10,000	10,000	0	0.00%
C Photo copy equipment	4,000	3,000	-1,000	-25.00%
Total Charges	19,000	15,500	-3,500	-18.42%
2401 Interest	10,000	8,000	-2,000	-20.00%
2770 Misc. Income	20,000	15,000	-5,000	-25.00%
3840 State Incentive	5,000	5,000	0	0.00%
Applied Fund Balance	200,000	0	-200,000	
TOTAL REVENUE	254,000	43,500	-210,500	-82.87%
SALARIES				
SALARIES	2,911,445	3,007,347	95,902	3.29%
BENEFITS				
9010 NYS Retirement	420,000	425,000	5,000	1.19%
9030 FICA/Medicare	222,678	230,155	7,477	3.36%
9040 Workers' Comp.	30,000	30,000	0	0.00%
9055 Disability Insurance	4,000	4,000	0	0.00%
9056 Long Term Disability Insura	8,500	8,500	0	0.00%
9057 Unemployment Insurance	1,000	1,000	0	0.00%
9060 Health Insurance	490,000	535,000	45,000	9.18%
9061 Medicare Reimbursement	55,000	55,000	0	0.00%
TOTAL BENEFITS	1,231,178	1,288,655	57,477	4.67%
TOTAL SALARIES & BENEFITS	4,142,623	4,296,002	153,379	3.70%

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South Huntington Public Library

2022 - 2023 Operating Budget

	Budget 2021-22	Budget 2022-23	INC or DEC	%
EQUIPMENT, FURNITURE & FIXTURES				
200 Equipment & Computers	45,000	65,000	20,000	44.44%
201 Furniture and Fixtures	15,000	40,000	25,000	166.67%
TOTAL EQUIPMENT, FURNITURE	60,000	105,000	45,000	75.00%
LIBRARY MATERIALS				
410 Books				
A Adult	145,000	140,000	-5,000	-3.45%
B Young Adult	10,000	10,000	0	0.00%
C Child	80,000	80,000	0	0.00%
D Reference - Print	10,000	0	-10,000	-100.00%
E Reference - Electronic	60,000	60,000	0	0.00%
G Audio Books - Adult	5,000	5,000	0	0.00%
I Audio Books - Children	5,000	2,500	-2,500	-50.00%
J Digital Subscriptions	216,500	250,500	34,000	15.70%
K Digital Downloads - Adult	5,000	0	-5,000	-100.00%
L Digital Downloads - Child	3,000	0	-3,000	-100.00%
M Digital Downloads - YA	1,000	0	-1,000	-100.00%
Total Books	540,500	548,000	7,500	1.39%
410 Museum Passes	20,000	22,000	2,000	10.00%
411 Comput. Software Adult	3,000	3,000	0	0.00%
411 Comput. Software Child	7,000	5,000	-2,000	-28.57%
411A Computer Software - Non-c	33,500	45,000	11,500	34.33%
Total Software	43,500	53,000	9,500	21.84%
412 Audiovisual				
A Audio Recordings-Adult	5,000	3,000	-2,000	-40.00%
C Audio Recordings-Child	500	500	0	0.00%
D Video Recordings-Adult	40,000	30,000	-10,000	-25.00%
E Video Recordings-Child	10,000	8,000	-2,000	-20.00%
Total Audiovisual	55,500	41,500	-14,000	-25.23%
413 Serials				
A Periodicals	15,000	15,000	0	0.00%
Total Serials	15,000	15,000	0	0.00%
419 Materials Processing	50,000	35,000	-15,000	-30.00%
TOTAL LIBRARY MATERIALS	724,500	714,500	-10,000	-1.38%

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South Huntington Public Library
 2022 - 2023 Operating Budget

	Budget 2021-22	Budget 2022-23	INC or DEC	%
ADMINISTRATION				
430 Supplies				
A Office	21,000	25,000	4,000	19.05%
B Library	30,000	40,000	10,000	33.33%
431 Telecommunications	37,000	45,000	8,000	21.62%
432 SCLS Services/Circ. Control	95,000	95,000	0	0.00%
433 Postage	27,000	30,000	3,000	11.11%
434 Publicity				
A Printing/Newsletter/Advertiser	44,000	65,000	21,000	47.73%
435 Continuing Education/Mileage				
A Staff	28,000	40,000	12,000	42.86%
B Board	6,000	8,000	2,000	33.33%
437 Consultant Fees				
A Auditor	10,000	15,000	5,000	50.00%
B Legal	10,000	15,000	5,000	50.00%
C Treasurer	4,500	7,000	2,500	55.56%
D Misc. Consultants	4,500	5,500	1,000	22.22%
E Art & Music	8,500	9,500	1,000	11.76%
438 Memberships	5,500	6,500	1,000	18.18%
439 Equipment/Lease/Service				
A Photocopy	5,000	5,000	0	0.00%
B Service Contracts	10,000	10,000	0	0.00%
C Office & AV Equip. Repair	750	750	0	0.00%
440 Miscellaneous Expenses	1,000	1,000	0	0.00%
A Bus Trips	1,000	1,000	0	0.00%
B Cost of Vote	4,500	4,500	0	0.00%
C Community Activities	120,000	200,000	80,000	66.67%
TOTAL ADMINISTRATION	473,250	628,750	155,500	32.86%

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South Huntington Public Library
2022 - 2023 Operating Budget

	Budget 2021-22	Budget 2022-23	INC or DEC	%
UTILITIES, BUILDING, VEHICLE				
450 Utilities				
A Electricity	132,000	140,000	8,000	6.06%
B Water	3,000	5,000	2,000	66.67%
C Gas	15,000	20,000	5,000	33.33%
Total Utilities	150,000	165,000	15,000	10.00%
451 Custodial Supplies	16,000	25,000	9,000	56.25%
452 Building				
A Maintenance Equipment	3,000	8,000	5,000	166.67%
B Repair & Maintenance	30,000	45,000	15,000	50.00%
C Service Contracts	33,000	40,000	7,000	21.21%
454 Insurance	52,000	55,000	3,000	5.77%
469 Grounds Maintenance	27,000	30,000	3,000	11.11%
473 Operation of vehicle				
A Fuel / Maintenance	2,000	2,000	0	0.00%
UTILITIES, BUILDING, VEHICLE	313,000	370,000	57,000	18.21%
<hr/>				
TOTAL EXPENDITURES	5,713,373	6,114,252	400,879	7.02%
PREVIOUSLY APPROVED BON	633,950	0	-633,950	-100.00%
LESS BOND REVENUE	0	0		
LESS BOND INTEREST	-22,571	0		
TOTAL DEBT SERVICE	611,379	0	-611,379	-100.00%
				#DIV/0!
EXPENDITURES & DEBT SERV	6,324,752	6,114,252	-210,500	-3.33%

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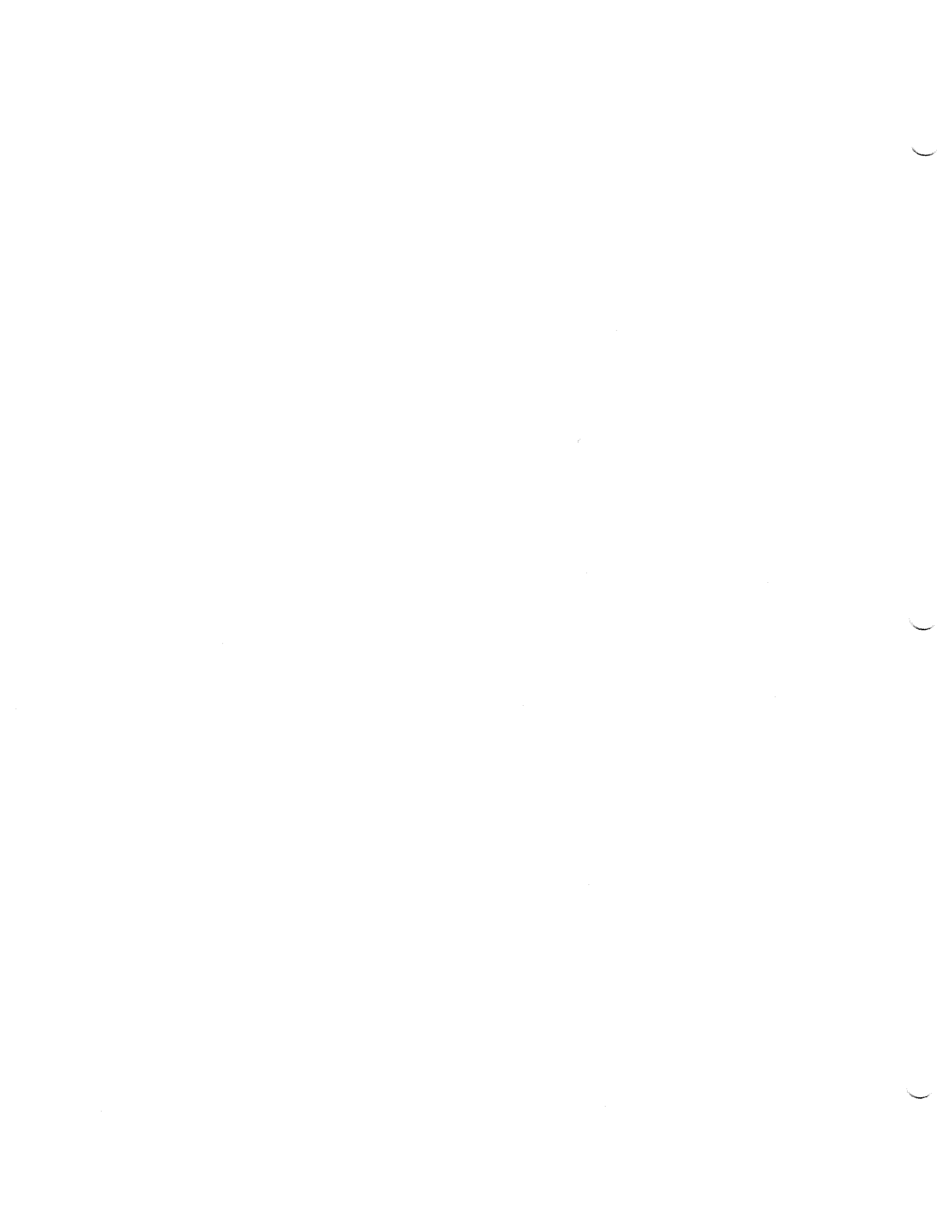
South Huntington Public Library
2022 - 2023 Operating Budget

	Budget 2021-22	Budget 2022-23	INC or DEC	%
Budget Summary				
TOTAL SALARIES	2,911,445	3,007,347	95,902	3.29%
EQUIPMENT	60,000	105,000	45,000	75.00%
TOTAL LIBRARY MATERIALS	724,500	714,500	-10,000	-1.38%
TOTAL ADMINISTRATION	473,250	628,750	155,500	32.86%
TOTAL UTILITIES, BUILDING, V	313,000	370,000	57,000	18.21%
TOTAL BENEFITS	1,231,178	1,288,655	57,477	4.67%
TOTAL EXPENDITURES	5,713,373	6,114,252	400,879	7.02%
PREVIOUSLY APPROVED BON	633,950	0	-633,950	-100.00%
LESS BOND REVENUE	0	0	0	
LESS BOND INTEREST	-22,571	0		
TOTAL DEBT SERVICE	611,379	0	-611,379	-100.00%
EXPENDITURES & DEBT SERV	6,324,752	6,114,252	-210,500	-3.33%
REVENUE	254,000	43,500	-210,500	-82.87%
TO BE RAISED BY TAXES	6,070,752	6,070,752	0	0.00%
OPERATING BUDGET				
TAX APPROPRIATION	6,070,752	6,070,752	0	0.00%
*TAX RATE	14.22		14.27	

*Based on a town assessment of 42,544,757 in 2020-21

TOTAL COST

The total library tax bill for the average homeowner with property assessed at \$3,300.00 is estimated to be \$470.88 for the year. This represents an increase of 1.22 over last year.



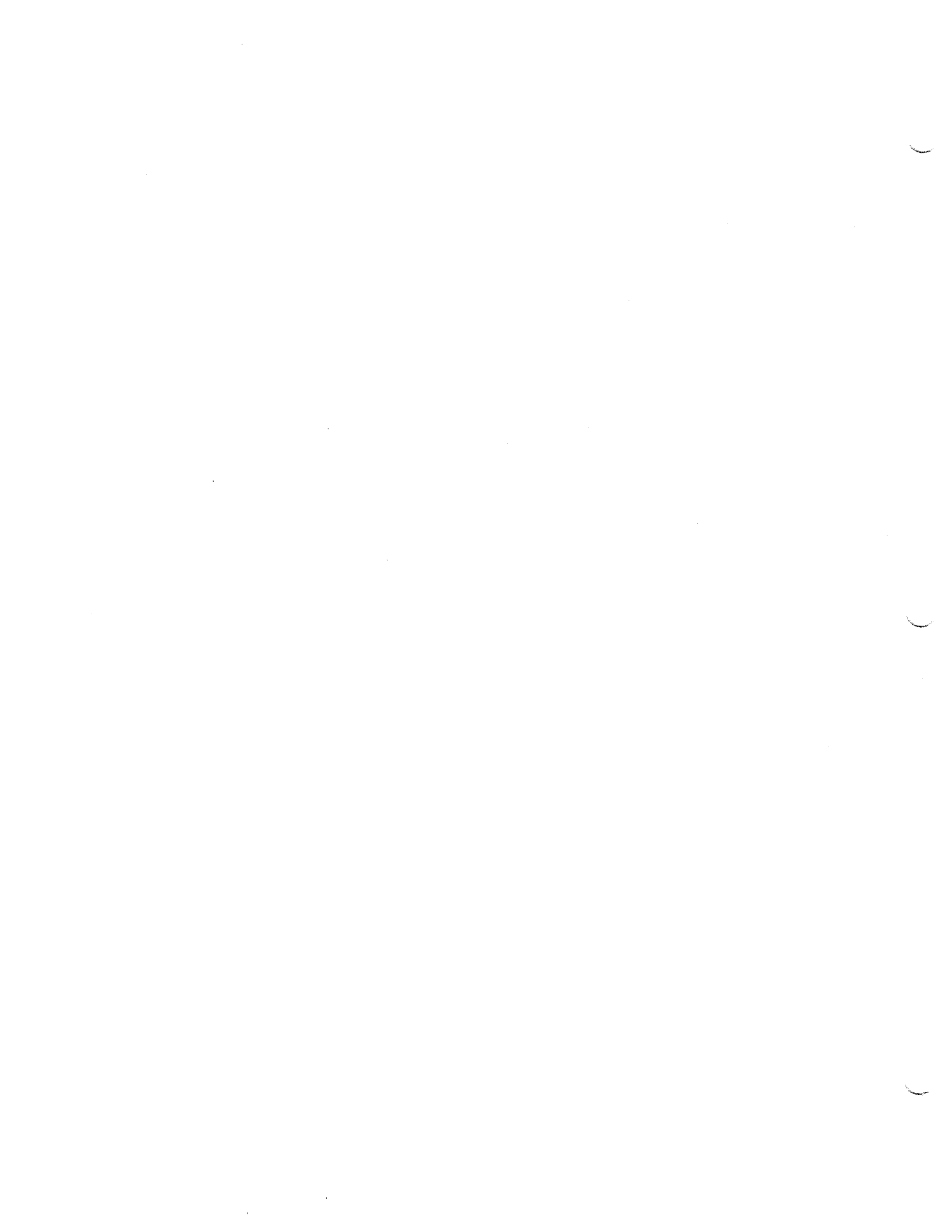
Approval of the Proposed 2022-2023 Operating Budget for Presentation to the Public

Information

The Annual Budget Meeting of the South Huntington Public Library Board of Trustees will take place on Monday, March 28th at 7:00 p.m. At this meeting the proposed 2022-2023 operating budget will be presented to the public.

Recommendation

That the Board of Trustees approves the South Huntington Public Library proposed operating budget for 2022-2023 for presentation to the public.



February 22, 2022

Landscape Contract

Information

Three landscape contractors responded to our RFP. Proposed pricing is for a two-season contract (March 2022 through December 2024) as summarized in the table below:

	Benedetto Bros. Landscaping	Michael J's Landscaping	Quality Island Landscaping
Contract Price (2 seasons)	\$18,500	\$25,000	\$49,600

Benedetto Brothers Landscaping has provided this service for the library in the past and has performed reliably and capably.

Recommendation

That the Board of Trustees authorizes *Benedetto Brothers, Inc.* to furnish landscaping services for the 2022 through 2024 seasons for a total cost of \$18,500.



Annual State Report

Information

The 2021 Annual Report is included in your packet. New York State requires that each library board votes to accept the annual report at a public board meeting.

Recommendation

That the Board of Trustees accepts the South Huntington Public Library's New York State Report for 2021.



South Huntington Public Library Annual Report For Public And Association Libraries - 2021

CURRENT YEAR *PREVIOUS YEAR*

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2021, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	8000583120	<i>8000583120</i>
1.2	Library Name	SOUTH HUNTINGTON PUBLIC LIBRARY	<i>SOUTH HUNTINGTON PUBLIC LIBRARY</i>
1.3	Name Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.4	Structure Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.5	Community	Huntington Station	<i>Huntington Station</i>
1.6	Beginning Fiscal Reporting Year	07/01/2020	<i>07/01/2019</i>
1.7	Ending Fiscal Reporting Year	06/30/2021	<i>06/30/2020</i>
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual	No	<i>No</i>

Report?

1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.11	Beginning <u>Local</u> Fiscal Year	07/01/2020	07/01/2019
1.12	Ending <u>Local</u> Fiscal Year	06/30/2021	06/30/2020
1.13	Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.14	Street Address	145 PIDGEON HILL ROAD	145 PIDGEON HILL ROAD
1.15	City	HUNTINGTON STATIO	HUNTINGTON STATIO
1.16	Zip Code	11746	11746
1.17	Mailing Address	145 PIDGEON HILL ROAD	145 PIDGEON HILL ROAD
1.18	City	HUNTINGTON STATIO	HUNTINGTON STATIO
1.19	Zip Code	11746	11746
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(631) 549-4411	(631) 549-4411
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(631) 547-6912	(631) 547-6912
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	contactus@shpl.info	contactus@shpl.info
1.23	Library Home Page URL (Enter N/A if no home page URL)	https://shpl.info	https://shpl.info

1.24	Population Chartered to Serve (per 2010 Census)	38,650	38,650
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	<i>PUBLIC</i>
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	School District	<i>School District</i>
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N	<i>N</i>
1.28	Indicate the type of charter the library currently holds (select one):	Absolute	<i>Absolute</i>
1.29	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	09/25/1970	<i>09/25/1970</i>
1.30	Date the library was last registered	06/06/1968	<i>06/06/1968</i>
1.31	Federal Employer Identification Number	111982166	<i>111982166</i>
1.32	County	SUFFOLK	<i>SUFFOLK</i>
1.33	School District	South Huntington	<i>South Huntington</i>
1.34	Town/City	Huntington Station	<i>Huntington Station</i>
1.35	Library System	Suffolk Cooperative Library System	<i>Suffolk Cooperative Library System</i>

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a President/CEO Name

1.36b President/CEO Phone Number

1.36c President/CEO Email

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37	First Name of Library Director/Manager	Janet	<i>Janet</i>
1.38	Last Name of Library Director/Manager	Scherer	<i>Scherer</i>
1.39	NYS Public Librarian Certification Number	20018	<i>20018</i>
1.40	What is the highest education level of the library manager/director?	Master's Degree	<i>Master's Degree</i>
1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	<i>Y</i>
1.42	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Y	<i>Y</i>
1.43	E-mail Address of the Director/Manager	jscherer@shpl.info	<i>jscherer@shpl.info</i>
1.44	Fax Number of the Director/Manager	(631) 547-6912	<i>(631) 547-6912</i>
1.45	Does the library charge fees for library cards to people residing outside the system's service area?	N	<i>N</i>

Public Votes/Contracts

1.46	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2021? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47.	N	<i>N</i>
1.	Name of municipality or district holding the public vote	N/A	<i>N/A</i>
2.	Indicate the type of municipality or district holding the public vote	N/A	<i>N/A</i>
3.	Date the vote was held (mm/dd/2021)	N/A	<i>N/A</i>

4.	Was the vote successful? Y/N	N/A	N/A
5.	What type of public vote was it?	N/A	N/A
6a.	Most recent prior year approved appropriation from a public vote:	N/A	N/A
6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	N/A	N/A
6c.	Total proposed appropriation (sum of 6a and 6b):	N/A	N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2021)
Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.

Y Y

1.	Name of municipality or district holding the public vote	South Huntington	<i>South Huntington</i>
2.	Indicate the type of municipality or district holding the public vote	School District	<i>School District</i>
3.	Date the last successful vote was held (mm/dd/yyyy)	04/02/2019	<i>04/02/2019</i>
4.	What type of public vote was it?	budget vote (school district public library only)	<i>budget vote (school district public library only)</i>
5.	What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?	\$6,070,752	<i>\$6,070,752</i>

Unusual Circumstances

- 1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. N N
- | | | | |
|----|---|-----|-----|
| 1. | Name of contracting municipality or district | N/A | N/A |
| 2. | Is this a written contractual agreement? | N/A | N/A |
| 3. | Population of the geographic area served by this contract | N/A | N/A |
| 4. | Dollar amount of contract | N/A | N/A |
| 5. | Enter the appropriate code for range of services provided (select one): | N/A | N/A |
- 1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection. Y Y

2. LIBRARY COLLECTION**Print/Electronic/Other Holdings**

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please read general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely

available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	47,721	45,344
2.2	Adult Non-fiction Books	60,727	66,814
2.3	Total Adult Books (Total questions 2.1 & 2.2)	108,448	112,158
2.4	Children's Fiction Books	44,868	47,172
2.5	Children's Non-fiction Books	45,962	46,738
2.6	Total Children's Books (Total questions 2.4 & 2.5)	90,830	93,910
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	199,278	206,068

Other Print Materials

2.8	Total Uncataloged Books	0	0
2.9	Total Print Serials	4,245	5,240
2.10	All Other Print Materials	0	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	4,245	5,240
2.12	Total Print Materials (Total questions 2.7 and 2.11)	203,523	211,308

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	413,513	418,175
2.14	Local Electronic Collections	53	53
2.15	NOVEL _{NY} Electronic Collections	15	15

2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	68	68
2.17	Audio - Downloadable Units	315,534	99,489
2.18	Video - Downloadable Units	1,506	846
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	24,992	0
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	755,613	518,578

Non-Electronic Materials

2.21	Audio - Physical Units	14,678	16,738
2.22	Video - Physical Units	29,467	31,653
2.23	Other Circulating Physical Items	1,077	1,013
2.24	Total Physical Items in Collection (Total questions 2.21 through 2.23)	45,222	49,404

Grand Total/Additions to Holdings

2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	1,004,358	779,290
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	9,455	9,885
2.27	All Other Print Materials	0	0
2.28	Electronic Materials	253,394	107,046
2.29	All Other Materials	1,905	2,999

2.30	Total Additions (Total questions 2.26 through 2.29)	264,754	119,930
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3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	167,675	157,157
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	CT - Annual Count
3.2	Registered resident borrowers	17,018	17,985
3.3	Registered non-resident borrowers	0	0

Please report information on WRITTEN POLICIES as of 12/31/21.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y	Y
3.6	Does the library have an Internet use policy?	Y	Y
3.7	Does the library have a disaster plan?	Y	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y	Y
3.9	Does the library have a board-approved whistle blower policy?	Y	Y
3.10	Does the library have a board-approved sexual	Y	Y

harassment prevention policy?

Please report information on ACCESSIBILITY as of 12/31/21.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y	Y
3.13	Does the library have large print books?	Y	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y	Y
3.15 - If so, what do you have?			
	screen reader, such as JAWS, Windoweyes or NVDA	No	No
	refreshable Braille commonly referred to as a refreshable Braille display	No	No
	screen magnification software, such as Zoomtext	Yes	Yes
	electronic scanning and reading software, such as OpenBook	Yes	No
3.16	Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y	Y

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

For Questions 3.19, 3.19a, 3.19b,

- If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.
- If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.

For Questions 3.26, 3.26a, 3.26b,

- If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.
- If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.

3.17	Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older	514	889
3.18	Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18	216	256
3.19	Number of Children's Programs	426	564
3.19a	Number of Synchronous Program Sessions Targeted at Children Ages 0-5	N/A	
3.19b	Number of Synchronous Program Sessions Targeted at Children Ages 6-11	N/A	
3.20	Number of Synchronous General Interest Program Sessions	0	1
3.21	Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20)	730	1,710
3.21a	Number of Synchronous In-Person Onsite Program Sessions	10	
3.21b	Number of Synchronous In-Person Offsite Program Sessions	0	
3.21c	Number of Synchronous Virtual Program Sessions	1,156	
3.22	One-on-One Program Sessions	411	276
3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations,	Yes	Yes

information tables and/or other similar educational activities sponsored by the Library?

3.24	Attendance at Synchronous Programs Targeted at Adults Age 19 or Older	7,746	20,736
3.25	Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18	1,835	2,708
3.26	Children's Program Attendance	5,001	9,724
3.26a	Attendance at Synchronous Programs Targeted at Children Ages 0-5	N/A	
3.26b	Attendance at Synchronous Programs Targeted at Children Ages 6-11	N/A	
3.27	Attendance at Synchronous General Interest Programs	0	90
3.28	Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27)	9,581	33,258
3.28a	Synchronous In-Person Onsite Program Attendance	221	
3.28b	Synchronous In-Person Offsite Program Attendance	0	
3.28c	Synchronous Virtual Program Attendance	14,582	
3.29	One-on-One Program Attendance	368	276
3.29a	Total Number of Asynchronous Program Presentations	157	
3.29b	Total Views of Asynchronous Program Presentations within 7 Days	8,518	

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Program(s) for Adults	Yes	No
d.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes	Yes
f.	N/A	No	No
3.31	Library outlets offering the summer reading program	N/A	N/A
3.32	Children registered for the library's summer reading program	276	858
3.33	Young adults registered for the library's summer reading program	89	191
3.34	Adults registered for the library's summer reading program	151	124
3.35	Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)	516	1,173
3.36	Children's program sessions - Summer 2021	103	125
3.37	Young adult program sessions - Summer 2021	41	58
3.38	Adult program sessions - Summer 2021	12	12
3.39	Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38)	156	195
3.40	Children's program attendance - Summer 2021	593	3,076
3.41	Young adult program attendance - Summer 2021	316	626

3.42	Adult program attendance - Summer 2021	181	294
3.43	Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42)	1,090	3,996
COLLABORATORS			
3.44	Public school district(s) and/or BOCES	1	1
3.45	Non-public school(s)	0	4
3.46	Childcare center(s)	1	0
3.47	Summer camp(s)	0	0
3.48	Municipality/Municipalities	1	1
3.49	Literacy provider(s)	0	0
3.50	Other (describe using the State note)	0	0
3.51	Total Collaborators (total 3.44 through 3.50)	3	6

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.

EARLY LITERACY PROGRAMS

3.52	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y	Y
3.53	- Indicate types of programs offered (check all that apply)		
a.	Focus on birth - school entry (kindergarten)	Yes	Yes
b.	Focus on parents & caregivers	Yes	Yes
c.	Combined audience	Yes	Yes
d.	N/A	No	Yes

3.54 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	15	37
b.	Focus on parents & caregivers	0	N/A
c.	Combined audience	264	261
d.	N/A	N/A	N/A
3.55	Total Sessions	279	298
3.56 - Attendance at sessions			
a.	Focus on birth - school entry (kindergarten)	110	270
b.	Focus on parents & caregivers	0	N/A
c.	Combined audience	5,016	8,034
d.	N/A	0	N/A
3.57	Total Attendance	5,126	8,304
3.58 - Collaborators (check all that apply):			
a.	Childcare center(s)	Yes	Yes
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Health care providers/agencies	Yes	Yes
e.	Other (describe using the State note)	Yes	Yes

Please report information on ADULT LITERACY for the 2021 calendar year.

ADULT LITERACY

3.59	Did the library offer adult literacy programs?	Yes	Yes
3.60	Total group program sessions	6	18
3.61	Total one-on-one program sessions	0	0

3.62	Total group program attendance	17	132
3.63	Total one-on-one program attendance	0	0
3.64 - Collaborators (check all that apply)			
a.	Literacy NY (Literacy Volunteers of America)	No	No
b.	Public School District(s) and/or BOCES	No	No
c.	Non-Public Schools	No	No
d.	Other (see instructions and describe using Note)	No	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2021 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	Y	Y
3.66	Children's program sessions	11	12
3.67	Young adult program sessions	10	1
3.68	Adult program sessions	10	6
3.69	Total program sessions (total 3.66 + 3.67 + 3.68)	31	19
3.70	One-on-one program sessions	4	21
3.71	Children's program attendance	126	109
3.72	Young adult program attendance	83	0
3.73	Adult program attendance	28	24
3.74	Total program attendance (total 3.71 + 3.72 + 3.73)	237	133
3.75	One-on-one program attendance	8	41

3.76 - Collaborators (check all that apply):

a.	Literacy NY (Literacy Volunteers of America)	Yes	No
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	No	No
d.	Other (describe using the Note)	No	No

Please report information on DIGITAL LITERACY for the 2021 calendar year.

DIGITAL LITERACY

3.77	Did the library offer digital literacy programs?	Y	Y
3.78	Total group program sessions	24	23
3.79	Total one-on-one program sessions	43	31
3.80	Total group program attendance	247	184
3.81	Total one-on-one program attendance	43	31
3.82	Did your library offer teen-led activities during the 2021 calendar year?	Y	Y

4. LIBRARY TRANSACTIONS**Circulation/Electronic Use/Reference Transactions**

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	34,972	29,637
4.2	Adult Non-fiction Books	16,405	15,542
4.3	Total Adult Books (Total questions 4.1 & 4.2)	51,377	45,179
4.4	Children's Fiction Books	36,778	37,594

4.5	Children's Non-fiction Books	10,746	11,125
4.6	Total Children's Books (Total questions 4.4 & 4.5)	47,524	48,719
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	98,901	93,898

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	39,841	52,044
4.9	Circulation of Children's Other Materials	8,711	10,994
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	48,552	63,038
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	147,453	156,936

ELECTRONIC USE

4.12	Use of Electronic Material	89,178	87,123
4.13	Successful Retrieval of Electronic Information	188,987	145,243
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	278,165	232,366
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	236,631	244,059
4.16	Total Collection Use (Total questions 4.13 & 4.15)	425,618	389,302
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	56,235	59,713

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	12,965	11,570
4.18a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	CT - Annual Count

4.19	Does the library offer virtual reference?	Y	Y
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Interlibrary Loan**INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

4.20	TOTAL MATERIALS RECEIVED	13,518	11,422
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	28,605	22,281
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
5.2	Online public access catalog (OPAC)?	Y	Y
5.3	Electronic access to the OPAC from outside the library?	Y	Y
5.4	Annual number of visits to the library's web site	365,182	212,280
5.5	Does the library use Internet filtering software on any computer?	Y	Y
5.6	Does your library use social media?	Y	Y
5.7	Does the library file for E-rate benefits?	Y	Y
5.8	Is the library part of a consortium for E-rate benefits?	Y	Y
5.9	If yes, in which consortium are you participating?	Suffolk Cooperative Library System	<i>Suffolk Cooperative Library System</i>
5.10	Name of the person responsible for the library's Information Technology (IT) services	Nick Tanzi	<i>Nick Tanzi</i>
5.11	IT contact's telephone number (enter 10 digits)	(631) 549-4411	<i>(631) 549-4411</i>

only and hit the Tab key)

5.12 IT contact's email address ntanzi@shpl.info *ntanzi@shpl.info*

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 35 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	1
6.3	Vacant Library Director (certified)	0	0
6.4	Librarian (certified)	15.57	15.35
6.5	Vacant Librarian (certified)	0	0
6.6	Library Manager (not certified)	0	0
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	0	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	25.70	24.26
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	42.27	40.61

6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00	0.00
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SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1	1
6.15	Salary - Entry Level Librarian (certified)	\$56,951	\$56,951
6.16	FTE - Library Director (certified)	1	1
6.17	Salary - Library Director (certified)	\$139,684	\$139,684
6.18	FTE - Library Manager (not certified)	0	0
6.19	Salary - Library Manager (not certified)	\$0	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2022 all public, free association and Indian libraries in New York State will be required to meet the minimum standards listed below. Please indicate which of these standards your library already meets as of **December 31, 2021**. This 2021 data will be helpful in informing statewide and regional efforts to ensure that all of New York's libraries are able to successfully comply with the new minimum standards. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

- | | | | |
|----|---|---|---|
| 1. | Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y | Y |
| 2. | Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. | Y | Y |
| 3. | Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. | Y | Y |
| 4. | Has board-approved written policies for the operation of the library, which shall be reviewed | Y | Y |

and updated at least once every five years or earlier if required by law.

- | | | | |
|------|--|---|---|
| 5. | Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. | Y | Y |
| 6. | Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. | Y | Y |
| 7. | Is open the minimum standard number of public service hours for population served. (see instructions) | Y | Y |
| 8. | Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate: | | |
| 8a. | space | Y | Y |
| 8b. | lighting | Y | Y |
| 8c. | shelving | Y | Y |
| 8d. | seating | Y | Y |
| 8e. | power infrastructure | Y | Y |
| 8f. | data infrastructure | Y | Y |
| 8g. | public restroom | Y | Y |
| 9. | Provides programming to address community needs, as outlined in the library's long-range plan of service. | Y | Y |
| 10. | Provides | | |
| 10a. | a circulation system that facilitates access to the local library collection and other library catalogs | Y | Y |
| 10b. | equipment, technology, and internet connectivity to address community needs and facilitate access to information. | Y | Y |

11.	Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y	Y
12.	Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y	Y
13.	Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y	Y
14.	Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1	1
8.2	Branches	0	0
8.3	Bookmobiles	0	0
8.4	Other Outlets	0	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1	1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	64.21	67.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00	0.00

8.8	Minimum Weekly Total Hours - Bookmobiles	0.00	0.00
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	64.21	67.00
8.10	Annual Total Hours - Main Library	3,277.00	2,576.00
8.11	Annual Total Hours - Branch Libraries	0.00	0.00
8.12	Annual Total Hours - Bookmobiles	0.00	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	3,277.00	2,576.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from January 1, 2021 to December 31, 2021.

CV1	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV3	Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV4	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV5	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV6	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one	Yes	Yes

or more outlets during COVID-19 pandemic?

CV7	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?	Yes	Yes
CV8	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?	No	No
CV9	Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19	0	

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to collectconnect@baker-taylor.com

1.	Outlet Name	South Huntington Public Library	<i>South Huntington Public Library</i>
2.	Outlet Name Status	00 (for no change)	<i>00 (for no change)</i>
3.	Street Address	145 PIDGEON HILL ROAD	<i>145 PIDGEON HILL ROAD</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00 (for no change)</i>
5.	City	HUNTINGTON STATION	<i>HUNTINGTON STATION</i>
6.	Zip Code	11746	<i>11746</i>

7.	Phone (enter 10 digits only)	(631) 549-4411	<i>(631) 549-4411</i>
8.	Fax Number (enter 10 digits only)	(631) 547-6912	<i>(631) 547-6912</i>
9.	E-mail Address	contactus@shpl.info	<i>contactus@shpl.info</i>
10.	Outlet URL	https://shpl.info	<i>https://shpl.info</i>
11.	County	Suffolk	<i>Suffolk</i>
12.	School District	South Huntington	<i>South Huntington</i>
13.	Library System	Suffolk Cooperative Library System	<i>Suffolk Cooperative Library System</i>
14.	Outlet Type Code (select one):	CE	<i>CE</i>
15.	Public Service Hours Per Year for This Outlet	3,277	<i>2,576</i>
16.	Number of Weeks This Outlet is Open	51	<i>36</i>
16a	Number of weeks an outlet closed due to COVID-19	1	<i>16</i>
16b	Number of weeks an outlet had limited occupancy due to COVID-19	0	<i>4</i>
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>
18.	Is the meeting space available for public use even when the outlet is closed?	N	<i>N</i>
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	0	<i>58</i>
20.	Enter the appropriate outlet code (select one):	N/A	<i>N/A</i>
21.	Who owns this outlet building?	School District	<i>School District</i>
22.	Who owns the land on which this outlet is built?	School District	<i>School District</i>

23.	Indicate the year this outlet was initially constructed	2004	2004
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2018	2018
25.	Square footage of the outlet	48,980	48,980
26.	Number of Internet Computers Used by General Public	77	81
27.	Number of uses (sessions) of public Internet computers per year	28,472	23,190
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	
28.	Type of connection on the outlet's public Internet computers	Fiber	Fiber
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	12 Greater than or equal to 1 gbps	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	12 Greater than or equal to 1 gbps	11 Greater than or equal to 100 mbps and less than 1 gbps
31.	Internet Provider	Other (specify using the State note)	Other (specify using the State note)
32.	WiFi Access	Other (specify using the State note)	Other (specify using the State note)
33.	Wireless Sessions	64,622	55,238
33a	Reporting Method for Wireless Sessions	CT - Annual Count	
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	Y

36.	Does your outlet have a Makerspace?	Y	Y
37.	<i>LIBID</i>	8000583120	<i>8000583120</i>
38.	<i>FSCSID</i>	NY0670	<i>NY0670</i>
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	0
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2021 to December 31, 2021)	15	<i>15</i>
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NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	No	<i>No</i>
10.3	If yes, what is the range?		
10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?		
10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	5	5
10.6	Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.	Yes	<i>Yes</i>
10.7	If yes, what is the trustee term length, as stated in	5 yrs.	<i>5 yrs.</i>

your library's charter documents (incorporation)?

BOARD MEMBER SELECTION

10.8 Enter Board Member Selection Code (select one): EP - board members *EP - board*
 are elected in a public election *members are elected in a public election*

List Officers and Board Members as of February 1, 2022. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9	First Name	Stuart	<i>Stella</i>
10.10	Last Name	Horowitz	<i>Fox</i>
10.11	Mailing Address	49 Aldrich Street	<i>9 Woodoak Lane</i>
10.12	City	Huntington Station	<i>Huntington</i>
10.13	Zip Code (5 digits only)	11743	<i>11743</i>
10.14	Phone (enter 10 digits only)	(631) 427-3074	<i>(917) 817-4960</i>
10.15	E-mail Address	shorowitz@shpl.info	<i>sfox@shpl.info</i>
10.16	Term Begins - Month	July	<i>July</i>
10.17	Term Begins - Year (yyyy)	2021	<i>2020</i>
10.18	Term Expires - Month	June	<i>June</i>
10.19	Term Expires - Year (yyyy)	2026	<i>2025</i>
10.20	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>

10.21	The date the Oath of Office was taken (mm/dd/yyyy)	07/19/2021	06/16/2020
10.22	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/29/2021	08/03/2020
10.23	Is this a brand new trustee?	N	N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (**but do not include the Board President—this information should still be entered directly into the survey**). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Eleanora	<i>Stuart</i>
3.	Last Name of Board Member	Ferrante	<i>Horowitz</i>
4.	Mailing Address	8 Bridle Lane	<i>29 Aldrich Street</i>
5.	City	Huntington Station	<i>Huntington Station</i>
6.	Zip Code (5 digits only)	11746	<i>11746</i>
7.	E-mail address	eferrante@shpl.info	<i>shorowitz@shpl.info</i>
8.	Office Held or Trustee	Vice President	<i>Vice President</i>
9.	Term Begins - Month	July	<i>July</i>
10.	Term Begins - Year (year)	2021	<i>2016</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2022	<i>2021</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term,	Yes	<i>Yes</i>

which was to run from beginning date to ending date.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/19/2021	04/05/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/29/2021	08/01/2016
16.	Is this a brand new trustee?	N	N
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Eileen	<i>Eleanora</i>
3.	Last Name of Board Member	Sullivan	<i>Ferrante</i>
4.	Mailing Address	92 E. 23rd Street	<i>8 Bridle Lane</i>
5.	City	Huntington Station	<i>Huntington Station</i>
6.	Zip Code (5 digits only)	11746	<i>11746</i>
7.	E-mail address	esullivan@shpl.info	<i>eferrante@shpl.info</i>
8.	Office Held or Trustee	Financial Officer	<i>Financial Officer</i>
9.	Term Begins - Month	July	<i>July</i>
10.	Term Begins - Year (year)	2019	<i>2020</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2024	<i>2022</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term,	Yes	<i>No</i>

which was to run from beginning date to ending date.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/15/2019	07/20/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/19/2019	08/03/2020
16.	Is this a brand new trustee?	N	N
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Patricia	<i>Eileen</i>
3.	Last Name of Board Member	Dillon	<i>Sullivan</i>
4.	Mailing Address	31 Colonial Drive	<i>92 E. 23rd Street</i>
5.	City	Huntington	<i>Huntington Station</i>
6.	Zip Code (5 digits only)	11743	<i>11746</i>
7.	E-mail address	pdillon@shpl.info	<i>esullivan@shpl.info</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	July	<i>July</i>
10.	Term Begins - Year (year)	2018	<i>2019</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2023	<i>2024</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term,	Yes	<i>Yes</i>

which was to run from beginning date to ending date.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/16/2018	07/15/2019
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/19/2018	07/19/2019
16.	Is this a brand new trustee?	N	N
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Stella	<i>Patricia</i>
3.	Last Name of Board Member	Fox	<i>Dillon</i>
4.	Mailing Address	9 Woodoak Lane	<i>31 Colonial Drive</i>
5.	City	Huntington	<i>Huntington</i>
6.	Zip Code (5 digits only)	11743	<i>11743</i>
7.	E-mail address	sfox@shpl.info	<i>pdillon@shpl.info</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	July	<i>July</i>
10.	Term Begins - Year (year)	2020	<i>2018</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2025	<i>2023</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term,	Yes	<i>Yes</i>

which was to run from beginning date to ending date.

- | | | | |
|-----|--|------------|------------|
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 06/16/2020 | 07/16/2018 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 08/03/2020 | 07/19/2018 |
| 16. | Is this a brand new trustee? | N | N |

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2021. These trustees will not be exactly the same as the trustees listed in the section above.

- | | | | |
|----|---|-------------------|--------------------------|
| 1. | Trustee Name | Stuart Horowitz | <i>Stella Fox</i> |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | Y | Y |
| 1. | Trustee Name | Eleanora Ferrante | <i>Stuart Horowitz</i> |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | Y | Y |
| 1. | Trustee Name | Eileen Sullivan | <i>Eleanora Ferrante</i> |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | Y | Y |
| 1. | Trustee Name | Patricia Dillon | <i>Eileen Sullivan</i> |
| 2. | Has the trustee participated in trustee education in the last calendar year (2021)? | Y | Y |
| 1. | Trustee Name | Stella Fox | <i>Patricia Dillon</i> |