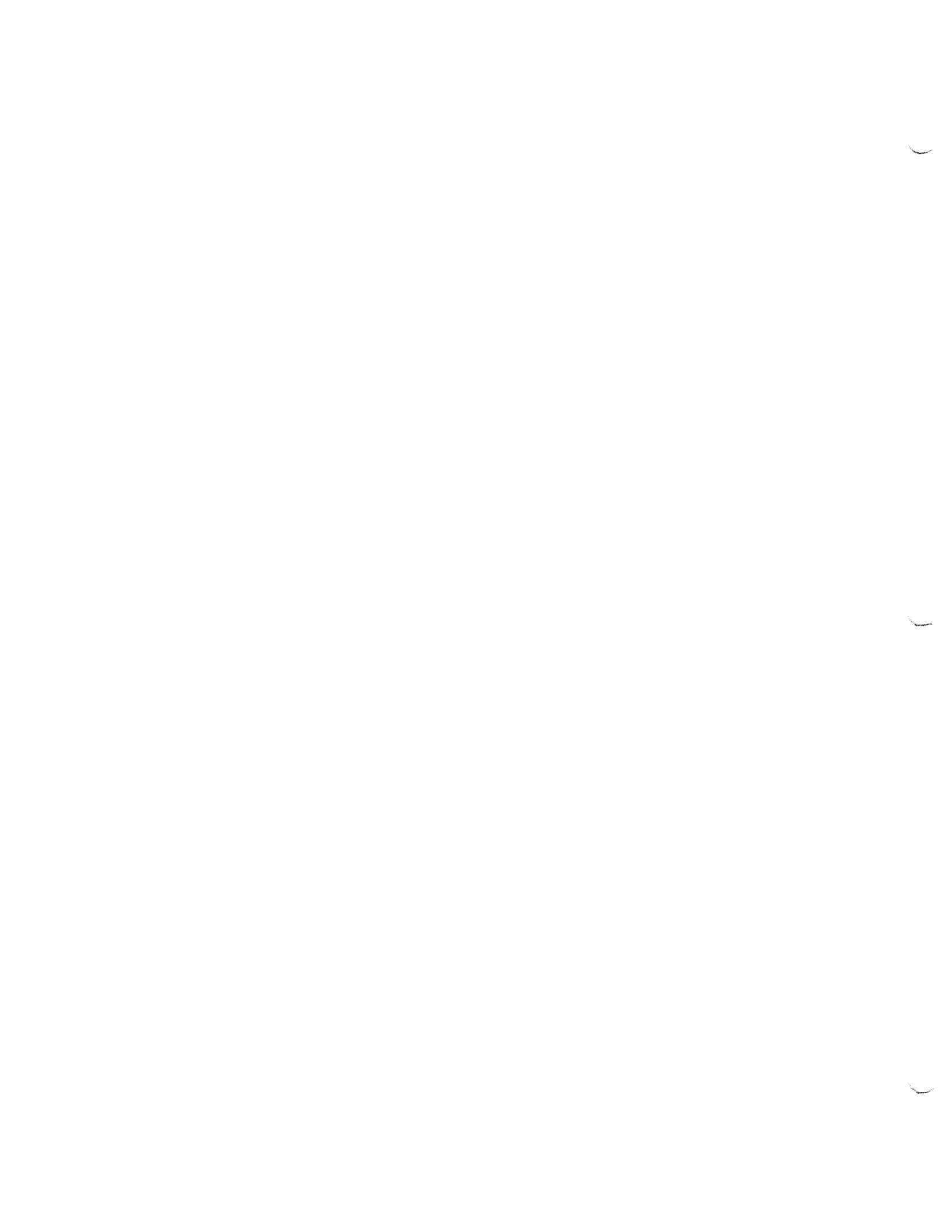


BOARD MEETING – MONDAY, NOVEMBER 21, 2022
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

Agenda for the regular meeting of the Board of Trustees of the South Huntington Public Library on Monday, November 21, 2022 at 7 p.m. in the Conference Room.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPTION OF THE AGENDA
4. DISPOSITION OF MINUTES: (TAB A)
 - A. Regular Meeting, Monday, October 17, 2022
5. FINANCIAL MATTERS: (TAB B)
 - A. Presentation of the 2021-2022 Audit by Robert Johnson
 - B. Schedule of Bills
 - C. Investments
 - D. Financial Chairperson's Report
 - E. Personnel
6. COMMUNICATIONS: (TAB C)
 1. SCLS Minutes and Memorandum (emailed to Board members)
 2. Letter from Tim Spindler re: Grant
 3. Thank you letter to Tim Spindler
 4. Thank you letters to Friends for Book Donation Day Assistance
 5. Thank you letters to Friends for Book Sale and Book Sale Set-Up Assistance
 6. Thank you letter from Town Councilman Eugene Cook
7. REPORTS: (TAB D)
 1. Director's Report
 2. Assistant Director's Report
 3. Building & Grounds Report
 4. Internet Librarian 2022 Conference Reports by Nick Tanzi, Michael Bartolomeo & Ryann Riggs
 5. NYLA Conference Report by Georgia Protan
 6. WOW Team Report by Georgina Rivas-Martinez
8. OLD BUSINESS: (TAB E)
 1. COVID-19 Protocol
 2. Capital Planning
 3. Update – HVAC Project
9. NEW BUSINESS: (TAB F)
 1. Proposed 2023 SCLS Budget
 2. SCLS Trustee Vote (Ballot in board book)
 3. Water Fountain Upgrades
 4. Violence Prevention Committee Presentation
 5. ALA Library Learning Experience Conference
 6. Proposed SCLS Resource Sharing Code Amendments
 7. Obsolete Equipment
10. STATISTICAL REPORTS: (TAB G)
 1. Statistics and Program Attendance
11. VOICE OF THE TAXPAYER
12. ADJOURNMENT



BOARD MEETING MINUTES - MONDAY, OCTOBER 17, 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 Monday, October 17, 2022 at 7:00 p.m. in the Conference Room.

PRESENT: Mrs. Eleanora Ferrante, President
Mrs. Eileen Sullivan, Vice President
Mr. Stuart Horowitz
Mrs. Stella Fox

STAFF: Mrs. Janet Scherer, Director
Mrs. Erin McShane Hedger, Business Manager
Mrs. Doreen Kilkenny, Board Secretary

EXCUSED: Mrs. Pat Dillon, Financial Chairperson
Mr. Nick Tanzi, Assistant Director

CALL TO ORDER: The meeting was called to order by the President at 7:03 p.m.

PLEDGE OF ALLEGIANCE: The President led everyone in the Pledge of Allegiance.

ADOPTION OF THE AGENDA: Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously to accept the agenda as written.

DISPOSITION OF MINUTES:
SEPTEMBER 19, 2022: Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the regular meeting of September 19, 2022.

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 expenditures, and reported that all was in order.

Motion by Mr. Horowitz seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #10 Fund L in the amount of \$22,556.68; Warrant #11 Fund L in the amount of \$170,971.60; Warrant #9/01 PR Fund L in the amount of \$110,048.54; Warrant #9/15 PR Fund L in the amount of \$109,293.30; Warrant #9/29 PR Fund L in the amount of \$112,265.42.

Motion by Mrs. Sullivan, seconded by Mr. Horowitz, and carried unanimously to authorize payment of Warrant #5 Fund TA in the amount of \$42,476.77; Warrant #6 Fund TA in the amount of \$38,975.04; Warrant #7 Fund TA in the amount of \$44,771.61.

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #1 Fund H in the amount of \$42,490.93.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the American Express statement for September in the amount of \$4,224.91.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon/Synchrony Bank Monthly Statement for August in the amount of \$1,449.65.

PERSONNEL ACTIONS: Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously to approve the personnel report.

BUDGET TRANSFERS: Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the budgetary transfers for the fiscal year 2022-2023.

COST OF THE VOTE: The board thanked Mrs. McShane for her report.

COMMUNICATIONS: The board acknowledged the SCLS minutes.

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

- On Wednesday, September 28th, the NYS Construction Aid Advisory Committee met to recommend the 2022-23 NYS Construction Awards for Suffolk's member libraries. I am pleased to report that we received a recommendation of \$200,000.00 for our HVAC Project. Please be aware that we are unable to officially announce or include these funds in any final project budget projections until New York State

issues official notification. This could take some time as the 2021-2022 recipients were just notified several weeks ago. I have thanked the committee for their consideration on behalf of our community, the board and all of Suffolk's libraries.

- Members of our WOW (Without Walls) Team and other staff members participated in several outreach events, including Huntington Station Unity Day and the SHUFSD Curriculum Nights. Our staff enjoyed the opportunity to speak with community members and educate them on the myriad of resources available at their local library.
- We were saddened to cancel our Community Information Fair and Touch-a-Truck event. A big thank you to our librarians, as well as Ray and Jose who worked so hard on the planning. We hope to try again in the spring.
- Our Wellness Team, consisting of Ryann Riggs, Catherine Schmoller, Joann Mariani, Keely Rehman, Jen Griffing, Michael Bartolomeo and me, sponsored SHPL's first ever Summer Walking Challenge. This event was supported by the Friends of the Library which allowed us to offer prizes to our lead walkers. Our first goal was to get to Key West, but we quickly conquered that and set our sights on Seattle, Washington. We even managed to get farther than that traveling to Glacier National Park. Collectively we walked approximately 5500 miles and 11 million steps. Bravo SHPL staff! Many thanks to the Friends of the Library for supporting this effort and furnishing funds for the prizes. Our next venture takes place on Sunday, October 16, when staff members will be participating in a breast cancer walk at Jones Beach.

**BUILDING & GROUNDS
REPORT:**

The board thanked Ray Capone for his report.

**PROLITERACY
CONFERENCE
REPORT:**

The board thanked Georgina Rivas-Martinez for her report.

**NEW BUSINESS –
OPEN MEETINGS
POLICY:**

Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously that the board of trustees adopted the revised "Open Meetings Policy" as presented.

NEW BUSINESS –

CAPITAL PROJECTS: Mrs. Scherer shared a presentation of potential future capital improvement projects.

NEW BUSINESS –

OBSOLETE

EQUIPMENT:

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously that the board of trustees authorizes staff to discard obsolete equipment in accordance with library policy and best practice.

ADJOURNMENT:

Motion by Mr. Horowitz to adjourn the regular meeting at 8:06 p.m.

Respectfully submitted by,



Doreen Kilkenny, Board Secretary

FINANCIAL SCHEDULES

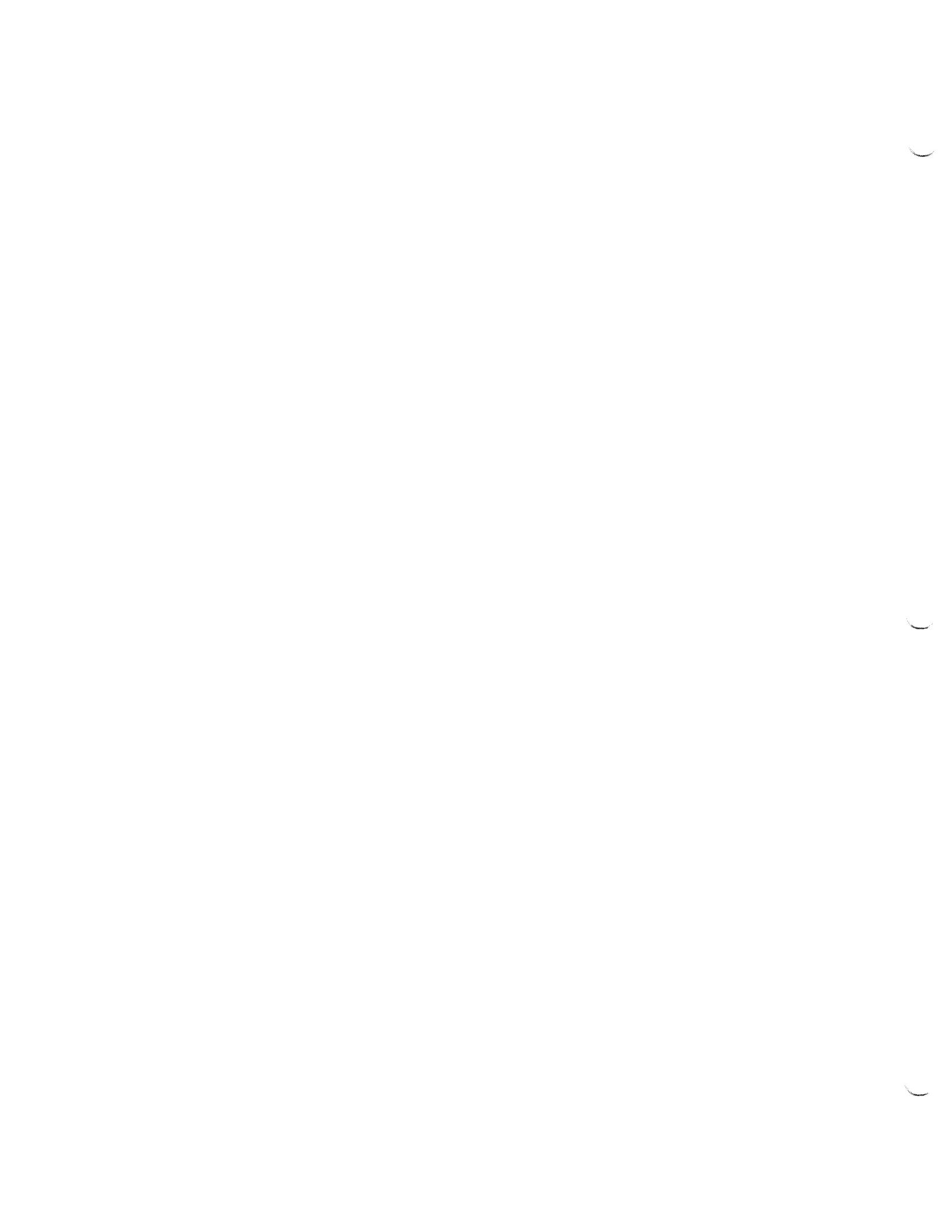
<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
B3	13	L	14,808.04
B5-7	14	L	205,460.64
B9	10/13 PR	L	113,863.59
B11	10/27 PR	L	125,521.99
B13	8	TA	44,057.30
B15	9	TA	55,654.78

B16 AMEX
Amazon/Synchrony

B30 Investment Report

B31 Financial Chairperson Report

B32 Personnel Actions



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

November 16, 2022

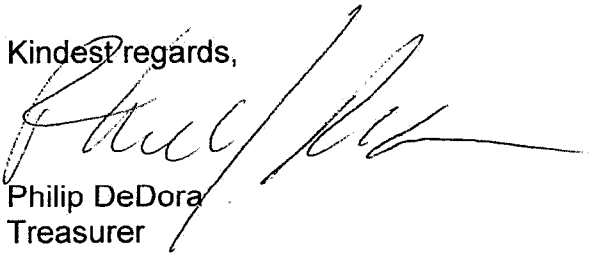
President, Board of Trustees
South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746

I have reviewed the warrants through November 21, 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. All voided checks have been viewed and recorded. 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,

A handwritten signature in black ink, appearing to read 'Philip DeDora', written over a horizontal line.

Philip DeDora
Treasurer

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #13 Fund L - October 2022 Schedule of Bills

Checks #57727 - 57829

Total warrant: \$14,808.04

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Patricia Dillion _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 13: CD - UTILITIES - 10/2022 For Dates 10/1/2022 - 10/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
827	10/12/2022	2555	OPTIMUM		69.49
57828	10/12/2022	20	PSEGLI		14,728.10
57829	10/12/2022	1419	VERIZON SELECT SERVICES		10.45
Number of Transactions: 3				Warrant Total:	14,808.04
				Vendor Portion:	14,808.04

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$ 14,808.04. 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.

11/16/22 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 14,808.04. 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.

10/12/22 _____
Date Library Director

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #14 Fund L - November 21, 2022 Schedule of Bills

Checks #57836 - 57933

Voided Checks# 57496, 57623 & 57742

Total warrant: \$205,460.64

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Patricia Dillion _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For L - 14: CD - GENERAL - 11/2022 For Dates 11/21/2022 - 11/21/2022

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
496	11/21/2022	2881	**VOID** CORNELL COOPERATIVE EXTENSION OF SUFFOLK COUNTY	220085	-200.00
57623	11/21/2022	3049	**VOID** COBY KLEIN	220107	-325.00
57742	11/21/2022	3046	**VOID** BLUM, LAUREN	220188	-510.00
57836	11/21/2022	3000	4IMPRINT	220191	840.42
57837	11/21/2022	131	A TIME FOR KIDS	*See Detail Report	900.00
57838	11/21/2022	2396	AMAZON/SYNCB		3,239.09
57839	11/21/2022	2396	AMAZON/SYNCB		386.53
57840	11/21/2022	720	AMERICAN EXPRESS		6,679.26
57841	11/21/2022	2040	AMERIFLEX		270.30
57842	11/21/2022	23	BAKER & TAYLOR		16,556.00
57843	11/21/2022	2520	KATHRYN BARI-PETRITIS	220208	275.00
57844	11/21/2022	1866	BENEDETTO BROS. LANDSCAPING		925.00
57845	11/21/2022	1866	BENEDETTO BROS. LANDSCAPING		925.00
57846	11/21/2022	1832	AUGUSTA BERNER	220205	1,400.00
57847	11/21/2022	1305	BLACKSTONE PUBLISHING.		203.75
57848	11/21/2022	3046	BLUM, LAUREN	220193	170.00
57849	11/21/2022	2032	BOOK PAGE		1,639.80
57850	11/21/2022	1189	BRODART CO.		559.50
57851	11/21/2022	31	BULL TERRIER NEWS DELIVERY SVC		274.78
57852	11/21/2022	1850	RONALDO CARTER		200.00
57853	11/21/2022	1990	CENTER POINT LARGE PRINT		594.45
57854	11/21/2022	2779	CERULLO CONSULTING CO, INC.	220202	175.00
57855	11/21/2022	3030	DONNA COANE	220203	250.00
57856	11/21/2022	2633	CONNECTION, INC	220190	2,442.00
57857	11/21/2022	1548	COUNTY LINE HARDWARE		213.20
57858	11/21/2022	2444	MARIA D'ANDREA	220210	150.00
57859	11/21/2022	2191	DANZIGER, OKSANA	220215	110.00
57860	11/21/2022	794	PHILIP DE DORA	220102	390.00
57861	11/21/2022	43	DEMCO	220232	145.72
57862	11/21/2022	2810	JODI DLUGOS	220206	300.00
57863	11/21/2022	1195	EAST COAST BURGLAR & FIRE SYS	210444	4,400.00
57864	11/21/2022	45	EBSCO		10,599.60
57865	11/21/2022	1665	EDMER SANITARY SUPPLY		687.50
57866	11/21/2022	1777	ELIZABETH ESPOSITO		155.73
57867	11/21/2022	923	FIRST UNUM LIFE INSURANCE CO.		649.04
57868	11/21/2022	2351	FRANK BENEDETTO JR.		175.00
57869	11/21/2022	3057	FUN EXPRESS, INC.	220155	161.14
57870	11/21/2022	362	FUN EXPRESS, LLC	*See Detail Report	143.70
57871	11/21/2022	52	GALE		399.10
57872	11/21/2022	2623	GARVIES POINT MUSEUM & PRESERV	220216	175.00
57873	11/21/2022	3064	KAREN GEBBIA	220214	195.00
57874	11/21/2022	2490	KATHLEEN GIERALTOWSKI		81.12
57875	11/21/2022	225	GRAINGER, INC.		4,954.87
57876	11/21/2022	1077	HIGH HOPES PRODUCTIONS	220226	165.00
57877	11/21/2022	1758	INFOBASE		514.67

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 14: CD - GENERAL - 11/2022 For Dates 11/21/2022 - 11/21/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
57878	11/21/2022	2504	INGRAM LIBRARY SERVICES LLC		1,161.87
57879	11/21/2022	2835	JAZZY TC INC.	220213	200.00
57880	11/21/2022	2610	JOYSIE JEROME	220224	90.00
57881	11/21/2022	2717	KANOPY LLC		389.00
57882	11/21/2022	1716	DIANE KENTROS		1,316.00
57883	11/21/2022	3049	COBY KLEIN	220209	325.00
57884	11/21/2022	2781	ELIZABETH KLEIN		54.64
57885	11/21/2022	2476	KRISTYN WEISER/FANNY CAKES	220127	450.00
57886	11/21/2022	431	LAKESHORE LEARNING MATERIALS	220231	142.90
57887	11/21/2022	2994	ERIN LAVERY		37.50
57888	11/21/2022	2761	LIBRARY IDEAS	220192	391.55
57889	11/21/2022	1568	LONG ISLAND WASTE SERVICES		260.00
57890	11/21/2022	3065	LT MICHAEL P. MURPHY NAVY SEAL MUSEUM	220217	150.00
57891	11/21/2022	27	MIDWEST TAPE		2,572.79
57892	11/21/2022	2517	MIDWEST TAPE		792.92
57893	11/21/2022	1136	MORE CONSULTING CORP.		739.81
57894	11/21/2022	3066	NANKERVIS, TERESA	220221	405.00
57895	11/21/2022	72	NASSAU COUNTY LIBRARY ASSOC		73.45
57896	11/21/2022	217	NEWSDAY, INC.		263.92
57897	11/21/2022	2943	NICHE ACADEMY		2,100.00
57898	11/21/2022	1861	SALLY NIKOLIS		60.00
57899	11/21/2022	1814	PATRICIA NOVAK	220201	125.00
57900	11/21/2022	3039	PATRICIA J NOVAK		476.20
57901	11/21/2022	127	NYS EMPLOYEES HEALTH INSURANCE		41,181.37
57902	11/21/2022	2763	ON TIME TELECOM, INC.		419.88
57903	11/21/2022	12	POSTMASTER - BULK PERMIT 39		1,800.00
57904	11/21/2022	2760	GEORGIA PROTAN		144.97
57905	11/21/2022	1731	PURCHASE POWER		400.00
57906	11/21/2022	768	QUILL CORPORATION		594.95
57907	11/21/2022	2558	GEORGINA RIVAS-MARTINEZ		51.42
57908	11/21/2022	586	ROBERT A. JOHNSON, CPA P.C.	210271	7,250.00
57909	11/21/2022	2982	REGINA R. RUSSO	220204	600.00
57910	11/21/2022	284	RYDER PIANO TUNING		225.00
57911	11/21/2022	2666	S & S WORLDWIDE INC	220148	41.99
57912	11/21/2022	51	SCLS		3,719.00
57913	11/21/2022	234	SCLS - PALS		6,690.41
57914	11/21/2022	3062	SCOTT ANTHONY'S HOME IMPROVEMENTS, INC.	220194	1,800.00
57915	11/21/2022	2238	ROBERT SCOTT	220200	299.00
57916	11/21/2022	711	SHARPER TRAINING SOLUTIONS	220199	220.00
57917	11/21/2022	2811	MAKSIM SHTRYKOV	220212	500.00
57918	11/21/2022	1450	STANLEY STEEMER	220154	6,600.00
57919	11/21/2022	95	STAPLES CREDIT PLAN		1,294.13
57920	11/21/2022	2106	STERLING NORTH AMERICA INC.		9,950.00
57921	11/21/2022	2029	SWINGTIME BIG BAND	220198	2,000.00
57922	11/21/2022	2290	MISUZU TANAKA	220211	500.00
57923	11/21/2022	3063	STEVEN TAUB	220196	350.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 14: CD - GENERAL - 11/2022 For Dates 11/21/2022 - 11/21/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
924	11/21/2022	1520	THE BAKING COACH, INC.	220225	1,740.00 ✓
57925	11/21/2022	1525	THE WHALING MUSEUM	220207	300.00 ✓
57926	11/21/2022	2285	TIMES BEACON RECORD NEWSPAPERS		59.00 ✓
57927	11/21/2022	2749	ULINE		475.15 ✓
57928	11/21/2022	1162	UNIQUE MANAGEMENT SVCS.		7.95 ✓
57929	11/21/2022	378	UTICA NATIONAL INSURANCE GROUP		39,831.60 ✓
57930	11/21/2022	3017	VOLLWEILER, VICKI	220197	250.00 ✓
57931	11/21/2022	2232	W.B. MASON CO INC		491.00 ✓
57932	11/21/2022	1564	WERNER'S PLUMBING & HEATING		220.00 ✓
57933	11/21/2022	2613	TAMI WOOD	220227	240.00 ✓

Number of Transactions: 101

Warrant Total: 205,460.64
Vendor Portion: 205,460.64

*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, 101 in number, in the total amount of \$ 205,460.64. 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.

11/16/22 _____
 Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 205,460.64. 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.

11/16/22 _____
 Date Library Director

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: October 13, 2022

Gross Total: \$113,563.59

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Pat Dillon _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	113,863.59	Normal Distributed Amount	3,019.16
Non Cash Earnings	0.00	Direct Deposit Amount	72,479.30
Reimbursed Expenses	0.00	Direct Deposit Entries	63
FICA Wages	104,837.85		
FICA Withholding - Employee *	6,499.92		
FICA Withholding - Employer *	6,499.92		
Medicare Wages	104,837.85		
Medicare Withholding - Employee *	1,520.16		26,085.34
Excess Medicare Wages	0.00	Federal Tax Deposit *	4,585.64
Excess Medicare Withholdings	0.00	State Tax Deposit **	0.00
Medicare Withholding - Employer *		City Tax Deposit - New York City ***	0.00
Federal Wages	98,754.36	City Tax Deposit - Yonkers ***	0.00
Federal Withholding *	10,045.18		
State Wages	100,427.27		
State Withholding **	4,585.64		
City Wages	0.00		
City Withholding ***	0.00		

Document Types On This Journal

Annuities	4,410.58	Regular Checks	66
Flexible Spending	9,025.74	Manual / Hand Drawn Checks	0
Retirement	1,672.91	Payroll Earning Transfers	0
Roth 403(b) Annuity	0.00	Voided Checks	0
Roth 457(b) Annuity	0.00		

Employee Types On This Journal

All Other Deductions	605.00	Employee Count	66
Net Pay	75,498.46	Active Payroll Employees	66
		Inactive Payroll Employees	0

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: October 27, 2022

Gross Total: \$125,521.99

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Pat Dillon _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	125,521.99	Normal Distributed Amount	3,700.74
Non Cash Earnings	0.00	Direct Deposit Amount	77,179.42
Reimbursed Expenses	0.00	Direct Deposit Entries	61
FICA Wages	113,530.33		
FICA Withholding - Employee *	7,038.85		
FICA Withholding - Employer *	7,038.85		
Medicare Wages	113,530.33		
Medicare Withholding - Employee *	1,646.19		
Excess Medicare Wages	0.00		
Excess Medicare Withholdings	0.00		
Medicare Withholding - Employer *	1,646.19		
Federal Wages	106,806.27		
Federal Withholding *	11,353.99		
State Wages	108,539.51		
State Withholding **	5,089.19		
City Wages	0.00		
City Withholding ***	0.00		
Annuities	4,990.82	Regular Checks	65
Flexible Spending	11,991.66	Manual / Hand Drawn Checks	0
Retirement	1,733.24	Payroll Earning Transfers	0
Roth 403(b) Annuity	0.00	Voided Checks	0
Roth 457(b) Annuity	0.00		
All Other Deductions	797.89		
Net Pay	80,880.16		

Tax Deposit Information

Federal Tax Deposit *	28,724.07
State Tax Deposit **	5,089.19
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	65
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	0

Employee Types On This Journal

Employee Count	65
Active Payroll Employees	65
Inactive Payroll Employees	0

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #8 Fund TA - October 13, 2022 Schedule of Bills

Check #7758

Wires #994158 - 994161

Total warrant: \$44,057.30

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Patricia Dillon _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For TA - 8: CD - 10/13/22 PAYROLL For Dates 10/13/2022 - 10/13/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
58	10/13/2022	127	NYS EMPLOYEES HEALTH INSURANCE		8,975.74 ✓
994158	10/13/2022	198	NEWPORT TRUST CO. FBO #22258#		1,214.78 ✓
994159	10/13/2022	371	NYS INCOME TAX		4,585.64 ✓
994160	10/13/2022	909	INTERNAL REVENUE SERVICE		26,085.34 ✓
994161	10/13/2022	1345	NEW YORK STATE DEFERRED COMP		3,195.80 ✓
Number of Transactions: 5				Warrant Total:	44,057.30
				Vendor Portion:	44,057.30

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 \$ 44,057.30. 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.

10/16/22 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 44,057.30. 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.

10/12/22 _____
Date Library Director

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

November 21, 2022

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #9 Fund TA - October 27, 2022 Schedule of Bills

Check #7759-7763

Wires #994162 - 994166

Total warrant: \$55,654.78

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

Eleanora Ferrante _____
President, Board of trustees

Eileen Sullivan _____
Vice President, Board of trustees

Patricia Dillon _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For TA - 9: CD - 10/27/2022 PAYROLL For Dates 10/27/2022 - 10/27/2022

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59	10/27/2022	1934	AFLAC		192.89 ✓
7760	10/27/2022	1338	AMERIFLEX - LIB CONTRIB		9,100.00 ✓
7761	10/27/2022	1267	AMERIFLEX, LLC.		1,164.18 ✓
7762	10/27/2022	2889	GIS BENEFITS		1,677.48 ✓
7763	10/27/2022	242	SHPL - GENERAL FUND		100.00 ✓
994162	10/27/2022	198	NEWPORT TRUST CO. FBO #22258#		1,327.32 ✓
994163	10/27/2022	202	NYS & LOCAL RETIREMENT SYSTEM		4,616.15 ✓
994164	10/27/2022	371	NYS INCOME TAX		5,089.19 ✓
994165	10/27/2022	909	INTERNAL REVENUE SERVICE		28,724.07 ✓
994166	10/27/2022	1345	NEW YORK STATE DEFERRED COMP		3,663.50 ✓
Number of Transactions: 10				Warrant Total:	55,654.78
				Vendor Portion:	55,654.78

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 10 in number, in the total amount of \$ 55,654.78. 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.

11/16/22 _____
Date Treasurer

Philip De...

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 55,654.78. 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.

11/2/22 _____
Date Library Director

Janet Schen...

American Express Monthly Statement - October 2022 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	ProLiteracy Conference - Hotel Expense (GRM)	\$729.24	L7430.435-31
	Value Drugs - Prizes for Walking Challenge (Wellness Committee)	\$200.00	L7430.435-31
	Dollar Tree Direct - (Adult Programming)	\$60.00	L7430.442-11
	Hummel Hummel (Hospitality - Staff Meeting 10/12/22)	\$34.85	L7430.435-31
	Hummel Hummel (Hospitality - Teacher Workshop 10/18/22)	\$36.00	L7430.435-31
	Hummel Hummel (Hospitality - Teacher Workshop 10/26/22)	\$36.00	L7430.435-31
	JetBlue - Airfare for ALA Lib LearnX	\$494.40	L7430.435-31
	ALA Lib LearnX Conference Registration	\$330.00	L7430.435-31
	USPS (Postage for Passport Applications)	\$55.80	L7430.433
	Amazon data back-up (cloud)	\$149.84	L7430.431
	Google (shpl.info e-mail service)	\$543.37	L7430.431
Nicholas Tanzi	NYLA Conference Registration	\$340.00	L7430.435-31
	Internet Librarian Conference - Food Expenses (NT, MB, RR)	\$589.13	L7430.435-31
	Internet Librarian Conference - Hotel Expenses (NT, MB, RR)	\$2,732.22	L7430.435-31
	NYLA - Food Expenses	\$105.87	L7430.435-31
	NoviSign Ltd. - Library Signage (Recurring payment)	\$20.00	L7420.410-16-S
	NoviSign Ltd. - Library Signage (Recurring payment)	\$21.73	L7420.410-16-S
	Zoom.US (Teleconferencing)	\$189.96	L7430.431
	Matterport - Virtual Tour Fee (Recurring payment)	\$10.85	L7420.429
	Total	\$6,679.26	

to be reimbursed by Friends

\$247.20 to be reimbursed by JS

Amazon/Synchrony Bank Monthly Statement - September 2022		
Description	Purchase \$	Account
BOOKS - ADULT DEPT	\$471.28	L7420.411-11
BOOKS - CHILDREN'S DEPT	\$308.75	L7420.410-12
BOOKS - YA DEPT	\$110.70	L7420.410-13
DVDS - ADULT DEPT	\$178.40	L7420.411-11
DVDS - CHILDREN'S DEPT	\$62.01	L7420.411-12
COMP SOFTWARE - ADULT DEPT	\$415.52	L7420.415-11
COMP SOFTWARE - CHILDREN'S DEPT	\$94.53	L7420.415-12
EQUIPMENT	\$985.50	L7430.200
LIBRARY SUPPLIES	\$113.18	L7430.430-22
PROGRAMS - ADULT DEPT	\$169.16	L7430.442-11
PROGRAMS - CHILDREN'S DEPT.	\$330.06	L7430.442-12
PROGRAMS - YA DEPT.	\$39.25	L7430.442-13
BUILDING MAINTENANCE	\$347.28	L7440.452-71
Total	\$3,625.62	

Amazon Detail

Pmt Date	Product Category	Title	Purchase PPU	Item Qty	Item Net Total
9/12/2022	Speakers	CyberPower CP850PFCLCD PFC Sinewave UPS System, 850VA/510W, 10 Outlets, AVR, Mini-Tower	154.95	2	309.90
10/8/2022	Speakers	CyberPower CP850PFCLCD PFC Sinewave UPS System, 850VA/510W, 10 Outlets, AVR, Mini-Tower	154.95	4	619.80
10/7/2022	CE	Power Strips with Surge Protection, 2-Pack, APC black Surge Protector PE66DP, 1080 Joule, 6 Outlet Surge Strip	27.90	2	55.80
		EQUIPMENT			\$985.50

			<i>SOUTH HUNTINGTON LIBRARY</i>
Cash Receipt Schedule Report For L - 7: CR - DAILY FINES - 10/2022			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	1,512.38	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	48.47
L 2082.4	COPY MACHINES	0.00	110.00
L 2082.42	#N/A	0.00	567.91
L 2082.5	DVD FINES	0.00	1.00
L 2082.52	IWIN - DVDs	0.00	75.00
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	123.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	62.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	525.00
Grand Total		1,512.38	1,512.38

			<i>SOUTH HUNTINGTON LIBRARY</i>
Cash Receipt Schedule Report For L - 8: CR - GENERAL - 10/2022			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	7,578.52	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	404.78	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	73.13	0.00
L 211	MM - FLUSHING BANK	1,521,373.12	0.00
L 1001	REAL PROPERTY TAXES	0.00	1,517,688.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	142.82
L 2082.42	COMPUTER PRINT CARDS	0.00	157.40
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	404.78
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	259.30
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	0.00	73.13
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	3,685.12
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	1.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	3.00
L 2770.5	MISC. INCOME - BOOKS PAID	0.00	55.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	315.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	0.00	6,495.00
L 9000.906-0	HEALTH INSURANCE	0.00	150.00
Grand Total		1,529,429.55	1,529,429.55

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

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 4 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (UNFAVORABLE) \$	%	
REAL PROPERTY TAXES	\$6,070,752.00	3,035,376.00	2,023,584.00	1,011,792.00	50.00	3,035,376.00
PROPERTY TAXES-DEBT SVCE	\$0.00	0.00	0.00	0.00	#DIV/0!	0.00
BOOK FINES	\$0.00	22.98	0.00	22.98	#DIV/0!	(22.98)
LOST LIBRARY MATERIALS	\$2,500.00	1,030.02	833.33	196.69	23.60	1,469.98
COPY MACHINES	\$3,000.00	542.25	1,000.00	(457.75)	-45.78	2,457.75
PRINT VEND MACHINES	\$9,000.00	2,325.07	3,000.00	(674.93)	-22.50	6,674.93
DVD FINES	\$0.00	1.00	0.00	1.00	#DIV/0!	(1.00)
IWIN - DVDS	\$0.00	105.00	0.00	105.00	#DIV/0!	(105.00)
COMPUTER PAPER/DISCS	\$1,000.00	0.00	333.33	(333.33)	-100.00	1,000.00
LAPTOP FINES	\$0.00	11.00	0.00	11.00	#DIV/0!	(11.00)
INTEREST - MM- VALLEY NAT'L BANK	\$300.00	1,245.27	100.00	1,145.27	1,145.27	(945.27)
INTEREST - CKING - VALLEY NAT'L BANK	\$180.00	797.43	60.00	737.43	1,229.05	(617.43)
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$20.00	213.99	6.67	207.32	3,109.85	(193.99)
INTEREST - MM FLUSHING BANK	\$7,500.00	8,677.72	2,500.00	6,177.72	247.11	(1,177.72)
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	123.00	0.00	123.00	#DIV/0!	(123.00)
MISC. INCOME - EAR BUD SALES	\$0.00	2.00	0.00	2.00	#DIV/0!	(2.00)
MISC. INCOME - FAX CHARGES	\$1,000.00	309.50	333.33	(23.83)	-7.15	690.50
MISC. INCOME - HOTSPOT FINES	\$0.00	55.00	0.00	55.00	#DIV/0!	(55.00)
MISC. INCOME	\$2,000.00	0.00	666.67	(666.67)	-100.00	2,000.00
MISC. INCOME - PASSPORTS	\$12,000.00	3,413.70	4,000.00	(586.30)	-14.66	8,586.30
STATE INCENTIVE AID	\$5,000.00	10,493.00	1,666.67	8,826.33	529.58	(5,493.00)
TOTALS	\$6,114,252.00	3,064,743.93	2,038,084.00	1,026,659.93	50.37	3,049,508.07

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2022 To 10/31/2022



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
L 1001	REAL PROPERTY TAXES	5,459,373.00	611,379.00	6,070,752.00	3,035,376.00	3,035,376.00
L 1001.1	PROPERTY TAXES-DEBT SVCE	611,379.00	-611,379.00	0.00	0.00	0.00
L 2082.1	BOOK FINES	0.00	0.00	0.00	22.98	-22.98
L 2082.2	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	1,030.02	1,469.98
L 2082.4	COPY MACHINES	3,000.00	0.00	3,000.00	542.25	2,457.75
L 2082.42	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	2,325.07	6,674.93
L 2082.5	DVD FINES	0.00	0.00	0.00	1.00	-1.00
L 2082.52	IWIN - DVDS	0.00	0.00	0.00	105.00	-105.00
L 2082.6	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	0.00	1,000.00
L 2082.7	LAPTOP FINES	0.00	0.00	0.00	11.00	-11.00
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	300.00	0.00	300.00	1,245.27	-945.27
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	180.00	0.00	180.00	797.43	-617.43
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	20.00	0.00	20.00	213.99	-193.99
L 2401.211	INTEREST - MM FLUSHING BANK	7,500.00	0.00	7,500.00	8,677.72	-1,177.72
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	123.00	-123.00
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	2.00	-2.00
L 2770.4	MISC. INCOME - FAX CHARGES	1,000.00	0.00	1,000.00	309.50	690.50
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	55.00	-55.00
L 2770.6	MISC. INCOME	2,000.00	0.00	2,000.00	0.00	2,000.00
L 2770.8	MISC. INCOME - PASSPORTS	12,000.00	0.00	12,000.00	3,413.70	8,586.30
L 3840	STATE INCENTIVE AID	5,000.00	0.00	5,000.00	10,493.00	-5,493.00
L Totals:		6,114,252.00	0.00	6,114,252.00	3,064,743.93	3,049,508.07
Grand Totals:		6,114,252.00	0.00	6,114,252.00	3,064,743.93	3,049,508.07

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

11/16/2022 12:49 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND MONTHS	VARIANCE FAVORABLE (UNFAVORABLE)		AVAILABLE
						\$	%	
SALARIES-PROF. FT & PT	\$1,887,929.48	692,223.09		692,223.09	653,514.05	(38,709.04)	(5.92)	\$1,195,706.39
SALARIES-PROF. FT	\$1,457,929.48	537,905.08	0.00	537,905.08	504,667.90	(33,237.18)	(6.59)	\$920,024.40
SALARIES - PROF. PT	\$430,000.00	154,318.01	0.00	154,318.01	148,846.15	(5,471.86)	(3.68)	\$275,681.99
SALARIES-CLERICAL FT & PT	\$580,621.87	171,194.29		171,194.29	201,053.72	29,859.43	14.85	\$409,627.58
SALARIES-CLERICAL FT	\$360,980.29	111,156.64	0.00	111,156.64	124,954.72	13,798.08	11.04	\$249,823.65
SALARIES-CLERICAL PT	\$219,841.58	60,037.65	0.00	60,037.65	76,099.01	16,061.36	21.11	\$159,803.93
SALARIES-PAGE	\$108,000.00	32,485.20	0.00	32,485.20	37,384.62	4,899.42	13.11	\$75,514.80
SALARIES-CUSTODIAL FT & PT	\$314,955.65	111,311.02		111,311.02	109,023.11	(2,287.91)	(2.10)	\$203,644.63
SALARIES-CUSTODIAL FT	\$264,955.65	95,284.75	0.00	95,284.75	91,715.42	(3,569.33)	(3.89)	\$169,670.90
SALARIES-CUSTODIAL PT	\$50,000.00	16,026.27	0.00	16,026.27	17,307.69	1,281.42	7.40	\$33,973.73
SALARIES - SATURDAY EVENING	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
SALARIES-SUNDAY-EVENING	\$55,000.00	8,532.89	0.00	8,532.89	8,461.54	(71.35)	(0.84)	\$46,467.11
SALARIES-SUNDAY-CLERICAL	\$18,000.00	2,859.64	0.00	2,859.64	2,769.23	(90.41)	(3.26)	\$15,140.36
SALARIES-SUNDAY-PAGE	\$8,640.00	1,192.00	0.00	1,192.00	1,329.23	137.23	10.32	\$7,448.00
SALARIES-SUNDAY-CUSTODIAL	\$26,000.00	4,542.50	0.00	4,542.50	4,000.00	(542.50)	(13.56)	\$21,457.50
TEMPORARY SUMMER HELP	\$8,000.00	7,891.75	0.00	7,891.75	14,400.00	6,508.25	45.20	\$108.25
SPECIAL PROJECT	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
	\$3,007,347.00	\$1,032,232.38	\$0.00	1,032,232.38	\$1,031,935.50	(\$296.88)	(0.03)	\$1,975,114.62
ADULT BOOKS	\$157,070.62	29,184.21	17,008.04	46,192.25	52,356.87	6,164.62	11.77	\$110,878.37
CHILDRENS BOOKS	\$88,374.90	8,242.93	8,374.90	16,617.83	29,458.30	12,840.47	43.59	\$71,757.07
YOUNG ADULT BOOKS	\$11,403.56	1,351.86	1,403.56	2,755.42	3,801.19	1,045.77	27.51	\$8,648.14
REFERENCE - ELECTRONIC	\$60,000.00	18,139.92	0.00	18,139.92	20,000.00	1,860.08	9.30	\$41,860.08
AUDIO BOOKS - ADULT	\$5,000.00	278.94	0.00	278.94	1,666.67	1,387.73	83.26	\$4,721.06
AUDIO BOOKS - CHILDREN	\$2,557.97	470.21	395.08	865.29	852.66	(12.63)	(1.48)	\$1,692.68
DIGITAL DOWNLOADS - ADULT	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
DIGITAL SUBSCRIPTIONS	\$257,010.00	52,618.71	6,510.00	59,128.71	85,670.00	26,541.29	30.98	\$197,881.29
MUSEUM PASSES	\$22,000.00	975.00	325.00	1,300.00	7,333.33	6,033.33	82.27	\$20,700.00
DVD - ADULT	\$36,400.29	7,918.41	3,381.84	11,300.25	12,133.43	833.18	6.87	\$25,100.04
DVD - CHILDREN	\$9,589.70	2,421.18	509.82	2,931.00	3,196.57	265.57	8.31	\$6,658.70
MUSIC CD'S - ADULT	\$4,212.46	1,712.06	464.20	2,176.26	1,404.15	(72.11)	(54.99)	\$2,036.20
MUSIC CD'S - CHILDREN	\$519.63	71.34	0.00	71.34	173.21	101.87	58.81	\$448.29
PERIODICALS - ADULTS	\$10,100.00	380.37	0.00	380.37	3,366.67	2,986.30	88.70	\$9,719.63
PERIODICALS - CHILDREN	\$1,000.00	0.00	0.00	0.00	333.33	333.33	100.00	\$1,000.00
PERIODICALS - YA	\$400.00	0.00	0.00	0.00	133.33	133.33	100.00	\$400.00
PERIODICALS - NEWSPAPERS	\$3,500.00	1,380.18	0.00	1,380.18	1,166.67	(213.51)	(18.30)	\$2,119.82
COMPUTER SOFTWARE-CIRC.-ADULTS	\$3,000.00	0.00	0.00	0.00	1,000.00	1,000.00	100.00	\$3,000.00
COMPUTER SOFTWARE-CIRC.-CHILDRE	\$5,000.00	754.65	0.00	754.65	1,666.67	912.02	54.72	\$4,245.35
MATERIALS PROCESSING	\$35,000.00	7,360.74	0.00	7,360.74	11,666.67	4,305.93	36.91	\$27,639.26
COMPUTER SOFTWARE - NON-CIRC.	\$45,340.85	9,269.29	0.00	9,269.29	15,113.62	5,844.33	38.67	\$36,071.56
	\$757,479.98	142,530.00	38,372.44	180,902.44	252,493.33	71,590.89	28.35	\$577,754.54

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

DESCRIPTION	BUDGET	APPROX. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 4 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
EQUIPMENT	\$57,952.78	8,707.41	3,320.46	12,027.87	19,317.59	7,289.72	37.74	\$45,924.91
EQUIPMENT MAINTENANCE	\$13,483.77	4,461.59	1,333.77	5,795.36	4,494.59	(1,300.77)	(28.94)	\$7,688.41
FURNITURE & FIXTURES	\$41,374.72	2,318.58	948.33	3,266.91	13,791.57	10,524.66	76.31	\$38,107.81
SUPPLIES - OFFICE	\$25,000.00	3,044.05	560.00	3,604.05	8,333.33	4,729.28	56.75	\$21,395.95
SUPPLIES - LIBRARY	\$45,145.31	6,465.56	2,519.16	8,984.72	15,048.44	6,063.72	40.29	\$36,160.59
TELECOMMUNICATIONS	\$45,000.00	23,344.59	0.00	23,344.59	15,000.00	(8,344.59)	(55.63)	\$21,655.41
SCLS SERVICES / CIRCULATION CONTRI	\$95,000.00	6,489.28	0.00	6,489.28	31,666.67	25,177.39	79.51	\$88,510.72
POSTAGE	\$30,000.00	6,857.50	0.00	6,857.50	10,000.00	3,142.50	31.43	\$23,142.50
PUBLICITY-PRINTING/NEWSLETTER	\$65,000.00	15,503.66	0.00	15,503.66	21,666.67	6,163.01	28.44	\$49,496.34
CONTINUING ED/MILEAGE REIMB/STAFF	\$40,000.00	3,450.90	0.00	3,450.90	13,333.33	9,882.43	74.12	\$36,549.10
CONTINUING ED/MILEAGE REIMB/BOA	\$8,000.00	130.00	0.00	130.00	2,666.67	2,536.67	95.13	\$7,870.00
LIBRARY VEHICLE	\$2,000.00	620.08	0.00	620.08	666.67	46.59	6.99	\$1,379.92
PROFESSIONAL FEES - AUDITOR	\$23,800.00	1,450.00	7,350.00	8,800.00	7,933.33	(866.67)	(10.92)	\$15,000.00
PROFESSIONAL FEES - LEGAL	\$15,000.00	825.00	0.00	825.00	5,000.00	4,175.00	83.50	\$14,175.00
PROFESSIONAL FEES - TREASURER	\$7,000.00	1,500.00	3,180.00	4,680.00	2,333.33	(2,346.67)	(100.57)	\$2,320.00
PROF. FEES-ART & MUSIC	\$10,060.00	1,760.00	1,800.00	3,560.00	3,353.33	(206.67)	(6.16)	\$6,500.00
PROF. FEES - MISC. CONSULTANTS	\$5,500.00	0.00	0.00	0.00	1,833.33	1,833.33	100.00	\$5,500.00
MEMBERSHIP DUES	\$6,500.00	1,345.00	0.00	1,345.00	2,166.67	821.67	37.92	\$5,155.00
OFFICE EQUIPMENT - COPIER RENTAL	\$5,000.00	65.77	0.00	65.77	1,666.67	1,600.90	96.05	\$4,934.23
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,148.98	4,638.42	148.98	4,787.40	3,382.99	(1,404.41)	(41.51)	\$5,361.58
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$750.00	0.00	0.00	0.00	250.00	250.00	100.00	\$750.00
MISC. EXPENSES	\$1,000.00	22.32	0.00	22.32	333.33	311.01	93.30	\$977.68
COST OF VOTE	\$4,500.00	40.30	0.00	40.30	1,500.00	1,459.70	97.31	\$4,459.70
COMMUNITY ACTIVITIES-ADULT PROGR	\$84,373.49	15,081.82	695.49	15,777.31	28,124.50	12,347.19	43.90	\$68,596.18
COMMUNITY ACTIVITIES-CHILDRENS PR	\$75,373.54	26,464.25	6,457.37	32,921.62	25,124.51	(7,797.11)	(31.03)	\$42,451.92
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$5,781.94	4,104.65	341.90	4,446.55	1,927.31	(2,519.24)	(130.71)	\$1,335.39
COMMUNITY ACTIVITIES-YA PROGRAMS	\$20,364.22	2,413.35	1,170.25	3,583.60	6,788.07	3,204.47	47.21	\$16,780.62
COMMUNITY ACTIVITIES-OUTREACH PR	\$7,736.70	3,394.25	840.42	4,234.67	2,578.90	(1,655.77)	(64.20)	\$3,502.03
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$8,500.00	1,100.00	0.00	1,100.00	2,833.33	1,733.33	61.18	\$7,400.00
CREDIT MERCHANT FEES	\$4,000.00	1,020.87	0.00	1,020.87	1,333.33	312.46	23.43	\$2,979.13
BUS TRIPS	\$1,000.00	0.00	0.00	0.00	333.33	333.33	100.00	\$1,000.00
	\$764,345.45	146,619.20	30,666.13	177,285.33	254,781.82	77,496.49	30.42	587,060.12
UTILITIES - ELECTRIC	\$140,000.00	76,129.00	0.00	76,129.00	46,666.67	(29,462.33)	(63.13)	\$63,871.00
UTILITIES - WATER	\$5,000.00	560.98	0.00	560.98	1,666.67	1,105.69	66.34	\$4,439.02
UTILITIES - GAS	\$20,000.00	992.79	0.00	992.79	6,666.67	5,673.88	85.11	\$19,007.21
CUSTODIAL SUPPLIES	\$25,000.00	2,067.12	0.00	2,067.12	8,333.33	6,266.21	75.19	\$22,932.88
BUILDING EQUIPMENT & REPAIR	\$8,265.00	319.96	265.00	584.96	2,755.00	2,170.04	78.77	\$7,680.04
BUILDING MAINTENANCE & REPAIR	\$49,535.50	4,254.34	11,707.00	15,961.34	16,511.83	550.49	3.33	\$33,574.16
BUILDING SERVICE CONTRACTS	\$40,000.00	10,681.50	4,725.75	15,407.25	13,333.33	(2,073.92)	(15.55)	\$24,592.75
INSURANCE	\$55,000.00	13,032.97	0.00	13,032.97	18,333.33	5,300.36	28.91	\$41,967.03
GROUND MAINTENANCE	\$35,430.00	11,919.30	0.00	11,919.30	11,810.00	(109.30)	(0.93)	\$23,510.70

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

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)	%	
	\$378,230.50	119,957.96	16,697.75	136,655.71	126,076.83	(10,578.88)	(8.39)	\$241,574.79
NYS RETIREMENT SYSTEM	\$425,000.00	0.00	0.00	0.00	141,666.67	141,666.67	100.00	\$425,000.00
FICA EXPENSE	\$230,155.00	73,995.42	0.00	73,995.42	79,669.04	5,673.62	7.12	\$156,159.58
WORKERS' COMPENSATION	\$30,000.00	0.00	0.00	0.00	10,000.00	10,000.00	100.00	\$30,000.00
DISABILITY INSURANCE	\$4,000.00	0.00	0.00	0.00	1,333.33	1,333.33	100.00	\$4,000.00
LONG-TERM DISABILITY INS.	\$8,500.00	2,577.25	0.00	2,577.25	2,833.33	256.08	9.04	\$5,922.75
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	333.33	333.33	100.00	\$1,000.00
HEALTH INSURANCE	\$535,000.00	168,708.68	0.00	168,708.68	178,333.33	9,624.65	5.40	\$366,291.32
MEDICARE REIMBURSEMENT	\$55,000.00	0.00	0.00	0.00	18,333.33	18,333.33	100.00	\$55,000.00
TOTAL WITHOUT DEBT SERVICE	\$1,288,655.00	245,281.35	0.00	245,281.35	432,502.37	187,221.02	43.29	\$1,043,373.65
	6,196,057.93	1,686,620.89	85,736.32	1,772,357.21	2,097,789.85	325,432.64	15.51	\$4,423,700.72

SERIAL BOND - PRINCIPAL
 SERIAL BOND - INTEREST

	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
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TOTAL WITH DEBT SERVICE	\$6,196,057.93	1,686,620.89	85,736.32	1,772,357.21	\$2,097,789.85	325,432.64	15.51	\$4,423,700.72
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Appropriation Status Detail Report By Function From 7/1/2022 To 10/31/2022

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7410.141-01	SALARIES-PROF. FT	1,457,929.48	0.00	1,457,929.48	537,905.08	0.00	920,024.40
L 7410.141-01-P	SALARIES - PROF. PT	430,000.00	0.00	430,000.00	154,318.01	0.00	275,681.99
L 7410.142-02	SALARIES-CLERICAL FT	360,980.29	0.00	360,980.29	111,156.64	0.00	249,823.65
L 7410.142-02-P	SALARIES-CLERICAL PT	219,841.58	0.00	219,841.58	60,037.65	0.00	159,803.93
L 7410.142-03	SALARIES-PAGE	108,000.00	0.00	108,000.00	32,485.20	0.00	75,514.80
L 7410.142-04	SALARIES-CUSTODIAL FT	264,955.65	0.00	264,955.65	95,284.75	0.00	169,670.90
L 7410.142-04-P	SALARIES-CUSTODIAL PT	50,000.00	0.00	50,000.00	16,026.27	0.00	33,973.73
L 7410.143-01	SALARIES-SUNDAY-PROF.	55,000.00	0.00	55,000.00	8,532.89	0.00	46,467.11
L 7410.143-02	SALARIES-SUNDAY-CLERICAL	18,000.00	0.00	18,000.00	2,859.64	0.00	15,140.36
L 7410.143-03	SALARIES-SUNDAY-PAGE	8,640.00	0.00	8,640.00	1,192.00	0.00	7,448.00
L 7410.143-04	SALARIES-SUNDAY-CUSTODIAL	26,000.00	0.00	26,000.00	4,542.50	0.00	21,457.50
L 7410.143-05	TEMPORARY SUMMER HELP	8,000.00	0.00	8,000.00	7,891.75	0.00	108.25
7410	*	3,007,347.00	0.00	3,007,347.00	1,032,232.38	0.00	1,975,114.62
L 7420.410-11	ADULT BOOKS	140,000.00	17,070.62	157,070.62	29,184.21	17,008.04	110,878.37
L 7420.410-12	CHILDRENS BOOKS	80,000.00	8,374.90	88,374.90	8,242.93	8,374.90	71,757.07
L 7420.410-13	YOUNG ADULT BOOKS	10,000.00	1,403.56	11,403.56	1,351.86	1,403.56	8,648.14
L 7420.410-14-1	REFERENCE - PRINT	0.00	0.00	0.00	-229.00	0.00	229.00
L 7420.410-14-2	REFERENCE - ELECTRONIC	60,000.00	0.00	60,000.00	18,139.92	0.00	41,860.08
L 7420.410-15	AUDIO BOOKS - ADULT	5,000.00	0.00	5,000.00	278.94	0.00	4,721.06
L 7420.410-15-C	AUDIO BOOKS - CHILDREN	2,500.00	57.97	2,557.97	470.21	395.08	1,692.68
L 7420.410-16-D-A	DIGITAL DOWNLOADS - ADULT	0.00	0.00	0.00	0.00	0.00	0.00
L 7420.410-16-S	DIGITAL SUBSCRIPTIONS	250,500.00	6,510.00	257,010.00	52,618.71	6,510.00	197,881.29
L 7420.410-17	MUSEUM PASSES	22,000.00	0.00	22,000.00	975.00	325.00	20,700.00
L 7420.411-11	DVD - ADULT	30,000.00	6,400.29	36,400.29	7,918.41	3,381.84	25,100.04
L 7420.411-12	DVD - CHILDREN	8,000.00	1,589.70	9,589.70	2,421.18	509.82	6,658.70
L 7420.412-11	MUSIC CD'S - ADULT	3,000.00	1,212.46	4,212.46	1,712.06	464.20	2,036.20
L 7420.412-12	MUSIC CD'S - CHILDREN	500.00	19.63	519.63	71.34	0.00	448.29
L 7420.413-11	PERIODICALS - ADULTS	10,100.00	0.00	10,100.00	380.37	0.00	9,719.63
L 7420.413-12	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 7420.413-13	PERIODICALS - YA	400.00	0.00	400.00	0.00	0.00	400.00
L 7420.413-17	PERIODICALS - NEWSPAPERS	3,500.00	0.00	3,500.00	1,380.18	0.00	2,119.82
L 7420.415-11	COMPUTER SOFTWARE-CIRC-ADULTS	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
L 7420.415-12	COMPUTER SOFTWARE-CIRC-CHILDREN	5,000.00	0.00	5,000.00	754.65	0.00	4,245.35

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2022 To 10/31/2022



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7420.419	MATERIALS PROCESSING	35,000.00	0.00	35,000.00	7,360.74	0.00	27,639.26
L 7420.429	COMPUTER SOFTWARE - NON-CIRC.	45,000.00	340.85	45,340.85	9,269.29	0.00	36,071.56
7420	EQUIPMENT	714,500.00	42,979.98	757,479.98	142,301.00	38,372.44	576,806.54
L 7430.200	EQUIPMENT MAINTENANCE	55,000.00	2,952.78	57,952.78	8,707.41	3,320.46	45,924.91
L 7430.200-5	EQUIPMENT MAINTENANCE	10,000.00	3,483.77	13,483.77	4,461.59	1,333.77	7,688.41
L 7430.201	FURNITURE & FIXTURES	40,000.00	1,374.72	41,374.72	2,318.58	948.33	38,107.81
L 7430.430-21	SUPPLIES - OFFICE	25,000.00	0.00	25,000.00	3,044.05	560.00	21,395.95
L 7430.430-22	SUPPLIES - LIBRARY	40,000.00	5,145.31	45,145.31	6,465.56	2,519.16	36,160.59
L 7430.431	TELECOMMUNICATIONS	45,000.00	0.00	45,000.00	23,344.59	0.00	21,655.41
L 7430.432	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	6,489.28	0.00	88,510.72
L 7430.433	POSTAGE	30,000.00	0.00	30,000.00	6,857.50	0.00	23,142.50
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	65,000.00	0.00	65,000.00	15,503.66	0.00	49,496.34
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	40,000.00	0.00	40,000.00	3,450.90	0.00	36,549.10
L 7430.435-32	CONTINUING ED/MILEAGE REIMB/BOA	8,000.00	0.00	8,000.00	130.00	0.00	7,870.00
L 7430.435-33	LIBRARY VEHICLE	2,000.00	0.00	2,000.00	620.08	0.00	1,379.92
L 7430.437-41	PROFESSIONAL FEES - AUDITOR	15,000.00	8,800.00	23,800.00	1,450.00	7,350.00	15,000.00
L 7430.437-42	PROFESSIONAL FEES - LEGAL	15,000.00	0.00	15,000.00	825.00	0.00	14,175.00
L 7430.437-44	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	1,500.00	3,180.00	2,320.00
L 7430.437-45	PROF. FEES- ART & MUSIC	9,500.00	560.00	10,060.00	1,760.00	1,800.00	6,500.00
L 7430.437-46	PROF. FEES - MISC. CONSULTANTS	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00
L 7430.438	MEMBERSHIP DUES	6,500.00	0.00	6,500.00	1,345.00	0.00	5,155.00
L 7430.439-51	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	0.00	5,000.00	65.77	0.00	4,934.23
L 7430.439-52	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	148.98	10,148.98	4,638.42	148.98	5,361.58
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	22.32	0.00	977.68
L 7430.441	COST OF VOTE	4,500.00	0.00	4,500.00	40.30	0.00	4,459.70
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	83,000.00	1,373.49	84,373.49	15,081.82	695.49	68,596.18
L 7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	373.54	75,373.54	26,464.25	6,457.37	42,451.92
L 7430.442-12-F	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	4,500.00	1,281.94	5,781.94	4,104.65	341.90	1,335.39
L 7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	20,000.00	364.22	20,364.22	2,413.35	1,170.25	16,780.62



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7430.442-14	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	1,100.00	0.00	7,400.00
L 7430.442-15	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	1,020.87	0.00	2,979.13
L 7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	2,736.70	7,736.70	3,394.25	840.42	3,502.03
L 7430.443	BUS TRIPS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
7430		735,750.00	28,595.45	764,345.45	146,619.20	30,666.13	587,060.12
L 7440.450-61	UTILITIES - ELECTRIC	140,000.00	0.00	140,000.00	76,129.00	0.00	63,871.00
L 7440.450-62	UTILITIES - WATER	5,000.00	0.00	5,000.00	560.98	0.00	4,439.02
L 7440.450-63	UTILITIES - GAS	20,000.00	0.00	20,000.00	992.79	0.00	19,007.21
L 7440.451	CUSTODIAL SUPPLIES	25,000.00	0.00	25,000.00	2,067.12	0.00	22,932.88
L 7440.452-70	BUILDING EQUIPMENT & REPAIR	8,000.00	265.00	8,265.00	319.96	265.00	7,680.04
L 7440.452-71	BUILDING MAINTENANCE & REPAIR	45,000.00	4,535.50	49,535.50	4,254.34	11,707.00	33,574.16
L 7440.452-73	BUILDING SERVICE CONTRACTS	40,000.00	0.00	40,000.00	10,681.50	4,725.75	24,592.75
L 7440.454	INSURANCE	55,000.00	0.00	55,000.00	13,032.97	0.00	41,967.03
L 7440.469-81	GROUNDS MAINTENANCE	30,000.00	5,430.00	35,430.00	11,919.30	0.00	23,510.70
7440		368,000.00	10,230.50	378,230.50	119,957.96	16,697.75	241,574.79
74		4,825,597.00	81,805.93	4,907,402.93	1,441,110.54	85,736.32	3,380,556.07
7		4,825,597.00	81,805.93	4,907,402.93	1,441,110.54	85,736.32	3,380,556.07
L 9000.901-0	NYS RETIREMENT SYSTEM	425,000.00	0.00	425,000.00	0.00	0.00	425,000.00
L 9000.903-0	FICA EXPENSE	230,155.00	0.00	230,155.00	73,995.42	0.00	156,159.58
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	0.00	0.00	4,000.00
L 9000.905-6	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	2,577.25	0.00	5,922.75
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	535,000.00	0.00	535,000.00	168,708.68	0.00	366,291.32
L 9000.906-1	MEDICARE REIMBURSEMENT	55,000.00	0.00	55,000.00	0.00	0.00	55,000.00
9000		1,288,655.00	0.00	1,288,655.00	245,281.35	0.00	1,043,373.65
90		1,288,655.00	0.00	1,288,655.00	245,281.35	0.00	1,043,373.65
9		1,288,655.00	0.00	1,288,655.00	245,281.35	0.00	1,043,373.65
Fund LTotals:		6,114,252.00	81,805.93	6,196,057.93	1,686,391.89	85,736.32	4,423,929.72
Grand Totals:		6,114,252.00	81,805.93	6,196,057.93	1,686,391.89	85,736.32	4,423,929.72

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2022 - 10/31/2022



Account	Description	Debits	Credits
L 200	CHECKING - VALLEY NATIONAL BANK	18,598.22	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	94,690.88	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	13,531.95	0.00
L 210	PETTY CASH	550.00	0.00
L 211	MM - FLUSHING BANK	3,673,982.88	0.00
L 391	DUE FROM OTHER FUNDS	14,394.76	0.00
L 510	ESTIMATED REVENUE	6,114,252.00	0.00
L 521	ENCUMBRANCES	85,736.32	0.00
L 522	EXPENDITURES	1,686,391.89	0.00
L 599	APPROPRIATED FUND BALANCE	81,805.93	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	85,736.32
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	605,438.00
L 909	FUND BALANCE, UNRESERVED	0.00	1,831,958.65
L 960	APPROPRIATIONS	0.00	6,196,057.93
L 980	REVENUES	0.00	3,064,743.93
L Fund Totals:		11,783,934.83	11,783,934.83
Grand Totals:		11,783,934.83	11,783,934.83



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
H 2401	INTEREST	0.00	0.00	0.00	4,404.86	-4,404.86
H Totals:		0.00	0.00	0.00	4,404.86	-4,404.86
Grand Totals:		0.00	0.00	0.00	4,404.86	-4,404.86

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2022 - 10/31/2022



Account	Description	Debits	Credits
H 200	VALLEY RESERVE CHECKING ACCT	2,397.75	0.00
H 210	FLUSHING M/M	1,419,951.07	0.00
H 522	EXPENDITURES	42,490.93	0.00
H 909	FUND BALANCE, UNRESERVED	0.00	1,460,434.89
H 980	REVENUES	0.00	4,404.86
H Fund Totals:		1,464,839.75	1,464,839.75
Grand Totals:		1,464,839.75	1,464,839.75

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2022 - 10/31/2022



Account	Description	Debits	Credits
A 18	NYSERS	0.00	5.25
TA 200	T/A CHECKING - VALLEY NAT'L BANK	14,640.86	0.00
TA 456	INTEREST	0.00	240.85
TA 630	DUE TO/FROM OTHER FUNDS	0.00	14,394.76
TA Fund Totals:		14,640.86	14,640.86
Grand Totals:		14,640.86	14,640.86

Investment Report

General Fund

Flushing Bank

The current balance in this account is \$3,673,982.88 and the account is earning interest at 1.55%.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of \$1,419,951.07 is earning interest at 1.55%.

11/15/2022

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

TO: Board of Trustees

FROM: Patricia Dillon
 2022/23 Finance Chairperson

DATE: November 21, 2022

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
57565	09/19/2022	4IMPRINT	2,736.70
57572	09/19/2022	ASTORIA COMMUNICATIONS	200.00
57585	09/19/2022	CENTRAL WINDOW CLEANING	2,450.00
57603	09/19/2022	GENSERVE, INC.	2,923.50
57628	09/19/2022	JENNIFER MARIOTTI	150.00
57639	09/19/2022	PYRAMID AIR CONDITIONING	9,592.30
57646	09/19/2022	SPRINGFIELD SERVICE CENTER	347.30
57649	09/19/2022	STERLING NORTH AMERICA	9,950.00

The following checks were outstanding:

57574	09/19/2022	NAVJOT BAL	180.00
57636	09/19/2022	PLANTING FIELDS FOUNDATION	350.00

Appointments

Name	Title	Hours / Week	Salary	Step	Effective Date
Sandra Thomas	PT Library Assistant	25/wk	\$24.03	1	11/28/2022

Leave of Absence

Name	Title	Hours / Week	Salary	Step	Effective Date
Sabrina Perry	PT Page	9	\$15.00	3	11/2/2022

Resignation

Name	Title	Hours / Week	Salary	Step	Effective Date
Ellis Ging	PT Librarian 1	14.6/wk	31.47/hr	1	11/15/2022

Ellis D. Ging

ellis.ging@gmail.com • 2 Prospect Drive South • Huntington Station, NY 11746 • (631) 742-1629

South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746

October 18, 2022

Dear Janet and Howard,

Please accept this letter as formal confirmation that I am resigning from my role as a part-time Librarian I in the Adult Services Department of South Huntington Public Library. I have accepted a full-time position at Half Hollow Hills Library. As such, my last day at South Huntington Public Library will be November 15.

Working here over the past six years has not only provided me with valuable public service experience, but informed my choice to pursue an MLS and continue with library work as a career in the first place. Throughout that time, I have appreciated the support and advice from fellow staff members further into their library careers. South Huntington Public Library has been an important part of my life as a district resident since childhood and I am grateful to have had the opportunity to contribute as an employee.

I will be happy to assist with the transition in any way possible, and I hope to keep in touch.

Regards,

Ellis D. Ging
Ellis Ging



Leave request due to knee injury

message

Sabrina Perry <sperry@shpl.info>
to: Janet Scherer <jscherer@shpl.info>

Wed, Nov 2, 2022 at 4:09 PM

Thank Janet

To the South Huntington Public Library Board of Trustees
Due to an injury to my knee I am requesting a personal leave of absence for 4 weeks
Attached is a note from my doctor

Thank you for your consideration
Sabrina Perry



wd: Tech Assistance Grant Award

message

Michael Bartolomeo <mbartolomeo@shpl.info>

Tue, Oct 18, 2022 at 11:50 AM

cc: Georgina Rivas-Martinez <grivas@shpl.info>

cc: Scott Kalogris <skalogris@shpl.info>, Nick Tanzi <ntanzi@shpl.info>, Janet Scherer <jscherer@shpl.info>

Good news!

----- Forwarded message -----

From: **Airtable Automations** <noreply+automations@airtableemail.com>

Date: Tue, Oct 18, 2022, 8:47 AM

Subject: Tech Assistance Grant Award

To: <csweda@lilrc.org>, <tspindler@lilrc.org>, <mbartolomeo@shpl.info>

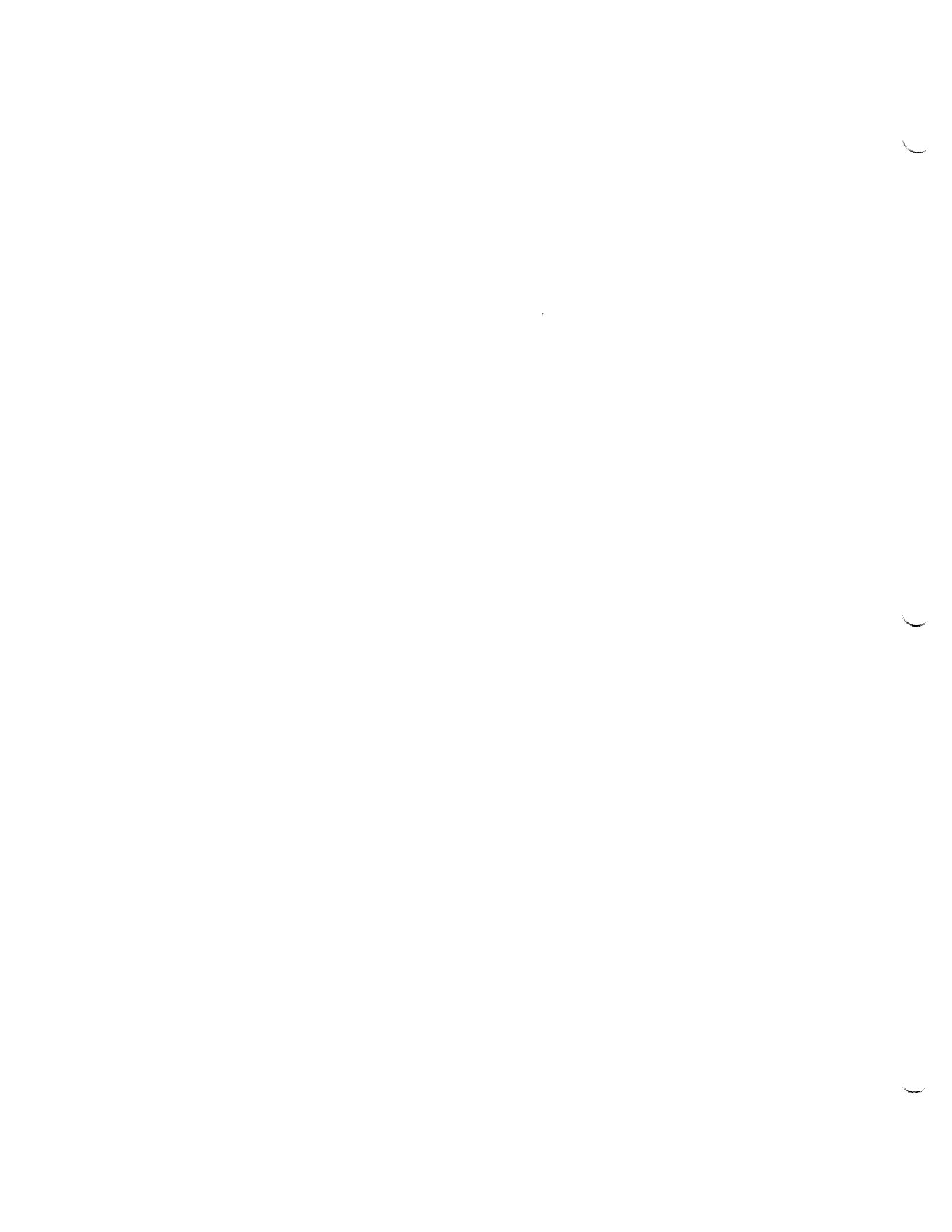
The Regional Technology and Media Committee has reviewed the grant applications. The grant is approved for an award of **\$4000** for the project at the **South Huntington Public Library**.

Description of Project

The South Huntington Public Library wishes to purchase an AWE Early Literacy Station to promote early childhood literacy, STEM/STREAM learning, and bilingual Spanish education. An AWE Early Literacy Station is an all-in-one touchscreen computer that comes pre-loaded with over 85 educational programs and games designed to improve youth literacy and bilingual proficiency.

The current computers available to young patrons at the library are more appropriate for older school age students and lack a touchscreen component which is more accessible to our younger library users. Knowing that all individuals learn differently, these workstations are intended for all learning styles: visual, kinesthetic, tactile, and auditory learners. Programs can be customized in order to deliver a personalized learning environment specific to a patron's needs.

In addition to the base software package catering to Prek-3rd grade (ages 2-8), our desired software configuration would include the bilingual Spanish programs as well as AfterSchool Edge which is designed for elementary school students (ages 6-12). Many studies have shown that individuals that are not reading on grade level by 3rd grade are likely to fall behind and not meet their grade level peers. The content on each of these solutions is catered to meet the academic goals of each grade span and set young learners on the right path at an early age.



openly available for use. The cost of the workstation with our desired software configuration is a one-time cost of \$4,298.

AWE Learning was founded in the mid-1990s as a remote network technology company. Their Early Literacy Station was developed in consultation with the Free Library of Philadelphia, as they sought to provide age-appropriate learning software for their youngest patrons. The result has been a safe, fun, and educational environment for the youngest library learners. Their products are currently in over 47% of public libraries in the United States, totaling more than 20,000 workstations sold.

Please provide a receipt or invoice of how the funds were expended and we will provide a reimbursement check. Please indicate how the reimbursement checks should be sent.

If you need LILRC to purchase the items, please send us the request.

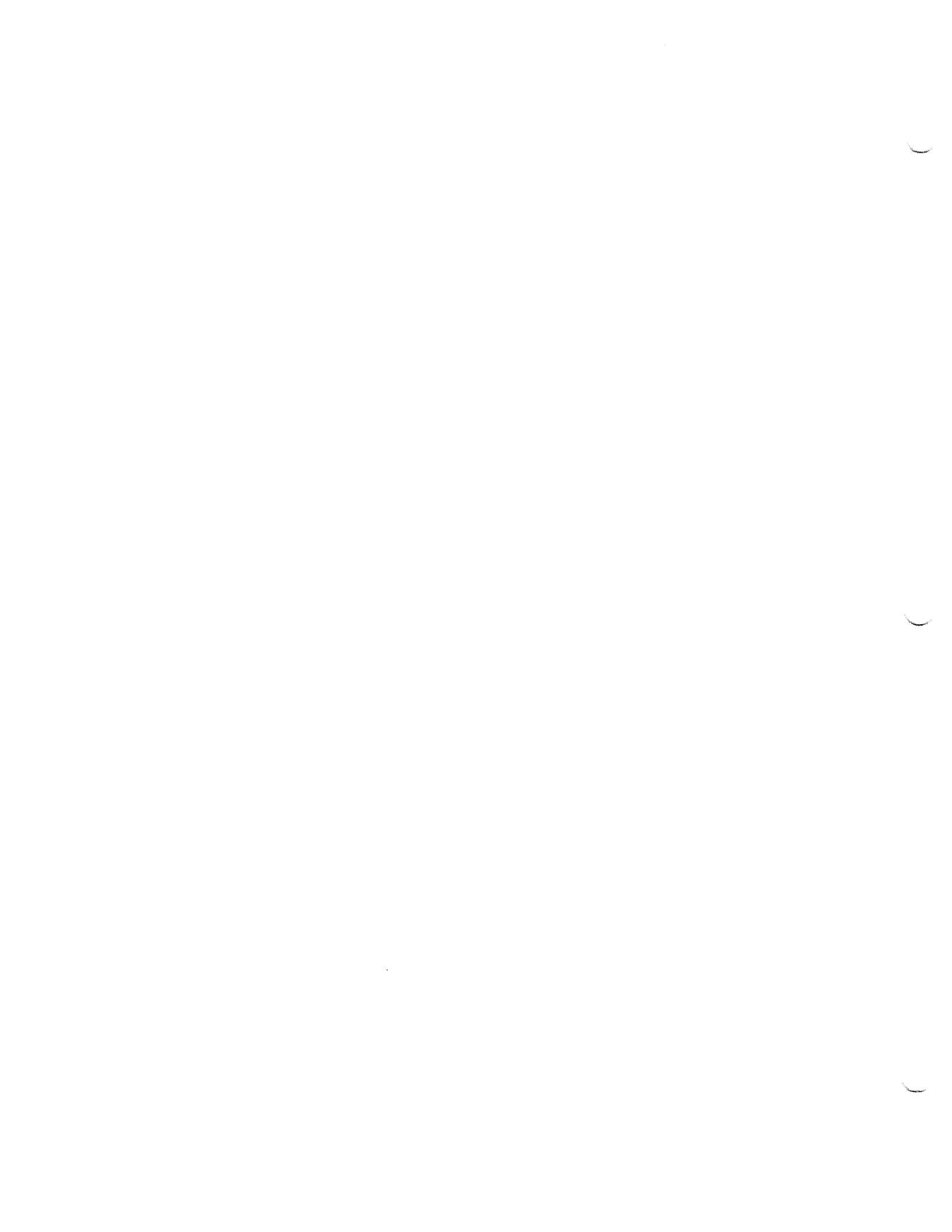
Send all receipts or invoices to Tim Spindler, tspindler@lilrc.org.

By Mail:

Tim Spindler
Long Island Library Resources Council
627 N. Sunrise Service Road
Bellport, NY 11713

Sent via Automations on  **Airtable**

©2022 Airtable





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

October 28, 2022

Mr. Tim Spindler
Long Island Library Resources Council
627 N. Sunrise Service Road
Bellport, NY 11713

Dear Mr. Spindler and members of the Regional Technology and Media Committee:

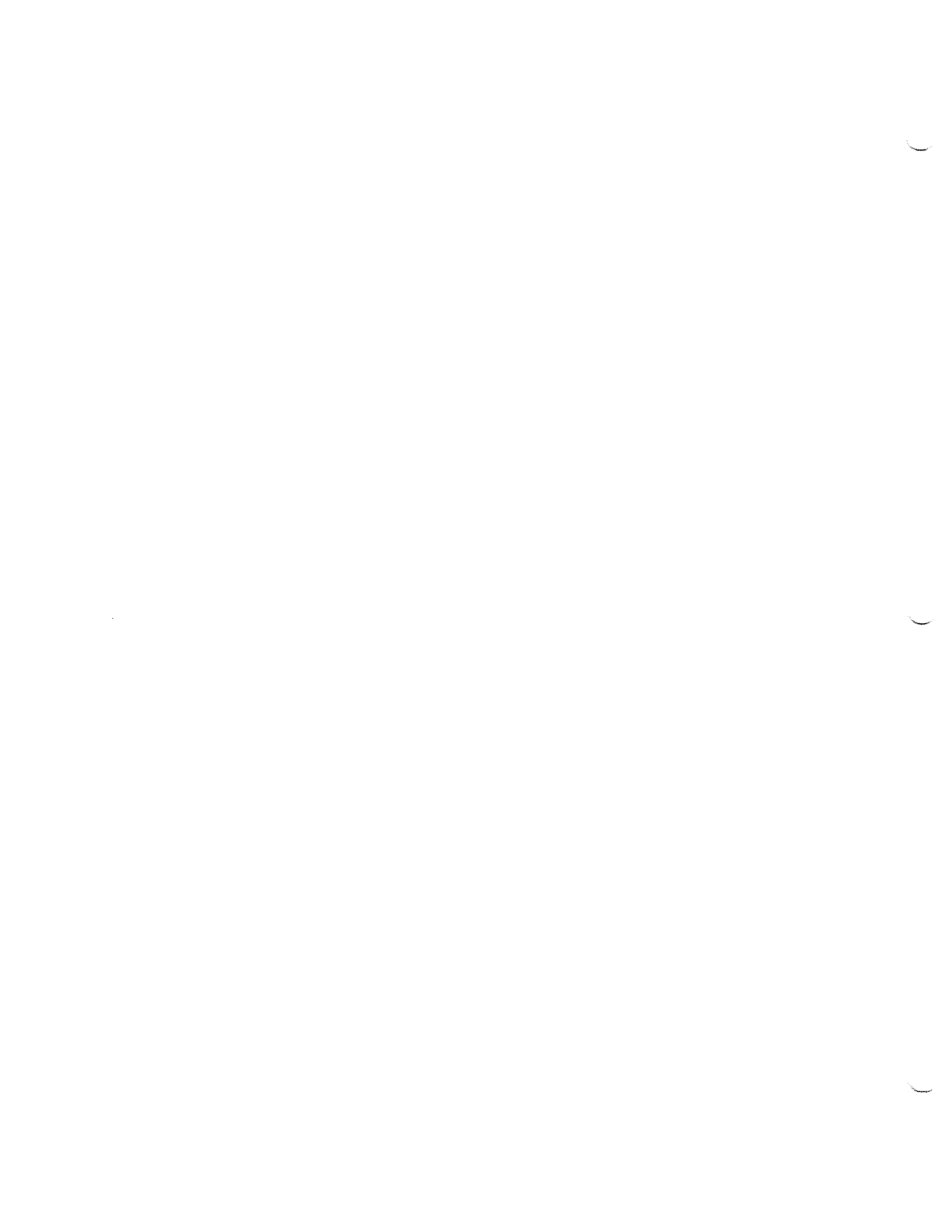
On behalf of the South Huntington community, board of trustees, staff and administration, we would like to extend our appreciation for being chosen as a recipient of the LILRC Tech Assistance Grant Award in the amount of \$4000.00.

This award will allow us to purchase an AWE Early Literacy Station to promote early childhood literacy, STEM learning, and bilingual Spanish education. The station will be a valued addition to our Youth Services library and benefit the many students that visit there.

The Long Island Library Resources Council is a valued support agency to all types of libraries here on Long Island and we thank you for continuing to recognize the necessary and important role that technology plays in our public libraries.

Sincerely,

Janet Scherer
Library Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

October 27, 2022

Ms. PJ Novak
81 Hayloft Court
Huntington Station, NY 11746

Dear PJ:

On behalf of the board of trustees and administration, thank you for helping on Book Donation Day. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort! They will be sold at our Fall Book Sale and all proceeds will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director



145 Pidgeon Hill Road, Huntington Station, NY 11748-4511

Phone: 631-549-4411

contactus@shpl.info

October 27, 2022

Mrs. Connie Bopp
2 Harby Drive
Huntington, NY 11743

Dear Connie:

On behalf of the board of trustees and administration, thank you for helping on Book Donation Day. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort! They will be sold at our Fall Book Sale and all proceeds will benefit the Friends.

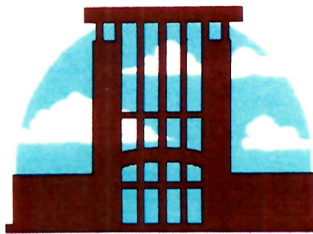
In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

A handwritten signature in blue ink that reads "Janet Scherer". The signature is written in a cursive style.

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

October 27, 2022

Mrs. Patricia Dillon
31 Colonial Drive
Huntington, NY 11743

Dear Pat:

On behalf of the board of trustees and administration, thank you for helping on Book Donation Day. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort! They will be sold at our Fall Book Sale and all proceeds will benefit the Friends.

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Sincerely,

A handwritten signature in blue ink that reads "Janet Scherer". The signature is written in a cursive style and is positioned above the printed name and title.

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

October 27, 2022

Mrs. Jeanne Condon
156 Iceland Drive
Huntington Station, NY 11746

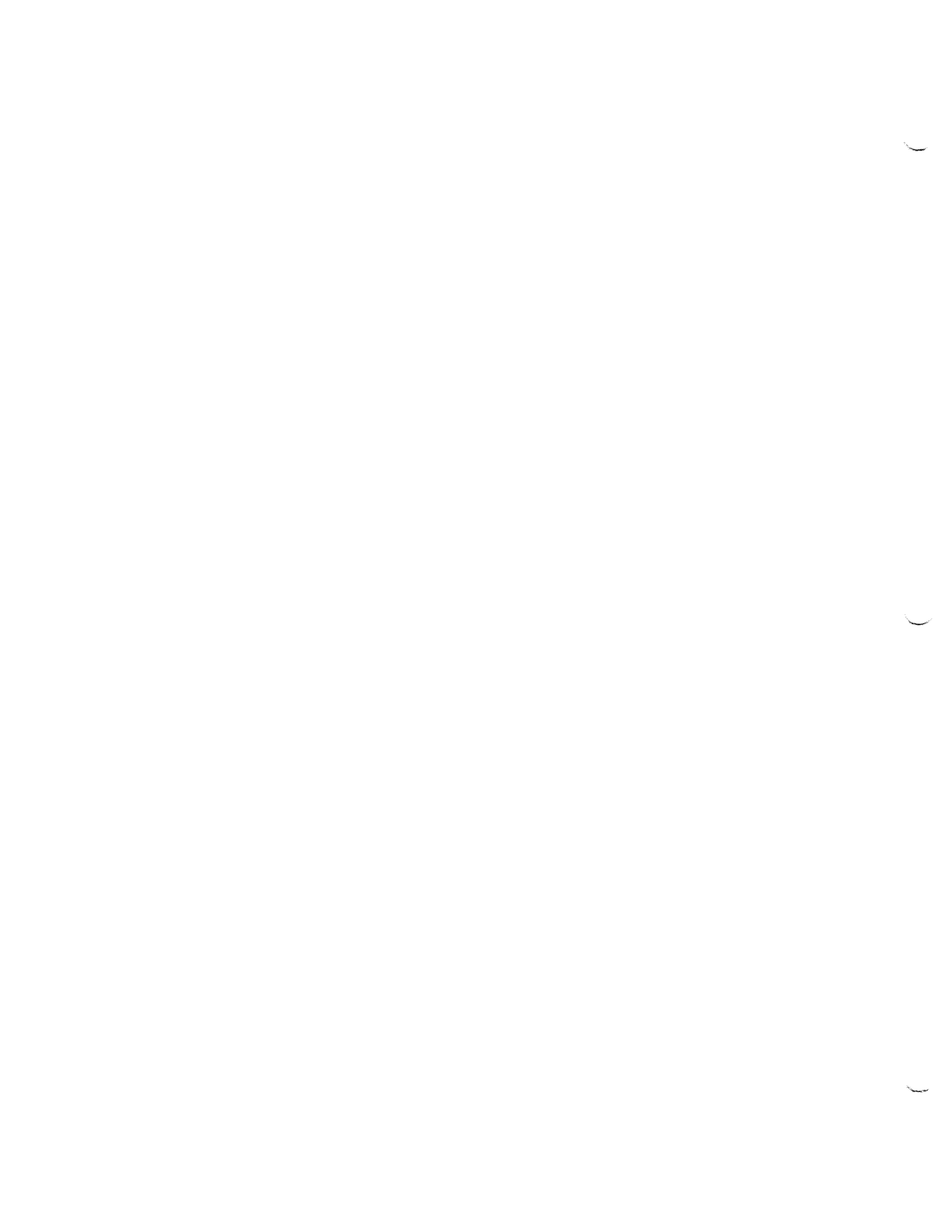
Dear Jeanne:

On behalf of the board of trustees and administration, thank you for helping on Book Donation Day. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort! They will be sold at our Fall Book Sale and all proceeds will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director





November 14, 2022

Mrs. Patricia Dillon
31 Colonial Drive
Huntington, NY 11743

Dear Pat:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale and set-up. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort and sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director





November 14, 2022

Mrs. Jeanne Condon
156 Iceland Drive
Huntington Station, NY 11746

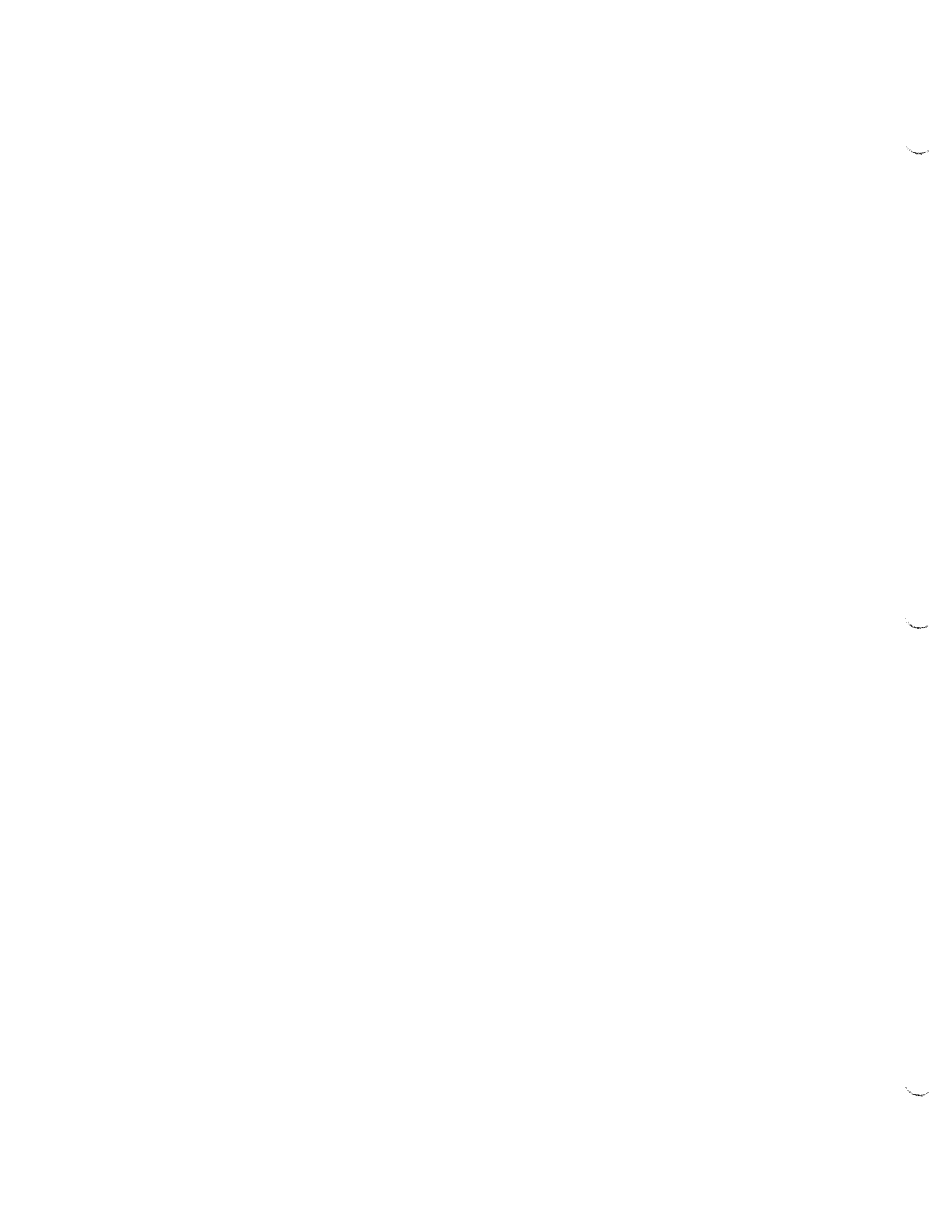
Dear Jeanne:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale and set-up. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort and sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

November 14, 2022

Ms. Kathryn Petritis
4 Greenmeadow Lane
Huntington, NY 11743

Dear Kathryn:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale and set-up. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sort and sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director

Kathryn:

Please extend our thanks to you friend Christine who helped with the book sale set-up. We do not have her contact information, but wanted her to know how much we appreciated her help.

Janet





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

November 14, 2022

Ms. Connie Bopp
2 Harby Drive
Huntington, NY 11743

Dear Connie:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

In addition, we thank you for donating your time to our Friends group. The Friends are an asset to our library community by their support of programs such as summer and winter reading clubs, student scholarships, special concerts and more.

Sincerely,

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

November 14, 2022

Ms. Carolyn Knittel
9 Nicolette Court
Huntington Station, NY 11746

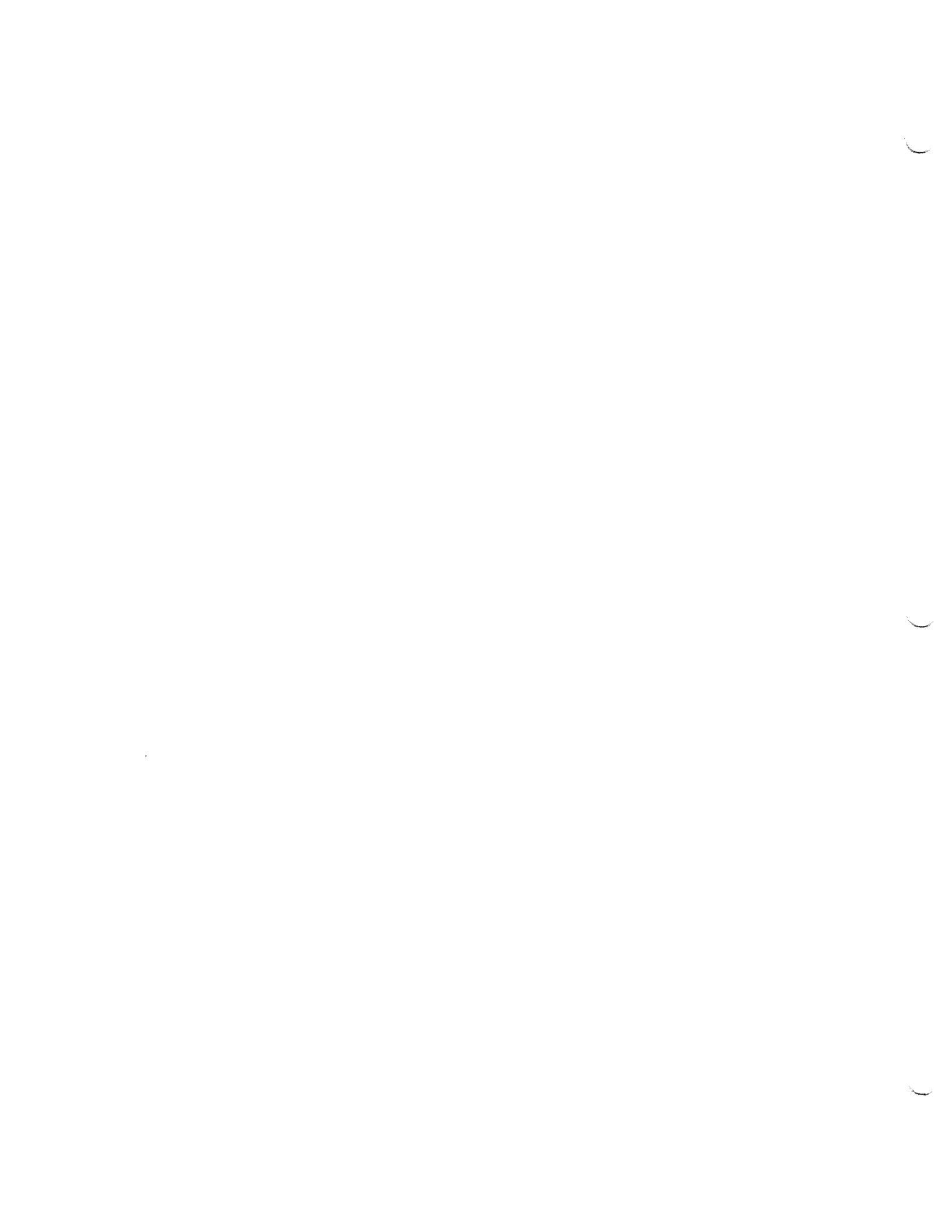
Dear Carolyn:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

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Sincerely,

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

November 14, 2022

Ms. Mary Bly
22 Prospect Drive North
Huntington Station, NY 11746

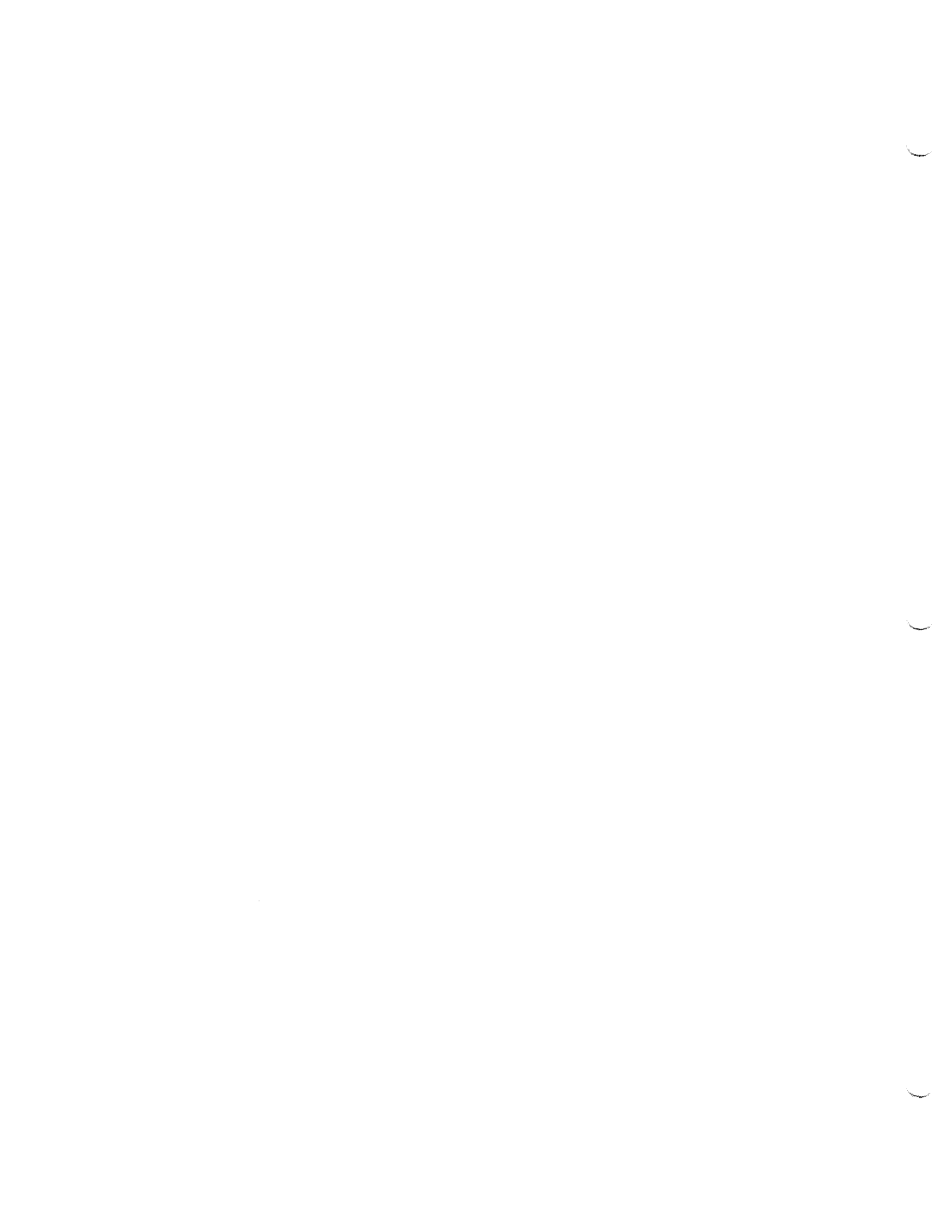
Dear Mary:

On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

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Sincerely,

Janet Scherer
Director





SOUTH HUNTINGTON PUBLIC LIBRARY

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

Phone: 631-549-4411

contactus@shpl.info

November 14, 2022

Ms. Jo-Ann Malchiodi
14 Covington Street
Huntington Station, NY 11746

Dear Jo-Ann:

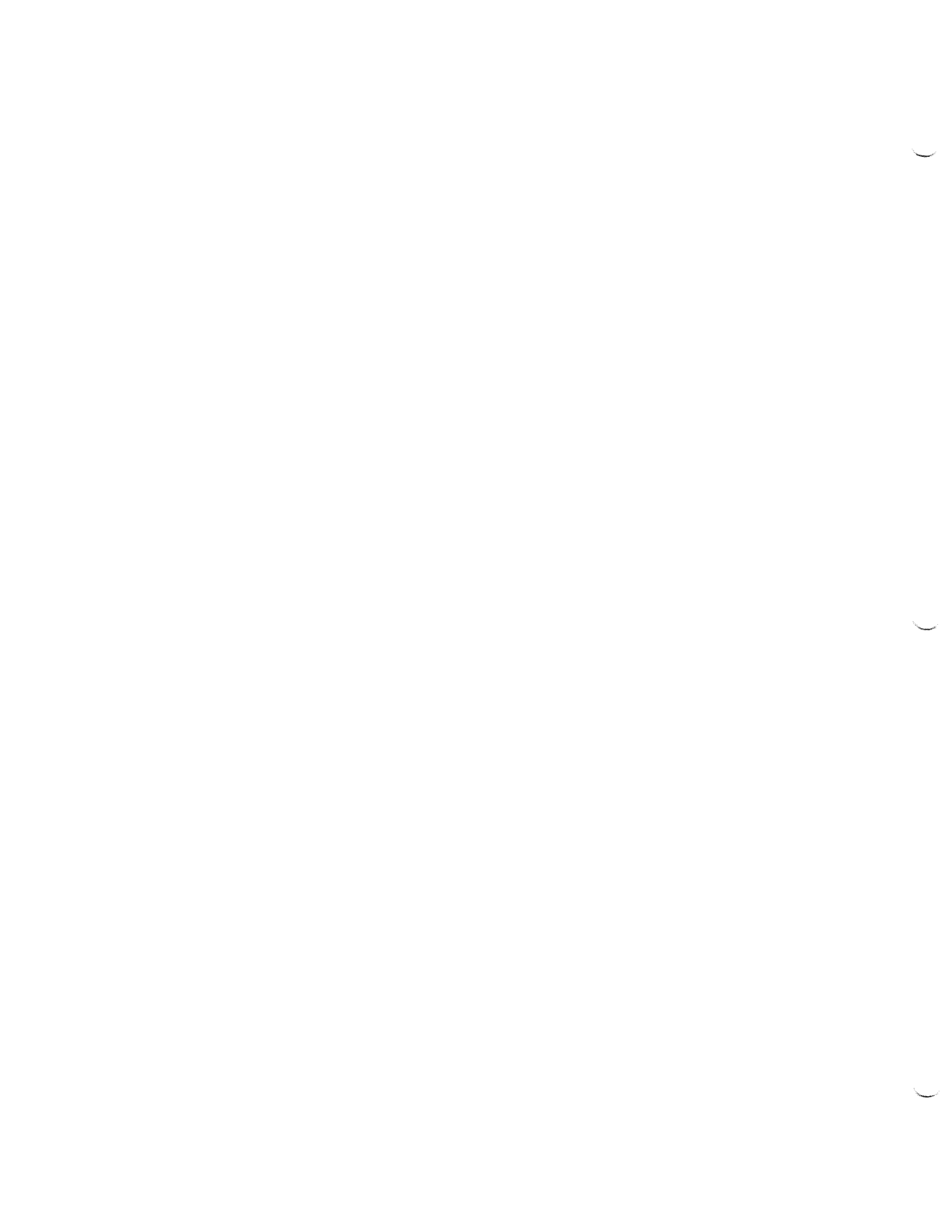
On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

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Sincerely,

A handwritten signature in blue ink that reads "Janet Scherer". The signature is written in a cursive style.

Janet Scherer
Director





November 14, 2022

Ms. Valerie Forster
59 East Park Drive
Huntington Station, NY 11746

Dear Valerie:

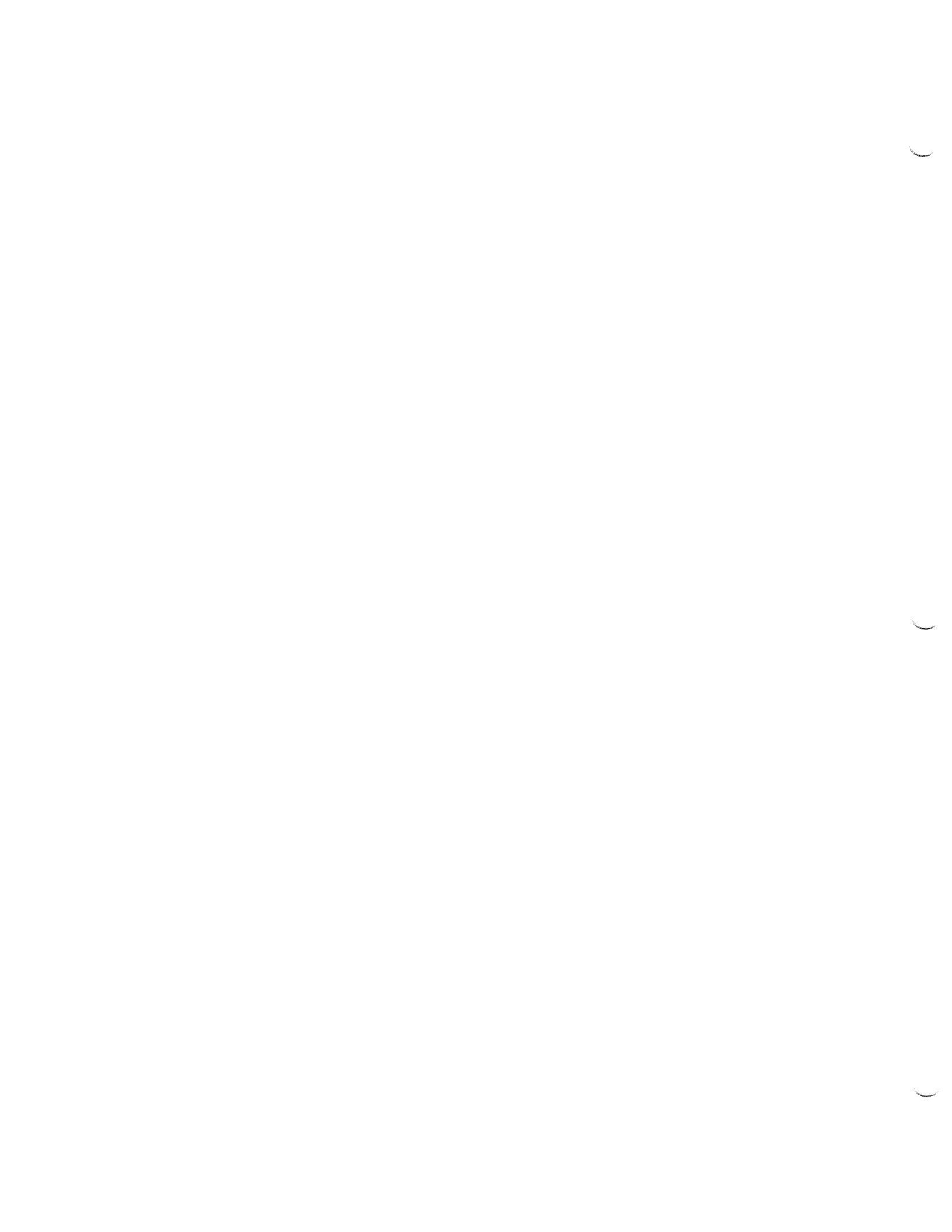
On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

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Sincerely,

A handwritten signature in blue ink that reads "Janet Scherer".

Janet Scherer
Director





November 14, 2022

Ms. Laraine Shirripa
11 Brush Place
Huntington, NY 11743

Dear Laraine:

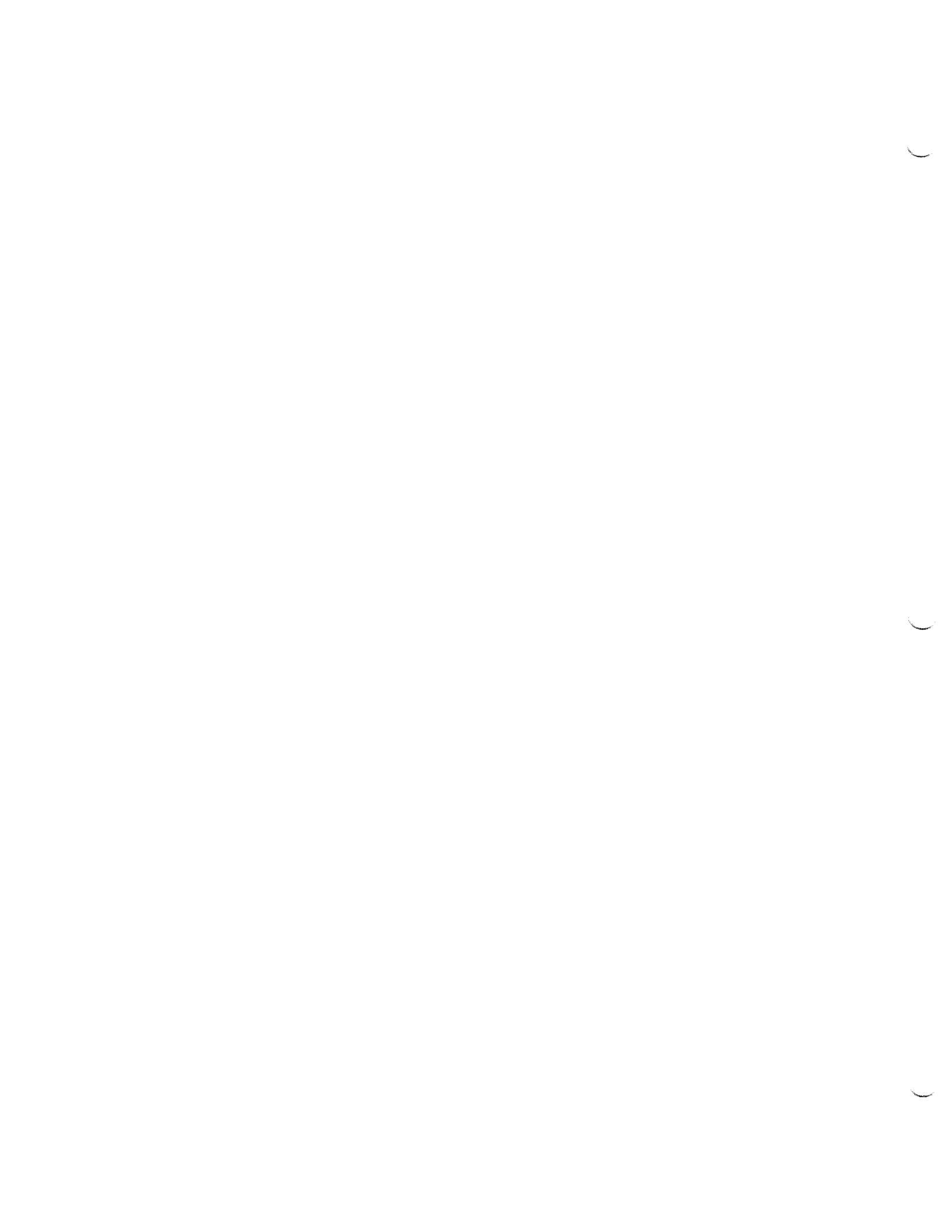
On behalf of the board of trustees and administration, thank you for helping at our Friends of the Library Book Sale. This is typically a very popular event and since we have not had the opportunity to host the event since 2019, there were a lot of books to sell! The sale was well attended and the final sale amount will be reported at our next Friend's meeting. All profits will benefit the Friends.

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Sincerely,

A handwritten signature in blue ink that reads "Janet Scherer".

Janet Scherer
Director





Town Hall • 100 Main Street
Huntington, NY 11743-6991

Phone: (631) 351-3174
Fax: (631) 673-3379
ECook@HuntingtonNY.gov

EUGENE COOK
Councilman

October 17, 2022

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

Dear Director Scherer,

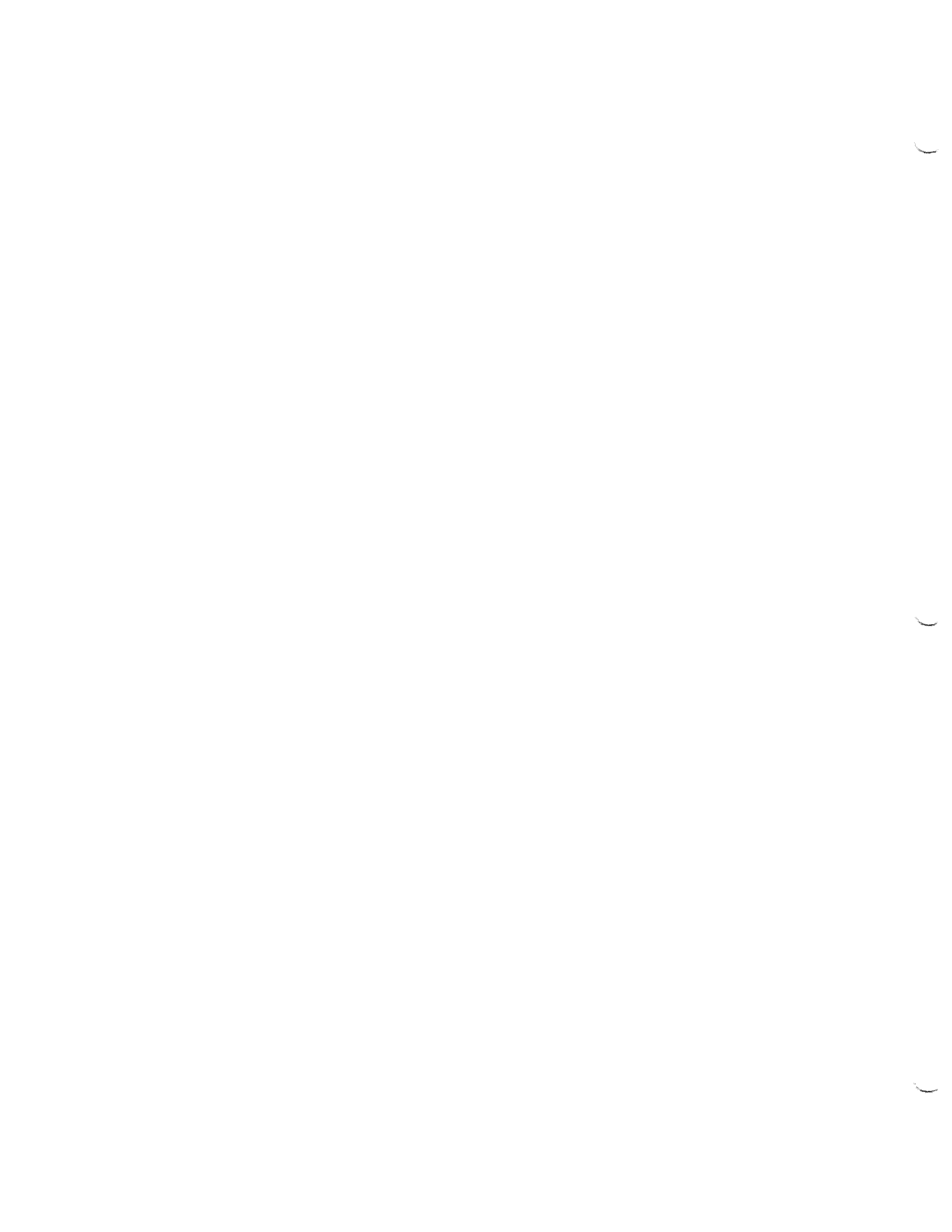
I hope this letter finds you well. I wanted to take a moment to thank you for participating in the Suffolk Libraries Empowering Discovery Mobile Service program, which was here at Huntington Town Hall on Friday, October 14th. This was a wonderful way for representatives from each Town of Huntington Library to explain upcoming events and services provided by their libraries. Thank you for your dedication to the Town of Huntington, the South Huntington Public Library is an invaluable member of our community, and your extraordinary dedication to our citizens is greatly appreciated.

I thank you for your commitment to the Town of Huntington and its residents, and I wish you all the best in the future. Please feel free to contact me at (631) 351-3174 regarding any Huntington Town matter that may be of interest to you.

Best Regards,

Councilman Eugene Cook
Huntington Town Council





Holiday Party

Our staff get together will take place on Sunday, December 4th at 5:30 p.m. Dinner menu and final cost will be released shortly. Staff has chosen La Scala in Commack for this holiday celebration.

Blood Pressure Kits

Along with other libraries in Suffolk County, South Huntington will soon be offering blood pressure kits for loan. SCLS has been working with the American Heart Association and Stony Brook Medicine on a project that has enabled SCLS to loan blood pressure devices to our communities. Currently, there are 33 member libraries (38 locations) that are offering the blood pressure loaner kits. The American Heart Association strongly advises and supports the concept of blood pressure home self-monitoring, to prevent heart attacks and strokes. Each library receives:

- 10 traditional blood pressure devices
- 1 blood pressure device with a smaller cuff
- 1 blood pressure device with a larger cuff
- 1 talking blood pressure device
- Patron information packets (which the patron will keep, after returning BP device)
- Tabletop posters promoting the BP loaner program....to keep a uniform message throughout all the libraries

There will be an information meeting for libraries new to the program in early January and we expect to introduce the program to our patrons soon after.

Friends Book Sale

Our annual Fall Book Sale took place on Saturday, November 12 and Sunday, November 13. Members of the Friends of the Library and Teen Advisory Board volunteered to run the sale on the weekend. We were able to keep the books on display throughout the following week. All proceeds benefit the Friends who report a profit of approximately \$1,407.25, which is an increase over 2019 when their profit came to \$1,250.00.

Veterans Concert

Our annual Veteran's Day concert took place on Sunday, November 13 after a two-year hiatus due to the pandemic. As always, it was huge success. Our community never tires of hearing the wonderful music made popular during the Big Band era and our veterans appreciate the recognition.

Technology Center Signage

The Friends of the Library have generously agreed to sponsor signage above the technology center. It will be in the form of the single letters like the style of our signage throughout the building (the Alfred Van Loen Gallery, address lettering on the front of

the building and our street sign). The letters will read *Technology Center*. The Friends have also authorized signage for our learning garden with the style to be determined.

Meetings

October 4	Tuesday	2:00 p.m.	Wellness Team Meeting
October 5	Wednesday	3:30 p.m.	SLI Marketing Sub-Committee meeting
October 6	Thursday	11:00 a.m.	Sustainable Libraries Meetup
October 6	Thursday	2:00 p.m.	Department Head Meeting
October 12	Wednesday	9:00 a.m.	Staff Meeting
October 13	Thursday	10:00 a.m.	Meeting with Joe Price Re: Insurance Renewal
October 14	Friday	10:30 a.m.	SLI Community of Practice Sub- Committee
October 15	Saturday	8-1:00 p.m.	Shredding Day
October 16	Sunday	6:00 a.m.	Wellness Team Breast Cancer Walk
October 16	Sunday	1:30 p.m.	Author Visit
October 18	Tuesday	10:00 a.m.	LILRC Board Meeting
October 18	Tuesday	11:00 a.m.	PLDA Diversity Committee
October 19	Wednesday	7:00 p.m.	Book Discussion Facilitation
October 21	Friday	9:30 a.m.	Huntington Zone Director Meeting
October 22	Saturday	9-2:30 p.m.	Book Donation Day
October 25	Tuesday	10:00 a.m.	PLDA Director Roundtable
October 25	Tuesday	2:00 p.m.	Sustainability Team
October 26	Wednesday	9:00 a.m.	Evaluation Team

Important Dates:

Staff Holiday Party – Sunday, December 4, 2022 @ 5:30 p.m.

SHPL Board of Trustees Meeting – December 19, 2022 @ 7:00 p.m.

Staff-Facing Tween Maker Faire

On Wednesday, 11/9 three divisions of the Suffolk County Library Association jointly held a staff-facing Tween Maker Faire at the Middle Country Public Library. Members of the Computer and Technical Services (CATS), the Children's Librarians Association of Suffolk County (CLASC), and the Young Adult Services Division (YASD) reserved tables to showcase high and low-tech maker tools being used in their libraries, and toured other libraries' tables to learn from them.

Eighty-one library staff members from across the county were in attendance, including four from South Huntington; Michael Bartolomeo, Elizabeth Klein, Lisa Esposito, and myself. We reserved a table to demonstrate MakeDo, a cardboard construction kit that is in line with our organizational commitment to sustainability.



LILRC Technology Grant Update

I am pleased to inform the board that the Regional Technology and Media Committee of LILRC has reviewed our grant application, and awarded us \$4,000 to purchase an AWE Early Childhood Literacy Station! We have since initiated the order with the vendor, and expect to receive and install the AWE station this month. Once that has been completed, we will provide documentation to the Long Island Resource Council to secure reimbursement.

School Workshop and Outreach

On October 19th and 26th, the library hosted educators from the school district for a five-hour professional development course. "Where Community Connects: Exploring the SHPL's New Technology and Other Resources for Teachers and Students," had twelve attendees who had very positive things to say about the course. On October 27th, I was invited to participate in the new teacher orientation at the James Kaden District Office. I thanked the Teacher Center for including us in their event, and distributed South Huntington branded reusable bags filled with information about library resources that were assembled by our WOW Team. I had the opportunity to speak about many of the library's relevant offerings to new educators, and extended a general welcome to the audience. There was a total of thirty-five new hires.

Meetings — October

Monday, October 3 rd	6:00 – 9:00 p.m.	Public Library Director's Association Dinner
Tuesday, October 4 th	2:00 p.m.	Wellness Team Meeting
Thursday, October 6 th	2:00 p.m.	Department Head Meeting
Thursday, October 6 th	3:00 p.m.	SHUFSD Workshop Planning Meeting
Friday, October 7 th	All day	LILRC Annual Conference
Wednesday, October 12 th	9:00 a.m.	Staff Meeting
October 17 - 20	All day	2022 Internet Librarian Conference
Wednesday, October 26 th	9:00 a.m.	Evaluation Team Meeting
Wednesday, October 26 th	4:00 – 6:30 p.m.	SHUFSD Professional Development Workshop

Building & Grounds Report

Prepared by Ray Capone

1. The benches, bike rack, and garbage can were sanded and repainted. The painters were able to remove most of the old paint down to the metal, and the results are very good. I also had them repair the sheet rock walls in the tower and repaint the area that was damaged in previous roof leaks.
2. I removed a sign in the gallery area. After spackling and painting, the original footprint is nearly invisible.
3. I repaired an electrical line going to the biometric reader on the director's entrance door. The device was not getting power, resulting in the electronic lock not working. I found the connection in the box was poor, so I cleaned it up and reconnected all the lines; the door lock is now working correctly.
4. I sent over the insurance for Michael J's landscaping for this year's snow removal contract. Everything looks good to go.
5. I purchased new parking lot markers this year to mark out the curbs for the snow plows.
6. Michael J's Landscaping blew out the irrigation lines this month, so they are all set for the winter.
7. I purchased new security radios for the building after our workplace violence prevention committee identified them as getting increasingly staticky and needing replacement. I did keep several of the best performing ones as backups, and have placed additional radios in areas that were previously without a station.
8. I am having difficulty locating a company with appropriate insurance coverage to install water bottle fill stations. I will explore working with our plumber to perform the install in-house.
9. We had a crack in one of the drain pipes that leads to the sewage ejector in the boiler room. The damage was very minor and was repaired using a liquid weld epoxy.
10. We had to fix one of the motorized blinds in Reference
11. We fixed a plaque in the garden, which had begun to lean. We dug a new hole and reinstalled the plaque with fresh cement.

12. I sent one of the snowblowers out to replace its carburetor.
13. We replaced one ballast and bulb in Children's Department.

Internet Librarian 2022 Conference Report

Prepared by Nick Tanzi, Assistant Director

I would first like to thank the board for approving my attendance at this conference. I had long wished to go to Internet Librarian, as it has a reputation for being an excellent source of information on the state of technology in libraries. Additionally, this conference afforded me the opportunity to network with my peers in the highly-developed and innovative library systems in California. I attended many excellent sessions during the course of the conference; below are some of my favorites.

Growing Digital Equity Through Community Partnerships

This session was presented by Dr. Audrey Barbakoff, CEO of Co/Lab Capacity, which engages in “community centered consulting for social good”. Barbakoff started by defining digital equity as “a condition in which all individuals and communities have the information technology capacity needed for full participation in our society, democracy and economy.”

While noting that libraries have long supported digital equity in our communities, she argued that too often, we are in the position of presenting solutions in a top-down fashion, rather than empowering our community and surrendering control to partner organizations who are better-positioned to help. She used hotspot lending as an example. Rather than lending the hotspots through the library, Barbakoff suggested giving them to community organizations that already work with the homeless, and trusting their judgement and expertise in determining loan rules, prioritizing need, etc. Overall, I think the idea of trusting the expertise of other organizations is a fascinating one with applications beyond digital equity.

A Conversation With Artist Louis Markoya

This keynote presentation was arranged as a conversation between Louis Markoya, an artist and protégé of Salvador Dali, and Chad Mairn, a librarian and Innovation Lab Manager at St. Petersburg College. Markoya talked of how his work merges classical oil painting with mathematics, fractal geometry, and 3D holographic technology to build extended reality (XR) experiences.

Their conversation was a wide-ranging one, with a significant amount of time spent on artificial intelligence (AI) powered design tools, and how it might affect the art industry at large. At present, AI design tools like DALL-E and Midjourney are capable of taking text input describing an artwork, and then rendering it as digital artwork. While I expected Markoya to dislike this technology, he feels it in no way endangers original art, as AI is ultimately derivative of existing works.

Making Made Mobile: Rethinking Maker Services

This presentation was given by two library professionals located in Utah: Alan Ly, the Technology and Innovation Coordinator of the Utah State Library, and Shauna Edson, Technology and Digital Equity Manager of the Salt Lake City Public Library. They discussed their move from in-person makerspace activities, to “grab and go kits” during the pandemic. It was interesting to see how they have refined their approach over time. For example, they have instituted a number of cost-saving measures, including switching their packaging from boxes to paper bags, sourcing kit pieces from vendors rather than 3D printing them, and reducing the number of time consuming, pre-recorded instructional videos that once accompanied their kits. In addition to their kit program, they have also employed mobile maker carts, typically purpose-built for specific technologies (3D printing, virtual reality, etc.). While this approach can be effective in a multi-branch setting, it does not translate well for our purposes.

As a Presenter

In addition to the sessions I attended as an audience member, I also had the opportunity to present two well-attended talks.



Making the Most of Library Digital Collections

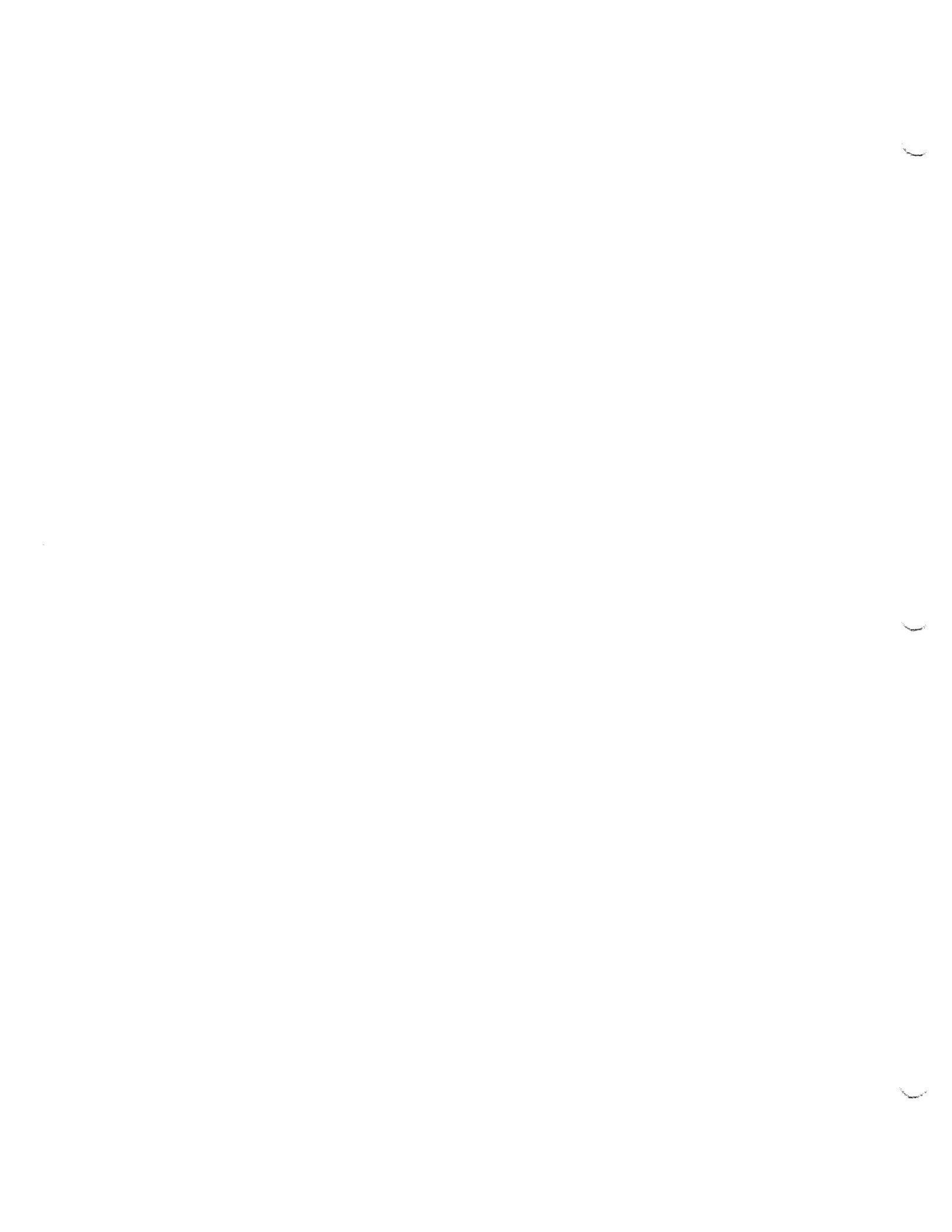
As per its title, this session was aimed at maximizing our investments in digital materials, such as eBooks, streaming movies, and digital magazines. I opened the presentation with current industry trends, both for libraries and the private sector (streaming services and publishers). I then detailed best practices in training library staff and promoting our collections, before looking at technology trends likely to impact our digital materials in the near future.

Fostering Entrepreneurship in the Library Makerspace

Libraries often have an uneasy relationship with entrepreneurship; we develop resources and spaces that are attractive to businesses, but often draw the line at businesses operating out of the library. This matter is complicated by the growth of the gig economy, the “zoomification” of

work, and the small business applications of many technologies found in the typical library makerspace.

I spoke about how these are simply new occurrences of old problems; the patron who wants to make 500 copies of a business flyer isn't terribly different from the patron who wants 20 copies of a 3d printed craft. The core problem is often one of resource allocation; policy/procedure needs to be designed to set sensible limits and promote entrepreneurship in a way that is beneficial to the patron while being sustainable for the library. I ended with examples of reimagining traditional small business/library promotions within the context of the 21st century library makerspace.



TO: Janet Scherer
FROM: Michael Bartolomeo
SUBJECT: Internet Librarian 2022 Report

Thank you and the Board for the opportunity to attend Internet Librarian 2022. The technology-focused conference exposed me to a large amount of usable information, as it has in the past. Please find below a summary of some of the programs I attended that I believed warranted mention.

Games, Gadgets, & Makerspaces: Conference Opening Networking Event

While billed as a networking event, this pre-conference program featured a number of programming ideas and technology demonstrations. On display were items, like drones and code-able robots, that had application for all age ranges. Most notably, and an idea we could potentially use, were some educational resources accompanying each item that demonstrated the specific skills that can be developed by using the technologies and what career paths might be available to those that do. This added a bit more relevance to what otherwise could just be considered fun tech stuff.

Opening Keynote: Community Impact Through Learning

The opening keynote speaker was Azadeh Jamalian, who runs the GIANT Room in Manhattan. The GIANT Room is an educational STEM makerspace and creativity lab which caters to children 5-12 years old using a custom educational framework. In addition to teaching STEM and creativity skills, they encourage community building through collaborative projects. The work and projects they do would, I believe, warrant a visit from SHPL librarians to get inspiration for programs they can host here at the library. More information on the GIANT Room can be found here: <https://www.thegiantroom.com/about>

Cultivating Racial Equity & Inclusion: Using XR

This program discussed how to use virtual reality to discuss equity and diversity through an immersive experience. The best way to summarize what this would entail is by using the phrase of seeing the world through another person's shoes. Rather than imagine this in our minds, VR allows us to actually step into someone else's shoes and see the world as a different person (Bodyswaps App). Other apps immersive experiences mentioned included Briggs v Elliott, Home After War, and Traveling While Black - Green Book. These could make for an interesting interactive program at the library whether as a standalone or in relation to a book club topic or themed month.

XR Update

Chad Mairn, one of the library community's experts on all things virtual and augmented reality did his annual overview of the industry. It was exciting to see glimpses of what now is considered futuristic technologies slowly come into the mainstream. Like the history of cellphones, headsets and devices for XR are getting cheaper and more powerful and soon might become as commonplace as cellphones in one's household. He mentioned that there is

already applicability at our libraries in the way of facilitating virtual meetings and teaching 3D design related classes. For example, class students can learn how to create a virtual environment in Unity or more basic programs like Minecraft at little to no cost to the library. These skills are transferable and in growing demand.

Positioning the Library for Web3

Web3 is a general term used to describe the introduction of concepts like decentralization, blockchains, and tokens into mainstream internet usage. The speaker, M Ryan Hess, discussed what this might mean for libraries and how they can potentially incorporate it into their business model. I will admit many of the ideas seemed hopeful thinking, like the idea of a universal library card for the entire United States, but it was worth attending as it did raise some questions that myself and patrons would likely want to know the answers to. The library would benefit from additional classes on Web3 concepts like blockchain to at least make people aware of the technology and what it could mean for the future.

Best Regards,
Michael Bartolomeo

TO: Board of Trustees, South Huntington Public Library
FROM: Ryann Riggs
SUBJECT: 2022 Internet Librarian Conference

Thank you for the opportunity to attend the 2022 Internet Librarian Conference in Monterey, California. This was a great opportunity for me to learn more about the current and upcoming use of technology in libraries. The 3 day conference was filled with beneficial presentations along with hands-on tech demonstrations and networking opportunities. My favorite part of attending this conference was that I was exposed to so many new resources, organizations, and concepts to further explore. Below I will detail some of the presentations I attended, focusing on the ones I found to be most valuable.

Welcome & Opening Keynote: Community Impact Through Learning (The GIANT Room)

The conference kicked off with this inspiring presentation by Azi Jamalian, CEO of The GIANT Room. Located in Manhattan, The GIANT Room is a creative hub that offers a variety of programs for children that blend interactive STEM learning with art. Jamalian shared suggestions on how to implement these types of programs in a library setting. Two main takeaways from her presentation were: 1. The importance of creating a comfortable environment that encourages creativity and flexible thinking; 2. Approaching emerging technology from a “problem solving” standpoint. For example, rather than simply giving a child a tool to create whatever they want, they instead gave the children a task to complete (in this case it was to transform a box into something else) and then gave them a variety of tools and materials to choose from in order to complete the task. This allows for creativity while simultaneously promoting problem solving skills. While geared towards children, I found these creative concepts applicable to adults too. I would love to be able to expand on our current SHPL Sketchbook Initiative project and work towards creating a stronger creative culture among the community we serve in the Adult Services Department. I would recommend checking out The GIANT Room’s website to learn more about their projects and approach to learning.

GrandPads: Creating Digital Connections for Older Adults

This presentation detailed the implementation of GrandPads at the St. Louis County Library as a way to address the growing digital needs of seniors in the community during the pandemic. GrandPads are senior-friendly tablets that allow users to easily call/text their loved ones with built-in cellular service, send and receive emails from a pre-set up account, and play games securely. The GrandPads come with 24/7 user support that can be accessed on the device; this was helpful for patrons and took the customer service burden off of staff. Two main challenges they faced were distribution and funding. GrandPads are a subscription based product. It is not a one time purchase and requires yearly funding. For reference, the library system purchased 1500 devices at \$650/device per year (about \$1,000,00 per year in funding is required). Another issue that they had was that the GrandPad borrowers did not want to return them - patrons were given access to a life-changing resource that would have to be taken away so that other patrons could have a chance. However, the St. Louis County library is dedicated to continuing this service because they’ve received an overwhelming amount of positive feedback. They briefly

discussed their current process for finding funding for next year through the Older Americans Act (OAA). This was both an expensive and large scale project that would not be feasible for most public libraries. While maybe not something we can implement at SHPL, it was worth learning about what other public libraries are doing to help seniors in their communities access the information they need.

Positioning the Library from Web3

Ryan Hess from Palo Alto Library led this discussion on Web3 and its eventual effect on libraries. Web3 would move to a decentralized version of the internet using blockchain technologies and token based economics. I was introduced to a lot of new ideas and concepts, including DAOs, blockchain smart contracts, and decentralized social media graphs. Web3 would require a dramatic shift in how we think about most things that exist on the internet, including libraries. The issue is that many of the principles of Web3 directly conflict with how libraries implement their services now. There was discussion of a “universal library card” that would be accessible from anywhere (for example, a SHPL patron's card would be accessible from a library in California). This obviously conflicts with the way that library systems are actually set up. At the very least, this was an interesting discussion about where the future of libraries could be headed. Hess did a great job at breaking down the basics of Web3. I was ultimately left with a list of cool things to further explore. I think this is a trending topic that all librarians should at least be aware of, even if we don't see this shift in the immediate future.

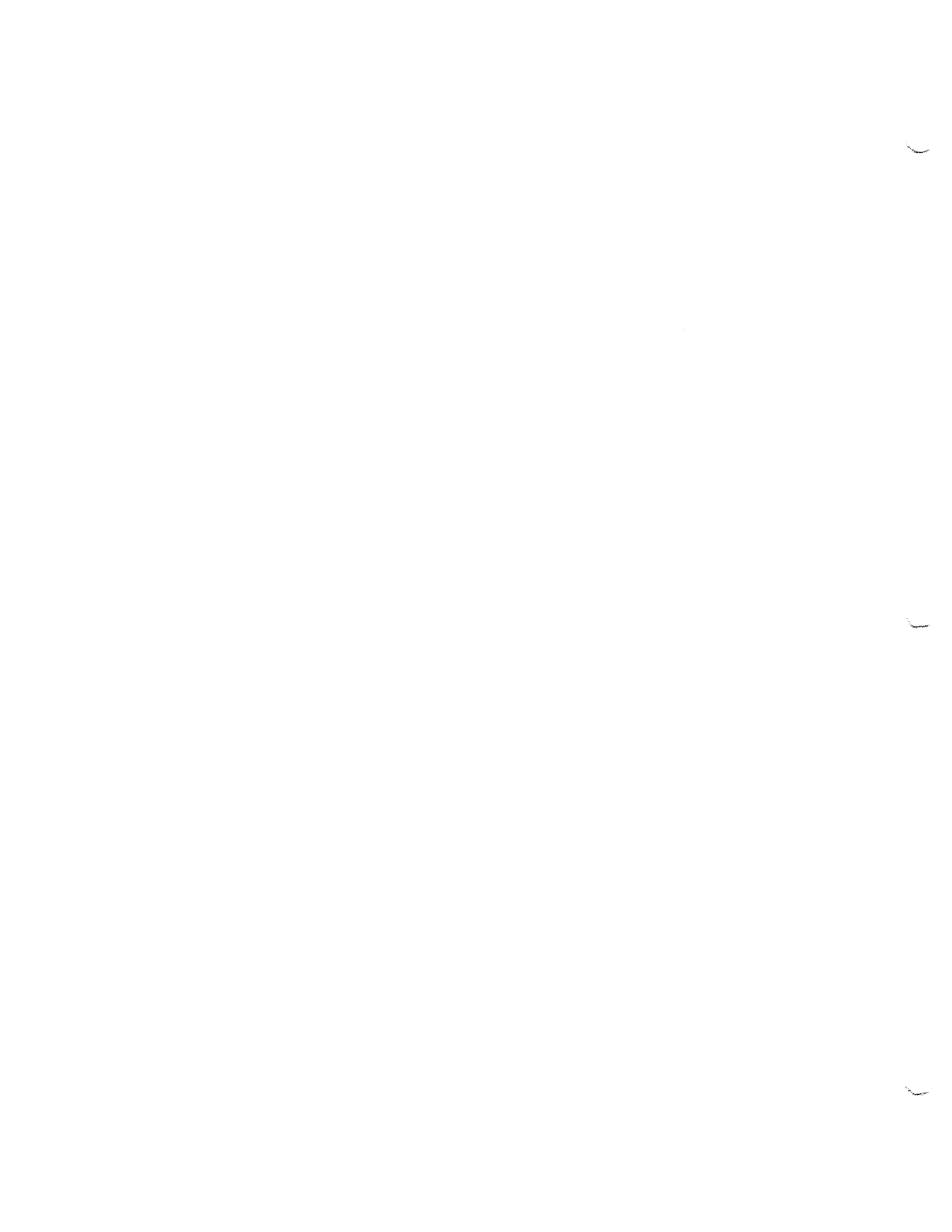
Managing & Marketing Creative Makerspace Activities

This presentation detailed the implementation of the Topeka & Shawnee County Public Library's new Tech Center that opened earlier this year. The renovation was a product of community “growing pains” and the increasing need for more patron work space. The Tech Center now has a large general computer work area (30 computers, desks with outlets, and comfortable seating), a Digital Art Center (computers, software, cricut, 3d scanner, laminator, open tables for crafting), 5 smaller “coLab” rooms for meetings and interviews, and several small recording studios (green screens, microphones, editing software for video projects and podcasts). In terms of managing the center, they hired a dedicated team while also relying on existing staff members to work shifts in the space. Their marketing approach was very community oriented and they focused on reaching out to local entrepreneurs, businesses, and organizations. For example, they invited local leadership members for a “sneak peak” tour and encouraged them to spread the word about the new space. They also invited a local podcast group to test out their recording studios. I thought this was a great approach that resulted in patrons developing long term relationships with the library rather than sporadically using the space. Overall, this was a great presentation on how to effectively plan, create, manage, and market a makerspace.

Collaborative Community Voice

Jeff Wisniewski, Web Services Librarian at the University of Pittsburgh, details the university's creation of the The Blue, Gold, and Black Digital Archive. The archive is a collaboration between the University Library System and university students, organizations, and alumni. The goal was to create an archive that reflects the lived experiences of students on campus through donated stories, photographs, letters, ephemera, memorabilia, etc. In order to contribute, students fill out

a simple online contribution form that asks for information such as title, date, suggested tags, and a story or memory to contextualize the contribution. To keep the archive new and exciting, they've created online exhibitions using student contributions and already existing archive materials. The library uses Omeka to manage contributions and content; a staff member also dedicates time to the project by reviewing the submissions and a small committee of students help with policy concerns. While this project is still growing, I really liked their focus on community collaboration. I can see this being something that could be implemented within the Town of Huntington. You can follow their project at: pittbgb.omeka.net/



MEMO

TO: JANET SCHERER – DIRECTOR
FROM: GEORGIA PROTAN
RE: NYLA LIBRARY CONFERENCE 2022 – BACK TO THE FUTURE

I recently attended the New York Library Association Trade Show and Conference which took place on Wednesday, November 2nd through Saturday, November 5th, in the City Center of Saratoga Springs, New York. This was the first multi-day conference that I have attended as a Librarian. Although I was apprehensive about not being home with my family for several days, I am so happy that I was chosen to attend. I had the opportunity to network with librarians from many different areas of New York State, including school librarians, academic librarians and correctional facility librarians. I also had the opportunity to meet many librarians, assistant directors and library system employees from Long Island. There were quite a few familiar faces, which I recognized from LILRC (Long Island Library Resources Council) virtual programs as well. I finally met the LILRC Communications and Outreach Coordinator, Sally Stieglitz, in person. Sally oversees all of the virtual programming for LILRC and has introduced nearly every virtual programmer who has presented for LILRC during the last couple of years.

The conference consisted of a trade show, a keynote speaker lecture, and countless programs to choose from throughout each of the days. I noticed that programs relating to technology of any kind were the most popular. The first event that I attended was the lecture by keynote speaker Courtney Harge, the CEO of OF/BY/FOR ALL. OF/BY/FOR ALL is a non-profit organization that provides tools to help public institutions such as libraries, to become more inclusive, equitable, and relevant to their communities. The key terms that Courtney focused on were “reimagine” and “change”. Specifically, in order to implement change in one’s organization one must reimagine what is next. OF/BY/FOR ALL equips civic and cultural organizations to become “of” their communities, “by” their communities, and “for” their communities. Specifically, board and staff are representative OF the community, programs are co-created BY the community, and the organization is welcoming FOR the community. OF/BY/FOR ALL provides tools to help organizational teams build meaningful relationships with underrepresented communities, accountability via monthly progress tracking, coaching to help teams overcome obstacles, and help bring together changemakers. To move from reimagining to practical change, the speaker highlighted five stages – core concepts, creating your vision, selecting your community of interest, listening and learning, creating a change plan, and making change. With regard to South Huntington Public Library, the community that we serve is most certainly at the center of everything we do. As demonstrated by our mission and visions statements, we hope to empower, engage and energize our community by providing equal access to knowledge, literacy, technology and culture.

The individual programs that I attended on Thursday were very informative. First, I attended "Top Legal Issues for Libraries", which was about laws that apply to public libraries. Specifically, that public libraries are regulated by the Board of Regents as educational institutions and therefore certain provisions of NYS Education Law are applicable. Other laws that public libraries can be subject to are General Municipal Law, Public Officers Law, the Internal Revenue Code, the NY Not for Profit Revitalization Act, as well as Civil Service Law, Taylor Law and the NYS&L Retirement System. The instructor reviewed five hypothetical situations, mostly having to do with employer/employee relationships and what a public library can do in terms of zoning, building, and receiving donations.

I also had the pleasure of attending the program hosted by our very own librarians, Michael Bartolomeo and Georgina Rivas-Martinez. They discussed brand kits for libraries on a budget. They focused on the importance of using visual elements that are easily identifiable to an organization, such as a logo with distinct colors and font. This ensures consistency across the organization for things such as social media, newsletters, communications and marketing. A live demonstration was also done on Canva which allowed the audience to participate in creating a library logo.

I attended another program called "NYS Standards for Public Libraries", which consisted of a panel discussion of three library directors. The standards of library service can be found in Education Law, Section 254. The guidelines for registration of public libraries can be found in the Regulations of the Commissioner of Education, Section 90.1. There are 14 minimum standards for NYS libraries, which are written bylaws, a long-range plan, an annual report to the community, written policies, an annual written budget, evaluations for effectiveness, a minimum number of hours, among others. The speakers primarily focused on the importance of a long-range plan. Additionally, each of the speakers emphasized the importance of the library system. Specifically, the library system should be a library's first step for help with meeting the minimum standards. Our library system has been a great resource for me personally. I will continue to explore all of the valuable information and resources that our library provides to us.

On Thursday evening, LILRC hosted a networking dinner. There were five South Huntington librarians in attendance, including myself, and we had such a great time mingling with past co-workers and fellow Long Island based librarians. We also just enjoyed each other's company throughout the week, carpooling, walking through the town, and getting tea, coffee and meals together.

Tony Iovino, Assistant Director of Oceanside Public Library, presented "Library Marketing in a Changing World". Mr. Iovino is an extremely dynamic and interesting speaker, and provided so much helpful information that I wished I recorded his program. He focused on "marketing arsenals" for public libraries. These arsenals should consist of email lists, mailing lists, graphics programs, press and community contacts, promotion and support by staff and community members, a marketing budget, branding

and social media. Engaging the community to identify their needs and request what they want is also necessary through surveys, polls, focus groups, as well as talking to community, school, and religious organization leaders. Likewise, using census data is important in identifying the community demographic.

I also attended "Virtual Outreach that Works" by our very own Nick Tanzi. Nick focused on outreach goals, identifying targets for outreach and provided sample outreach targets and how they can be engaged to develop partnerships and relationships with the community.

On Friday night, NYLA hosted an awards banquet and inaugural dinner. A new president was sworn in for NYLA and several librarians were honored for their accomplishments. Rather than accept the award and speak at the podium, honorees pre-recorded their acceptance speeches and they were played on a large projector screen. This allowed every audience member to hear their inspirational messages loud and clear. After listening to their speeches, which primarily focused on access to information and intellectual freedom, I felt an even greater sense of pride about becoming a librarian and being someone who can implement change within the South Huntington community.

Overall, I very much enjoyed attending the 2022 NYLA conference and acquired a great deal of valuable information. I look forward to attending more conferences throughout my career as a librarian. Thank you very much for the opportunity to attend!



TO: Board of Trustees, South Huntington Public Library
FROM: Georgina Rivas-Martinez
DATE: November 14, 2022
RE: WOW - Without Walls Outreach Team

The WOW team has been busy with outreach in the community and school visits. We are excited to share what we've been doing these past months.

In early June, Lisa and I attended the South Huntington School District's Dual Language Program Informational Meeting. We were able to meet with Spanish-speaking parents and provide them with information about the library as well as encourage them to get library cards for their families.

In July and August, Lisa arranged for visits to Birchwood and Oakwood to talk to the students in the Summer Learning Program. We shared information about our on-going programs, the Summer Reading Challenge, and materials they can borrow. The students were so happy to spend time with us and some of them came to visit us at the library!

In addition, I arranged a one-day visit to the Walt Whitman High School ENL and Summer Learning Program and spoke to 70 students about the library. Both these programs were originally slated to come into the building, get a tour and spend some time here. Unfortunately, busing was an issue, so we decided to go to them instead.

In September, we attended Curriculum Nights at several schools in the district. We staffed tables, which featured library information as well as branded giveaways. During those visits, we brought library card applications, and many new families—and those who did not have cards—were able to apply for cards.

On Saturday, September 10th, the WOW team represented SHPL at Huntington's Unity Day, which was held at Stimson Middle School. We marched in the parade from Huntington High School down to Stimson Middle School with our SHPL banner and had a table set up where we distributed library information and branded giveaways. It was a great event, and we were so happy to be a part of it.

At the end of September, I met with MaryAnn Giannettino, the Outreach Coordinator at St. Elizabeth's, and she had me meet some of our patrons that utilize the pantry. I was able to get to know them and share information about the library. This meeting opened the door to the possibility of offering ESL classes at the church. This is something we are still exploring.

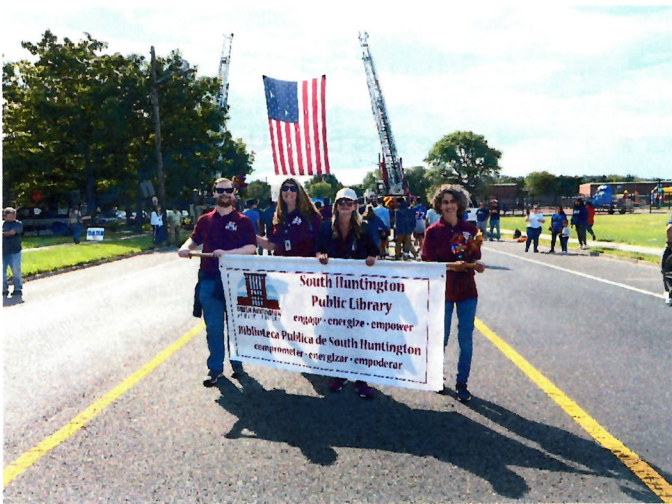
Finally, we had planned to host a Community Fair/Touch-a-Truck event in early October at the library. Unfortunately, the event was canceled due to weather. However, many of the participants told us to reach out and let them know when we have a new date, as they are still interested in partnering with us on this event.

In the coming months, there will be more school visits. I'm currently in the process of arranging for the ENL students from Walt Whitman High School to visit us sometime in December or in the spring.

Over the past year and a half, Martha and Jen O. visited Sunrise Senior Living with the residents. They did book discussions which incorporated memory presentations and some armchair travel activities. As well as a craft program with them and plan to return in the new year to craft and visit with them. The Homebound program is extended now to Sunrise Senior Living, Apex Rehabilitation and Atria Senior Living.

I would like to take this opportunity to thank you on behalf of the WOW team for your support, and for allowing us to venture beyond the library's walls to be a part of our community in new and exciting ways. Please enjoy some photos from our events.

Respectfully,
Georgina Rivas-Martinez







Proposed 2023 SCLS Budget

Information

The proposed 2023 SCLS operational budget calls for a 1% increase in member support. Due to the formula that SCLS uses to determine member support, a combination of a population and annual expenditures, our fee for 2023 will increase by only .52%. Our total cost for 2023 will be \$58,259.00, an increase of \$303.00 over last year.

SCLS annually requests additional funding from the member libraries for Overdrive, our countywide eBook collection and is billed separately as an SCLS pass-through cost. It has been determined, according to usage, that the funding will increase 6.5%. The usage for the service in the last twelve months has increased by 8.01%. Based on the formula used to calculate our cost, South Huntington will see an increase of 5%. Our total cost for 2023 will be \$148,015.00, an increase of \$7,276.00 over last year.

A draft of the 2023 SCLS Budget is attached with additional details. Each library board casts one vote for the budget.

Recommendation

That the Board of Trustees approves the SCLS proposed budget for 2023.



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 • FAX: 631-286-1647

November 1, 2022

To: Member Library Directors;
Boards of Trustees
From: Kevin Verbese
Re: **SCLS Proposed FY 2023 Budget**

Enclosed with this memo is the **Proposed SCLS FY 2023 Operating Budget** for your review and consideration.

At its meeting on October 31, 2022 the SCLS Board of Trustees approved the enclosed SCLS FY 2023 Operating Budget and authorized its submission for member library approval. In order for this proposal to take effect more than 2/3 of member libraries must vote to approve the proposed budget before December 31, 2022.

Attached to this memo are the final proposed SCLS FY 2023 Budget, a final proposed Member Support Chart, and your budget ballot. **Please print the ballot out and use it to record your library vote.**

To gain a full understanding of this proposed budget, and its impact on the member libraries, we ask that you review both this packet and the previously distributed "draft" budget packet that was dated October 5, 2022.

There have been some changes made from the "draft" budget that was distributed in October. The changes are based upon additional information and feedback that we have received subsequent to the "draft" budget being developed. The reasons behind each change are listed below.

Income

- 1) *Member Library Support* has been adjusted down to an overall 1% increase (from the 1.5% that was initially proposed) based on current projections and budgetary expectations.
- 2) *PALS Administrative Fee* has been increased to reflect the finalized PALS budget that was passed by consortium members in the last month.

- 3) *Sustainable Libraries Initiative* income of \$20,000 was added in order to reflect expected contributions from the SLI as the program grows and brings in new members.

Expenditures

- 1) *Salaries* overall increase from the first draft. This is due primarily to staffing additions to support the SLI, Lending Library, and Social Media team. SCLS and our staff union are currently negotiating terms of a new contract which will impact these lines as well.
- 2) *Health Insurance* and *Social Security* have been adjusted from the previous estimates based on new estimates and the updated adjustments in the salary lines.
- 3) *Professional Fees* have been adjusted up \$1,200 from the first draft based upon an increase in cost for our internal auditors.
- 4) *Books* have been increased by \$4,500 from the first draft so that SCLS can make a greater investment in the “pool collections” of books that libraries use for discussions and programming.
- 5) *Downloadable Media* have been increased by \$5,000 from the first draft so that SCLS can make a greater investment into the downloads collection of eBooks and eAudio that is purchased from Overdrive.
- 6) *Electricity* costs have been revised down \$2,000 from the first estimate based on current cost projections.
- 7) *Homework Help* which includes VetNow and JobsNow has been decreased by \$60,000 in the first draft based upon a newly negotiated contract for the services.
- 8) *Publicity and Printing* and been increased by \$20,000 from the first draft to reflect the need to better promote some of our shared online services which can be done using the expertise of our Social Media team.
- 9) *Vehicle Maintenance* costs have been raised \$2,500 from the first estimate based on current cost projections.
- 10) *Security Services* has been increased \$358 from the first draft to reflect current cost estimates.
- 11) *Programs* has been increased \$1,300 from the first draft (which is still a decrease of almost 14% from the current FY) to reflect current cost estimates.
- 12) *Gas* and *Electricity* have both been increased from the first draft to reflect current cost estimates.

13) *Equipment-Vehicles* has been increased by \$5,000 from the first draft (to \$65,000.) These are funds for the purchase of a new delivery vehicle.

14) *Facility Renovations* have been reduced by \$70,000 from the first draft as one of the projects initially included has been completed.

The bottom line after these changes have been made is that **the overall SCLS 2023 Budget is projected to increase by 6.13% (\$894,619.)** The operations side will increase by 1.73% (\$117,871) and the Direct Offset side will increase by 8.35% (\$646,748.) Most of the increase is due to the additional spending on Downloadable Media and a projected increase in coordinated orders.

Member Support, overall, will increase 1% (\$23,283) in 2023.

We are often asked why every library does not have the same percentage change in member support. Member library financial participation is determined by a formula that includes the library's service population (which has changed this year due to the release of the 2020 Census) and the library's expenditures for the prior year (2021.) If your library's disbursements (less capital expenditures and debt service – as defined in your New York State Annual Report) or population increased more than the County average then your contribution change will be greater than the average. The version that is enclosed with this memo is the final member support chart for 2023.

If possible, please address this issue at your next Board meeting and return the enclosed ballot to SCLS before December 31, 2022. Should you have any questions, please feel free to contact me.

Thank you for your continued support of our collaborative efforts.

2023 BUDGET REVENUE

	2021	2022	2023	2022 to 2023	2022 to 2023
SOURCE	Rev. Budget	Budget	Proposed	\$ Change	% Change
N. Y. State	3,187,691	2,656,409	2,883,774	227,365	8.56%
Local Services Support Aid (LSS)	306,749	306,749	330,753	24,004	7.83%
Outreach	262,238	218,531	235,160	16,629	7.61%
SCLS: CLA	174,391	145,326	156,407	11,081	7.62%
Misc. Grants	0	242,000	0	(242,000)	0.00%
Interest	10,000	5,000	5,000	0	0.00%
Rental	56,180	57,500	58,100	600	1.04%
Delivery Service	500	500	1,500	1,000	200.00%
Mailing Overdues	15,000	15,000	15,000	0	0.00%
Miscellaneous	10,000	10,000	10,000	0	0.00%
Contributions	100	100	100	0	0.00%
Programs/Rooms	5,000	5,000	6,000	1,000	20.00%
Library Contract Service	165,000	162,000	162,000	0	0.00%
Member Library Support	2,328,334	2,328,334	2,351,617	23,283	1.00%
PALS Admin. Fee	627,434	644,422	679,331	34,909	5.42%
Sustainable Libraries Initiative	0	0	20,000	20,000	100.00%
RFID Support	0	0	0	0	0.00%
Sub-Total (Operational)	7,148,617	6,796,871	6,914,742	117,871	1.73%
<i>Central Library support</i>					
Non-fiction (Overdrive)	12,000	12,000	12,000	0	0.00%
Homework Help	55,000	55,000	55,000	0	0.00%
ILL Delivery Support	0	0	0	0	0.00%
Sub-Total (Central Library)	67,000	67,000	67,000	0	0.00%
<i>DIRECT OFFSET</i>					
LLSA Member Libraries	520,748	433,957	467,287	33,330	7.68%
CLA CBA Central Library	414,551	345,458	371,799	26,341	7.62%
Suffolk E-Resources	722,400	744,000	770,040	26,040	3.50%
Coordinated Orders	700,000	1,000,000	1,200,000	200,000	20.00%
Downloadable Media	4,946,362	5,193,680	5,531,127	337,447	6.50%
SCLS: CBA	18,581	15,484	16,500	1,016	6.56%
Dedicated Library Aid (Grants)	10,712	8,926	31,500	22,574	252.90%
Misc. Grants	0			0	0.00%
Sub-Total (Direct Offset)	7,333,354	7,741,505	8,388,253	646,748	8.35%
Transfer from Unappropriated Fund Balance	0	0	130,000	130,000	0.00%
Sub-Total (Non-Operational)	-	-	130,000	130,000	0.00%
TOTAL REVENUE	14,548,971	14,605,376	15,499,995	894,619	6.13%

2023 Budget Expenditures

ACCOUNT TITLE	2021	2022	2023	2022 to 2023	2022 to 2023
	Rev. Budget	Budget	Proposed	\$ Change	% Change
<i>SALARIES</i>					
LIBRARIANS	1,268,847	1,305,985	1,492,060	186,075	14.25%
CLERICAL	948,526	1,029,845	1,069,789	39,944	3.88%
Shipping & Maint.	304,647	376,835	365,357	(11,478)	-3.05%
SUBSTITUTES & HOURLY	151,068	175,813	167,266	(8,547)	-4.86%
SUB-TOTAL (Salaries)	2,673,088	2,888,478	3,094,472	205,994	7.13%
<i>FIXED CHARGES & FRINGE BENEFITS</i>					
RETIREMENT	420,000	400,000	400,000	0	0.00%
SOCIAL SECURITY	203,175	220,768	232,312	11,544	5.23%
WORKER'S COMP.	41,500	41,500	37,500	(4,000)	-9.64%
UNEMPLOYMENT	50,000	1,000	1,000	0	0.00%
DISABILITY	6,000	5,000	5,000	0	0.00%
HEALTH INSURANCE	500,000	445,000	460,000	15,000	3.37%
MEDICAL INS. RETIREES	550,000	500,000	520,000	20,000	4.00%
DENTAL	40,000	42,000	38,000	(4,000)	-9.52%
OPTICAL	3,500	4,500	4,500	0	0.00%
FLEX PLAN	500	500	500	0	0.00%
SICK & VAC. PAYOUTS	85,000	85,000	95,000	10,000	11.76%
LONG TERM CARE INS.	2,500	2,500	2,000	(500)	-20.00%
INSURANCE INCENTIVE	23,000	26,000	42,000	16,000	61.54%
Empl. Assist. Program	2,000	2,000	1,800	(200)	-10.00%
SUB-TOTAL (Fixed & Fringe)	1,927,175	1,775,768	1,839,612	63,844	3.60%
<i>PROFESSIONAL FEES</i>	60,850	62,350	57,050	(5,300)	-8.50%
SUB-TOTAL (Professional Fees)	60,850	62,350	57,050	(5,300)	-8.50%
<i>LIBRARY MATERIALS</i>					
BOOKS	3,500	2,500	10,000	7,500	300.00%
DOWNLOADABLE MEDIA	100,000	100,000	105,000	5,000	5.00%
HOMEWORK HELP	366,000	366,000	306,000	(60,000)	-16.39%
SUB-TOTAL	469,500	468,500	421,000	(47,500)	-10.14%
<i>DIRECT OFFSET</i>					
LLSA MEMBER LIBRARIES	520,748	433,957	467,287	33,330	7.68%
CLA CBA CNTRL LIBRARY	414,551	345,458	371,799	26,341	7.62%
CBA MATERIALS	18,581	15,484	16,500	1,016	6.56%
SUFFOLK E-RESOURCES	722,400	744,000	770,040	26,040	3.50%
DOWNLOADABLE MEDIA	4,946,362	5,193,680	5,531,127	337,447	6.50%
COORDINATED ORDERS	700,000	1,000,000	1,200,000	200,000	20.00%
Dedicated Library Aid	10,712	8,926	31,500	22,574	252.90%
Misc. Grants	-	-	0	0	0.00%
SUB-TOTAL	7,333,354	7,741,505	8,388,253	1,054,899	14.38%

2023 Budget Expenditures

ACCOUNT TITLE	2021	2022	2023	2022 to 2023	2022 to 2023
	Rev. Budget	Budget	Proposed	\$ Change	% Change
OPERATIONS					
OFFICE & LIB. SUPPLIES	30,000	44,500	40,500	(4,000)	-8.99%
TELEPHONE VOICE	22,000	26,000	23,000	(3,000)	-11.54%
ISP SERVICE	60,000	60,000	35,000	(25,000)	-41.67%
Line of Credit INTEREST	100	100	100	0	0.00%
POSTAGE & FRGHT SCLS	10,000	12,500	15,000	2,500	20.00%
POSTAGE OVERDUES	12,000	12,000	9,000	(3,000)	-25.00%
PUBLICITY & PRINTING	30,000	30,000	50,000	20,000	66.67%
TRAVEL	10,000	20,500	23,500	3,000	14.63%
LOST IN TRANSIT	13,500	13,500	10,000	(3,500)	-25.93%
OVERDUE SUPPLIES	3,500	3,500	3,500	0	0.00%
MEMBERSHIP DUES	25,000	25,000	25,000	0	0.00%
MAINT. - OFFICE EQUIP.	23,800	18,050	16,000	(2,050)	-11.36%
COMPUTER SERVICES	260,000	260,500	261,500	1,000	0.38%
VEHICLE OPERATION	38,300	40,700	35,000	(5,700)	-14.00%
VEHICLE MAINTENANCE	12,000	12,000	17,500	5,500	45.83%
SECURITY SERVICES	21,500	21,500	21,858	358	1.67%
TRUSTEE EXPENSE	2,500	2,500	2,000	(500)	-20.00%
PROGRAMS	50,000	59,500	51,300	(8,200)	-13.78%
PROF. DEVELOPMENT	15,000	35,500	37,000	1,500	4.23%
Misc	604,054	-	0	0	0.00%
SUB-TOTAL	1,243,254	697,850	676,758	(21,092)	-3.02%
BUILDING OPERATIONS					
GAS	21,000	21,000	31,000	10,000	47.62%
ELECTRICITY	38,000	36,000	47,000	11,000	30.56%
WATER	1,500	1,500	1,200	(300)	-20.00%
SUPPLIES-JANITORIAL	2,500	2,500	2,000	(500)	-20.00%
CONTRACT SERVICES	307,062	307,125	358,800	51,675	16.83%
REPAIR - BLDG. & EQUIP.	35,000	40,000	40,000	0	0.00%
SUB-TOTAL	405,062	408,125	480,000	71,875	17.61%
INSURANCE	71,688	77,800	77,850	50	0.06%
EQUIPMENT - LENDING LIBRARY	5,000	5,000	5,000	0	0.00%
EQUIPMENT - SYSTEM	35,000	55,000	45,000	(10,000)	-18.18%
EQUIPMENT - VEHICLES	-	275,000	65,000	(210,000)	100.00%
FACILITY RENOVATIONS	325,000	150,000	350,000	200,000	133.33%
SUB-TOTAL	436,688	562,800	542,850	(19,950)	-3.54%
TOTAL EXPENDITURES	14,548,971	14,605,376	15,499,995	894,619	6.13%

**Proposed 2023 MEMBER LIBRARY SUPPORT @ 1.00% (OVERALL INCREASE)
BASED ON ANNUAL REPORT FINANCIALS: 2021**

	ACT 2022 ML SUPP	PROP 2023 ML SUPP	\$ Change PROP 2023 FROM 2022 ACT	% Change PROP 2023 FROM 2022 ACT
AMAGANSETT	11,057	11,168	111	1.00%
AMITYVILLE	33,060	33,869	809	2.45%
BABYLON	19,121	19,119	(2)	-0.01%
BAYPORT-BLUE POINT	23,736	23,517	(219)	-0.92%
BAY SHORE-BRIGHTWATERS	42,645	43,846	1,201	2.82%
BRENTWOOD	107,019	108,934	1,915	1.79%
BROOKHAVEN	11,057	11,444	387	3.50%
CENTER MORICHES	37,385	40,667	3,282	8.78%
CENTRAL ISLIP	46,327	50,211	3,884	8.38%
COLD SPRING HARBOR	18,699	19,082	383	2.05%
COMMACK	31,701	31,696	(5)	-0.02%
COMSEWOGUE	63,978	64,172	194	0.30%
CONNETQUOT	63,660	61,929	(1,731)	-2.72%
COPIAGUE	42,458	43,666	1,208	2.85%
CUTCHOGUE-NEW SUFFOLK	11,057	11,456	399	3.61%
DEER PARK	36,138	36,142	4	0.01%
EAST HAMPTON	26,626	31,350	4,724	17.74%
EAST ISLIP	38,956	38,024	(932)	-2.39%
ELWOOD	18,725	19,068	343	1.83%
EMMA S CLARK	64,331	66,706	2,375	3.69%
FLOYD MEMORIAL	11,057	11,168	111	1.00%
HALF HOLLOW HILLS	71,603	73,215	1,612	2.25%
HAMPTON BAYS	23,405	24,902	1,497	6.40%
HAMPTON	11,057	11,168	111	1.00%
HARBORFIELDS	37,332	37,215	(117)	-0.31%
HAUPPAUGE	23,717	23,655	(62)	-0.26%
HUNTINGTON	71,252	69,643	(1,609)	-2.26%
ISLIP	33,768	32,230	(1,538)	-4.55%
JOHN JERMAIN	11,057	16,710	5,653	51.13%
LINDENHURST	54,141	52,854	(1,287)	-2.38%
LONGWOOD	84,485	85,659	1,174	1.39%
MASTICS-MORICHES-SHIRLEY	89,348	85,263	(4,085)	-4.57%
MATTITUCK	11,057	11,168	111	1.00%
MIDDLE COUNTRY	122,961	122,483	(478)	-0.39%
MONTAUK	11,057	11,168	111	1.00%
NORTH BABYLON	39,218	38,518	(700)	-1.78%
NORTH SHORE	43,589	42,107	(1,482)	-3.40%
NORTHPORT-EAST NORTHPORT	76,978	77,539	561	0.73%
PATCHOGUE-MEDFORD	88,255	86,365	(1,890)	-2.14%
PORT JEFFERSON	32,582	33,539	957	2.94%
QUOGUE	11,057	11,168	111	1.00%
RIVERHEAD	51,451	51,587	136	0.26%
ROGERS MEMORIAL	32,003	36,329	4,326	13.52%
SACHEM	117,362	116,145	(1,217)	-1.04%
SAYVILLE	30,584	30,786	202	0.66%
SHELTER ISLAND	11,057	11,168	111	1.00%
SMITHTOWN	160,973	160,026	(947)	-0.59%
SOUTH COUNTRY	30,623	29,733	(890)	-2.91%
SOUTH HUNTINGTON	57,956	58,259	303	0.52%
SOUTHOLD	11,057	11,168	111	1.00%
WEST BABYLON	38,560	38,464	(96)	-0.25%
WEST ISLIP	40,283	40,455	172	0.43%
WESTHAMPTON	21,799	25,265	3,466	15.90%
WYANDANCH	17,914	18,429	515	2.87%
TOTALS:	2,328,334	2,351,617	23,283	1.00%

Water Fountain Upgrades

Information

It has long been a goal of our Sustainability Team to retrofit our water fountains so that patrons are able to refill their water bottles. By reducing the public's reliance on purchasing single use bottled water we will help to ensure less plastic waste polluting our environment as well as reducing the CO2 emissions resulting from its production and transportation. The quotes are summarized in the table below:

All Service Heating & Air Conditioning	Werner's Plumbing & Heating	Allan Feldman Plumbing & Heating
\$13,600.00	\$11,200.00	No Bid

Werner's Plumbing and Heating has provided services for the library in the past and has performed reliably and has provided the lower cost.

Recommendation

That the Board of Trustees authorizes *Werner's Plumbing and Heating* to upgrade two water fountains at a total cost of \$11,200.00.

1

2

3

American Library Association Library Learning Experience Conference

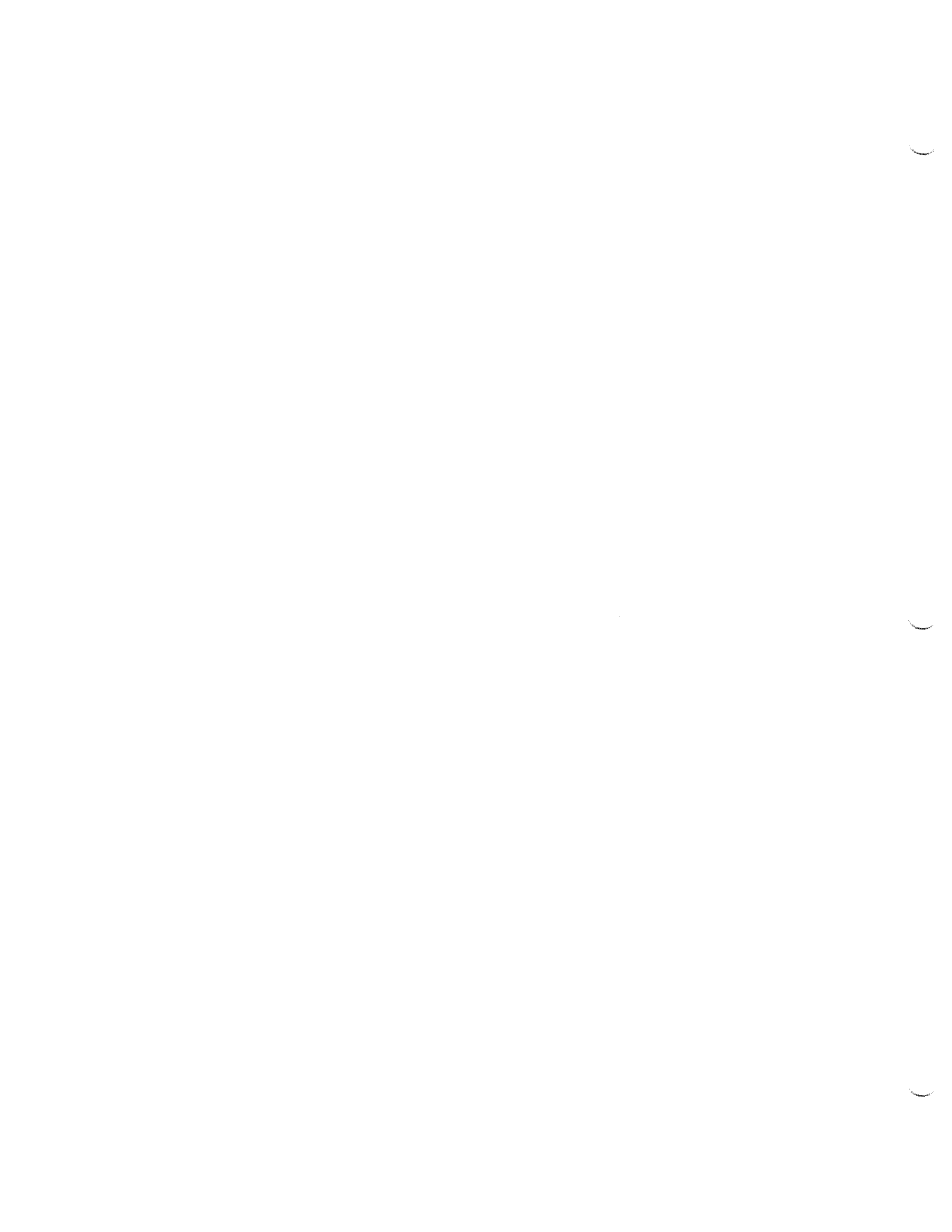
Information

The annual Library Learning Experience (LibLearnX) conference sponsored by the American Library Association will take place in New Orleans, from Friday, June 24 through Tuesday, June 28, 2022. Registration is open. The estimated cost of attending is detailed below:

	Cost per Person
Registration	\$400
Hotel (4 nights)	\$1,200
Food (\$60 per day)	\$240
Transportation	\$750
Misc.	\$250
Total	<hr/> \$2,840

Recommendation

That the Board of Trustees authorizes one staff member to attend the 2023 Library Learning Experience (LibLearnX) Conference at a cost not to exceed \$2,840.00.



Proposed SCLS Resource Sharing Code Amendments

Information

The SCLS Resource Sharing Code document provides minimum standards for sharing of resources among Suffolk Cooperative Library System member libraries. The attached memo and document explain recent amendments that have been suggested by the SCLS Resource Sharing Advisory Committee of member library directors and has been approved by the SCLS Board of Trustees. Each library board receives one vote.

Recommendation

That the Board of Trustees approves the amendments to the SCLS Resource Sharing Code.



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 • FAX: 631-286-1647

September 13, 2022

To: SCLS Member Library Directors and Boards of Trustees
From: Kevin Verbese

Re: Proposed Resource Sharing Code Amendments

Attached please find a copy of proposed changes to the Suffolk Cooperative Library System's Resource Sharing Code. In the attached Code additions are in **BOLD** and deletions are in ~~strikethrough~~.

The limited number of changes (both additions and deletions) are being recommended in order to ensure that the Code is reflective of current practices. The guiding philosophy of the document remains the idea that *reciprocal* borrowing by both individual library users (direct access) and by member libraries (interlibrary loan) is good for all parties involved.

All of the proposed changes have been developed, discussed, debated, and unanimously recommended for approval by the SCLS Resource Sharing Advisory Committee of member library directors. The SCLS Board of Trustees unanimously approved the changes at their September 6, 2022 meeting and has authorized me to distribute them to you for a vote.

In order for this proposed amendment to take effect two-thirds of the member library's Board of Trustees must vote for their approval.

Attached please find a copy of the revised Code and a copy of the ballot. Please complete and return the ballot to the Director's Office at SCLS by December 1, 2022.

Please do not hesitate to contact me if you have any questions or concerns at all about this issue. I would be happy to visit with any interested member library directors or Boards of Trustees to discuss the Resource Sharing Code and the proposed changes.



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 FAX: 631-286-1647

BALLOT

To: SCLS DIRECTOR'S OFFICE

At the Board meeting held _____ the _____

_____ Library voted on the proposed amendments to
the SCLS Resource Sharing Code as outlined in the memorandum dated September 13,
2022.

Accept _____

Reject _____

Signed _____
Library Director

Please return to the Director's Office at SCLS by December 1, 2022

**SUFFOLK COOPERATIVE
LIBRARY SYSTEM**

*Resource
Sharing
Code*

ADOPTED 6/84

REVISED 12/85; 5/87; 6/89; 4/94; 5/96; 6/99; 7/02; 9/07; 5/10, 12/14,
[2022]

SCLS RESOURCE SHARING CODE

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New York State Commissioner of Education's Regulation 90.3 (1-5)

SCLS RESOURCE SHARING CODE

(Adopted July 1, 1984; revised 12/4/85; 5/31/87, 6/30/89, 4/6/94, 5/1/96, 6/2/99, 7/18/01, 7/17/02, 9/5/07, 5/5/10, 12/3/14, {2022})

INTRODUCTION

The Resource Sharing Code provides minimum standards for sharing of resources among Suffolk Cooperative Library System (SCLS) member libraries. However, libraries are encouraged to do more to facilitate resource sharing so that our patrons are well-served regardless of the library they are using.

Resource Sharing has three components:

Direct Access: cardholders of one library borrowing material in person from another SCLS member library that is not their home library.

Interlibrary Loan: cardholders borrowing materials obtained from other libraries, as a result of holds initiated by themselves or by the library.

III. In-library/On-site Use: any New York State resident using library resources on the premises of any SCLS member library.

I. DIRECT ACCESS

A. Member Library Responsibilities

1. Member libraries of the Suffolk Cooperative Library System (hereinafter referred to as SCLS) agree to make the resources of their collections available to any borrower possessing a valid full-service borrower's card in good standing issued by any member library of SCLS. A full-service borrower's card is a card issued by any member library to a resident of a community within the library's chartered service area or a borrower's card issued by any member library to a nonresident as part of a library service contract. The following restrictions apply to direct access borrowing at the discretion of each library:

- a) Materials which do not circulate locally by reason of their inclusion in a special collection may be withheld from circulation to direct access borrowers.
- b) Any material which is in high demand at the local library may be withheld from circulation to direct access borrowers.

- c) Materials which have been in a library's collection less than one year may be withheld from circulation to direct access borrowers.
 - d) A library may restrict direct access borrowing by residents of any individual library service area if this borrowing exceeds 3.5% of its annual circulation to local patrons or if its direct access circulation in the aggregate exceeds 7% of its local circulation. The SCLS direct access samples and the library's annual circulation for the previous six months as reported on SCLS circulation statistics shall be the basis for such a determination. Local circulation shall be defined for this purpose as the sum of a library's annual circulation plus the number of books borrowed by its resident card holders through direct access during the last sample period minus the number of books lent by the library to residents of other communities through direct access during the last sample period.
 - e) Each member library may deny local borrowing privileges of any delinquent direct access borrower, who after notice, fails to return overdue library material~~].~~ **[or who fails to pay any fines or charges levied by reason of this borrowing.]**
2. Each member library agrees to accept the initial responsibility for the recovery of any materials it lends through direct access borrowing. If materials are not returned to the lending library after due notice, each member library agrees to accept ~~financial~~ responsibility ~~for~~ **[to assist the lending library in recovering]** materials not returned by its patrons borrowed through direct access.
 3. Each member library agrees to share with the home library and SCLS the name of any direct access borrower who, after due notice, has failed to pay for or return materials borrowed from that library.
 4. If a patron returns direct access material long overdue and the lending library has already been reimbursed there will be no refund of the reimbursement previously received.
 5. Each member library agrees that fines and charges for direct access borrowing will be the same as those levied for local borrowing.
 6. Each member library agrees that the loan period for local and direct access cardholders will be the same.

7. Each member library agrees to share with other member libraries the delinquency status of its own patrons.
8. Each member library agrees to accept for return to the home library through the SCLS delivery any material belonging to any SCLS member library. The patron's responsibility for any materials ends once accepted for return by any SCLS member library.

B. SCLS Responsibilities

1. SCLS agrees to be responsible for the delivery of materials belonging to SCLS member libraries that have been returned to other member libraries. SCLS agrees to be financially responsible for any materials lost in transit.
2. SCLS agrees to maintain and update a Countywide patron database that is accessible by each member library.
3. SCLS agrees to tabulate direct access statistics annually and to provide a copy of this tabulation to each member library.
4. SCLS agrees to establish a contract fee which must be charged to any unserved contracting area. The contract fee shall equal the Countywide average per capita support of libraries. The fee is calculated each year based upon submissions in the most recently approved Annual State Reports and becomes effective July 1.

II. INTERLIBRARY LOAN

A. Member Library Responsibilities

1. Member libraries of the Suffolk Cooperative Library System agree to make available the resources of their collections, to other member libraries for loan to any patron possessing a valid full-service borrower's card in good standing.

A full-service borrower's card is a card issued by any member library to a resident of a community within the library's chartered service area or a card issued to a non-resident as part of a library service contract.

The following restrictions apply to interlibrary loan borrowing at the discretion of each library:

- a) Materials which do not circulate locally by reason of their inclusion in a special collection may be withheld from circulation to interlibrary loan borrowers.

- b) Any material which is in high demand at the local library may be withheld from circulation to interlibrary loan borrowers.
 - c) Materials which have been in a library's collection less than one year may be withheld from circulation to interlibrary loan borrowers.
2. Each member library agrees to be responsible for materials borrowed through interlibrary loan and to make every effort to recover these materials and ~~[to pay any costs incidental to their loss.]~~ **[to assist the lending library in recovering materials not returned by its patrons borrowed through interlibrary loan.]**
 3. Each member library agrees to honor the loan period for interlibrary loan materials stipulated by the lending library and to honor any use restrictions imposed by the lending library.

B. SCLS Responsibilities

SCLS agrees to be responsible for the delivery and return of materials borrowed through interlibrary loan. It agrees to be financially responsible for any interlibrary loan materials lost in transit.

III. IN-LIBRARY/ON-SITE USE

In-library/On-Site Use is governed by New York State Commissioner of Education's Regulation 90.3 (1-5). (Appendix I)

IV. SYSTEM-WIDE SERVICES

System-wide services, other than those mandated by New York State, shall be available only to patrons of fully participating libraries in the SCLS Service Program holding a full-service borrower's card in good standing.

V. MAINTENANCE OF UNION CATALOG and COUNTYWIDE PATRON DATABASE

A. Member Library Responsibilities

Each member library agrees to furnish SCLS with a copy of the bibliographic record of each title currently in its collection.

Each member library agrees to furnish SCLS with a copy of the patron record of each current cardholder.

B. SCLS Responsibilities

SCLS agrees to maintain and update a union catalog of materials held by the member libraries of the SCLS as required by New York State Commissioner of Education's Regulation 90.3 and to provide access to this catalog to the member libraries.

SCLS agrees to maintain and update a Countywide patron database and to provide access to this database to the member libraries.

VI. CODE OBSERVANCE AND REVISION

A. Member Library Responsibilities

Each member library agrees that as a member of SCLS it will be bound by the terms of this agreement and by the terms of any subsequent agreement which is modified according to the provisions of paragraph V. B.

B. SCLS Responsibilities

SCLS agrees that it will review the Code regularly for the purpose of recommending to the member libraries any necessary changes in the Code. It agrees that any recommendations for changes to the Code are to be made to the member library Boards of Trustees and that no changes in the Code will be implemented without prior agreement of the Boards of Trustees of two-thirds of its member libraries.

APPENDIX I

§90.3 Approval of public library systems (revised May 18, 2009)

(a) Definitions

(b) A public library system may be approved for State aid under sections 272 and 273 of the Education Law if it complies with the provisions of the aforementioned sections of the Education Law and the provisions of this section.

(c) Full approval shall not be given to a public library system unless it will serve at least 200,000 people or 4,000 square miles of area. Provisional approval may be given to a public library system which will serve at least 50,000 persons, provided the area includes three or more political subdivisions, and provided further that a satisfactory plan is submitted for expansion of service during the ensuing five-year period.

(d) (1) In order to qualify for full approval, a public library system plan of service shall provide for:

(i) on site use, by all individuals residing within the boundaries of the public library system, of the total library resources within the system. No such individual shall pay a fee for such on-site use. No such individual shall be excluded from on-site use of the library resources of the system or any of its member libraries because of age, cultural, economic or civic status.

(ii) direct access, by all individuals residing within the boundaries of the public library system, to the library resources within the system, by acceptance of a borrower's card issued by the system or by any member library in the system. Such card shall be issued at no cost to the individual and shall be honored on the same basis as that specified for resident borrowers in each member library. No resident shall be excluded from direct access to the library resources of the system or any of its member libraries because of age, cultural, economic or civic status.

(iii) a procedure, whereby a member libraries may discuss, modify or amend the conditions, procedures, and agreed upon means of implementing, changing or altering the conditions of direct access within the system service area pursuant to paragraphs (2) and (3) of this subdivision. The system board of trustees, prior to submission of a plan of service for approval by the commissioner, shall by majority vote of the member libraries obtain ratification of the direct access provision. The plan shall be accompanied by a statement of agreement signed by the president of the public library system board of trustees and the presidents of the board of trustees of a majority of the member libraries.

(iv) an analysis of the library resources available to unserved and underserved populations residing within the system's boundaries in a format prescribed by the commissioner. Such analysis shall include, but shall not be limited to:

- (a) a description of the unserved and underserved populations residing within the system's boundaries;
- (b) a description of any deficiencies in library resources currently available to individuals residing within the system's boundaries;
- (c) a summary of recommended actions to expand the availability of library resources to unserved and underserved populations residing within the system's boundaries;
- (d) a timetable for taking action on recommendations; and
- (e) assignment of responsibilities for providing library resources to unserved and underserved populations.

(2) Subject to the approval of the majority of the member libraries, certain modifications to unrestricted direct access as described in subparagraphs (ii) and (iii) of this paragraph may be made without the approval of the commissioner. An approved plan of service must describe the conditions under which such modifications will be implemented. If such conditions change, the public library system shall submit an amendment of the plan of service to the department in a format and according to a timetable established by the commissioner. The plan shall describe the conditions under which registered member libraries:

(i) shall not be required to provide free direct access to their materials and services to residents of a jurisdiction of 10,000 population or more which has not exercised the authority contained in section 255 of the Education Law, or other pertinent legislative act, to establish and maintain a public library, or which is not contracting for public library service in accordance with section 256 of the Education Law.

(ii) may place restrictions upon the loan of library resources. Such restrictions shall be limited to nonprint materials and equipment, and printed materials less than one year old, including fiction and nonfiction books and periodicals. Such materials must have been purchased from local funds.

(iii) may place restrictions upon attendance at library programs. If attendance must be limited, local residents may be given first access to them. Such programs must have been supported entirely from local funds.

(3) Subject first to the approval of the majority of the member libraries, and then to the approval of the commissioner, certain additional modifications to unrestricted direct access may be made for individual member libraries beyond those described in paragraph (2) of this subdivision. Such requests from individual libraries, once approved by the majority of the member libraries according to the procedures outlined in subparagraph (iii) of paragraph (1) of this subdivision, shall be submitted by the public library system to the commissioner for approval in a format and according to a timetable determined by the commissioner. The system board of trustees shall not unreasonably delay

consideration of transmission of a member library's request to the commissioner. No such request will be approved if it includes a fee or charge to an individual for a borrower's card. The request for approval of additional modifications to unrestricted direct access shall be in writing and shall include, but is not limited to, the following:

(i) documentation of the serious inequities and hardships affecting the resident borrowers of the member library making the request;

(ii) the proposed modifications to unrestricted direct access that will be implemented and a description of the anticipated impact on resident and non-resident borrowers;

(iii) a proposed timeframe within which such modifications will be in effect; and

(iv) recommendations for remedying the underlying inequity with a proposed timetable for action.

(4) Provisional approval may be granted, provided that each member library of the system shall have the right to borrow for one or more of its cardholders from any other member library of the public library system any book or other material on the same basis as that provided by the lending member library applicable to its resident cardholder.

(5) The provisional approval of a public library system may be extended by the commissioner for a period of not more than three years after the expiration of the original five-year period, upon satisfactory proof that immediate full compliance with paragraph (1) of this subdivision would result in specific extreme hardship to such system or its participating libraries and upon the condition that such public library system submit to the commissioner, prior to such extension, a satisfactory plan for compliance with paragraph (1) of this subdivision within the period of such extension. As a further condition of such extension, the commissioner may require a demonstration by the public library system of free access to a portion of the population served by such system. Each such library system shall annually submit a report of progress toward full compliance with paragraph (1) of this subdivision.



Obsolete Equipment

November 21, 2022

Information

The equipment identified is deemed obsolete and/or broken and is not worth repairing. Usable parts will be salvaged prior to recycling.

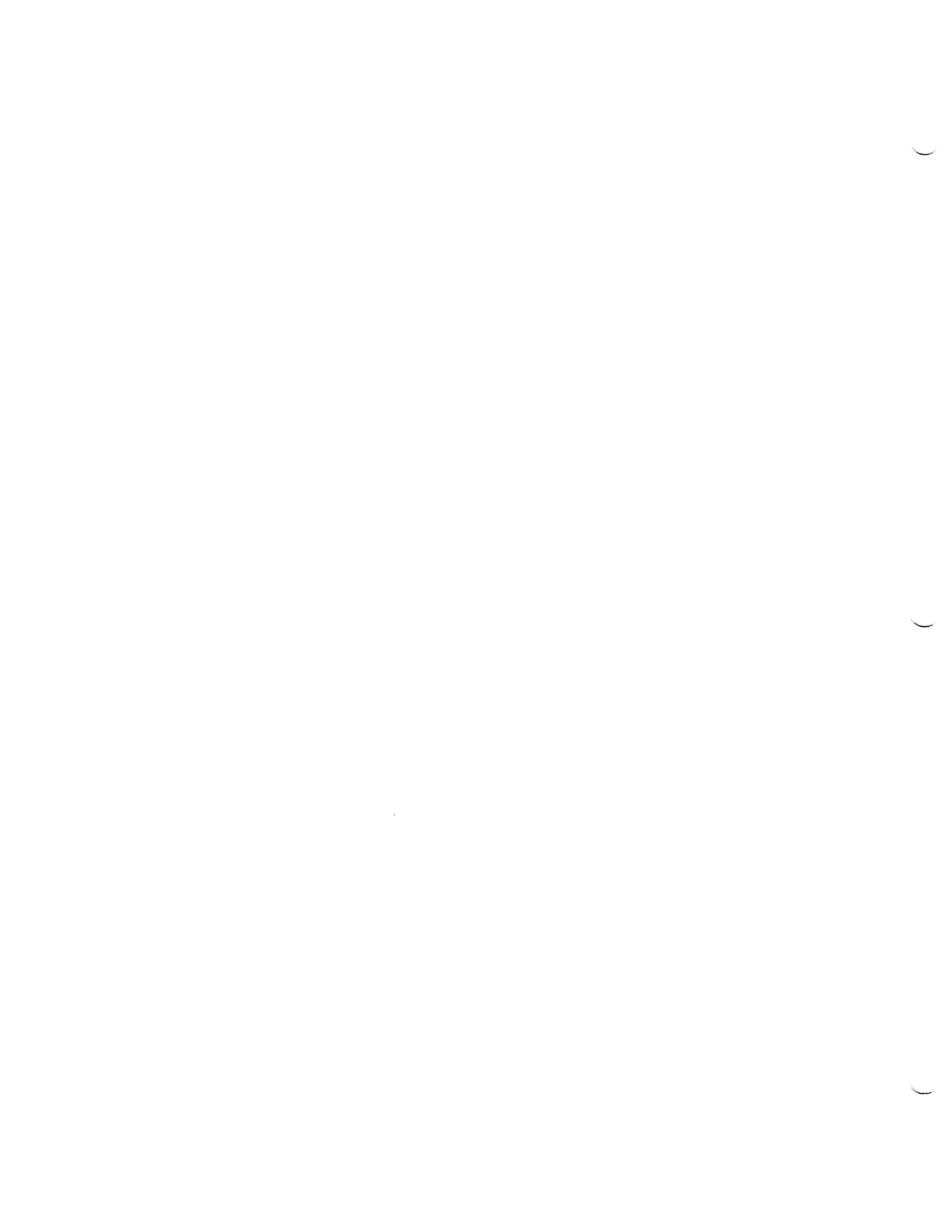
Recommendation

That the Board of Trustees authorizes staff to discard obsolete equipment in accordance with library policy and best practice.

REPORT | ToBeExcised

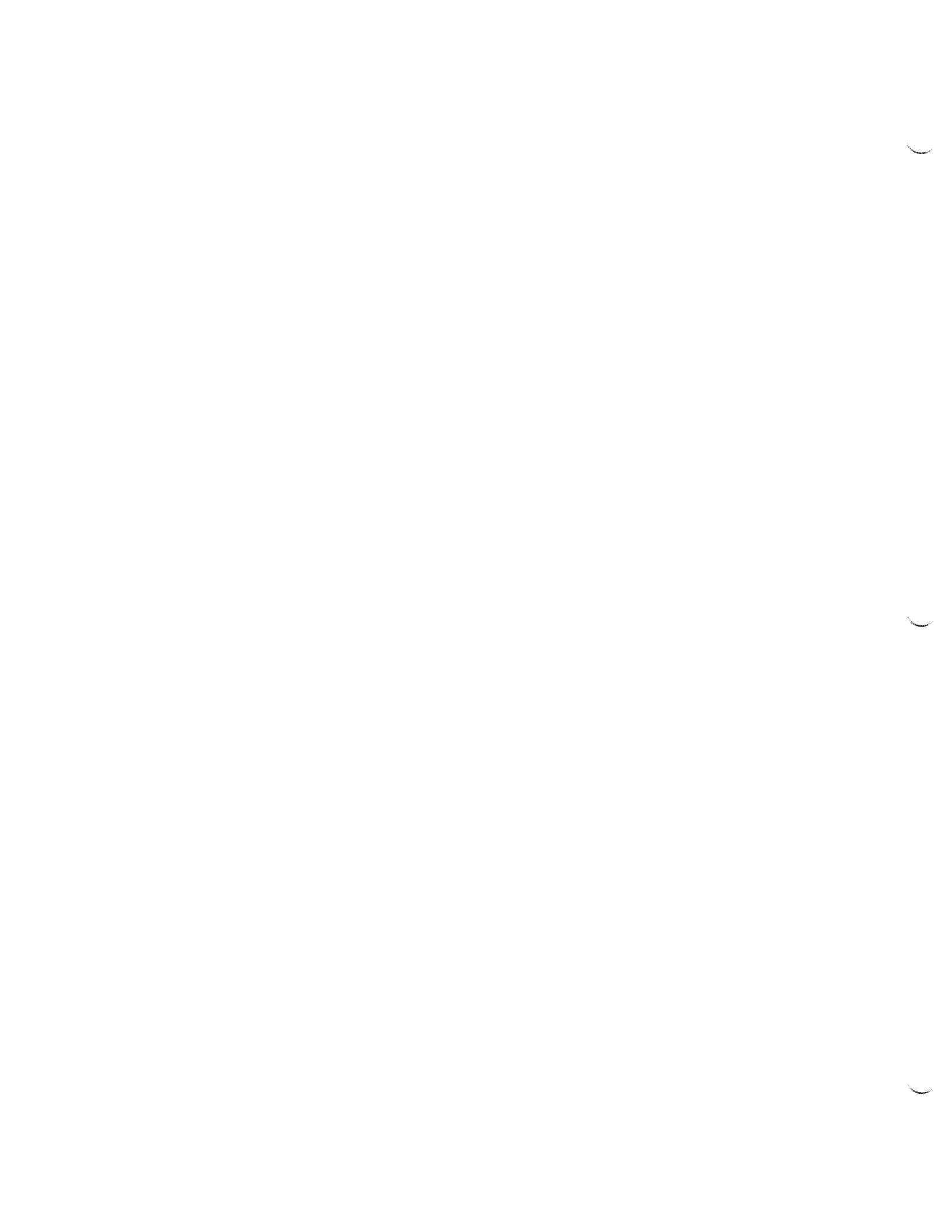
South Huntington Public Library

Asset Tag ID	Category	Serial No	Brand	Model	Purchase Date	Status
30652002676544	Monitor	6CM7170V8Q	HP	P232	06/01/2017	EOL
30652002676668	Monitor	6CM7170TFL	HP	P232	06/01/2017	EOL
30652002675199	Desktop PC	MXL943634F	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002675587	Desktop PC	2UA72335N1	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL
30652002675322	Desktop PC	2UA72335NB	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL
30652002675553	Desktop PC	2UA72335N9	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL
30652002675421	Desktop PC	2UA72335NN	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL
30652002675504	Desktop PC	2UA72335N4	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL



October 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 480
2 336	3 620	4 539	5 817	6 810	7 738	8 632
9 430	10 758	11 780	12 705	13 700	14 690	15 665
16 350	17 950	18 790	19 676	20 950	21 906	22 596
23 258	24 950	25 793	26 723	27 957	28 654	29 689
30 282	31 665					



Adult Programs - October 2022

Title	Event Start Date	People in Attendance
Walk2TheBeat Virtual Fitness (V)	10/01/2022 @ 9:30am	12
Pilates (L)	10/01/2022 @ 9:30am	25
Huntington Historical Society Genealogy Workshop (L)	10/01/2022 @ 11:00am	6
Wildcat Booster Club	10/02/2022 @ 2:00pm	9
Transitions Saxophone Quartet: All About Jazz	10/02/2022 @ 2:30pm	52
Beginner Tai Chi (L)	10/03/2022 @ 9:30am	24
Monday Yoga (L)	10/03/2022 @ 11:00am	25
Movie: Let Them All Talk (L)	10/03/2022 @ 2:00pm	31
Tai Chi Level 2 (L)	10/04/2022 @ 9:30am	17
Chair Yoga (V)	10/04/2022 @ 10:00am	5
2nd Precinct Community Meeting	10/04/2022 @ 7:00pm	47
Thursday Yoga (L)	10/06/2022 @ 9:30am	26
Genealogy Drop-in (L)	10/06/2022 @ 10:00am	7
Writing Workshop (V)	10/06/2022 @ 4:00pm	11
Home Study Orientation (L)	10/06/2022 @ 5:00pm	Cancelled
North Shore Civil War Roundtable (L)	10/06/2022 @ 7:00pm	Cancelled
Web Design: Intro to WordPress 1 (L)	10/06/2022 @ 7:00pm	13
ENL CLASS	10/06/2022 @ 7:30pm	3
Mah Jongg Club (L)	10/07/2022 @ 10:00am	6
Walk2TheBeat Virtual Fitness (V)	10/08/2022 @ 9:30am	11
Pilates (L)	10/08/2022 @ 9:30am	25
Folk Music Society of Huntington	10/09/2022 @ 1:00pm	2
Classical Sundays: Piano Duo (L)	10/09/2022 @ 2:30pm	60
Beginner Tai Chi (L)	10/10/2022 @ 9:30am	24
Monday Yoga (L)	10/10/2022 @ 11:00am	25
Movie: Ali & Ava (L)	10/10/2022 @ 2:00pm	37
Tai Chi Level 2 (L)	10/11/2022 @ 9:30am	17
Chair Yoga (V)	10/11/2022 @ 10:00am	8
SCORE	10/12/2022 @ 10:15am	13
Non-Fiction Book Discussion (L)	10/12/2022 @ 11:00am	10
Flu Shot Clinic	10/12/2022 @ 2:00pm	25
Where's My Stuff? The Ins & Outs of Managing Space (V)	10/12/2022 @ 7:00pm	16
Thursday Yoga (L)	10/13/2022 @ 9:30am	26
Huntington AARP	10/13/2022 @ 10:00am	0
A Day in the Life of a Healthy Brain (V)	10/13/2022 @ 11:00am	8
Writing Workshop (V)	10/13/2022 @ 4:00pm	10
Web Design: Intro to Wordpress 2 (L)	10/13/2022 @ 7:00pm	13
Adult Take & Make: Spider Web Wall Hanging (V)	10/13/2022 @ 7:00pm	22
ENL CLASS	10/13/2022 @ 7:30pm	2
Mah Jongg Club (L)	10/14/2022 @ 10:00am	8
Haunting Tales From Salem to Long Island (V)	10/14/2022 @ 11:00am	18
Community Shredding Day	10/15/2022 @ 9:00am	462
Walk2TheBeat Virtual Fitness (V)	10/15/2022 @ 9:30am	12
Pilates (L)	10/15/2022 @ 9:30am	25
Long Island Rose Society	10/15/2022 @ 1:00pm	12
Author Visit: Alyson Richman & Shaunna Edwards	10/16/2022 @ 2:30pm	46

Adult Programs - October 2022

Adult Take & Bake: German Apple Cake (V)	10/17/2022 @ 9:00am	24
Beginner Tai Chi (L)	10/17/2022 @ 9:30am	24
Operation Medicine Cabinet (L)	10/17/2022 @ 10:00am	Table in Lobby
Medicare Counseling One-on-One (L)	10/17/2022 @ 10:00am	1
Monday Yoga (L)	10/17/2022 @ 11:00am	25
Movie: The Duke (L)	10/17/2022 @ 2:00pm	39
Defensive Driving (L)	10/17/2022 @ 6:30pm	47
Beginner Excel: Functions & Formulas (V)	10/17/2022 @ 7:00pm	10
Library Board of Trustees Meeting	10/17/2022 @ 7:00pm	7
Tai Chi Level 2 (L)	10/18/2022 @ 9:30am	17
Chair Yoga (V)	10/18/2022 @ 10:00am	8
Medicare Made Easy (L)	10/18/2022 @ 7:00pm	16
Author Talk: The Hood in Our Neighborhood	10/18/2022 @ 7:00pm	1
Adult Craft: Eco-Printing (L)	10/18/2022 @ 7:00pm	12
SHUFSD Professional Development Workshop	10/19/2022 @ 4:00pm	14
Evening Book Discussion (L)	10/19/2022 @ 7:00pm	8
Thursday Yoga (L)	10/20/2022 @ 9:30am	20
Writing Workshop (V)	10/20/2022 @ 4:00pm	11
Huntington NAACP	10/20/2022 @ 6:30pm	45
Growing Organic Garlic (L)	10/20/2022 @ 7:00pm	26
Web Design: Intro to WordPress 3	10/20/2022 @ 7:00pm	12
ENL CLASS	10/20/2022 @ 7:30pm	1
Mah Jongg Club (L)	10/21/2022 @ 10:00am	8
Walk2TheBeat Virtual Fitness (V)	10/22/2022 @ 9:30am	11
Pilates (L)	10/22/2022 @ 9:30am	25
Book Donation Day	10/22/2022 @ 10:00am	N/A
Kids Flick: Lightyear (L)	10/23/2022 @ 2:00pm	8
Beginner Tai Chi (L)	10/24/2022 @ 9:30am	24
Monday Yoga (L)	10/24/2022 @ 11:00am	25
Movie: Mrs. Harris Goes to Paris	10/24/2022 @ 2:00pm	44
Defensive Driving (L)	10/24/2022 @ 6:30pm	47
Tai Chi Level 2 (L)	10/25/2022 @ 9:30am	17
Chair Yoga (V)	10/25/2022 @ 10:00am	8
Breast Cancer Awareness: Prevention, Diagnosis & Treatm	10/25/2022 @ 5:00pm	0
How to Be An eBay Seller (L)	10/25/2022 @ 7:00pm	12
Password Management for Beginners (L)	10/26/2022 @ 11:00am	16
Cooking with International Spices (L)	10/26/2022 @ 1:00pm	8
The Haunted Theaters of Broadway (L)	10/26/2022 @ 7:00pm	8
Thursday Yoga (L)	10/27/2022 @ 9:30am	20
ENL CLASS	10/27/2022 @ 7:30pm	6
Mah Jongg Club (L)	10/28/2022 @ 10:00am	8
Walk2TheBeat Virtual Fitness (V)	10/29/2022 @ 9:30am	11
Pilates (L)	10/29/2022 @ 9:30am	25
Live Theater: When Life Throws Up Hurdles, Jump!	10/29/2022 @ 2:30pm	34
Beginner Tai Chi (L)	10/31/2022 @ 9:30am	24
Monday Yoga (L)	10/31/2022 @ 11:00am	25
Movie: Arsenic & Old Lace (L)	10/31/2022 @ 2:00pm	18

Children's Programs - October 2022

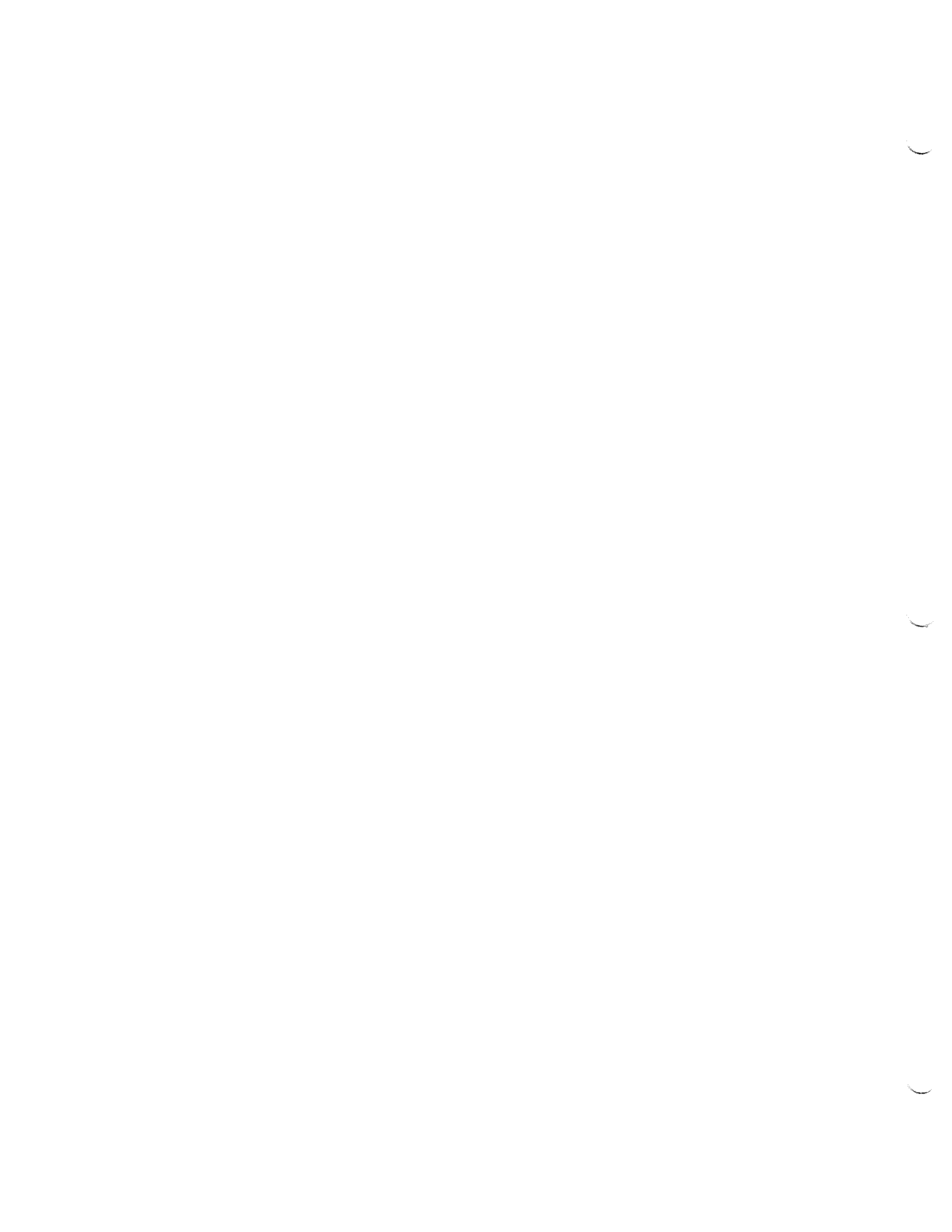
Title	Event Start Date	People in Attendance
Girl Scout Troop 334	10/01/2022 @ 10:00an	12
Toddlers Craftapalooza (L)	10/04/2022 @ 10:00an	20
Picture Book Time (L)	10/04/2022 @ 2:30pm	6
Zumba Kids! (L)	10/04/2022 @ 4:30pm	1
Baby Bundle Take & Make / Paquete Para BebÃ©s un Take &	10/05/2022 @ 10:00an	20
Beware the Kraken! (L)	10/05/2022 @ 2:00pm	22
Zumbini (L)	10/06/2022 @ 10:30an	18
PEQUEÃS POLLITOS:CELEBRANDO EL MES DE LA HISPANID/	10/06/2022 @ 6:00pm	14
Class Visit: Birchwood 5th Grade	10/07/2022 @ 9:30am	46
A Time for Kids (L)	10/07/2022 @ 10:00an	15
A Time for Kids (L)	10/07/2022 @ 11:00an	14
Art Club: Faith Ringgold (L)	10/07/2022 @ 4:30pm	10
Oh, The Places You'll Go (L)	10/08/2022 @ 2:00pm	11
Lego Club (L)	10/10/2022 @ 10:30an	12
Class Visit: Birchwood 5th Grade	10/11/2022 @ 9:30am	47
Toddlers Craft! Halloween Cupcake Decorating (L)	10/11/2022 @ 10:00an	16
Picture Book Time (L)	10/11/2022 @ 2:30pm	5
Zumba Kids! (L)	10/11/2022 @ 4:30pm	2
Class Visit: Birchwood 5th Grade	10/12/2022 @ 9:30am	42
Baby Time! (L)	10/12/2022 @ 10:30an	13
Yoga Kids (L)	10/12/2022 @ 4:30pm	11
Zumbini (L)	10/13/2022 @ 10:30an	17
After School Club (L)	10/13/2022 @ 4:30pm	10
PEQUEÃS POLLITOS:CELEBRANDO EL MES DE LA HISPANID/	10/13/2022 @ 6:00pm	9
Class Visit: Birchwood 5th Grade	10/14/2022 @ 9:30am	19
A Time for Kids (L)	10/14/2022 @ 10:00an	13
A Time for Kids (L)	10/14/2022 @ 11:00an	7
Tweens Night Out: Edible Haunted Houses (L)	10/14/2022 @ 7:00pm	15
My Grown-up & Me Yoga (L)	10/15/2022 @ 10:00an	Cancelled
Nature at Night (L)	10/15/2022 @ 2:00pm	11
Bilingual BANANAS BilingÃ¼es (L)	10/17/2022 @ 10:30an	7
Homework Help at the South Huntington Public Library	10/17/2022 @ 4:00pm	4
Ozobot Play and Learn (L)	10/17/2022 @ 4:30pm	14
Class Visit: Maplewood 3rd Grade	10/18/2022 @ 9:45am	40
Picture Book Time (L)	10/18/2022 @ 2:30pm	9
Zumba Kids! (L)	10/18/2022 @ 4:30pm	2
Girl Scout Troop 610	10/18/2022 @ 5:00pm	8
Baby Time! (L)	10/19/2022 @ 10:30an	14
Yoga Kids (L)	10/19/2022 @ 4:30pm	6
Class Visit: Maplewood 3rd Grade	10/20/2022 @ 9:45am	44
Zumbini (L)	10/20/2022 @ 10:30an	18
After School Club (L)	10/20/2022 @ 4:30pm	10
Class Visit: Maplewood 3rd Grade	10/21/2022 @ 9:45am	44
A Time for Kids (L)	10/21/2022 @ 10:00an	14
A Time for Kids (L)	10/21/2022 @ 11:00an	13
Art Club: Georges Seurat (L)	10/21/2022 @ 4:30pm	11

Children's Programs - October 2022

Music & Movement	10/22/2022 @ 10:00an	10
Baking Coach: Fondant Ghost Cupcakes (V)	10/22/2022 @ 2:00pm	24
Kids Flick: Lightyear (L)	10/23/2022 @ 2:00pm	8
Class Visit: Maplewood 3rd Grade	10/24/2022 @ 9:45am	30
Bilingual BANANAS BilingÃ¼es (L)	10/24/2022 @ 10:30an	4
Homework Help at the South Huntington Public Library	10/24/2022 @ 4:00pm	3
3D Doodlers Design Challenge (L)	10/24/2022 @ 4:30pm	15
Girl Scouts of South Huntington	10/24/2022 @ 5:30pm	17
Halloween Story Adventure and Pumpkin Picking (In-person)	10/25/2022 @ 10:00an	12
Halloween Story Adventure and Pumpkin Picking (L)	10/25/2022 @ 11:00an	12
Picture Book Time (L)	10/25/2022 @ 2:30pm	7
Zumba Kids! (L)	10/25/2022 @ 4:30pm	4
Class Visit: Birchwood 5th Grade	10/26/2022 @ 9:30am	19
Baby Time! (L)	10/26/2022 @ 10:30an	14
Yoga Kids (L)	10/26/2022 @ 4:30pm	11
Class Visit: Maplewood 3rd Grade	10/27/2022 @ 9:45am	40
Zumbini (L)	10/27/2022 @ 10:30an	12
After School Club (L)	10/27/2022 @ 4:30pm	11
Class Visit: Birchwood 5th Grade	10/28/2022 @ 9:30am	44
A Time for Kids (L)	10/28/2022 @ 10:00an	10
A Time for Kids (L)	10/28/2022 @ 11:00an	11
Library Arts Presents: Ghostly Forest (L)	10/29/2022 @ 2:00pm	14
Bilingual BANANAS BilingÃ¼es (L)	10/31/2022 @ 10:30an	7

YA Programs - October 2022

Title	Event Start Date	People in Attendance
Guess in a Jar: Sour Patch Kids!	10/01/2022 @ 12:00am	69
Recycling Challenge October 2022	10/01/2022 @ 12:00am	5
Homework Help Training Session	10/03/2022 @ 5:00pm	1
Executive Teen Advisory Board	10/04/2022 @ 7:00pm	3
Trivia Night (L)	10/07/2022 @ 7:00pm	7
Letters for Military Members: a Community Service Program	10/08/2022 @ 1:00pm	2
Spider Web Pizza (L)	10/11/2022 @ 7:00pm	10
Paint a Pumpkin (L)	10/12/2022 @ 7:00pm	9
Coloring and Music (L)	10/14/2022 @ 6:30pm	8
Decorate Lunch Bags: a Community Service Program	10/15/2022 @ 1:00pm	14
Homework Help - Teen Volunteers	10/17/2022 @ 4:00pm	3
Teen Advisory Board	10/18/2022 @ 7:00pm	15
Spooky Spider Night Light: a Grab & Go Program	10/19/2022 @ 10:00am	12
International Cooking	10/20/2022 @ 5:00pm	3
Creepy Cupcakes	10/21/2022 @ 7:00pm	14
Create Dog Toys: a Community Service Program	10/22/2022 @ 1:00pm	11
Kids Flick: Lightyear (L)	10/23/2022 @ 2:00pm	8
Homework Help - Teen Volunteers	10/24/2022 @ 4:00pm	3
Teens vs Wild: a Community Service Program	10/24/2022 @ 7:00pm	7
BLINGO	10/28/2022 @ 7:00pm	8
Decorate Lunch Bags: a Community Service Program	10/29/2022 @ 1:00pm	6
Homework Help - Teen Volunteers	10/31/2022 @ 4:00pm	N/A



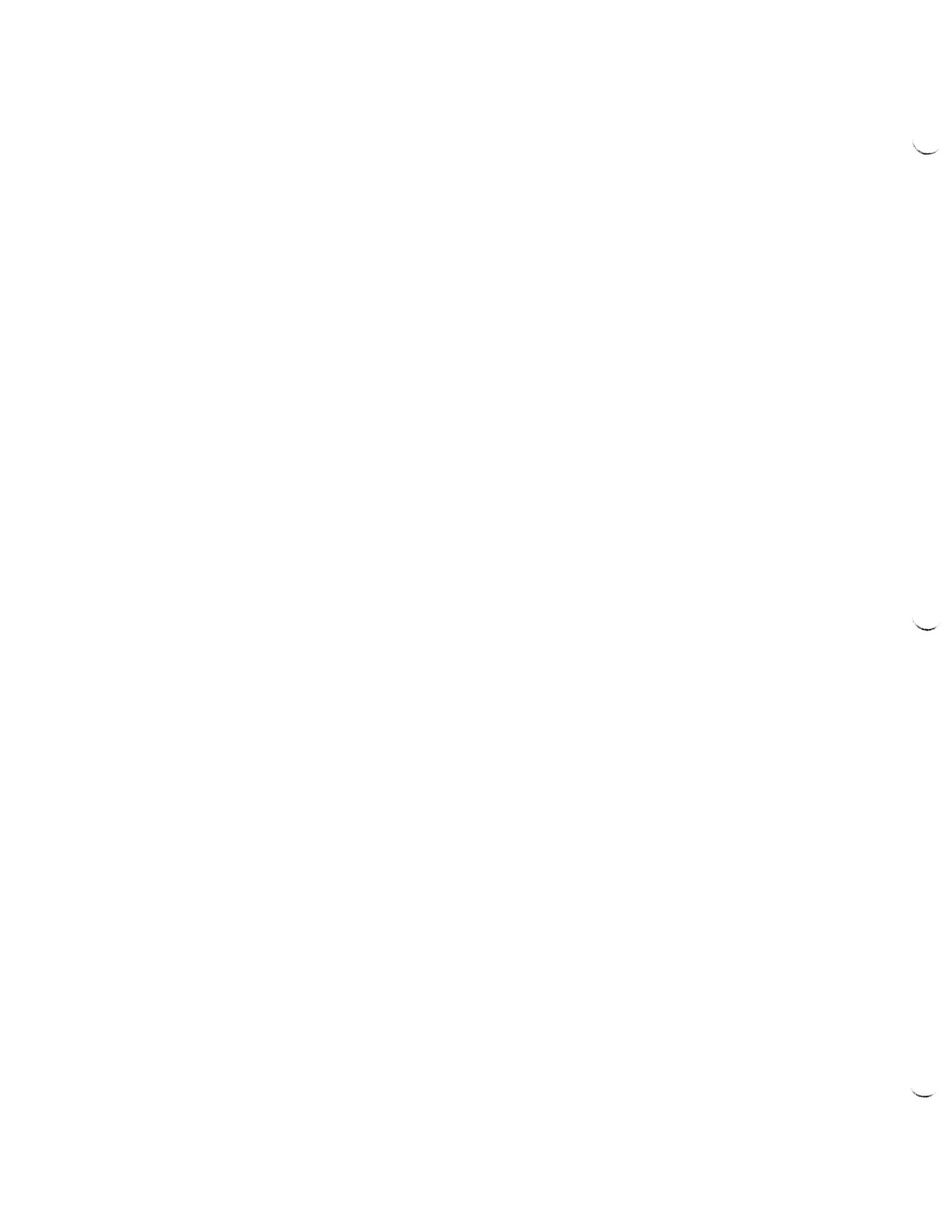
OCTOBER 2022

ADULT PRINT	OCT 22	OCT 21	% CHANGE	OCT 20	% CHANGE
Nonfiction	832	835	-0.36%	1,376	-39.53%
New Books	976	972	0.41%	1,667	-41.45%
Fiction	1,149	1,087	5.70%	1,406	-18.28%
Paperbacks	107	147	-27.21%	213	-49.77%
Mysteries	190	221	-14.03%	276	-31.16%
Large Type	274	287	-4.53%	392	-30.10%
Magazines	136	136	0.00%	197	-30.96%
Biographies	92	59	55.93%	114	-19.30%
Test Books	21	26	-19.23%	30	-30.00%
Science Fiction	28	48	-41.67%	44	-36.36%
Foreign Language	10	14	-28.57%	14	-28.57%
Graphic Novel	44	39	12.82%	35	25.71%
Reference	0	0	N.M.	6	-100.00%
ESL Collection	7	1	600.00%	12	-41.67%
Oversized Books	0	6	-100.00%	4	-100.00%
Short Stories	5	12	-58.33%	7	-28.57%
Adult Learner	1	0	N.M.	0	N.M.
Auto Repair	2	1	100.00%	3	-33.33%
Total	3,874	3,891	-0.44%	5,796	-33.16%
ADULT MEDIA					
DVD	1,622	1,804	-10.09%	3,358	-51.70%
Blu-ray Disc	300	385	-22.08%	941	-68.12%
Compact Discs	355	416	-14.66%	580	-38.79%
Books on Disc	132	165	-20.00%	250	-47.20%
Video Games	16	36	-55.56%	54	-70.37%
Language Media	4	2	100.00%	7	-42.86%
Playaway	0	0	N.M.	21	-100.00%
Hotspots	30	25	20.00%	14	114.29%
Total	2,459	2,833	-13.20%	5,225	-52.94%
ELECTRONIC RESOURCES					
Live-brary E-Books	4,517	4,621	-2.25%	4,322	4.51%
Live-brary Audiobooks	2,635	2,250	17.11%	1,827	44.23%
Flipster	389	533	-27.02%	516	-24.61%
New York Times	282	235	20.00%	283	-0.35%
PressReader	186	143	30.07%	191	-2.62%
Hoopla	374	336	11.31%	435	-14.02%
Kanopy	284	339	-16.22%	324	-12.35%
Total	8,667	8,457	2.48%	7,898	9.74%
INTERLIBRARY LOAN					
Items Sent	1,655	1,657	-0.12%	2,593	-36.17%
Items Borrowed	1,077	1,015	6.11%	1,262	-14.66%
NEW PATRONS					
	258	175	47.43%	108	138.89%



OCTOBER 2022

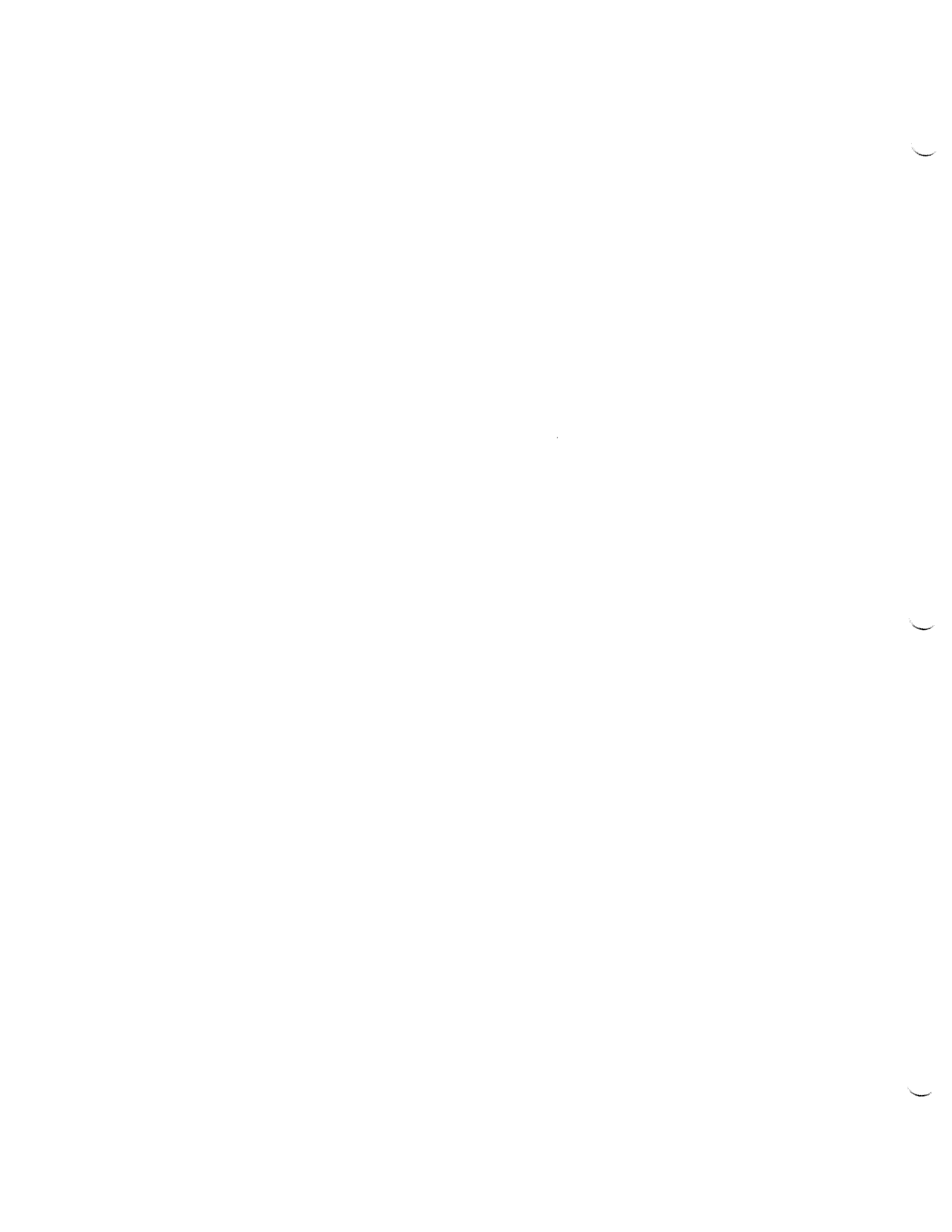
JUVENILE PRINT	OCT 22	OCT 21	% CHANGE	OCT 20	% CHANGE
Nonfiction	728	715	1.82%	843	-13.64%
Picture Books	1,315	1,152	14.15%	1,328	-0.98%
Fiction	715	593	20.57%	799	-10.51%
Easy Readers	522	602	-13.29%	557	-6.28%
Biographies	91	63	44.44%	68	33.82%
Paperbacks	266	259	2.70%	292	-8.90%
Board Books	360	360	0.00%	238	51.26%
Graphic Novels	305	212	43.87%	305	0.00%
Foreign Language	112	200	-44.00%	214	-47.66%
Parents Collection	30	21	42.86%	10	200.00%
Magazines	27	4	575.00%	13	107.69%
Story Collection	6	18	-66.67%	18	-66.67%
Museum Passes	120	106	13.21%	70	71.43%
Total	4,597	4,305	6.78%	4,755	-3.32%
JUVENILE MEDIA					
DVD	374	401	-6.73%	531	-29.57%
Blu-ray Disc	28	51	-45.10%	50	-44.00%
Video Games	156	124	25.81%	133	17.29%
Compact Discs	39	35	11.43%	20	95.00%
CD/Book Kits	47	23	104.35%	34	38.24%
Books on Disc	7	4	75.00%	6	16.67%
Launchpads	15	9	66.67%	6	150.00%
Total	666	647	2.94%	780	-14.62%
YOUNG ADULT					
Magazines	0	0	N.M.	1	-100.00%
Fiction	85	63	34.92%	88	-3.41%
Nonfiction	7	8	-12.50%	2	250.00%
Graphic Novel	113	79	43.04%	83	36.14%
Paperbacks	16	24	-33.33%	45	-64.44%
Large Type	0	1	-100.00%	0	N.M.
Test Books	4	3	33.33%	7	-42.86%
Foreign Language	3	6	-50.00%	0	#DIV/0!
Laptops	10	0	N.M.	1	N.M.
Total	238	184	29.35%	227	4.85%



SOUTH HUNTINGTON PUBLIC LIBRARY
RESOURCES WORKSHEET

OCTOBER 2022

	ADDED	DISCARDED	OCT 22
ADULT / YA			
Books, Fiction	378	299	43,713
Books, Nonfiction	245	308	62,562
Paperbacks	1	6	10,201
Periodical Titles	0	0	212
Compact Discs	13	13	6,908
DVDs	61	19	15,603
Blu-ray Disc	34	3	2,241
Books-on-CD	6	2	4,031
Playaway	0	0	178
Videogames	12	3	53
YA Books-on-CD	0	0	0
Total	750	653	145,702
CHILDRENS			
Books, Fiction	131	575	45,231
Books, Nonfiction	32	293	42,273
Paperbacks	5	91	3,446
Videogames	9	9	1,654
Compact Discs	0	1	1,681
DVDs	17	66	8,149
Blu-ray Disc	3	8	579
Books-on-CD	0	2	543
CD/Book Kits	8	2	465
Launchpads	1	0	41
Total	206	1,047	104,062
TOTAL	956	1,700	249,764



WEBSITE	September			October		
	2020	2021	2022	2020	2021	2022
HomePage	12,977	13,881	13,620	13,542	14,409	14,811
% Change :		7%	-2%		6%	3%
Vitual Reference	87	161	79	125	301	254
% Change :		85%	-51%		141%	-16%
(New-Website-No-WebPAC Stats) WebPAC	0	0	0	0	0	0
% Change :						
Site Visitors	14,133	15,825	16,569	16,242	18,238	18,045
% Change :		12%	5%		12%	-1%
COMPUTER USAGE						
<u>Adult Wired Computers</u>						
Application Usage :	1,894	2,665	2,012	2,069	2,694	2,045
Time Usage (hrs) :	607	600	462	637	632	466
<u>Stand-Up Wired Computers</u>						
Application Usage :	0	0	0	0	0	0
Time Usage (hrs) :		0	0	0	0	0
<u>Children's Wired Computers</u>						
Application Usage :	353	196	309	295	317	389
Time Usage (hrs) :	174	33	64	160	55	85
Total Application Usage :	2,247	2,862	2,330	2,365	3,011	2,444
% Change :		27%	-19%		27%	-19%
Total Time Usage (hrs) :	781	633	526	797	687	551
% Change :		-19%	-17%		-14%	-20%
<u>Laptops & Tablets</u>						
Children's iPad Checkouts :	0	0	0	0	0	0
YA Laptop & iPad Checkouts :	0	1	9	1	0	10
Total :	0	1	9	1	0	10
% Change :			800%		-100%	
<u>Public Wireless</u>						
Laptop and Mobile Usage :	4,935	6,323	7,992	4,449	7,075	8,967
% Change :		28%	26%		59%	27%
SCLS DATA						
Off-Site Renewals	13,909	13,217	12,925	14,246	13,549	13,741
% Change :		-5%	-2%		-5%	1%
e-Commerce Payments	\$121.52	\$42.79	\$40.98	\$235.41	\$86.64	
% Change :		-65%	-4%		-63%	
Consortium Databases	4,822	3,012	1,389	3,482	2,717	2,984
% Change :		-38%	-54%		-22%	10%
SHPL DATABASE SEARCHES						
Ancestry.com :	18	71	104	49	85	0
EbscoHost :	752	308	320	484	518	576
OCLC/FirstSearch :	111	89	114	316	177	213
ReferenceUSA :	0	0	0	0	0	0
Total :	881	468	538	849	780	789
% Change :		-47%	15%		-8%	1%
WEB SERVICES						
Homework Help (Tutor/BrainFuse) :	49	26	28	103	46	33
LibraryAware (NextReads) :	2	2	3	4	3	3
Live-Brary.com (eMedia Checkouts) :	6,208	6,894	7,251	6,151	6,886	7,155
Lynda :	14	18	11	20	16	16
Pronunciator (Mango) :	13	5	7	28	6	6
Mosio Text Message Threads :	40	43	31	48	25	38
EnvisionWare Mobile Print (PrinterOn) :	2484	390	305	1,147	209	798
LearningExpress :	0	0	0	0	0	0
Total :	6,326	7,378	7,636	7,501	7,191	8,049
% Change :		17%	3%		-4%	12%

DATE	Total Building Checkouts (#231)	All Self Checkouts (#431)	Percent Self Checkouts
October 2021	8,860	269	3.04%
November 2021	8,556	243	2.84%
December 2021	8,449	275	3.25%
January 2022	9,046	257	2.84%
February 2022	9,343	262	2.80%
March 2022	9,595	252	2.63%
April 2022	9,331	204	2.19%
May 2022	8,729	116	1.33%
June 2022	8,614	0	0.00%
July 2022	10,461	59	0.56%
August 2022	10,919	2,233	20.45%
September 2022	8,560	2,074	24.23%
October 2022	9,377	1,850	19.73%

WIRED & WIRELESS STATISTICS : October 2022

Date	Wireless	Adult	Children's
Oct 2022	8,967	2,045	389
Sep 2022	7,992	2,012	309
Aug 2022	8,118	1,725	744
Jul 2022	7,601	1,624	709
Jun 2022	7,647	1,713	421
May 2022	7,934	1,946	214
Apr 2022	7,663	2,180	530
Mar 2022	7,854	2,928	466
Feb 2022	6,277	2,137	604
Jan 2022	5,605	1,945	279
Dec 2021	6,230	1,713	243
Nov 2021	6,522	1,828	225
Oct 2021	7,075	2,694	317

Summary:

Wireless usage was up 12% compared to last month and is up 27% from this time last year. Adult computer usage was up 2% from last month and is down 24% compared to last year. Childrens computer usage was up 26% compared to last month and is up 23% from last year.

