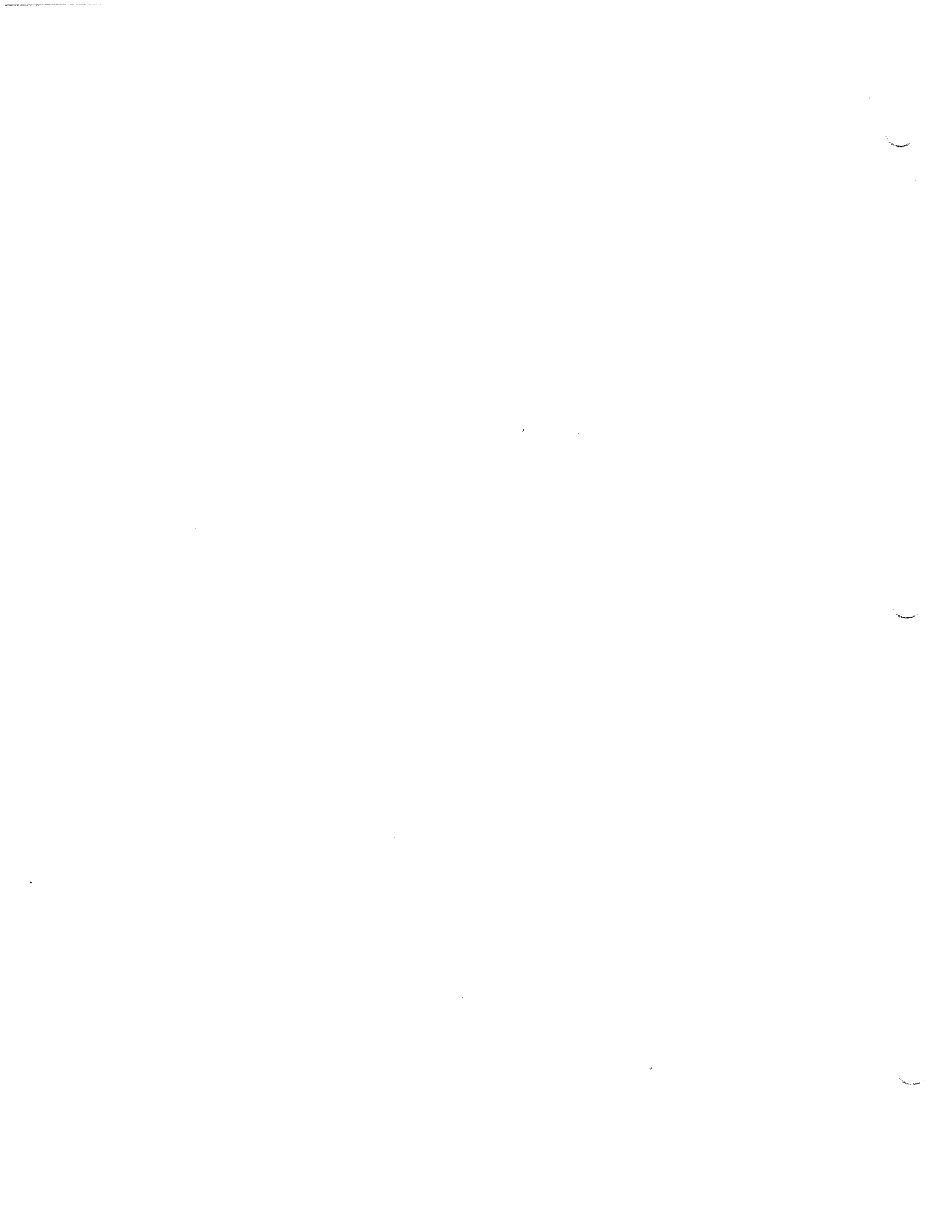


BOARD MEETING – MONDAY, MARCH 20, 2023  
SOUTH HUNTINGTON PUBLIC LIBRARY  
145 PIDGEON HILL ROAD  
HUNTINGTON STATION, NY 11746

Agenda for the regular meeting of the Board of Trustees of the South Huntington Public Library on Monday, March 20, 2023 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)
  1. Regular Meeting, Tuesday, February 21, 2023
5. FINANCIAL MATTERS: (TAB B)
  - A. Schedule of Bills
  - B. Investments
  - C. Financial Chairperson's Report
  - D. Personnel
  - E. Cost of Vote Day Workers
6. COMMUNICATIONS: (TAB C)
  1. SCLS Minutes and Memorandum (emailed to Board members)
  2. Thank you letter from Department of Veterans Affairs
  3. Letter of congratulations from Councilman Eugene Cook re: TriCYA honor
7. REPORTS: (TAB D)
  1. Director's Report
  2. Assistant Director's Report
  3. Building and Grounds Report
  4. Winter Reading Report
8. OLD BUSINESS: (TAB E)
  1. COVID-19 Protocol
9. NEW BUSINESS: (TAB F)
  1. HVAC Preventive Maintenance Service Contract Renewal 2023 - 2024
  2. Policy Review – Smoking on Library Property
  3. Policy Review – Appropriate Use of the Library
  4. Obsolete Equipment
10. STATISTICAL REPORTS: (TAB G)
  1. Statistics and Program Attendance
11. VOICE OF THE TAXPAYER
12. EXECUTIVE SESSION: To discuss personnel matters and a legal issue
13. ADJOURNMENT



BOARD MEETING MINUTES - TUESDAY, FEBRUARY 21, 2023  
SOUTH HUNTINGTON PUBLIC LIBRARY  
145 PIDGEON HILL ROAD  
HUNTINGTON STATION, NY 11746

The regular meeting of the Board of Trustees of the South Huntington Public Library was held on Tuesday, February 21 at 7:00 p.m. in the Conference Room.

- PRESENT:** Mrs. Eleanora Ferrante, President  
Mrs. Eileen Sullivan, Vice President  
Mrs. Stella Fox  
Mrs. Pat Dillon, Financial Chairperson
- EXCUSED:** Mr. Stuart Horowitz  
Mrs. Doreen Kilkenny, Board Secretary
- STAFF:** Mrs. Janet Scherer, Director  
Mr. Nick Tanzi, Assistant Director  
Mrs. Erin McShane Hedger, Business Manager
- CALL TO ORDER:** The meeting was called to order by the president at 7:01 p.m.
- PLEDGE OF ALLEGIANCE:** The president led everyone in the Pledge of Allegiance.
- ADOPTION OF THE AGENDA:** Motion by Mrs. Fox, seconded by Mrs. Dillon, and carried unanimously to accept the agenda as written.
- DISPOSITION OF MINUTES:**  
**JANUARY 17, 2023:** Motion by Mrs. Dillon, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the regular meeting of January 17, 2023.
- 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. The voided check log has been viewed and recorded. 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 Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #22 Fund L in

the amount of \$20,144.12; Warrant #27 Fund L in the amount of \$148,421.62; Warrant #1/05 PR Fund L in the amount of \$120,732.05; Warrant #1/19 PR Fund L in the amount of \$124,367.40.

Motion by Mrs. Fox, seconded by Mrs. Dillon, and carried unanimously to authorize payment of Warrant #14 Fund TA in the amount of \$46,088.23; Warrant #15 Fund TA in the amount of \$54,034.59.

Motion by Mrs. Sullivan, seconded by Mrs. Dillon, and carried unanimously to authorize payment of Warrant #3 Fund H in the amount of \$3,246.84.

Motion by Mrs. Fox, seconded by Mrs. Sullivan and carried unanimously to approve the American Express statement for January in the amount of \$2,991.30.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon/Synchrony Bank Monthly Statement for December in the amount of \$1,129.00.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon Capital Services Monthly Statement for December 20, 2022 through January 19, 2023 in the amount of \$2,243.71

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

**COMMUNICATIONS:** The board acknowledged the SCLS minutes.

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

- NYLA's New York State Lobby Day will take place on Tuesday, February 28, in Albany.

The recently released governor's budget concerning library funding is as follows:

- Library Aid \$96.1M  
-\$3.5M reduction from FY2023 Enacted Budget
- Library Construction \$14M  
-\$20M reduction from FY2023 Enacted Budget

As the NYS budget process continues, NYLA will continue to urge legislators to move the dial on these numbers. Events such as Lobby Day, letter writing campaigns, talking

with our representatives and telling our stories about why libraries are essential to our communities will aid in this endeavor.

The funding initiatives are as follows:

NYS Library Operating Aid: \$147.1M

Increased aid is needed to support the foundational framework of New York State libraries, improving the lives of residents of all ages, abilities and economic status.

Adequate funding is needed to support school, public, and academic libraries and library systems.

NYS Library Construction Aid: \$69.4M

Increased investment is needed to maintain and develop the physical infrastructure of New York State's libraries, in order to ensure a safe, accessible and sustainable environment for the future. The New York State Library estimates the deferred maintenance need at over \$1.5B. Over half of New York's libraries are over 60 years old. Investments allow libraries to invest in energy-efficiency and support the local construction industry

Increase Rate for Library Materials Aid: \$11.00/pupil

The per pupil rate of \$6.25 has remained stagnant since 2007. We are seeking an increase to the rate to reflect general inflation and the rising costs of materials in school libraries.

- SHPL Team Updates

- Sustainability Team:

- The Sustainability Team has been concentrating on programming with the following being offered this Spring: Repair Café and Craft Swap, as well as the return of our Seed Library and "Trashion Fashion" program for the kids. We are looking into the recycling of our DVDs and K-cups. In April we will begin the Trex Plastic Challenge for the community and staff. We will be collecting plastic bags, plastic Amazon wrappers, etc. to send to the Trex company, maker of composite decking materials. Once we have the necessary amount of plastic collected and turned in, they will donate a Trex bench to the library. Our staff will celebrate Earth Day in April with a seed planting party at our staff meeting. These seedlings can then be planted in our Learning Garden.

- **Wellness Team:**  
Our Wellness Team is finalizing training dates for CPR and AED staff training. Team members are planning several staff outings to foster camaraderie. Bowling, axe throwing, line dancing, are just some of the activities planned. The team is hoping to collaborate with the Huntington Zone libraries on a beach clean-up. A speaker on stress reduction will talk to staff and also a beginner yoga session is in the planning stages for staff that may be interested. Puzzles and coloring sheets are in the staff room to encourage relaxation during breaks and dinners.
- Suffolk County is now partnering with libraries throughout the county, including South Huntington, to provide warming center locations. Visit here to see a complete list of all 35 library locations: <https://tinyurl.com/LIWarmingCenters>.
- Mrs. Scherer distributed The South Huntington Public Library's Code of Ethics/Conflict of Interest Policy along with an acknowledgment. Best practice dictates that trustees review the policy and sign the acknowledgement on an annual basis. All attending board members signed the acknowledgment.

**ASSISTANT  
DIRECTOR'S  
REPORT:**

Mr. Tanzi reported on the following:

- We have been preparing the NYS Annual Report in the leadup to this board meeting. This year had a particularly tight deadline. While there is some consistency to the questionnaire, there are always additions, subtractions, and slight variations from year to year. As part of the data set includes the years 2021 and 2022, the pandemic influences our reporting, and drives some of the aforementioned changes to the questionnaire itself.

Our process continues to be to break the intake form into multiple sections and deliver them to the corresponding staff members, along with the instructions provided by the Division of Library Development. I have met regularly with staff during this process in order to address questions and ensure consistency in the library's response. Similarly, I have worked

with Roger Reyes at SCLS to address uncertainties in the questions and to troubleshoot the report's online gateway. A special thanks goes out to our department heads for providing the necessary information in a timely fashion, and to Jamie Gholson for helping coordinate the distribution and collection of the subdivided sections of the report.

- We have had several members of our staff express interest in developing (or expanding) the web presence of library services they oversee, including local history and English as a new language (ENL). Michael Bartolomeo will be working with staff to help build out these sections of the website and train them on Drupal (our website's content management system), so they can perform future website maintenance themselves.

**BUILDING & GROUNDS  
REPORT:**

The board thanked Ray Capone for his report.

**OLD BUSINESS -  
2023-2024 BUDGET:**

Motion by Mrs. Dillon and seconded by Mrs. Sullivan and carried unanimously that the board of trustees approves the South Huntington Public Library proposed operating budget for 2023-2024 for presentation to the public.

**NEW BUSINESS –  
HVAC PROJECT  
CONTRACT  
AWARD:**

Motion by Mrs. Sullivan, seconded by Mrs. Dillon and carried unanimously that the board of trustees awards a construction contract to Tedco Mechanical Services for the purpose of completing all required work as per the contract specifications detailed in the HVAC Replacement Project Contract No. 1 documents prepared by Beatty Harvey CoCo Architects, for a total amount of \$723,710.00 pending review by the library attorney.

**NEW BUSINESS –  
2022 NYS STATE  
REPORT:**

Motion by Mrs. Sullivan and seconded by Mrs. Fox that the board of trustees accepts the South Huntington Public Library's New York State Report for 2022.

**NEW BUSINESS –  
THEATER SOUND  
SYSTEM PURCHASE:**

Motion by Mrs. Sullivan, seconded by Mrs. Fox and carried unanimously that the board of trustees approves an

expenditure of \$10,007.92 from the library's Computers/Telecommunications and Equipment Reserve Fund to be paid to New York Pro AV Systems Inc. for the procurement and installation of an integrated sound system in the theater. The library's insurance has already approved this vendor for the work.

**NEW BUSINESS –  
OBSOLETE  
EQUIPMENT:**

Motion by Mrs. Dillon, 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.

**NEW BUSINESS –  
LONG ISLAND  
LIBRARY CONFERENCE  
2023:**

Motion by Mrs. Fox and seconded by Mrs. Sullivan that the board of trustees authorizes twelve staff members to attend the 2023 Long Island Library Conference at a cost not to exceed \$900.00. If there is interest, sufficient funds are available in the board Continuing education code to send trustees to the conference.

**NEW BUSINESS –  
AED REPLACEMENT:**

Motion by Mrs. Dillon and seconded by Mrs. Fox that the board of trustees approves an expenditure of \$8,770.00 to be paid to Cardio Partners for the procurement of five Cardiac Science Powerheart G5 AEDs.

**EXECUTIVE SESSION:**

Motion by Mrs. Dillon, seconded by Mrs. Fox to go into Executive Session at 7:52 p.m. to discuss personnel issues.

Motion by Mrs. Dillon, seconded by Mrs. Fox to come out of Executive Session at 8:00 p.m.

**ADJOURNMENT:**

Motion by Mrs. Fox to adjourn the regular meeting at 8:01 p.m.

X

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## FINANCIAL SCHEDULES

<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
B3	25	L	12,935.55
B5-7	28	L	211,982.39
B9	2/02 PR	L	115,777.07
B11	2/16 PR	L	115,378.95
B13	16	TA	44,268.95
B15	17	TA	44,172.45
B17	4	H	7,516.46

B18-19      AMEX  
                 Amazon Capital Services

B33            Investment Report

B34            Financial Chairperson Report

B35            Personnel Actions



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

March 15, 2023

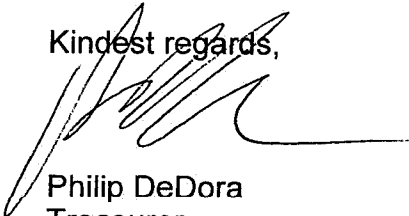
President, Board of Trustees  
South Huntington Public Library  
145 Pidgeon Hill Road  
Huntington Station, NY 11746

I have reviewed the warrants through March 20, 2023.

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', with a long horizontal flourish extending to the right.

Philip DeDora  
Treasurer

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #25 Fund L - February 2023 Schedule of Bills

Checks #58143 - 58146  
#58245 - 58247

Total warrant: \$12,935.55

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 L - 25: CD - UTILITIES - 2/2023 For Dates 2/1/2023 - 2/28/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
143	02/06/2023	690	NATIONAL GRID		3,531.12
58144	02/06/2023	2400	NATIONAL GRID (SVC & GENR)		46.45
58145	02/06/2023	2555	OPTIMUM		69.49
58146	02/06/2023	15	VERIZON		814.50
58245	02/14/2023	20	PSEGLI		7,401.28
58246	02/14/2023	152	SO. HUNTINGTON WATER DISTRICT		1,065.25
58247	02/14/2023	1419	VERIZON SELECT SERVICES		7.46
<b>Number of Transactions: 7</b>				<b>Warrant Total:</b>	<b>12,935.55</b>
				<b>Vendor Portion:</b>	<b>12,935.55</b>

**Certification of Warrant**

To The Board of Trustees: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$ 12,935.55. 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.

3/15/23  
Date

Treasurer

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 12,935.55. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/14/23  
Date

Library Director

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #28 Fund L - March 20, 2023 Schedule of Bills

Checks #58254 - 58350

Voided Check #58236

Total warrant: \$211,982.39

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 L - 28: CD - GENERAL - 3/2023 For Dates 3/20/2023 - 3/20/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
236	03/20/2023	1525	**VOID** THE WHALING MUSEUM	220397	-100.00
58254	03/20/2023	131	A TIME FOR KIDS	*See Detail Report	900.00
58255	03/20/2023	14	A.R.KROPP CO.	220131	205.00
58256	03/20/2023	1671	ABOFF'S PAINT & WALL COVERINGS	220400	79.94
58257	03/20/2023	2152	AERUS ELECTROLUX -		398.80
58258	03/20/2023	3093	ALA/BOOKLIST		375.00
58259	03/20/2023	2396	AMAZON		2,665.14
58260	03/20/2023	2396	AMAZON		481.87
58261	03/20/2023	720	AMERICAN EXPRESS		3,034.89
58262	03/20/2023	2040	AMERIFLEX		270.30
58263	03/20/2023	2797	MICHELLE ANGLISANO	220454	150.00
58264	03/20/2023	23	BAKER & TAYLOR		19,242.02
58265	03/20/2023	2520	KATHRYN BARI-PETRITIS	220434	275.00
58266	03/20/2023	3087	BARNES & NOBLE	220380	105.38
58267	03/20/2023	1832	AUGUSTA BERNER	220444	2,200.00
58268	03/20/2023	1305	BLACKSTONE PUBLISHING.		77.89
58269	03/20/2023	1497	BP AMOCO		125.52
58270	03/20/2023	1189	BRODART CO.		559.50
58271	03/20/2023	1850	RONALDO CARTER		450.00
58272	03/20/2023	1990	CENTER POINT LARGE PRINT		217.85
58273	03/20/2023	3069	AROOJ CHAUDHRY	220442	200.00
274	03/20/2023	3030	DONNA COANE	220451	250.00
58275	03/20/2023	2633	CONNECTION, INC	220352	2,821.00
58276	03/20/2023	1548	COUNTY LINE HARDWARE		75.36
58277	03/20/2023	2444	MARIA D'ANDREA	220455	150.00
58278	03/20/2023	2793	DMGT TELECOMMUNICATIONS, INC.		2,165.00
58279	03/20/2023	2167	DORIS BENTER	220325	200.00
58280	03/20/2023	2809	DRIVERS LICENSE GUIDE CO		31.95
58281	03/20/2023	1195	EAST COAST BURGLAR & FIRE SYS		1,170.00
58282	03/20/2023	1665	EDMER SANITARY SUPPLY		613.35
58283	03/20/2023	2022	EnvisionWare, Inc.	210438	2,129.00
58284	03/20/2023	1777	ELIZABETH ESPOSITO		13.98
58285	03/20/2023	923	FIRST UNUM LIFE INSURANCE CO.		649.04
58286	03/20/2023	2677	FORMLABS, INC	220348	712.80
58287	03/20/2023	362	FUN EXPRESS, LLC	220399	22.28
58288	03/20/2023	52	GALE		139.15
58289	03/20/2023	3094	GEOVANNY & SONS	220463	925.00
58290	03/20/2023	2490	KATHLEEN GIERALTOWSKI		23.71
58291	03/20/2023	225	GRAINGER, INC.		669.32
58292	03/20/2023	2954	GREAT SOUTH BAY DANCE LLC	220245	1,200.00
58293	03/20/2023	1916	JENNIFER CONLON GRIFFING		100.00
58294	03/20/2023	1077	HIGH HOPES PRODUCTIONS	220324	165.00
58295	03/20/2023	2508	LUCILLE HOELL	220458	365.00
296	03/20/2023	1584	HOME DEPOT CREDIT SERVICES		252.91
58297	03/20/2023	419	HUNTINGTON PUBLIC LIBRARY		62.50
58298	03/20/2023	2504	INGRAM LIBRARY SERVICES LLC		776.19

# SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 28: CD - GENERAL - 3/2023 For Dates 3/20/2023 - 3/20/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
58299	03/20/2023	3035	INNOVATIVE GAMING	220250	1,000.00
58300	03/20/2023	2835	JAZZY TC INC.	220445	200.00
58301	03/20/2023	2610	JOYSIE JEROME	*See Detail Report	210.00
58302	03/20/2023	3053	JIN, ELIZABETH	220440	425.00
58303	03/20/2023	2717	KANOPY LLC		466.00
58304	03/20/2023	1716	DIANE KENTROS		1,232.00
58305	03/20/2023	2781	ELIZABETH KLEIN		9.80
58306	03/20/2023	3015	LONG ISLAND EXPLORIUM	220432	250.00
58307	03/20/2023	1568	LONG ISLAND WASTE SERVICES		185.00
58308	03/20/2023	411	MAGIC BEYOND IMAGINATION	220452	475.00
58309	03/20/2023	2988	DANNY MALLON	220447	550.00
58310	03/20/2023	27	MIDWEST TAPE		488.36
58311	03/20/2023	2517	MIDWEST TAPE		2,649.24
58312	03/20/2023	2874	MARIE MULARCZYK O'CONNELL	220449	525.00
58313	03/20/2023	3066	NANKERVIS, TERESA	220327	540.00
58314	03/20/2023	217	NEWSDAY, INC.		263.92
58315	03/20/2023	1814	PATRICIA NOVAK	220439	125.00
58316	03/20/2023	127	NYS EMPLOYEES HEALTH INSURANCE		45,909.23
58317	03/20/2023	12	POSTMASTER - BULK PERMIT 39		1,800.00
58318	03/20/2023	1731	PURCHASE POWER		400.00
58319	03/20/2023	1262	QUALIFIED FIRE INSPECTION CORP		390.00
58320	03/20/2023	3061	QUATELA CHIMERI PLLC		475.00
58321	03/20/2023	2558	GEORGINA RIVAS-MARTINEZ		43.67
58322	03/20/2023	586	ROBERT A. JOHNSON, CPA P.C.	220347	725.00
58323	03/20/2023	1744	FRANCISCO ROLDAN	220448	550.00
58324	03/20/2023	2982	REGINA R. RUSSO	220446	600.00
58325	03/20/2023	2401	JEANNE SCHNUPP	220453	225.00
58326	03/20/2023	3056	SCHOENHOFEN, KAREN	220330	120.00
58327	03/20/2023	2858	SCHOOOLLIFE	220358	76.20
58328	03/20/2023	51	SCLS		76,179.40
58329	03/20/2023	2778	SCORE	220438	100.00
58330	03/20/2023	2238	ROBERT SCOTT	220437	744.00
58331	03/20/2023	711	SHARPER TRAINING SOLUTIONS	220457	220.00
58332	03/20/2023	11	SHPL - PETTY CASH		49.48
58333	03/20/2023	2565	SPRINGFIELD SERVICE CENTER		373.41
58334	03/20/2023	2602	RENATO STAFFORD	220436	350.00
58335	03/20/2023	95	STAPLES CREDIT PLAN		19.39
58336	03/20/2023	2106	STERLING NORTH AMERICA INC.		8,422.00
58337	03/20/2023	2358	SUFFOLK COUNTY FARM	220329	200.00
58338	03/20/2023	1444	SWEETBRIAR NATURE CENTER	220323	250.00
58339	03/20/2023	2789	FRANK TASSIELLI	220441	1,300.00
58340	03/20/2023	1520	THE BAKING COACH, INC.	*See Detail Report	850.00
58341	03/20/2023	1989	THE LIVERPOOL SHUFFLE INC.	220450	1,200.00
58342	03/20/2023	1525	THE WHALING MUSEUM	220435	100.00
58343	03/20/2023	2678	THE WHALING MUSEUM & EDUCATION	220328	325.00
58344	03/20/2023	2749	ULINE		196.70



# SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 28: CD - GENERAL - 3/2023 For Dates 3/20/2023 - 3/20/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
345	03/20/2023	1162	UNIQUE MANAGEMENT SVCES.		7.95
58346	03/20/2023	3018	VARUGHESE, KEN	*See Detail Report	400.00
58347	03/20/2023	3092	ALICE WEISER	220443	500.00
58348	03/20/2023	1564	WERNER'S PLUMBING & HEATING	220274	11,200.00
58349	03/20/2023	2613	TAMI WOOD	220320	240.00
58350	03/20/2023	3083	YOOK, KRISTIN	220319	250.00
<b>Number of Transactions: 98</b>				<b>Warrant Total:</b>	<b>211,982.39</b>
				<b>Vendor Portion:</b>	<b>211,982.39</b>

\*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, 98 in number, in the total amount of \$ 211,982.39. 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.

3/15/23

Date

Treasurer

### Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 211,982.39. 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.

3/14/23

Date

Library Director

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: February 2, 2023

Gross Total: \$115,777.07

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	115,777.07	Normal Distributed Amount	3,483.37
Non Cash Earnings	0.00	Direct Deposit Amount	73,798.78
Reimbursed Expenses	0.00	Direct Deposit Entries	61
FICA Wages	105,329.11		
FICA Withholding - Employee *	6,530.41		
FICA Withholding - Employer *	6,530.41		
Medicare Wages	105,329.11		
Medicare Withholding - Employee *	1,527.28		25,660.06
Excess Medicare Wages	0.00	Federal Tax Deposit *	4,427.46
Excess Medicare Withholdings	0.00	State Tax Deposit **	0.00
Medicare Withholding - Employer *	1,527.28	City Tax Deposit - New York City ***	0.00
Federal Wages	99,916.98	City Tax Deposit - Yonkers ***	0.00
Federal Withholding *	9,544.68		
State Wages	101,595.64		
State Withholding **	4,427.46		
City Wages	0.00		
City Withholding ***	0.00		

Document Types On This Journal

Annuities	3,733.47	Pre-Tax	Regular Checks	64
Flexible Spending	10,447.96	Pre-Tax	Manual / Hand Drawn Checks	0
Retirement	1,678.66	Pre-Tax	Payroll Earning Transfers	0
Roth 403(b) Annuity	0.00		Voided Checks	0
Roth 457(b) Annuity	0.00			
All Other Deductions	605.00			
Net Pay	77,282.15			

Employee Types On This Journal

Employee Count	64
Active Payroll Employees	64
Inactive Payroll Employees	0

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: February 16, 2023

Gross Total: \$115,378.95

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	115,378.95	Normal Distributed Amount	3,798.15
Non Cash Earnings	0.00	Direct Deposit Amount	78,301.08
Reimbursed Expenses	0.00	Direct Deposit Entries	61
FICA Wages	112,537.29		
FICA Withholding - Employee *	6,977.29		
FICA Withholding - Employer *	6,977.29		
Medicare Wages	112,537.29		
Medicare Withholding - Employee *	1,631.78		
Excess Medicare Wages	0.00		
Excess Medicare Withholdings	0.00		
Medicare Withholding - Employer *	1,631.78		
Federal Wages	107,024.28		
Federal Withholding *	10,693.61		
State Wages	108,693.25		
State Withholding **	4,824.48		
City Wages	0.00		
City Withholding ***	0.00		

Tax Deposit Information

Federal Tax Deposit *	27,911.75
State Tax Deposit **	4,824.48
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Annuitants	3,844.04	Pre-Tax	Regular Checks	64
Flexible Spending	2,841.66	Pre-Tax	Manual / Hand Drawn Checks	0
Retirement	1,668.97	Pre-Tax	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	82,099.23			

Employee Types On This Journal

Employee Count	64
Active Payroll Employees	64
Inactive Payroll Employees	0

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #16 Fund TA - February 2, 2023 Schedule of Bills

Check #7782 - 7783  
Wires #994194 - 994197

Total warrant: \$44,268.95

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 - 16: CD - 2/02/23 PAYROLL For Dates 2/2/2023 - 2/2/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
82	02/02/2023	127	NYS EMPLOYEES HEALTH INSURANCE		10,379.68
7783	02/02/2023	242	SHPL - GENERAL FUND		68.28
994194	02/02/2023	198	NEWPORT TRUST CO. FBO #22258#		1,221.78
994195	02/02/2023	371	NYS INCOME TAX		4,427.46
994196	02/02/2023	909	INTERNAL REVENUE SERVICE		25,660.06
994197	02/02/2023	1345	NEW YORK STATE DEFERRED COMP		2,511.69
<b>Number of Transactions: 6</b>				<b>Warrant Total:</b>	<b>44,268.95</b>
				<b>Vendor Portion:</b>	<b>44,268.95</b>

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 44,268.95. 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.

3/15/23  
Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 44,268.95. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/16/23  
Date

Assistant Library Director

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #17 Fund TA - February 16, 2023 Schedule of Bills

Check #7784 - 7786

Wires #994198 - 994202

Total warrant: \$44,172.45

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 - 17: CD - 2/16/23 PAYROLL For Dates 2/16/2023 - 2/16/2023



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
84	02/16/2023	1934	AFLAC		192.89
7785	02/16/2023	1267	AMERIFLEX, LLC.		1,164.18
7786	02/16/2023	2889	GIS BENEFITS		1,677.48
994198	02/16/2023	198	NEWPORT TRUST CO. FBO #22258#		1,304.36
994199	02/16/2023	202	NYS & LOCAL RETIREMENT SYSTEM		4,557.63
994200	02/16/2023	371	NYS INCOME TAX		4,824.48
994201	02/16/2023	909	INTERNAL REVENUE SERVICE		27,911.75
994202	02/16/2023	1345	NEW YORK STATE DEFERRED COMP		2,539.68
<b>Number of Transactions: 8</b>					<b>Warrant Total: 44,172.45</b>
					<b>Vendor Portion: 44,172.45</b>

**Certification of Warrant**

To The Board of Trustees: I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$ 44,172.45. 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.

3/15/23  
Date

[Signature]  
Treasurer

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 44,172.45. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

2/17/23  
Date

[Signature]  
Assistant Library Director

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

March 20, 2023

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #4 Fund H - March 20, 2023 Schedule of Bills

Checks #10011 - 10012

Total warrant: \$7,516.46

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

Eleanora Ferrante \_\_\_\_\_  
President, Board of trustees

Eileen Sullivan \_\_\_\_\_  
Vice President, Board of trustees

Patricia Dillon \_\_\_\_\_  
Financial Chairperson

# SOUTH HUNTINGTON LIBRARY



Check Warrant Report For H - 4: CD - RESERVE - 3/2023 For Dates 3/20/2023 - 3/20/2023

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
J11	03/20/2023	230	BEATTY HARVEY COCO, LLP.		2,402.50
10012	03/20/2023	3074	NEW YORK PRO AV SYSTEMS, INC	220404	5,113.96
<b>Number of Transactions: 2</b>				<b>Warrant Total:</b>	<b>7,516.46</b>
				<b>Vendor Portion:</b>	<b>7,516.46</b>

**Certification of Warrant**

To The Board of Trustees: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 7,516.46. 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.

3/15/23 \_\_\_\_\_  
Date Treasurer

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 7,516.46. 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.

3/14/23 \_\_\_\_\_  
Date Library Director

American Express Monthly Statement - February 2023 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	Penworthy Company - Garden Kits (for Outreach Program)	\$149.95	L7430.442-16
	Greenlawn Farms (Hospitality - Staff Meeting 2/08/23)	\$21.63	L7430.435-31
	Hummel-Hummel (Hospitality - Staff Meeting 2/08/23)	\$40.53	L7430.435-31
	SCLA Membership (8 staff members)	\$400.00	L7430.438
	USPS (Postage for Passport Applications)	\$57.50	L7430.433
	Eventbrite - Equity Centered Library Leadership Webinar	\$516.48	L7430.435-31
	Seed Savers Exchange (Seeds for Seed Library)	\$30.00	L7430.442-11
	Library Advocacy Day - Hotel Expenses	\$292.99	L7430.435-31
	Amazon data back-up (cloud)	\$151.76	L7430.431
	Google (shpl.info e-mail service)	\$521.29	L7430.431
Nicholas Tanzi	SCLA Membership (2 staff members)	\$113.00	L7430.438
	Information Today - Computers in Libraries 2023 Registration (MB)	\$359.00	L7430.435-31
	Cowboys & Indians (Periodical)	\$29.95	L 7420.413-11
	Creative Engine - SketchUp Studio (Annual Termed Contract)	\$110.00	L7420.429
	NoviSign Ltd. - Library Signage (Recurring payment)	\$40.00	L7430.200
	Zoom.US (Teleconferencing)	\$189.96	L7430.431
	Matterport - Virtual Tour Fee (Recurring payment)	\$10.85	L7420.429
	<b>Total</b>	<b>\$3,034.89</b>	

*\*being returned*

Amazon Capital Services Statement - 1/20/23 to 2/19/23		
Description	Purchase \$	Account
BOOKS - ADULT DEPT	\$329.68	L7420.410-11
BOOKS- CHILDREN'S DEPT	\$457.45	L7420.410-12
BOOKS- YA DEPARTMENT	\$17.41	L7420.410-13
DVDS - ADULT DEPT	\$91.89	L7420.411-11
COMP SOFTWARE - ADULT DEPT	\$139.98	L7420.415-11
COMPUTER SOFTWARE-CHILD	\$281.45	L7420.415-12
EQUIPMENT	\$359.93	L7430.200
PROGRAMS- OUTREACH	\$67.80	L7430.442-16
OFFICE SUPPLIES	\$35.95	L7430.430-21
LIBRARY SUPPLIES	\$291.39	L7430.430-22
PROGRAMS - ADULT DEPT.	<b>\$533.16</b>	L7430.442-11
PROGRAMS - YA DEPT.	\$53.96	L7430.442-12
PROGRAMS - YA DEPT.	\$315.47	L7430.442-13
CUSTODIAL SUPPLIES	\$132.30	L7440.451
BUILDING EQUIPMENT & REPAIR	\$39.19	L7440.452-70
<b>Total</b>	<b>\$3,147.01</b>	

# Amazon Detail

Pmt Date	Product Category	Title	Purchase PPU	Item Qty	Item Net Total
2/14/2023	Apparel	Reusable Grocery Bag Shopping Tote Extra Large Heavy Duty 12 oz Cotton Canvas Multi Purpose Durable & Machine Washable Proudly Made in the USA (Fresh	15.99	1	15.99
2/14/2023	Kitchen	MightyNest Ecofriendly Starter Set (12-Piece Starter Set)	26.95	1	26.95
2/14/2023	Book	The Zero-Waste Chef: Plant-Forward Recipes and Tips for a Sustainable Kitchen and Planet	15.99	1	15.99
2/14/2023	Book	The Complete Gardener's Guide: The One-Stop Guide to Plan, Sow, Plant, and Grow Your Garden	22.75	1	22.75
2/14/2023	Kitchen	Reusable Beeswax Food Wrap- Beeswax Wraps - 4 Pack with Produce Bag and 2 Beeswax Bars- Bee Wrapping Paper Sheets with Wax- Bees - Eco Friendly Food S	19.97	1	19.97
2/14/2023	Lawn & Patio	Picnic at Ascot 341-FO Designed & Assembled in The USA 3 Stainless Steel Tools, One Size, Forest Green	29.50	1	29.50
2/14/2023	Book	Attainable Sustainable: The Lost Art of Self-Reliant Living	17.94	1	17.94
2/14/2023	Beauty	Burt's Bees Gifts, 5 Body Care Products, Everyday Essentials Set - Original Beeswax Lip Balm, Deep Cleansing Cream. Hand Salve, Body Lotion & Foot Cre	9.88	1	9.88
2/14/2023	Kitchen	MightyNest Swedish Dishcloth   Absorbent and Reusable Kitchen Napkins for Counters and Washing Dishes   Earth-Friendly Sponge Cloth   Cute Design   Es	38.35	1	38.35
2/14/2023	Kitchen	MightyNest Plastic-Free Unscented Meliora Cleaning Products Dish & Hand Soap Bar and Natural Cedarwood Self Draining Soap Saver Tray Kitchen Set, Zero	14.99	1	14.99
2/14/2023	Apparel	Reusable Grocery Bag Shopping Tote Extra Large Heavy Duty 12 oz Cotton Canvas Multi Purpose Durable & Machine Washable Proudly Made in the USA (Bees)	15.99	1	15.99
2/14/2023	Kitchen	Wooden Dish Brush & Eco Sponge Set - Eco Friendly Cleaning Products - Low-Waste Wooden Dish Washing Brush - Dish Brush Set with 3 Replacement Heads -	15.99	1	15.99
2/14/2023	Kitchen	Apito Coffee Grounds Reusable & Compostable Mug 15oz - 100% Biodegradable Made From Recycled Coffee Grounds - Eco Friendly - Zero waste -Sustainable C	16.99	1	16.99
2/8/2023	Health and Beauty	Three Eco-friendly 100% Wool Dryer Ball Gift Set -Handmade in USA- Premium Wool from American Farms, Soft, X-large, Natural and Unscented, Small Family Set of 3	17.99	1	17.99
1/22/2023	Office Product	Green Acrylic Paint Marker Pens - 2-3mm Medium Tip, 6 Pack Permanent Green Water Based Paint Pen for DIY Projects, Paintings for Rock, Fabric, Wood, L	9.40	5	47.00
1/22/2023	Office Product	Gold Acrylic Paint Marker Pens - 2-3mm Medium Tip, 6 Pack Permanent Gold Water Based Paint Pen for DIY Projects, Paintings for Rock, Fabric, Wood, Lea	9.40	5	47.00
1/22/2023	Kitchen	St. Patrick's Day Shamrocks Foam Stickers Saint Patty's Day Bright Glitter Self Adhesive Foam Stickers Lucky Irish Shamrocks Stickers for Wall Window	14.99	1	14.99
1/25/2023	Automotive Parts and Accessories	Torin Service Utility Cart Heavy Duty 3 Shelf Tier 400 Lbs Rolling Trolley Storage Organizer for Garage Warehouse Workshop, APTC302B , Red	63.60	1	63.60
1/25/2023	Art and Craft Supply	X-ACTO XZ3601 Z Series #1 PRECISION Knife with Cap 12 Pack	40.65	2	81.30
<b>PROGRAMS - ADULT DEPT.</b>					<b>\$533.16</b>

			<b>SOUTH HUNTINGTON LIBRARY</b>
<b>Cash Receipt Schedule Report For L - 16: CR - DAILY FINES - 2/2023</b>			
<b>Account</b>	<b>Account Description</b>	<b>Sum of DEBITS</b>	<b>Sum of CREDITS</b>
L 200	CHECKING - VALLEY NATIONAL BANK	1,461.84	0.00
L 2082.1	BOOK FINES	0.00	15.29
L 2082.2	LOST LIBRARY MATERIALS	0.00	73.00
L 2082.42	PRINT VEND MACHINES	0.00	536.80
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	93.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	15.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	728.75
<b>Grand Total</b>		<b>1,461.84</b>	<b>1,461.84</b>

			<b>SOUTH HUNTINGTON LIBRARY</b>
<b>Cash Receipt Schedule Report For L - 17: CR - GENERAL - 2/2023</b>			
<b>Account</b>	<b>Account Description</b>	<b>Sum of DEBITS</b>	<b>Sum of CREDITS</b>
L 200	CHECKING - VALLEY NATIONAL BANK	9,309.09	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	582.25	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	107.49	0.00
L 211	MM - FLUSHING BANK	7,815.95	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	118.88
L 2082.42	PRINT VEND MACHINES	0.00	100.90
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	582.25
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	226.28
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	0.00	107.49
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	7,815.95
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	6.00
L 2770.6	MISC. INCOME	0.00	300.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	973.75
L 3840	STATE INCENTIVE AID	0.00	1,166.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	0.00	6,249.00
L 9000.906-0	HEALTH INSURANCE	0.00	168.28
<b>Grand Total</b>		<b>17,814.78</b>	<b>17,814.78</b>

SOUTH HUNTINGTON PUBLIC LIBRARY  
 REVENUE BUDGET STATUS  
 PERIOD COVERED: July 1, 2022 - February 28, 2023

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 8 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (UNFAVORABLE) \$	%	
REAL PROPERTY TAXES	\$6,070,752.00	4,553,064.00	4,047,168.00	505,896.00	12.50	1,517,688.00
PROPERTY TAXES-DEBT SVCE	\$0.00	0.00	0.00	0.00	#DIV/0!	0.00
BOOK FINES	\$0.00	54.42	0.00	54.42	#DIV/0!	(54.42)
LOST LIBRARY MATERIALS	\$2,500.00	1,974.73	1,666.67	308.06	18.48	525.27
COPY MACHINES	\$3,000.00	808.10	2,000.00	(1,191.90)	-59.60	2,191.90
PRINT VEND MACHINES	\$9,000.00	4,399.18	6,000.00	(1,600.82)	-26.68	4,600.82
DVD FINES	\$0.00	1.00	0.00	1.00	#DIV/0!	(1.00)
IWIN - DVDs	\$0.00	204.25	0.00	204.25	#DIV/0!	(204.25)
COMPUTER PAPER/DISCS	\$1,000.00	90.90	666.67	(575.77)	-86.37	909.10
LAPTOP FINES	\$0.00	11.00	0.00	11.00	#DIV/0!	(11.00)
LATE FINES - MUSEUM PASSES	\$0.00	20.00	0.00	20.00	#DIV/0!	(20.00)
INTEREST - MM- VALLEY NAT'L BANK	\$300.00	3,520.55	200.00	3,320.55	1,660.28	(3,220.55)
INTEREST - CKING - VALLEY NAT'L BANK	\$180.00	2,016.43	120.00	1,896.43	1,580.36	(1,836.43)
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$20.00	595.04	13.33	581.71	4,362.80	(575.04)
INTEREST - MM FLUSHING BANK	\$7,500.00	30,993.33	5,000.00	25,993.33	519.87	(23,493.33)
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	335.00	0.00	335.00	#DIV/0!	(335.00)
MISC. INCOME - EAR BUD SALES	\$0.00	3.00	0.00	3.00	#DIV/0!	(3.00)
MISC. INCOME - FAX CHARGES	\$1,000.00	480.60	666.67	(186.07)	-27.91	519.40
MISC. INCOME - HOTSPOT FINES	\$0.00	160.00	0.00	160.00	#DIV/0!	(160.00)
MISC. INCOME	\$2,000.00	900.00	1,333.33	(433.33)	-32.50	1,100.00
MISC. INCOME - PASSPORTS	\$12,000.00	9,071.00	8,000.00	1,071.00	13.39	2,929.00
STATE INCENTIVE AID	\$5,000.00	11,659.00	3,333.33	8,325.67	249.77	(6,659.00)
TOTALS	\$6,114,252.00	4,620,361.53	4,076,168.00	544,193.53	13.35	1,493,890.47

# SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2022 To 2/28/2023



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	4,553,064.00	1,517,688.00
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	54.42	-54.42
L 2082.2	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	1,974.73	525.27
L 2082.4	COPY MACHINES	3,000.00	0.00	3,000.00	808.10	2,191.90
L 2082.42	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	4,399.18	4,600.82
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	204.25	-204.25
L 2082.6	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	90.90	909.10
L 2082.7	LAPTOP FINES	0.00	0.00	0.00	11.00	-11.00
L 2082.9	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	20.00	-20.00
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	300.00	0.00	300.00	3,520.55	-3,220.55
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	180.00	0.00	180.00	2,016.43	-1,836.43
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	20.00	0.00	20.00	595.04	-575.04
L 2401.241	INTEREST - MM FLUSHING BANK	7,500.00	0.00	7,500.00	30,993.33	-23,493.33
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	335.00	-335.00
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	3.00	-3.00
L 2770.4	MISC. INCOME - FAX CHARGES	1,000.00	0.00	1,000.00	480.60	519.40
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	160.00	-160.00
L 2770.6	MISC. INCOME	2,000.00	0.00	2,000.00	900.00	1,100.00
L 2770.8	MISC. INCOME - PASSPORTS	12,000.00	0.00	12,000.00	9,071.00	2,929.00
L 3840	STATE INCENTIVE AID	5,000.00	0.00	5,000.00	11,659.00	-6,659.00
<b>L Totals:</b>		<b>6,114,252.00</b>	<b>0.00</b>	<b>6,114,252.00</b>	<b>4,620,361.53</b>	<b>1,493,890.47</b>
<b>Grand Totals:</b>		<b>6,114,252.00</b>	<b>0.00</b>	<b>6,114,252.00</b>	<b>4,620,361.53</b>	<b>1,493,890.47</b>



SOUTH HAVEN TINGTON PUBLIC LIBRARY  
 ACTUAL BGET EXPENDITURES / ESTIMATE  
 PERIOD COVERED: July 1, 2022 - February 28, 2023

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 8 MONTHS	VARIANCE		AVAILABLE
						\$	%	
SALARIES-PROF. FT & PT	\$1,887,929.48	1,251,355.41		1,251,355.41	1,234,415.43	(16,939.98)	(1.37)	\$636,574.07
SALARIES-PROF. FT	\$1,457,929.48	957,207.01	0.00	957,207.01	953,261.58	(3,945.43)	(0.41)	\$500,722.47
SALARIES - PROF. PT	\$430,000.00	294,148.40	0.00	294,148.40	281,153.85	(12,994.55)	(4.62)	\$135,851.60
SALARIES-CLERICAL FT & PT	\$580,821.87	384,115.60		384,115.60	379,768.15	(4,347.45)	(1.14)	\$196,706.27
SALARIES-CLERICAL FT	\$350,980.29	266,518.11	0.00	266,518.11	236,025.57	(30,492.54)	(12.92)	\$94,462.18
SALARIES-CLERICAL PT	\$219,841.58	117,597.49	0.00	117,597.49	143,742.57	26,145.08	18.19	\$102,244.09
SALARIES-PAGE	\$108,000.00	58,981.30	0.00	58,981.30	70,615.38	11,634.08	16.48	\$49,018.70
SALARIES-CUSTODIAL FT & PT	\$314,955.65	207,971.97		207,971.97	205,932.54	(2,039.43)	(0.99)	\$106,983.68
SALARIES-CUSTODIAL FT	\$254,955.65	177,404.33	0.00	177,404.33	173,240.23	(4,164.10)	(2.40)	\$87,551.32
SALARIES-CUSTODIAL PT	\$50,000.00	30,567.64	0.00	30,567.64	32,692.31	2,124.67	6.50	\$19,432.36
SALARIES - SATURDAY EVENING	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
SALARIES-SUNDAY-PROF.	\$55,000.00	28,352.44	0.00	28,352.44	29,729.73	1,377.29	4.63	\$26,647.56
SALARIES-SUNDAY-CLERICAL	\$18,000.00	10,401.36	0.00	10,401.36	9,729.73	(671.63)	(6.90)	\$7,598.64
SALARIES-SUNDAY-PAGE	\$8,640.00	4,312.00	0.00	4,312.00	4,670.27	358.27	7.67	\$4,328.00
SALARIES-SUNDAY-CUSTODIAL	\$26,000.00	14,193.15	0.00	14,193.15	14,054.05	(139.10)	(0.99)	\$11,806.85
TEMPORARY SUMMER HELP	\$8,000.00	7,891.75	0.00	7,891.75	27,200.00	19,308.25	70.99	\$108.25
SPECIAL PROJECT	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
	\$3,007,347.00	\$1,967,574.98	\$0.00	1,967,574.98	\$1,976,115.28	\$8,540.30	0.43	\$1,039,772.02
ADULT BOOKS	\$157,070.62	65,403.58	0.00	65,403.58	104,713.75	39,310.17	37.54	\$91,667.04
CHILDRENS BOOKS	\$88,374.90	32,247.58	105.38	32,352.96	58,916.60	26,563.64	45.09	\$56,021.94
YOUNG ADULT BOOKS	\$11,403.56	3,978.82	0.00	3,978.82	7,602.37	3,623.55	47.66	\$7,424.74
REFERENCE - PRINT	\$0.00	(229.00)	0.00	-229.00	0.00	229.00	#DIV/0!	\$229.00
REFERENCE - ELECTRONIC	\$60,000.00	25,787.99	0.00	25,787.99	40,000.00	14,212.01	35.53	\$34,212.01
AUDIO BOOKS - ADULT	\$5,000.00	1,009.53	0.00	1,009.53	3,333.33	2,323.80	69.71	\$3,990.47
AUDIO BOOKS - CHILDREN	\$2,557.97	1,031.73	664.93	1,696.66	1,705.31	8.65	0.51	\$861.31
DIGITAL DOWNLOADS - ADULT	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
DIGITAL SUBSCRIPTIONS	\$257,010.00	61,950.84	6,510.00	68,460.84	171,340.00	102,879.16	60.04	\$188,549.16
MUSEUM PASSES	\$22,000.00	10,185.00	250.00	10,435.00	14,666.67	4,231.67	28.85	\$11,565.00
DVD - ADULT	\$36,400.29	15,096.39	0.00	15,096.39	24,266.86	9,170.47	37.79	\$21,303.90
DVD - CHILDREN	\$9,589.70	4,093.41	0.00	4,093.41	6,393.13	2,299.72	35.97	\$5,496.29
MUSIC CD'S - ADULT	\$4,212.46	2,957.58	0.00	2,957.58	2,808.31	(149.27)	(5.32)	\$1,254.88
MUSIC CD'S - CHILDREN	\$519.63	121.98	0.00	121.98	346.42	224.44	64.79	\$397.65
PERIODICALS - ADULTS	\$10,100.00	10,459.54	0.00	10,459.54	6,733.33	(3,726.21)	(55.34)	(\$359.54)
PERIODICALS - CHILDREN	\$1,000.00	801.88	0.00	801.88	666.67	(135.21)	(20.28)	\$198.12
PERIODICALS - YA	\$400.00	195.98	0.00	195.98	266.67	70.69	26.51	\$204.02
PERIODICALS - NEWSPAPERS	\$3,500.00	3,066.14	0.00	3,066.14	2,333.33	(732.81)	(31.41)	\$433.86
COMPUTER SOFTWARE-CIRC.-ADULTS	\$3,000.00	935.42	0.00	935.42	2,000.00	1,064.58	53.23	\$2,064.58
COMPUTER SOFTWARE-CIRC.-CHILDRE	\$5,000.00	2,380.38	0.00	2,380.38	3,333.33	952.95	28.59	\$2,619.62
MATERIALS PROCESSING	\$35,000.00	16,421.49	0.00	16,421.49	23,333.33	6,911.84	29.62	\$18,578.51
COMPUTER SOFTWARE - NON-CIRC.	\$45,340.85	25,101.80	2,261.64	27,363.44	30,227.23	2,863.79	9.47	\$17,977.41
	\$757,479.98	282,998.06	9,791.95	292,790.01	504,986.65	212,196.64	42.02	\$464,689.97

SOUTH HUNTINGTON PUBLIC LIBRARY  
 ACTUAL BUDGET EXPENDITURES / ESTIMATE  
 PERIOD COVERED: July 1, 2022 - February 28, 2023

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND MONTHS	VARIANCE FAVORABLE (UNFAVORABLE)		AVAILABLE
						\$	%	
EQUIPMENT	\$57,952.78	30,448.05	12,084.46	42,532.51	38,635.19	(3,897.32)	(10.09)	\$15,420.27
EQUIPMENT MAINTENANCE	\$13,483.77	6,406.59	63.77	6,470.36	8,989.18	2,518.82	28.02	\$7,013.41
FURNITURE & FIXTURES	\$41,374.72	5,029.60	230.40	5,260.00	27,583.15	22,323.15	80.93	\$36,114.72
SUPPLIES - OFFICE	\$25,000.00	6,595.87	0.00	6,595.87	16,666.67	10,070.80	60.42	\$18,404.13
SUPPLIES - LIBRARY	\$45,145.31	12,089.98	3,231.96	15,321.94	30,096.87	14,774.93	49.09	\$29,823.37
TELECOMMUNICATIONS	\$45,000.00	30,787.76	0.00	30,787.76	30,000.00	(787.76)	(2.63)	\$14,212.24
SCLS SERVICES / CIRCULATION CONTRI	\$95,000.00	20,131.73	0.00	20,131.73	63,333.33	43,201.60	68.21	\$74,868.27
POSTAGE	\$30,000.00	15,824.90	0.00	15,824.90	20,000.00	4,175.10	20.88	\$14,175.10
PUBLICITY-PRINTING/NEWSLETTER	\$65,000.00	44,952.61	0.00	44,952.61	43,333.33	(1,619.28)	(3.74)	\$20,047.39
CONTINUING ED/MILEAGE REIMB/STAFF	\$40,000.00	21,374.67	0.00	21,374.67	26,666.67	5,292.00	19.84	\$18,625.33
CONTINUING ED/MILEAGE REIMB/BOA	\$8,000.00	130.00	0.00	130.00	5,333.33	5,203.33	97.56	\$7,870.00
LIBRARY VEHICLE	\$2,000.00	624.57	0.00	624.57	1,333.33	708.76	53.16	\$1,375.43
PROFESSIONAL FEES - AUDITOR	\$23,800.00	9,425.00	9,675.00	19,100.00	15,866.67	(3,233.33)	(20.38)	\$4,700.00
PROFESSIONAL FEES - LEGAL	\$15,000.00	3,125.00	0.00	3,125.00	10,000.00	6,875.00	68.75	\$11,875.00
PROFESSIONAL FEES - TREASURER	\$7,000.00	3,060.00	1,620.00	4,680.00	4,666.67	(13.33)	(0.29)	\$2,320.00
PROF. FEES- ART & MUSIC	\$10,060.00	4,535.00	2,175.00	6,710.00	6,706.67	(3.33)	(0.05)	\$3,350.00
PROF. FEES - MISC. CONSULTANTS	\$5,500.00	2,545.00	0.00	2,545.00	3,666.67	1,121.67	30.59	\$2,955.00
MEMBERSHIP DUES	\$6,500.00	1,528.00	0.00	1,528.00	4,333.33	2,805.33	64.74	\$4,972.00
OFFICE EQUIPMENT - COPIER RENTAL	\$5,000.00	726.55	1,667.28	2,393.83	3,333.33	939.50	28.19	\$2,606.17
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,148.98	6,060.56	148.98	6,209.54	6,765.99	556.45	8.22	\$3,939.44
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$750.00	0.00	0.00	0.00	500.00	500.00	100.00	\$750.00
MISC. EXPENSES	\$1,000.00	208.73	0.00	208.73	666.67	457.94	68.69	\$791.27
COST OF VOTE	\$4,500.00	40.30	0.00	40.30	3,000.00	2,959.70	98.66	\$4,459.70
COMMUNITY ACTIVITIES-ADULT PROGR	\$84,373.49	39,466.26	902.45	40,368.71	56,248.99	15,880.28	28.23	\$44,004.78
COMMUNITY ACTIVITIES-CHILDRENS PR	\$75,373.54	38,555.47	21,367.28	59,922.75	50,249.03	(9,673.72)	(19.25)	\$15,450.79
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$5,781.94	5,765.78	0.00	5,765.78	3,854.63	(1,911.15)	(49.58)	\$16.16
COMMUNITY ACTIVITIES-YA PROGRAMS	\$20,364.22	5,856.38	2,860.25	8,716.63	13,576.15	4,859.52	35.79	\$11,647.59
COMMUNITY ACTIVITIES-OUTREACH PR	\$7,736.70	3,827.64	512.73	4,340.37	5,157.80	817.43	15.85	\$3,396.33
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$8,500.00	5,200.00	0.00	5,200.00	5,666.67	466.67	8.24	\$3,300.00
CREDIT MERCHANT FEES	\$4,000.00	2,188.47	0.00	2,188.47	2,666.67	478.20	17.93	\$1,811.53
BUS TRIPS	\$1,000.00	0.00	0.00	0.00	666.67	666.67	100.00	\$1,000.00
	\$764,345.45	326,510.47	56,539.56	383,050.03	509,563.63	126,513.60	24.83	\$81,295.42
UTILITIES - ELECTRIC	\$140,000.00	108,579.46	0.00	108,579.46	93,333.33	(15,246.13)	(16.34)	\$31,420.54
UTILITIES - WATER	\$5,000.00	2,246.73	0.00	2,246.73	3,333.33	1,086.60	32.60	\$2,753.27
UTILITIES - GAS	\$20,000.00	9,247.68	0.00	9,247.68	13,333.33	4,085.65	30.64	\$10,752.32
CUSTODIAL SUPPLIES	\$25,000.00	6,475.86	0.00	6,475.86	16,666.67	10,190.81	61.14	\$18,524.14
BUILDING EQUIPMENT & REPAIR	\$8,265.00	4,800.67	265.00	5,065.67	5,510.00	444.33	8.06	\$3,199.33
BUILDING MAINTENANCE & REPAIR	\$49,535.50	22,216.15	14,126.94	36,343.09	33,023.67	(3,319.42)	(10.05)	\$13,192.41
BUILDING MAINTENANCE & REPAIR	\$40,000.00	25,657.26	1,905.75	27,563.01	26,666.67	(896.34)	(3.36)	\$12,436.99
INSURANCE	\$55,000.00	52,864.57	0.00	52,864.57	36,666.67	(16,197.90)	(44.18)	\$2,135.43
GROUNDS MAINTENANCE	\$35,430.00	15,905.88	0.00	15,905.88	23,620.00	7,714.12	32.66	\$19,524.12

SOUTH HAVENINGTON PUBLIC LIBRARY  
 ACTUAL BUDGET EXPENDITURES / ESTIMATE  
 PERIOD COVERED: July 1, 2022 - February 28, 2023

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND MONTHS	VARIANCE		AVAILABLE
						\$	%	
	\$378,230.50	247,994.26	16,297.69	264,291.95	252,153.67	(12,138.28)	(4.81)	\$113,938.55
NYS RETIREMENT SYSTEM	\$425,000.00	304,288.00	0.00	304,288.00	283,333.33	(20,954.67)	(7.40)	\$120,712.00
FICA EXPENSE	\$230,155.00	148,754.99	0.00	148,754.99	150,485.96	1,730.97	1.15	\$81,400.01
WORKERS' COMPENSATION	\$30,000.00	8,568.44	0.00	8,568.44	20,000.00	11,431.56	57.16	\$21,431.56
DISABILITY INSURANCE	\$4,000.00	1,172.10	0.00	1,172.10	2,666.67	1,494.57	56.05	\$2,827.90
LONG-TERM DISABILITY INS.	\$8,500.00	5,173.41	0.00	5,173.41	5,666.67	493.26	8.70	\$3,326.59
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	666.67	666.67	100.00	\$1,000.00
HEALTH INSURANCE	\$535,000.00	344,574.19	0.00	344,574.19	356,666.67	12,092.48	3.39	\$190,425.81
MEDICARE REIMBURSEMENT	\$55,000.00	25,991.20	0.00	25,991.20	36,666.67	10,675.47	29.11	\$29,008.80
	\$1,288,655.00	838,522.33	0.00	838,522.33	856,152.63	17,630.30	2.06	\$450,132.67
TOTAL WITHOUT DEBT SERVICE	6,196,057.93	3,663,600.10	82,629.20	3,746,229.30	4,098,971.87	352,742.57	8.61	\$2,449,828.63
SERIAL BOND - PRINCIPAL								
SERIAL BOND - INTEREST								
	\$0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
TOTAL WITH DEBT SERVICE	\$6,196,057.93	3,663,600.10	82,629.20	3,746,229.30	\$4,098,971.87	352,742.57	8.61	\$2,449,828.63

**SOUTH HUNTINGTON LIBRARY**

Appropriation Status Detail Report By Function From 7/1/2022 To 2/28/2023



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	957,207.01	0.00	500,722.47
L 7410.141-01-P	SALARIES - PROF. PT	430,000.00	0.00	430,000.00	294,148.40	0.00	135,851.60
L 7410.142-02	SALARIES-CLERICAL FT	360,980.29	0.00	360,980.29	266,518.11	0.00	94,462.18
L 7410.142-02-P	SALARIES-CLERICAL PT	219,841.58	0.00	219,841.58	117,597.49	0.00	102,244.09
L 7410.142-03	SALARIES-PAGE	108,000.00	0.00	108,000.00	58,981.30	0.00	49,018.70
L 7410.142-04	SALARIES-CUSTODIAL FT	264,955.65	0.00	264,955.65	177,404.33	0.00	87,551.32
L 7410.142-04-P	SALARIES-CUSTODIAL PT	50,000.00	0.00	50,000.00	30,567.64	0.00	19,432.36
L 7410.143-01	SALARIES-SUNDAY-PROF.	55,000.00	0.00	55,000.00	28,352.44	0.00	26,647.56
L 7410.143-02	SALARIES-SUNDAY-CLERICAL	18,000.00	0.00	18,000.00	10,401.36	0.00	7,598.64
L 7410.143-03	SALARIES-SUNDAY-PAGE	8,640.00	0.00	8,640.00	4,312.00	0.00	4,328.00
L 7410.143-04	SALARIES-SUNDAY-CUSTODIAL	26,000.00	0.00	26,000.00	14,193.15	0.00	11,806.85
L 7410.143-05	TEMPORARY SUMMER HELP	8,000.00	0.00	8,000.00	7,891.75	0.00	108.25
<b>7410</b>	*	<b>3,007,347.00</b>	<b>0.00</b>	<b>3,007,347.00</b>	<b>1,967,574.98</b>	<b>0.00</b>	<b>1,039,772.02</b>
L 7420.410-11	ADULT BOOKS	140,000.00	17,070.62	157,070.62	65,403.58	0.00	91,667.04
L 7420.410-12	CHILDRENS BOOKS	80,000.00	8,374.90	88,374.90	32,247.58	105.38	56,021.94
L 7420.410-13	YOUNG ADULT BOOKS	10,000.00	1,403.56	11,403.56	3,978.82	0.00	7,424.74
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	25,787.99	0.00	34,212.01
L 7420.410-15	AUDIO BOOKS - ADULT	5,000.00	0.00	5,000.00	1,009.53	0.00	3,990.47
L 7420.410-15-C	AUDIO BOOKS - CHILDREN	2,500.00	57.97	2,557.97	1,031.73	664.93	861.31
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	61,950.84	6,510.00	188,549.16
L 7420.410-17	MUSEUM PASSES	22,000.00	0.00	22,000.00	10,185.00	250.00	11,565.00
L 7420.411-11	DVD - ADULT	30,000.00	6,400.29	36,400.29	15,096.39	0.00	21,303.90
L 7420.411-12	DVD - CHILDREN	8,000.00	1,589.70	9,589.70	4,093.41	0.00	5,496.29
L 7420.412-11	MUSIC CD'S - ADULT	3,000.00	1,212.46	4,212.46	2,957.58	0.00	1,254.88
L 7420.412-12	MUSIC CD'S - CHILDREN	500.00	19.63	519.63	121.98	0.00	397.65
L 7420.413-11	PERIODICALS - ADULTS	10,100.00	0.00	10,100.00	10,459.54	0.00	-359.54
L 7420.413-12	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	801.88	0.00	198.12
L 7420.413-13	PERIODICALS - YA	400.00	0.00	400.00	195.98	0.00	204.02
L 7420.413-17	PERIODICALS - NEWSPAPERS	3,500.00	0.00	3,500.00	3,066.14	0.00	433.86
L 7420.415-11	COMPUTER SOFTWARE-CIRC-ADULTS	3,000.00	0.00	3,000.00	935.42	0.00	2,064.58
L 7420.415-12	COMPUTER SOFTWARE-CIRC-CHILDREN	5,000.00	0.00	5,000.00	2,380.38	0.00	2,619.62

**SOUTHINGTON LIBRARY**

Appropriation Status Detail Report By Function From 7/1/2022 To 2/28/2023



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7420.419	MATERIALS PROCESSING	35,000.00	0.00	35,000.00	16,421.49	0.00	18,578.51
L 7420.429	COMPUTER SOFTWARE - NON-CIRC.	45,000.00	340.85	45,340.85	25,101.80	2,261.64	17,977.41
<b>7420</b>		<b>714,500.00</b>	<b>42,979.98</b>	<b>757,479.98</b>	<b>282,998.06</b>	<b>9,791.95</b>	<b>464,689.97</b>
L 7430.200	EQUIPMENT	55,000.00	2,952.78	57,952.78	30,448.05	12,084.46	15,420.27
L 7430.200-5	EQUIPMENT MAINTENANCE	10,000.00	3,483.77	13,483.77	6,406.59	63.77	7,013.41
L 7430.201	FURNITURE & FIXTURES	40,000.00	1,374.72	41,374.72	5,029.60	230.40	36,114.72
L 7430.430-21	SUPPLIES - OFFICE	25,000.00	0.00	25,000.00	6,595.87	0.00	18,404.13
L 7430.430-22	SUPPLIES - LIBRARY	40,000.00	5,145.31	45,145.31	12,089.98	3,231.96	29,823.37
L 7430.431	TELECOMMUNICATIONS	45,000.00	0.00	45,000.00	30,787.76	0.00	14,212.24
L 7430.432	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	20,131.73	0.00	74,868.27
L 7430.433	POSTAGE	30,000.00	0.00	30,000.00	15,824.90	0.00	14,175.10
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	65,000.00	0.00	65,000.00	44,952.61	0.00	20,047.39
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	40,000.00	0.00	40,000.00	21,374.67	0.00	18,625.33
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	624.57	0.00	1,375.43
L 7430.437-41	PROFESSIONAL FEES - AUDITOR	15,000.00	8,800.00	23,800.00	9,425.00	9,675.00	4,700.00
L 7430.437-42	PROFESSIONAL FEES - LEGAL	15,000.00	0.00	15,000.00	3,125.00	0.00	11,875.00
L 7430.437-44	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	3,060.00	1,620.00	2,320.00
L 7430.437-45	PROF. FEES-ART & MUSIC	9,500.00	560.00	10,060.00	4,535.00	2,175.00	3,350.00
L 7430.437-46	PROF. FEES - MISC. CONSULTANTS	5,500.00	0.00	5,500.00	2,545.00	0.00	2,955.00
L 7430.438	MEMBERSHIP DUES	6,500.00	0.00	6,500.00	1,528.00	0.00	4,972.00
L 7430.439-51	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	0.00	5,000.00	726.55	1,667.28	2,606.17
L 7430.439-52	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	148.98	10,148.98	6,060.56	148.98	3,939.44
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	208.73	0.00	791.27
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	39,466.26	902.45	44,004.78
L 7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	373.54	75,373.54	38,555.47	21,367.28	15,450.79
L 7430.442-12-F	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	4,500.00	1,281.94	5,781.94	5,765.78	0.00	16.16
L 7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	20,000.00	364.22	20,364.22	5,856.38	2,860.25	11,647.59



**SOUTH HUNTINGTON LIBRARY**

Appropriation Status Detail Report By Function From 7/1/2022 To 2/28/2023

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	5,200.00	0.00	3,300.00
L 7430.442-15	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	2,188.47	0.00	1,811.53
L 7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	2,736.70	7,736.70	3,827.64	512.73	3,396.33
L 7430.443	BUS TRIPS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
7430		<b>735,750.00</b>	<b>28,595.45</b>	<b>764,345.45</b>	<b>326,510.47</b>	<b>56,539.56</b>	<b>381,295.42</b>
L 7440.450-61	UTILITIES - ELECTRIC	140,000.00	0.00	140,000.00	108,579.46	0.00	31,420.54
L 7440.450-62	UTILITIES - WATER	5,000.00	0.00	5,000.00	2,246.73	0.00	2,753.27
L 7440.450-63	UTILITIES - GAS	20,000.00	0.00	20,000.00	9,247.68	0.00	10,752.32
L 7440.451	CUSTODIAL SUPPLIES	25,000.00	0.00	25,000.00	6,475.86	0.00	18,524.14
L 7440.452-70	BUILDING EQUIPMENT & REPAIR	8,000.00	265.00	8,265.00	4,800.67	265.00	3,199.33
L 7440.452-71	BUILDING MAINTENANCE & REPAIR	45,000.00	4,535.50	49,535.50	22,216.15	14,126.94	13,192.41
L 7440.452-73	BUILDING SERVICE CONTRACTS	40,000.00	0.00	40,000.00	25,657.26	1,905.75	12,436.99
L 7440.454	INSURANCE	55,000.00	0.00	55,000.00	52,864.57	0.00	2,135.43
L 7440.469-81	GROUPS MAINTENANCE	30,000.00	5,430.00	35,430.00	15,905.88	0.00	19,524.12
7440		<b>368,000.00</b>	<b>10,230.50</b>	<b>378,230.50</b>	<b>247,994.26</b>	<b>16,297.69</b>	<b>113,938.55</b>
74		<b>4,825,597.00</b>	<b>81,805.93</b>	<b>4,907,402.93</b>	<b>2,825,077.77</b>	<b>82,629.20</b>	<b>1,999,695.96</b>
7		<b>4,825,597.00</b>	<b>81,805.93</b>	<b>4,907,402.93</b>	<b>2,825,077.77</b>	<b>82,629.20</b>	<b>1,999,695.96</b>
L 9000.901-0	NYS RETIREMENT SYSTEM	425,000.00	0.00	425,000.00	304,288.00	0.00	120,712.00
L 9000.903-0	FICA EXPENSE	230,155.00	0.00	230,155.00	148,754.99	0.00	81,400.01
L 9000.904-0	WORKERS' COMPENSATION	30,000.00	0.00	30,000.00	8,568.44	0.00	21,431.56
L 9000.905-5	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	1,172.10	0.00	2,827.90
L 9000.905-6	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	5,173.41	0.00	3,326.59
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	344,574.19	0.00	190,425.81
L 9000.906-1	MEDICARE REIMBURSEMENT	55,000.00	0.00	55,000.00	25,991.20	0.00	29,008.80
9000		<b>1,288,655.00</b>	<b>0.00</b>	<b>1,288,655.00</b>	<b>838,522.33</b>	<b>0.00</b>	<b>450,132.67</b>
90		<b>1,288,655.00</b>	<b>0.00</b>	<b>1,288,655.00</b>	<b>838,522.33</b>	<b>0.00</b>	<b>450,132.67</b>
9		<b>1,288,655.00</b>	<b>0.00</b>	<b>1,288,655.00</b>	<b>838,522.33</b>	<b>0.00</b>	<b>450,132.67</b>
	<b>Fund LTotals:</b>	<b>6,114,252.00</b>	<b>81,805.93</b>	<b>6,196,057.93</b>	<b>3,663,600.10</b>	<b>82,629.20</b>	<b>2,449,828.63</b>
	<b>Grand Totals:</b>	<b>6,114,252.00</b>	<b>81,805.93</b>	<b>6,196,057.93</b>	<b>3,663,600.10</b>	<b>82,629.20</b>	<b>2,449,828.63</b>

**SOUTH HUNTINGTON LIBRARY**

Trial Balance Report From 7/1/2022 - 2/28/2023



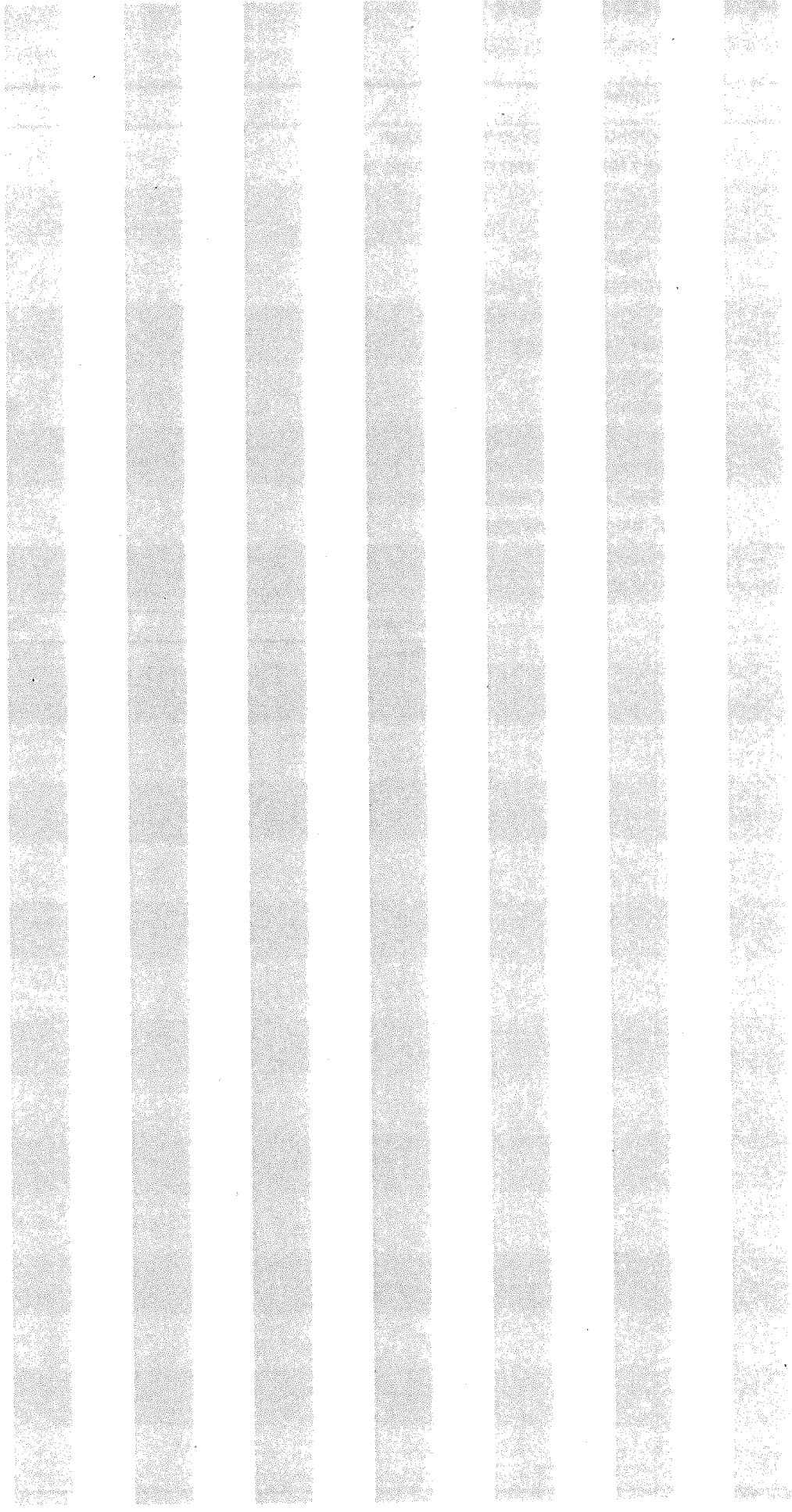
Account	Description	Debits	Credits
200	CHECKING - VALLEY NATIONAL BANK	32,197.50	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	209,122.23	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	90,090.50	0.00
L 210	PETTY CASH	550.00	0.00
L 211	MM - FLUSHING BANK	2,788,108.77	0.00
L 391	DUE FROM OTHER FUNDS	14,394.76	0.00
L 500	PAYROLL CLEARING ACCOUNT	38,104.60	0.00
L 510	ESTIMATED REVENUE	6,114,252.00	0.00
L 521	ENCUMBRANCES	82,629.20	0.00
L 522	EXPENDITURES	3,663,600.10	0.00
L 599	APPROPRIATED FUND BALANCE	81,805.93	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	82,629.20
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	605,438.00
L 909	FUND BALANCE, UNRESERVED	0.00	1,610,368.93
L 960	APPROPRIATIONS	0.00	6,196,057.93
L 980	REVENUES	0.00	4,620,361.53
<b>L Fund Totals:</b>		<b>13,114,855.59</b>	<b>13,114,855.59</b>
<b>Grand Totals:</b>		<b>13,114,855.59</b>	<b>13,114,855.59</b>

**SOUTH HUNTINGTON LIBRARY**

Revenue Status Report By Function From 7/1/2022 To 2/28/2023



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
H.2401	INTEREST	0.00	0.00	0.00	16,877.16	-16,877.16
H.2850	TRANSFER FROM GEN FUND	0.00	0.00	0.00	221,589.72	-221,589.72
<b>H Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>238,466.88</b>	<b>-238,466.88</b>
<b>Grand Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>238,466.88</b>	<b>-238,466.88</b>





**SOUTH HUNTINGTON LIBRARY**

Trial Balance Report From 7/1/2022 - 2/28/2023



Account	Description	Debits	Credits
200	VALLEY RESERVE CHECKING ACCT	2,433.04	0.00
H 210	FLUSHING M/M	1,647,680.98	0.00
H 521	ENCUMBRANCES	10,227.91	0.00
H 522	EXPENDITURES	48,787.75	0.00
H 821	RESERVE FOR ENCUMBRANCES	0.00	10,227.91
H 909	FUND BALANCE, UNRESERVED	0.00	1,460,434.89
H 980	REVENUES	0.00	238,466.88
<b>H Fund Totals:</b>		<b>1,709,129.68</b>	<b>1,709,129.68</b>
<b>Grand Totals:</b>		<b>1,709,129.68</b>	<b>1,709,129.68</b>

# SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2022 - 2/28/2023



Account	Description	Debits	Credits
TA 18	NYSERS	0.00	2,283.57
TA 20	GROUP HEALTH INSURANCE	0.00	10,379.68
TA 200	T/A CHECKING - VALLEY NAT'L BANK	61,290.44	0.00
TA 21	NYS INCOME TAX	0.00	4,339.50
TA 22	FEDERAL INCOME TAX	0.00	9,301.48
TA 26	FICA	0.00	15,897.10
TA 29	TAX SHELTER ANNUITY	0.00	1,309.36
TA 31	NYS DEFERRED COMP	0.00	2,566.93
TA 456	INTEREST	0.00	818.06
TA 630	DUE TO/FROM OTHER FUNDS	0.00	14,394.76
<b>TA Fund Totals:</b>		<b>61,290.44</b>	<b>61,290.44</b>
<b>Grand Totals:</b>		<b>61,290.44</b>	<b>61,290.44</b>

# Investment Report

## General Fund

### Flushing Bank

The current balance in this account is \$2,788,108.77 and the account is earning interest at 4.00%.

## Capital Reserve Fund

### Capital Reserve Projects

### Flushing Bank

The money market account balance of \$1,647,680.98 is earning interest at 4.00%.

3/14/2023

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

TO: Board of Trustees

FROM: Patricia Dillon  
2022/23 Finance Chairperson

DATE: March 20, 2023

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
58096	01/17/2023	DIANE KENTROS	560.00
58098	01/17/2023	KONICA MINOLTA BUS. SOLUTIONS	638.08
58102	01/17/2023	LONG ISLAND WASTE SERVICES	210.00
58110	01/17/2023	MORE CONSULTING CORP.	861.03
58122	01/17/2023	QUATELA CHIMERI LLC	1500.00
58136	01/17/2023	THE ATHLETIC	900.00
58058	01/17/2023	BAY SCAN TECHNOLOGIES	503.00
58070	01/17/2023	COUNTY LINE HARDWARE	87.17
58086	01/17/2023	HARBES BARNYARD ADVENTURE	1350.00
58092	01/17/2023	ISLAND WINDS	600.00

## Resignation

Name	Title	Hours / Week	Salary	Step	Effective Date
Jill Rowley	PT Librarian I	13.5/wk	32.17/hr	1	3/24/2023

Mar 6, 2023

South Huntington Public Library  
145 Pidgeon Hill Rd  
Huntington Station, N.Y. 11746

Dear Janet,

I am writing to inform you that I am resigning from my position as Part Time Adult Services Librarian at South Huntington Public Library.

My last day will be Friday, March 24th, 2023.

I would like to thank you for the opportunities I have had while working here, and the support that has been given to me. It has meant so much to me to have been a part of the South Huntington Public Library community.

Sincerely,

Jill Rowley

## Cost of Vote-Day Workers

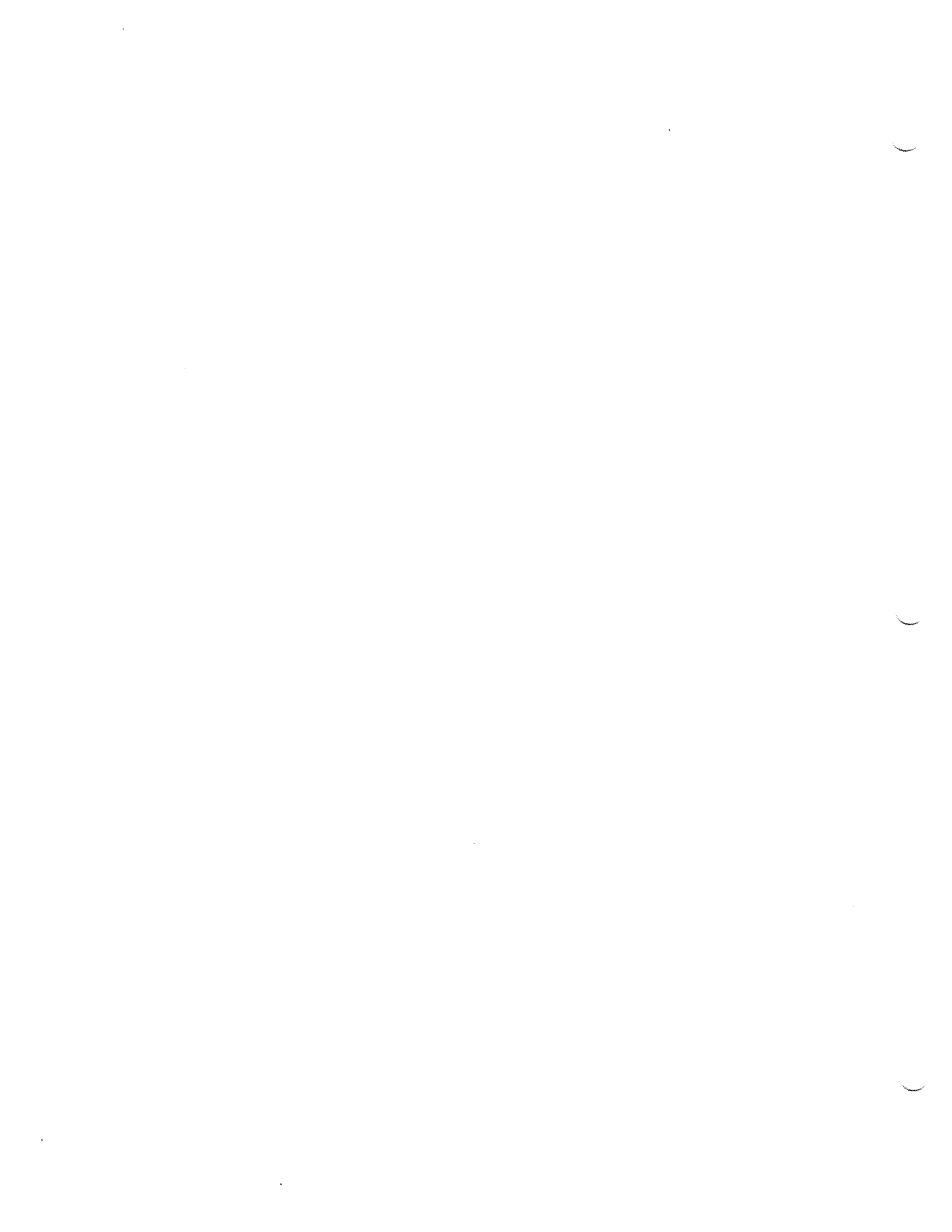
### Information

The library hires registrars to check in voters for the budget vote and trustee election on April 11, as well as two inspectors to run the voting machines. The following schedule is proposed for April 11:

<u>Name</u>	<u>Job Title</u>	<u>Shift</u>	<u>Hourly Rate</u>	<u>Total</u>
Virginia Delle	Voter registrar	10 a.m.-3 p.m.	\$13	\$65.00
Mary Bly	Voter registrar	10 a.m.-3 p.m.	\$13	\$65.00
Natalie Grillo	Voter registrar	10 a.m.-3 p.m.	\$13	\$65.00
Kayleigh Griffing	Voter registrar	10 a.m.-9 p.m.	\$13	\$143.00
MJ Kummer	Voter registrar	3-8:30 p.m.	\$13	\$71.50
TBA	Voter registrar	3-8:30 p.m.	\$13	\$71.50
TBA	Voter registrar	3-9 p.m.	\$13	\$78.00
Neal Chamberlain	Inspector	10 a.m.-9 p.m.	\$13	\$143.00
Eric Newdale	Inspector	10 a.m.-9 p.m.	\$13	\$143.00
				\$845.00

### Recommendation

That the board of trustees approves the above schedule of workers to be paid at the rate of \$13 per hour for the budget vote and trustee election on April 11, 2023.





VA



U.S. Department of Veterans Affairs  
Veterans Health Administration  
VA Center for Development & Civic Engagement

2/14/2023

In Reply Refer To: 632/135

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

Dear South Huntington Public Library

On behalf of the Northport (632) patients and staff, we would like to extend our appreciation to you for your very generous donation of Valentine's cards. These cards will bring the veterans cheer and happiness.

It is through the efforts of community partners like you that allow us to continue the quality care and services that we seek to provide for our deserving Veterans. We look forward to the opportunity to work with you again for future events.

Thank you for your continued support.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Pohl".

Jennifer Pohl  
Voluntary Service Specialist



**Eugene Cook**  
**Councilman**



**Town Hall**  
**100 Main Street**  
**Huntington, NY**

**Phone: 631-351-3174**

February 28, 2023

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

Dear Director Scherer,

I hope this finds you well. I wanted to take a moment to congratulate you on the South Huntington Public Library being honored at this year's Tri Community and Youth Agency *Hall of Honor*. The South Huntington Public Library's exceptional dedication to serving our community's youth and their families is remarkable and demonstrates a magnificent example of kindness that endears me to this community and its residents.

The Tri Community and Youth Agency is such a vital part of our community here in the Town of Huntington. It provides some of the most comprehensive and beneficial services for our parents and their children, supporting the growth, education, and community connection our local families need to thrive. This noble and positive undertaking ultimately enhances the lives of hundreds of children and families per year, and I thank the South Huntington Public Library and its staff for its commitment to excellence.

Please know that you have my continued support for this important organization, and I wish you all the best. Congratulations on receiving this wonderful recognition!

Best Regards,

A handwritten signature in blue ink, appearing to read "Eugene Cook".

Councilman Eugene Cook  
Huntington Town Council

Eugene Cook  
Councilman

Joan Cergol  
Councilwoman

**Edmund J. Smyth**  
**Supervisor**

Dr. Dave Bennardo  
Councilman

Salvatore Ferro  
Councilman



**Water Bottle Fill Stations**

The water fountains at the library have been retrofitted with water bottle filling stations. They provide cold filtered water and feature a counter that tells the user how many plastic bottles they are keeping out of landfills. There is one in the lobby and on the lower level. As a certified sustainable library, this is one more way to help our community reduce its impact on the environment.



**Meetings**

February 2	Thursday	11:00 a.m.	SLCP Meetup
February 2	Thursday	2:00 p.m.	Department Head Meeting
February 3	Friday	12:30 p.m.	Public Bid opening
February 6	Monday	9:30 a.m.	Zone Meeting
February 7	Tuesday	2:00 p.m.	Personnel Policy Committee Meeting
February 8	Wednesday	9:00 a.m.	Staff meeting
February 10	Friday	10:00 a.m.	LILRC Webinar: Employee/Union Issues
February 14	Tuesday	2:00 p.m.	Edi Team Meeting
February 15	Wednesday	7:00 p.m.	Facilitate Book Discussion
February 21	Tuesday	7:00 p.m.	Board of Trustees meeting
February 23	Thursday	12:00 p.m.	Personnel Policy Committee Meeting
February 24	Friday	10:00 a.m.	Interview – Adult Reference Intern

**Important Dates:**

Annual Meeting and Budget Presentation – Monday, March 27, 7:00 p.m., Meeting Room

Budget Vote and Trustee Election – Tuesday, April 11, 10-9:00 p.m., Meeting Room

Board of Trustees Meeting – Monday, April 17, 7:00 p.m.

Long Island Library Conference – Thursday, May 11, Melville Marriot

### **School Professional Development Workshop**

On Wednesday, March 15<sup>th</sup>, we will be welcoming educators from the South Huntington School District for our Spring professional development workshop. As this group is expected to be smaller-than-usual, we are focusing on tailoring content to individual interests and specific use cases. We have added also additional hands-on activities that will showcase library resources, including some of our makerspace technologies. Staff is looking forward to once again collaborating with our partners at the school district.

### **Library Cards**

Our current supply of library cards is running low and we have begun to the process of reordering them. It has been several years since we last purchased cards, so we're requesting quotes from a number of vendors. We have asked other libraries in our zone to share their current library card supplier with us, along with any feedback they're willing to provide, and have several recommendations we're pursuing. This order will be for adult cards only; our supply of juvenile cards is adequate for the time being.

### **Meetings – February**

Thursday, February 2 <sup>nd</sup>	2:00 p.m.	Department Head Meeting
Friday, February 3 <sup>rd</sup>	12:30 p.m.	HVAC Project Bid Opening
Tuesday, February 7 <sup>th</sup>	2:00 p.m.	Personnel Committee Meeting
Wednesday, February 8 <sup>th</sup>	9:00 a.m.	Staff Meeting
Tuesday, February 14 <sup>th</sup>	2:00 p.m.	EDI Team Meeting
Friday, February 17 <sup>th</sup>	11:00 a.m.	Meet with Deer Park Library Trustee
Friday, February 17 <sup>th</sup>	2:00 p.m.	WOW Team Meeting
Tuesday, February 21 <sup>st</sup>	7:00 p.m.	Board of Trustees Meeting
Thursday, February 23 <sup>rd</sup>	12:00 p.m.	Personnel Committee Meeting
Friday, February 24 <sup>th</sup>	10:00 a.m.	Reference Department Intern Interview





## March board report

*Prepared by Ray Capone*

1. The new security deck was received and installed. It's working correctly, and I've placed the original in storage as an emergency short-term backup.
2. The water fountain replacement work has been completed. The bottle fill station has a counter allowing us to track how many plastic bottles were saved. I will monitor this number and pass it on to our sustainability team on a regular basis.
3. We painted the upstairs bathroom hallway, as well as the wall by the water fountains.
4. I had the plumbing company come back again this month to change the water lines under the sinks in the lower kitchen and in the staff room. Due to some discontinuations, our filters and instant hot units were incompatible. That issue is now resolved.
5. The sinks in both the staff breakroom and Program Room were leaking slightly. After changing the rubber washers on the water faucets, the issue is resolved.
6. We installed a new speaker in the staff hallway to allow employees in the back-office area to better hear any potential emergency announcements. This install included us running a new Cat 6 cable from the speaker in the adult fiction area to the staff hallway.
7. We cleaned all the return vents in the staff and public restrooms, as well as the wall vents in the Reference Area.
8. We changed one of the circular bulbs in the Children's Area, and two bulbs in the Gallery this month.
9. I purchased two outdoor waterproof outlet covers to replace two broken ones on the library grounds.
10. I had the van serviced this month; oil change, inspection, and a replacement blower motor for the defroster. The van is in good repair and passed inspection.
11. Pyramid was here this month as part of our regular maintenance contract. The inspection went well. A bathroom exhaust fan on the roof needs replacing; I will be looking into scheduling the work soon.
12. I purchased two new thermostat covers. One is to replace a broken cover in Circulation, and the other is a new install for a thermostat in the restroom in the gallery.



TO: Board of Trustees  
FROM: Jennifer Conlon Griffing  
DATE: February 27, 2023  
RE: 2023 Young Adult Winter Reading Challenge

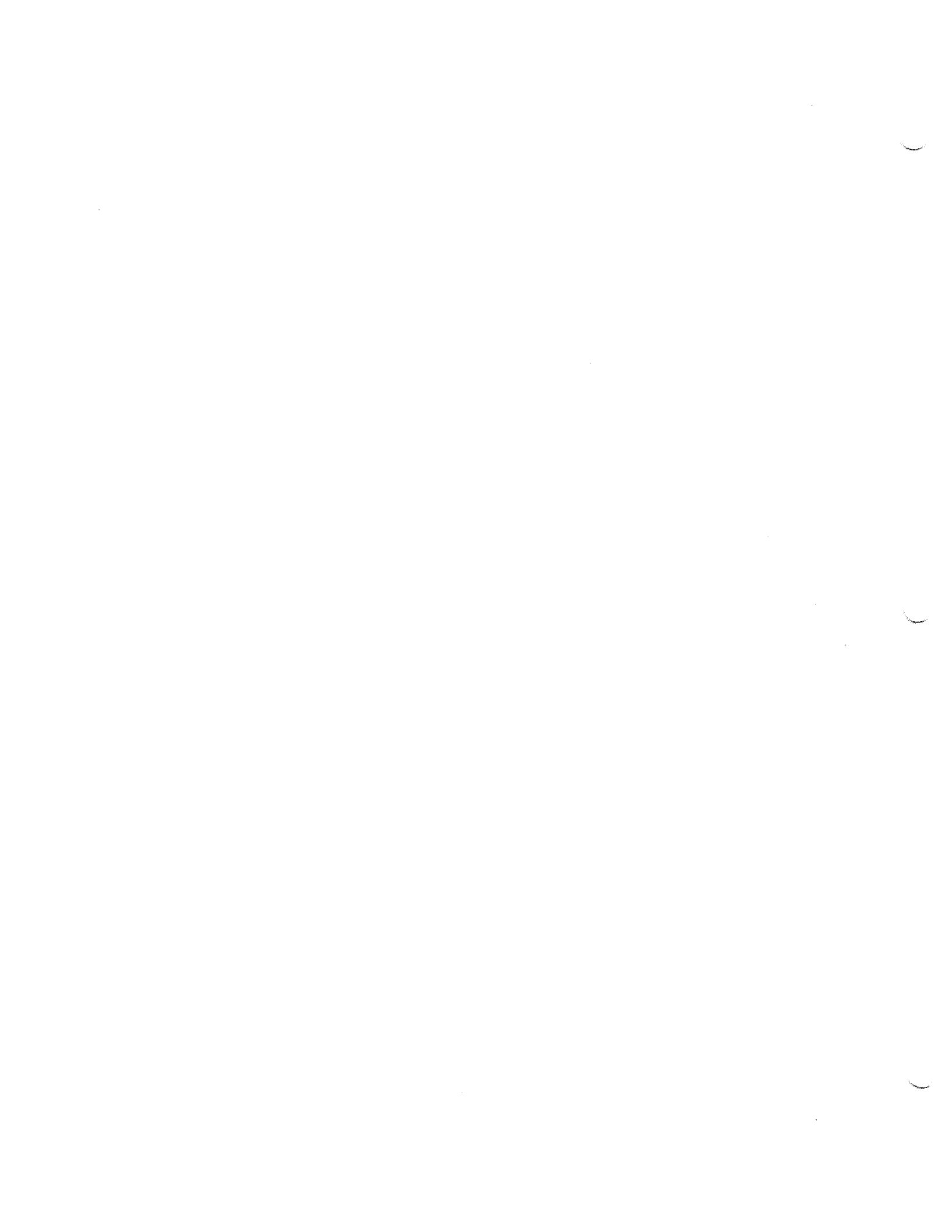
The following are the statistics for the 2023 Young Adult “Get Lost in a Good Book” Winter Reading Challenge:

- The program ran from January 7 – February 25, 2023.
- A total of 17 teens registered and 11 teens completed the challenge
- A total of 13 teens entered read 74 books.

We had 3 raffle prizes for participants. Our winners were as follow:

\$25 Gift Card Shrimpy’s Burrito Bar– Kyle Plett  
\$25 Gift Card Board Game Café- Vera Shamara  
\$25 Gift Card Catpurrccinos Café – Iman Rashid

Young Adults completing the challenge of reading three books were given a reusable insulated mug filled with candy and hot cocoa mix.



HVAC Preventative Maintenance and Service Contract Renewal  
2023-2024

Information

Our annual preventative maintenance contract for heating, ventilation and air conditioning is scheduled for renewal as of April 1, 2023. Pyramid Air Conditioning has been maintaining the library's HVAC systems since 2011. They have done an excellent job and I am confident that they will continue to provide competent, reliable service. Their cost proposal for annual maintenance for 2023-2024 is \$18,903.00 with no increase over last year's cost.

Recommendation

That the Board of Trustees authorizes Pyramid Air Conditioning & Heating to provide preventive maintenance services as per proposal dated February 24, 2023 for the period April 1, 2023 through March 31, 2024 for a total cost of \$18,903.00.



## **Policy Review: Smoking on Library Property**

### Information

The Library continuously reviews and updates its policies to ensure they are effective and relevant. Attached is our current "*Smoking on Library Property Policy*", followed by a new draft policy written to more broadly cover a variety of substances and circumstances.

### Recommendation

That the Board of Trustees replaces the existing "*Smoking on Library Property*" with the new draft policy as presented.

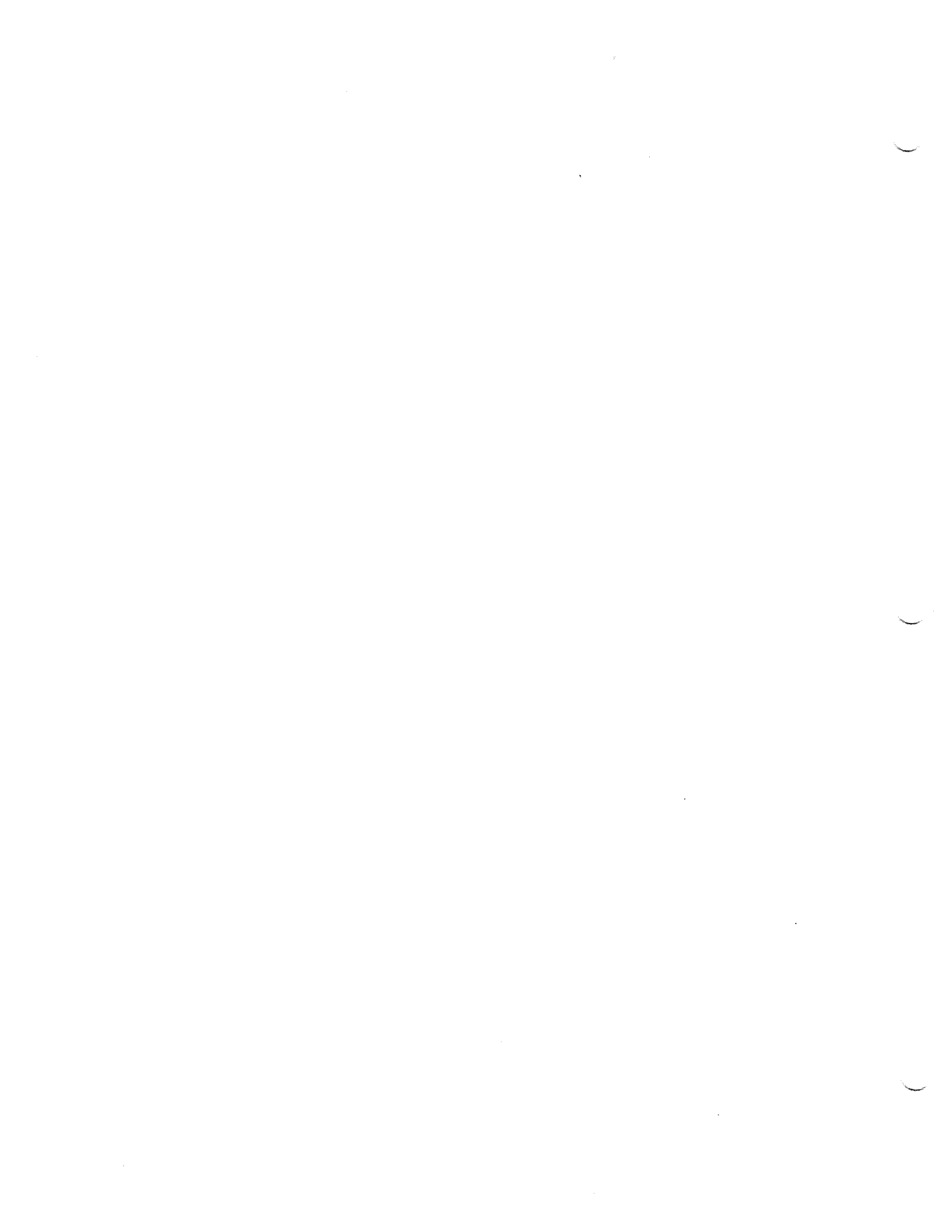




South Huntington Public Library  
Smoking on Library Property  
(Adopted 5/20/19)

As per Section 1399-o of the New York State Public Health Law:

Smoking shall not be permitted and no person shall smoke within one hundred feet of the entrances, exits or outdoor areas of any public or association library as defined in subdivision two of section two hundred fifty-three of the education law; provided, however, that the provisions of this subdivision shall not apply to smoking in a residence, or within the real property boundary lines of such residential real property. This act shall take effect on the one hundred eightieth day after it shall have become a law.



## Smoking on Library Property (Draft Policy)

In the interest of providing a safe and healthy environment for library patrons and staff, the South Huntington Public Library supports New York State public health laws in their effort to curb smoking in and around public buildings.

As such, the smoking or vaping of tobacco, marijuana, and other products shall not be permitted in the building, nor shall any person smoke or vape within one hundred feet of the entrances and exits of the library. This provision does not apply to smoking in a residence, or within the real property boundary lines of such residential real property.

Signs will be posted at each entrance/exit of the building, to indicate that New York State law prohibits smoking within one hundred feet of the entrances, exits or outdoor areas of the library.



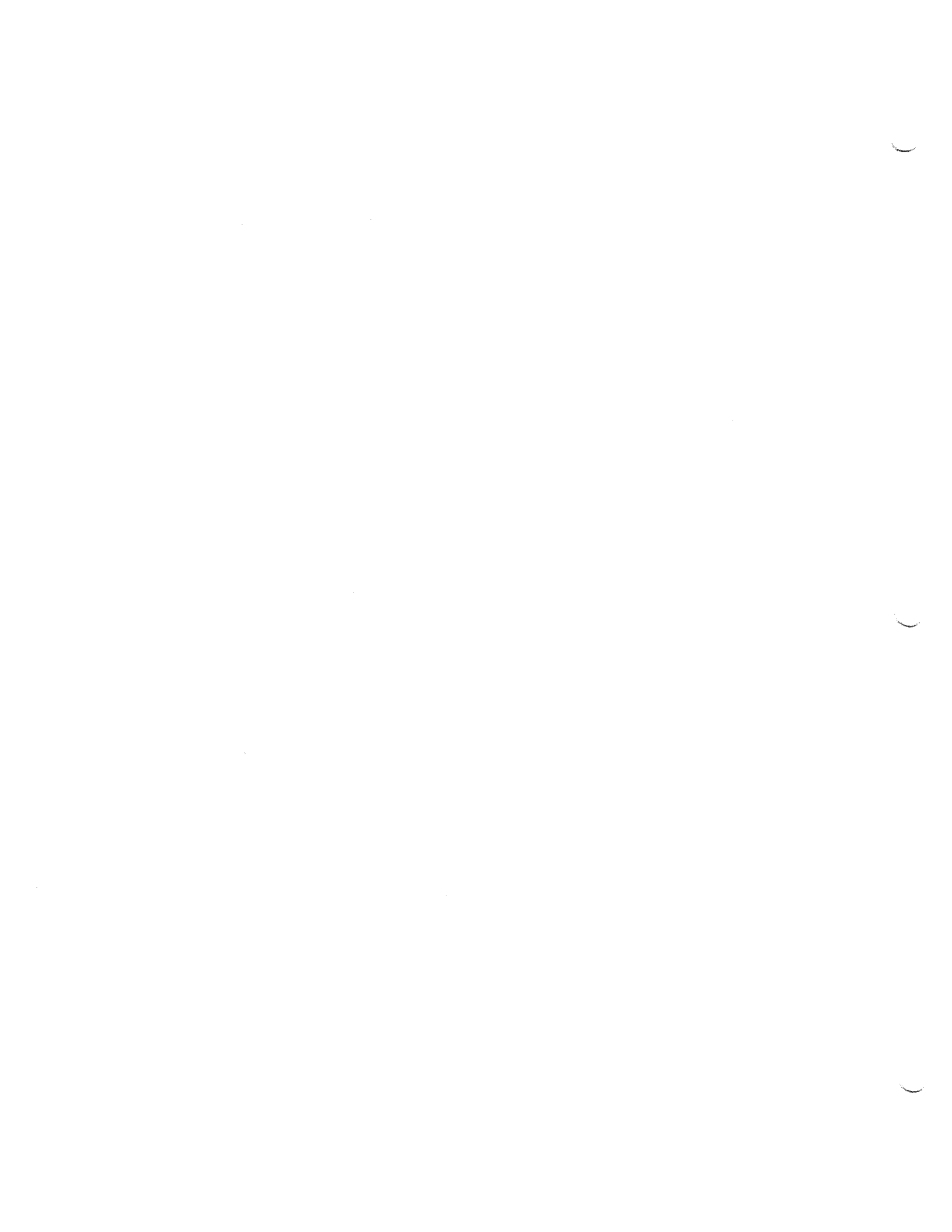
## **Policy Review: Appropriate Use of Library**

### Information

The Library continuously reviews and updates its policies to ensure they are effective and relevant. Attached is our current "*Appropriate Use of Library Policy*". Strikethroughs indicate the removal of verbiage, while additions are written in red.

### Recommendation

That the Board of Trustees adopts the "*Appropriate Use of Library Policy*" as amended.



## SOUTH HUNTINGTON PUBLIC LIBRARY

### APPROPRIATE USE OF LIBRARY

(adopted 3/16/99, revised 12/19/05, 9/15/14, 5/17/21,6/21/21)

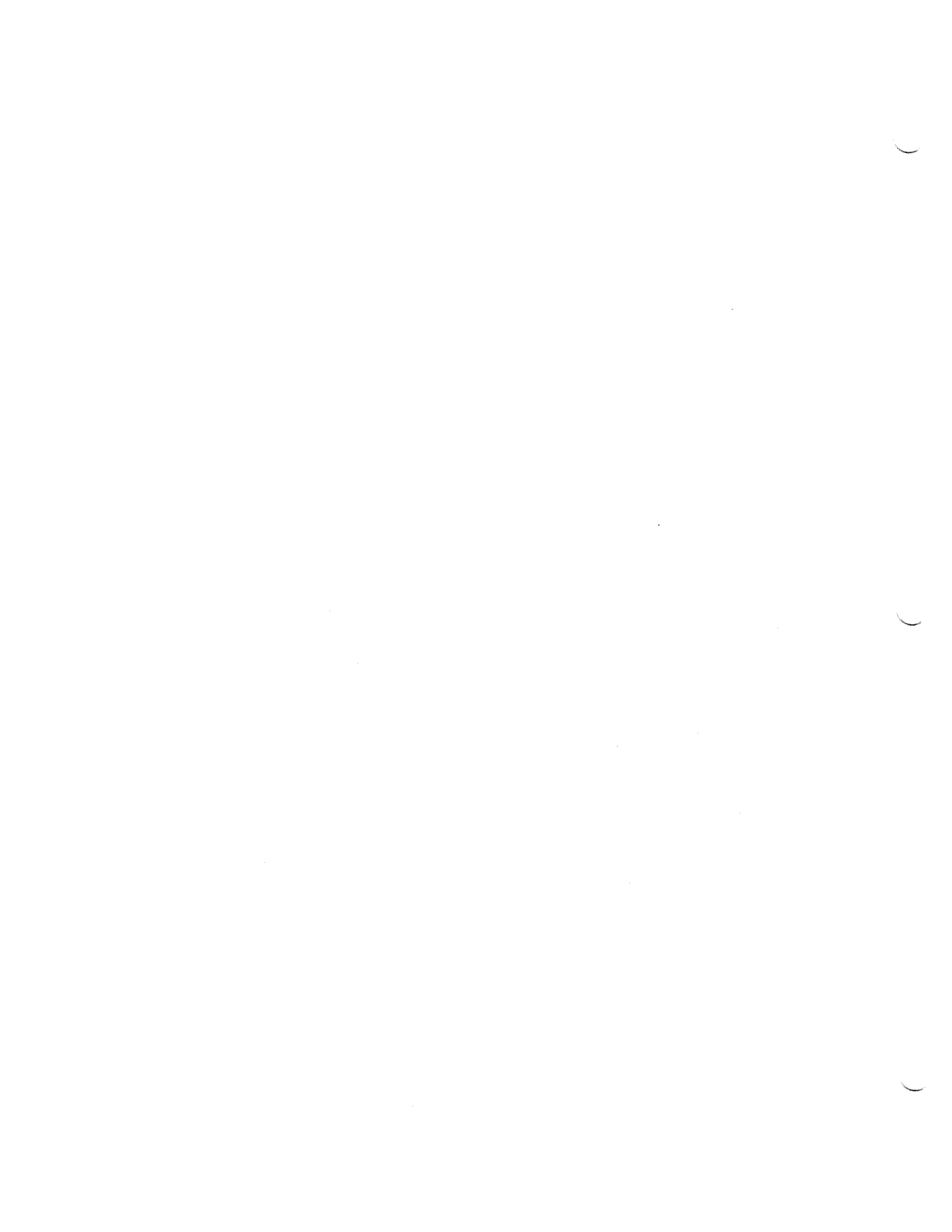
The Board of Trustees has adopted the following Rules and Regulations for Use of the Library so that the Library may provide an atmosphere conducive to the appropriate use of its services and facilities.

The following actions are prohibited on Library property:

- Selling and/or soliciting for money, or items, or services, without prior approval of the Library Director.
- Distributing or posting materials/literature that has not been approved by the Library Director.
- Possessing or consuming alcohol, **cannabis**, or illegal drugs or being under the influence of **the same**.
- Consumption of food or drink, except in designated areas.
- Smoking, **vaping**, or other uses of tobacco, **marijuana or it's derivatives**, including ~~electronic nicotine delivery systems (i.e. e-cigarettes)~~.
- Bringing animals or pets into the library except for patrons with disabilities that may have service animals trained to assist with a sensory, mental or physical disability or to perform tasks for the benefit of a disabled individual.
- Any loud, unreasonable, and/or disturbing noises created by persons, radios, tape players, televisions, telephones or other equipment.
- Extended conversation between two or more people in the adult library is prohibited.
- Intentionally damaging, destroying, or stealing any library property or a patron's or employee's property.
- Removing library materials from the premises without authorization.
- Carrying weapons of any type.
- Engaging in disorderly conduct, fighting, or challenging to fight, or using offensive words likely to provoke violence.
- Indecent exposure.
- Using obscene language and/or committing abusive acts.
- Willfully disrupting library functions and /or programs.
- Any other illegal acts or misconduct in violation of Federal, state, or local law, ordinance, or regulation.

In addition, photography, videotaping or use of other recording devices may not interfere with the provision of library services. Staff will terminate any photography, videotaping or audio recording session that appears to compromise public safety, security or infringes on staff members' or patrons' right to privacy.

Individuals or groups who commit any of the above prohibited actions are violating the rules and regulations of the library (and may have their library privileges suspended). The Librarian-in-Charge may, if necessary, expel an unruly patron from the Library building and grounds for a twenty-four hour period. In severe situations, the Director may bar an individual from library property for up to two weeks. Patrons may appeal an expulsion in excess of three days to the Library Board of Trustees.





## Obsolete Equipment

March 20, 2023

### Information

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

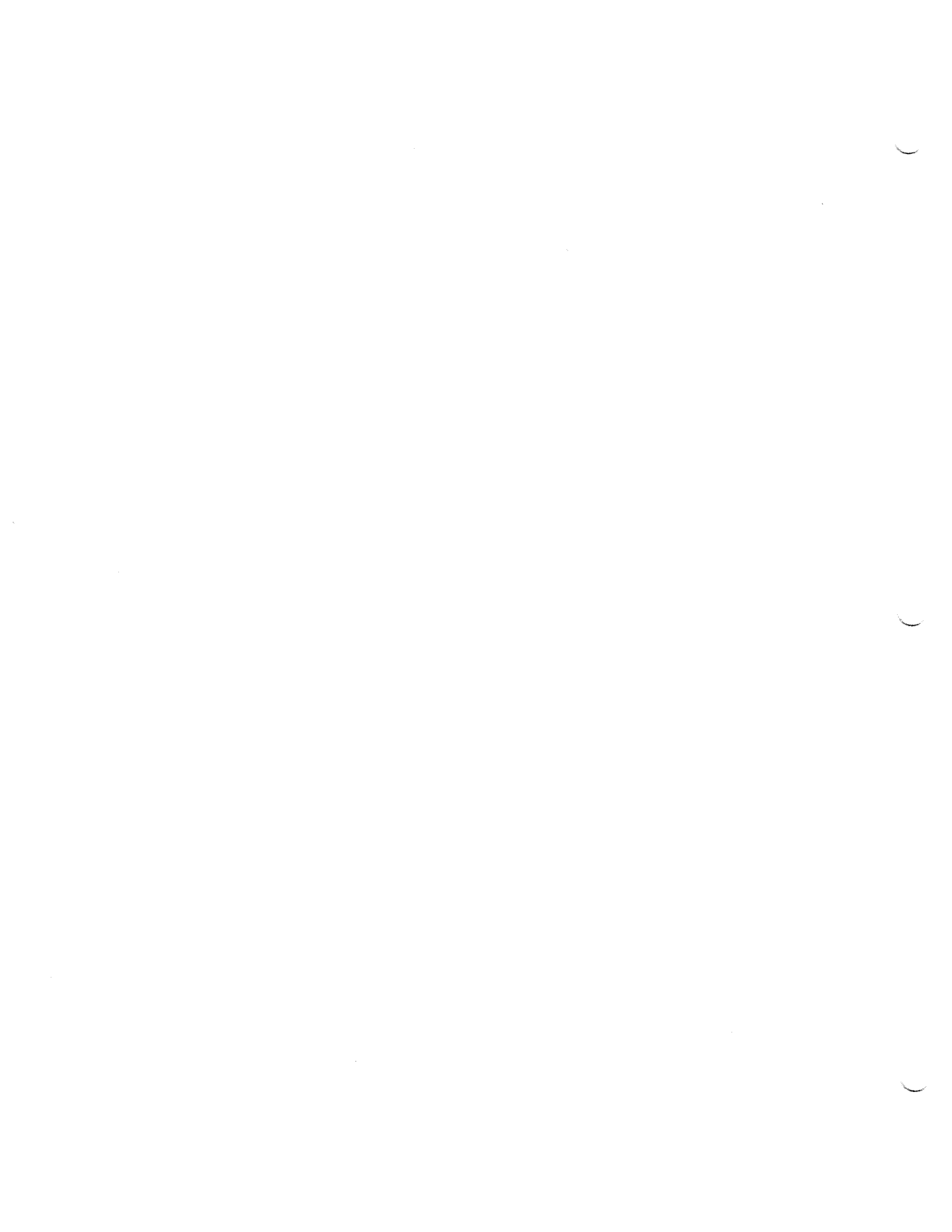
### Recommendation

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
30652002677591	UPS	2710AVHOM879001416	Tripp Lite	AVR750U	11/01/2017	Failed
30652004303535	Printer	CN57UKJ086	HP	Officejet Pro X476dn MFP	01/01/2016	Failed
30652002678771	Printer	MXBCN6C1TQ	HP	Color Multifunction M479fdn	07/01/2020	Failed



# February 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 660	2 860	3 673	4 1013
5 453	6 956	7 903	8 805	9 783	10 793	11 635
12 408	13 950	14 707	15 646	16 709	17 707	18 730
19 323	20 970	21 805	22 712	23 608	24 949	25 539
26 456	27 860	28 537				



## February 2023 - Adult Programs

Title	Event Start Date	People in Attendance
Thursday Yoga	02/02/2023 @ 9:30am	23
Genealogy Drop-in (L)	02/02/2023 @ 10:00am	6
Yoga Second Session	02/02/2023 @ 11:00am	22
Writing Workshop (V)	02/02/2023 @ 4:00pm	9
Intermediate ENL Class	02/02/2023 @ 6:00pm	6
Beginner ENL Class	02/02/2023 @ 7:15pm	4
Beginner Drawing for Adults (V)	02/03/2023 @ 11:00am	25
Wildcat Booster Club	02/03/2023 @ 6:30pm	Cancelled
Walk2TheBeat Virtual Fitness (V)	02/04/2023 @ 9:30am	13
Tai Chi for Health	02/04/2023 @ 9:30am	21
Huntington Historical Society Genealogy Workshop	02/04/2023 @ 11:00am	9
Children's Theater: Cinderella	02/04/2023 @ 2:00pm	200
Beginner Tai Chi	02/06/2023 @ 9:30am	23
Monday Yoga	02/06/2023 @ 11:00am	22
Movie: The Woman King	02/06/2023 @ 2:00pm	39
Alternative to College	02/06/2023 @ 7:00pm	9
Wills & Proxies Made Easy	02/06/2023 @ 7:00pm	17
Chair Yoga (V)	02/07/2023 @ 9:00am	10
AARP Tax Assistance	02/07/2023 @ 9:00am	19
Tai Chi Level 2	02/07/2023 @ 9:30am	11
Game Day	02/07/2023 @ 11:00am	4
Eco-Fashion	02/07/2023 @ 7:00pm	0
2nd Precinct Community Meeting	02/07/2023 @ 7:00pm	25
Non-Fiction Book Discussion	02/08/2023 @ 11:00am	9
Excel Tips & Tricks	02/08/2023 @ 6:30pm	3
Thursday Yoga	02/09/2023 @ 9:30am	25
Huntington AARP	02/09/2023 @ 10:00am	20
Yoga Second Session	02/09/2023 @ 11:00am	23
Cooking Class: Mediterranean Fare	02/09/2023 @ 1:00pm	20
Writing Workshop (V)	02/09/2023 @ 4:00pm	9
Intermediate ENL Class	02/09/2023 @ 6:00pm	6
North Shore Civil War Roundtable (L)	02/09/2023 @ 6:30pm	12
Adult Take & Make: Book Page Love Banner	02/09/2023 @ 7:00pm	24
Beginner ENL Class	02/09/2023 @ 7:15pm	5
Beginner Drawing for Adults (V)	02/10/2023 @ 11:00am	25
Video Vacation: Destination -- Arizona	02/10/2023 @ 11:00am	11
Winter Series: Rhonda Kay & the Backstage Trio	02/10/2023 @ 7:00pm	79
Walk2TheBeat Virtual Fitness (V)	02/11/2023 @ 9:30am	13
Tai Chi for Health	02/11/2023 @ 9:30am	24
Let's Talk About Books	02/11/2023 @ 2:00pm	3
Classical Sundays: Yoonie Han, solo piano	02/12/2023 @ 2:30pm	73
Adult Take & Bake: Strawberry Biscuit Cookies (V)	02/13/2023 @ 9:00am	25
Beginner Tai Chi	02/13/2023 @ 9:30am	25
Monday Yoga	02/13/2023 @ 11:00am	24
Movie: Ticket to Paradise	02/13/2023 @ 2:00pm	91
Cutting the Cord	02/13/2023 @ 7:00pm	14
Chair Yoga (V)	02/14/2023 @ 9:00am	10
AARP Tax Assistance	02/14/2023 @ 9:00am	20

## February 2023 - Adult Programs

Tai Chi Level 2	02/14/2023 @ 9:30am	11
Game Day	02/14/2023 @ 11:00am	4
Cooking Class: Eating for a Healthy Heart	02/15/2023 @ 1:00pm	11
Evening Book Discussion	02/15/2023 @ 7:00pm	8
Virtual Film & Discussion: Evanston's Living History (V)	02/15/2023 @ 7:00pm	N/A
Thursday Yoga	02/16/2023 @ 9:30am	25
Yoga Second Session	02/16/2023 @ 11:00am	23
Writing Workshop (V)	02/16/2023 @ 4:00pm	9
Intermediate ENL Class	02/16/2023 @ 6:00pm	6
NAACP Huntington	02/16/2023 @ 6:30pm	0
Adult Craft: Quilled Snowflake	02/16/2023 @ 6:30pm	16
Beginner ENL Class	02/16/2023 @ 7:15pm	5
Winter Series: Broadway Showstoppers	02/17/2023 @ 7:00pm	138
Walk2TheBeat Virtual Fitness (V)	02/18/2023 @ 9:30am	13
Tai Chi for Health	02/18/2023 @ 9:30am	24
Chair Yoga (V)	02/21/2023 @ 9:00am	10
AARP Tax Assistance	02/21/2023 @ 9:00am	22
Tai Chi Level 2	02/21/2023 @ 9:30am	11
Game Day	02/21/2023 @ 11:00am	4
Defensive Driving	02/21/2023 @ 6:30pm	40
Library Board of Trustees Meeting	02/21/2023 @ 7:00pm	7
One Hour for the Earth with Carbon Crew (V)	02/21/2023 @ 7:00pm	6
Email Basics	02/22/2023 @ 11:00am	4
All About Hip & Knee Pain	02/22/2023 @ 7:00pm	N/A
Thursday Yoga	02/23/2023 @ 9:30am	25
Huntington AARP	02/23/2023 @ 10:30am	10
Yoga Second Session	02/23/2023 @ 11:00am	23
Beyond the Book @ the Whaling Museum	02/23/2023 @ 6:30pm	Cancelled
The Magical Duffel Bag	02/24/2023 @ 7:00pm	Cancelled
Winter Series: Hokis Pokis	02/24/2023 @ 7:00pm	132
Walk2TheBeat Virtual Fitness (V)	02/25/2023 @ 9:30am	12
Tai Chi for Health	02/25/2023 @ 9:30am	24
Kids Flick: Strange World	02/25/2023 @ 2:00pm	5
The Magical Duffel Bag	02/25/2023 @ 3:00pm	Cancelled
The Magical Duffel Bag	02/25/2023 @ 7:00pm	Cancelled
Folk Music Society of Huntington	02/26/2023 @ 1:00pm	23
Right This Way: A History of the Audience	02/26/2023 @ 2:00pm	27
Beginner Tai Chi	02/27/2023 @ 9:30am	25
Medicare Counseling One-on-One (L)	02/27/2023 @ 10:00am	5
Monday Yoga	02/27/2023 @ 11:00am	25
Creative Club: Intro to Collage	02/27/2023 @ 1:00pm	10
Movie: Till	02/27/2023 @ 2:00pm	41
Franchising: In Business for Yourself, Not By Yourself	02/27/2023 @ 7:00pm	1
Chair Yoga (V)	02/28/2023 @ 9:00am	8
AARP Tax Assistance	02/28/2023 @ 9:00am	0
Tai Chi Level 2	02/28/2023 @ 9:30am	11
Game Day	02/28/2023 @ 11:00am	0
Defensive Driving	02/28/2023 @ 6:30pm	40
Adult Craft: Alcohol Ink Journey	02/28/2023 @ 7:00pm	11

## Children's Programs - February 2023

Title	Event Start Date	People in Attendance
Baby Bundle Take & Make / Paquete Para Bebes un Take	02/01/2023 @ 10:00arr	20
Baby Time! (L)	02/01/2023 @ 10:30arr	10
Baby Time! (L)	02/01/2023 @ 11:15arr	9
Yoga Kids (L)	02/01/2023 @ 4:30pm	13
Zumbini (L)	02/02/2023 @ 10:30arr	13
Zumbini (L)	02/02/2023 @ 11:30arr	11
Class Visit: CW 2nd Grade	02/02/2023 @ 11:30arr	44
A Time for Kids (L)	02/03/2023 @ 10:00arr	15
A Time for Kids (L)	02/03/2023 @ 11:00arr	11
Class Visit: CW 2nd Grade	02/03/2023 @ 11:30arr	23
Art Club: Keith Haring (L)	02/03/2023 @ 4:30pm	16
Take Your Child to the Library Day (L)	02/04/2023 @ 9:30am	N/A
Make-A-Valentine (L)	02/04/2023 @ 10:00arr	100
Children's Theater: Cinderella	02/04/2023 @ 2:00pm	200
Lego Club (L)	02/05/2023 @ 2:00pm	25
Bilingual BANANAS Bilingues (L)	02/06/2023 @ 10:30arr	10
Minecraft Mania! Winter Wonderland (L)	02/06/2023 @ 4:30pm	6
Homework Help at the South Huntington Public Library	02/06/2023 @ 4:30pm	2
Toddlers Craft! Valentine Surprise Painting (L)	02/07/2023 @ 10:00arr	20
Picture Book Time (L)	02/07/2023 @ 3:00pm	10
Hip Hop Dance	02/07/2023 @ 4:45pm	8
Baby Time! (L)	02/08/2023 @ 10:30arr	12
Baby Time! (L)	02/08/2023 @ 11:15arr	9
Class Visit: CW 2nd Grade	02/08/2023 @ 11:30arr	36
Yoga Kids (L)	02/08/2023 @ 4:30pm	15
Sprouts & Friends	02/09/2023 @ 10:00arr	20
Adventures in Art: Celebrate Colors with Alma Thomas (L)	02/09/2023 @ 4:30pm	13
A Time for Kids (L)	02/10/2023 @ 10:00arr	19
A Time for Kids (L)	02/10/2023 @ 11:00arr	12
Class Visit: CW 2nd Grade	02/10/2023 @ 11:30arr	N/A
Tweens Night Out: Let's Play Games! (L)	02/10/2023 @ 7:00pm	7
My Grown-up & Me Yoga (L)	02/11/2023 @ 10:00arr	3
Baking Coach: Love Monsters (V)	02/11/2023 @ 2:00pm	24
Snow Bunnies	02/12/2023 @ 2:00pm	22
Bilingual BANANAS Bilinges (L)	02/13/2023 @ 10:30arr	11
Minecraft Mania! Winter Wonderland (L)	02/13/2023 @ 4:30pm	5
Homework Help at the South Huntington Public Library	02/13/2023 @ 4:30pm	3
Girl Scout Troop 103	02/13/2023 @ 4:30pm	12
Picture Book Time (L)	02/14/2023 @ 3:00pm	9
Hip Hop Dance	02/14/2023 @ 4:45pm	8
Baby Time! (L)	02/15/2023 @ 10:30arr	9
Baby Time! (L)	02/15/2023 @ 11:15arr	5
Yoga Kids (L)	02/15/2023 @ 4:30pm	9
Sprouts & Friends	02/16/2023 @ 10:00arr	17
A Time for Kids (L)	02/17/2023 @ 10:00arr	17
A Time for Kids (L)	02/17/2023 @ 11:00arr	11

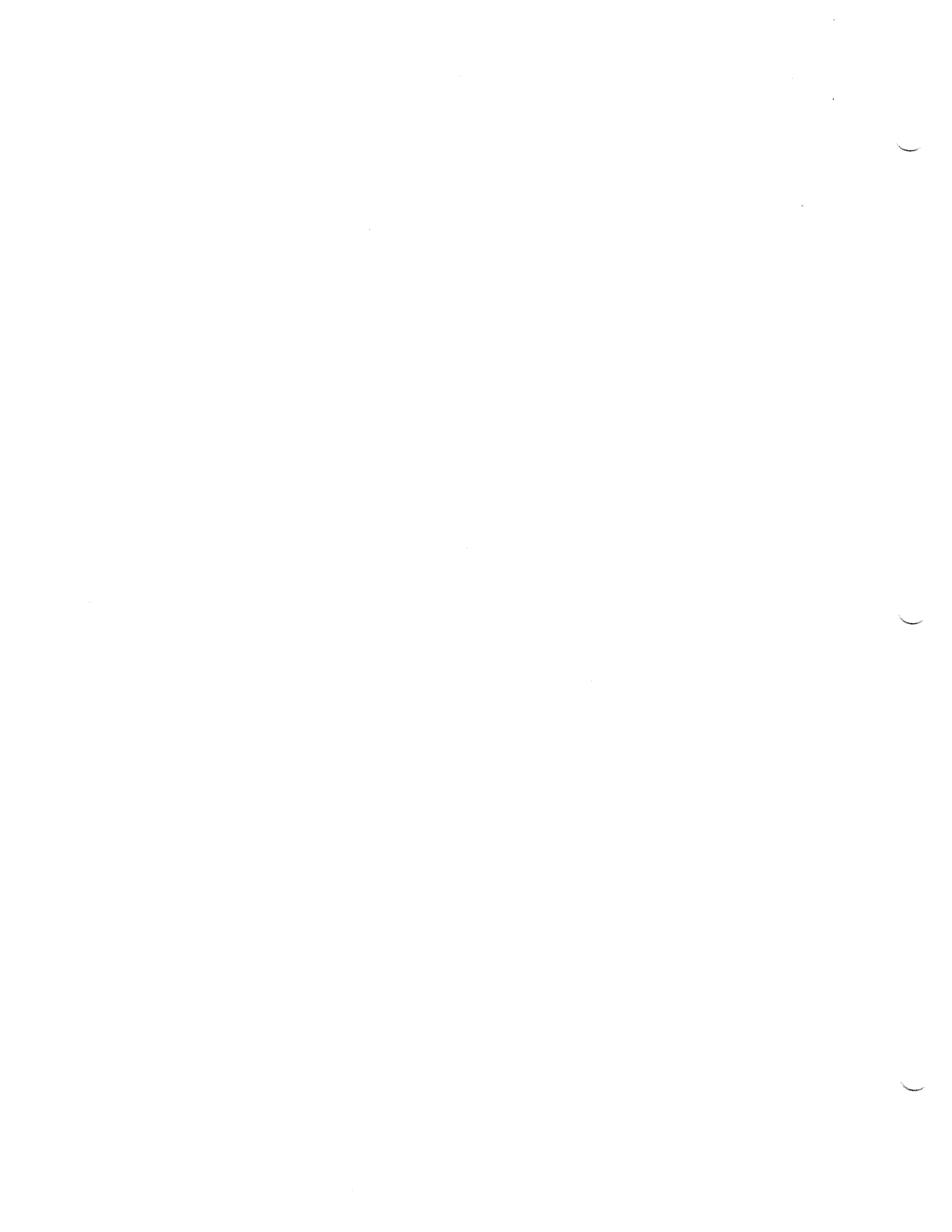
## Children's Programs - February 2023

Art Club: Salvador Dali(L)	02/17/2023 @ 4:30pm	15
PlayHooray Babies & Kids (L)	02/18/2023 @ 10:00arr	24
Library Arts Presents: Winter Rabbit Painting on Glass (L)	02/18/2023 @ 2:00pm	12
Sphero Robotic Painting (L)	02/19/2023 @ 2:00pm	14
Snowman Painting Take & Make	02/21/2023 @ 10:00arr	40
Celebrate Mardi Gras! (L)	02/21/2023 @ 12:00pr	45
Snow Globe Workshop (L)	02/21/2023 @ 2:00pm	20
Royal Spa Day (L)	02/22/2023 @ 2:00pm	14
Royal Spa Day (L)	02/22/2023 @ 3:00pm	15
Girl Scouts of South Huntington SU12	02/22/2023 @ 4:30pm	Cancelled
Winter Wildlife (L)	02/23/2023 @ 2:00pm	16
Lego Club (L)	02/24/2023 @ 10:30arr	17
Pequenos Lectores (L)	02/24/2023 @ 6:30pm	4
The Magical Duffel Bag	02/24/2023 @ 7:00pm	Cancelled
Music & Movement	02/25/2023 @ 10:00arr	12
Kids Flick: Strange World	02/25/2023 @ 2:00pm	5
The Magical Duffel Bag	02/25/2023 @ 3:00pm	Cancelled
The Magical Duffel Bag	02/25/2023 @ 7:00pm	Cancelled
Bilingual BANANAS Bilingues (L)	02/27/2023 @ 10:30arr	10
Homework Help at the South Huntington Public Library	02/27/2023 @ 4:30pm	4
Snow Stories and Craft (L)	02/28/2023 @ 10:00arr	14
Hip Hop Dance	02/28/2023 @ 4:45pm	16



## YA Programs - February 2023

Title	Event Start Date	People in Attendance
Candy Kiss in a Jar Guess	02/01/2023 @ 12:00am	89
February Monthly Community Service: Summer Experience S	02/01/2023 @ 12:00am	26
Silas Wood Curriculum Fair Class Visit	02/01/2023 @ 8:00am	130
Teen Play Rehearsal	02/01/2023 @ 7:00pm	Cancelled
Silas Wood Curriculum Fair Class Visit	02/02/2023 @ 9:00am	130
Kindness Jars	02/02/2023 @ 7:00pm	1
Silas Wood Curriculum Fair Class Visit	02/03/2023 @ 8:00am	140
Trivia Night (L)	02/03/2023 @ 7:00pm	6
Teen Play Rehearsal	02/04/2023 @ 11:00am	Cancelled
Homework Help-Teen Volunteers	02/06/2023 @ 4:30pm	4
Teen Play Rehearsal	02/06/2023 @ 7:00pm	Cancelled
Alternative to College	02/06/2023 @ 7:00pm	9
Executive Teen Advisory Board	02/07/2023 @ 7:00pm	5
Teen Play Rehearsal	02/08/2023 @ 7:00pm	Cancelled
Minute to Win It	02/10/2023 @ 7:00pm	10
Homework Help-Teen Volunteers	02/13/2023 @ 4:30pm	4
Love your Pet Day: a Grab and Go Program (V)	02/14/2023 @ 9:30am	12
Brainfuse: Online Homework Help	02/15/2023 @ 7:00pm	0
School Visit- Silas Wood ENL	02/16/2023 @ 10:00am	15
Grocery Totes for Nursing Homes: a Community Service Prog	02/16/2023 @ 7:00pm	8
School Visit- Silas Wood ENL	02/17/2023 @ 10:00am	17
BLINGO	02/17/2023 @ 7:00pm	7
Teen Advisory Board	02/21/2023 @ 7:00pm	16
Paint Night	02/23/2023 @ 7:00pm	12
Photography Workshop: How to use a Green Screen	02/24/2023 @ 3:00pm	4
Tenzi Tournament	02/24/2023 @ 6:00pm	7
The Magical Duffel Bag	02/24/2023 @ 7:00pm	Cancelled
Kids Flick: Strange World	02/25/2023 @ 2:00pm	5
The Magical Duffel Bag	02/25/2023 @ 3:00pm	Cancelled
The Magical Duffel Bag	02/25/2023 @ 7:00pm	Cancelled
Drop In Community Service: Decorate a Tote	02/26/2023 @ 2:00pm	3
Homework Help-Teen Volunteers	02/27/2023 @ 4:30pm	4
Seed Sorting	02/28/2023 @ 6:00pm	3
DIY Water Bottle Stickers	02/28/2023 @ 7:00pm	1



WEBSITE	January			February		
	2021	2022	2023	2021	2022	2023
HomePage	14,369	14,738	15,576	14,125	13,776	14,891
% Change :		3%	6%		-2%	8%
Vitual Reference	178	136	217	219	134	220
% Change :		-24%	60%		-39%	64%
Site Visitors	17,367	17,280	19,916	18,442	16,392	18,601
% Change :		-1%	15%		-11%	13%
<b>COMPUTER USAGE</b>						
<u>Adult Wired Computers</u>						
Application Usage :	1,153	1,945	1,923	1,561	2,137	2,396
Time Usage (hrs) :	401	497	566	584	608	693
<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 :	202	279	500	280	604	674
Time Usage (hrs) :	84	50	88	105	119	141
Total Application Usage :	1,356	2,225	2,430	1,842	2,753	3,071
% Change :		64%	9%		49%	12%
Total Time Usage (hrs) :	485	547	654	689	727	834
% Change :		13%	20%		6%	15%
<u>Laptops &amp; Tablets</u>						
Children's iPad Checkouts :	0	0	0	0	0	0
YA Laptop & iPad Checkouts :	1	1	7	1	12	1
Total :	1	1	7	1	12	1
% Change :		0%	600%		1100%	-92%
<u>Public Wireless</u>						
Laptop and Mobile Usage :	3,255	5,605	8,426	3,377	6,277	7,686
% Change :		72%	50%		86%	22%
<b>SCLS DATA</b>						
Off-Site Renewals	10,110	12,350	11,983	11,541	12,029	12,257
% Change :		22%	-3%		4%	2%
e-Commerce Payments	\$159.58	\$130.95		\$32.84	\$99.62	
% Change :		-18%			203%	
Consortium Databases	13,535	1,889	1,626	8,762	1,246	2,327
% Change :		-86%	-14%		-86%	87%
<b>SHPL DATABASE SEARCHES</b>						
Ancestry.com :	0	166	0	16	453	0
EbscoHost :	649	487	708	434	488	382
OCLC/FirstSearch :	114	103	76	144	99	153
ReferenceUSA :	0	0	0	0	0	0
Total :	763	756	784	594	1,040	535
% Change :		-1%	4%		75%	-49%
<b>WEB SERVICES</b>						
Homework Help (Tutor/BrainFuse) :	129	72	10	111	40	37
LibraryAware (NextReads) :	2	4	4	3	3	3
Live-Brary.com (eMedia Checkouts) :	7,285	7,811	8,532	6,772	6,576	7,666
Linked-In-Learning :	26	0	15	23	16	13
Pronunciator (Mango) :	85	15	3	61	18	6
Mosio Text Message Threads :	93	41	54	46	42	51
EnvisionWare Mobile Print (PrinterOn) :	377	52	502	503	70	396
Total :	7,997	7,995	9,120	7,519	6,765	8,172
% Change :		0%	14%		-10%	21%

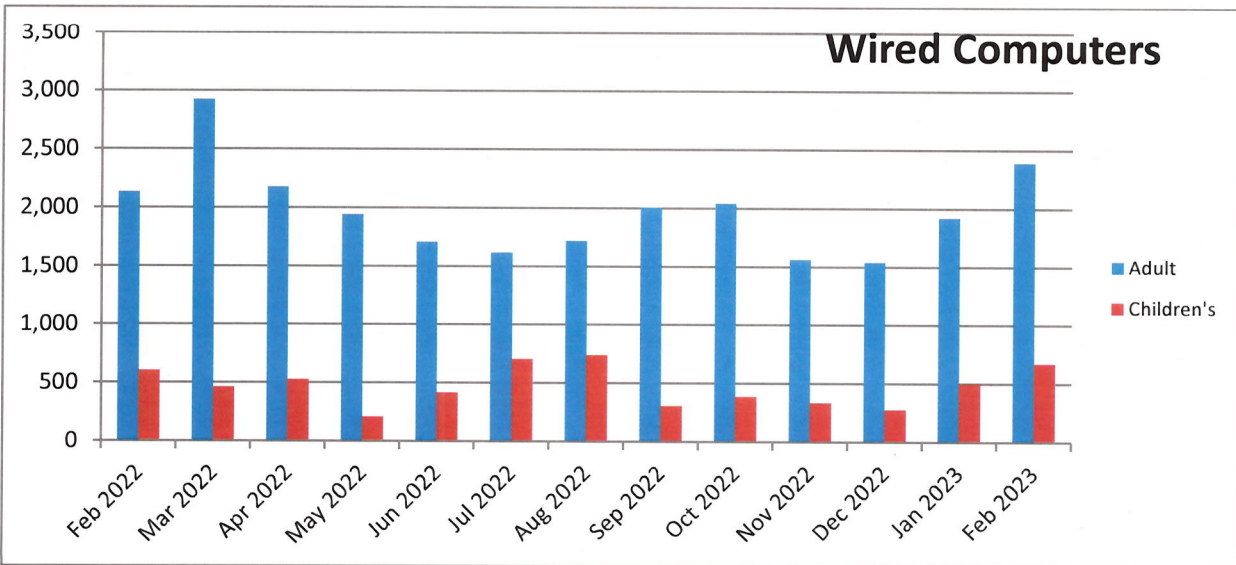
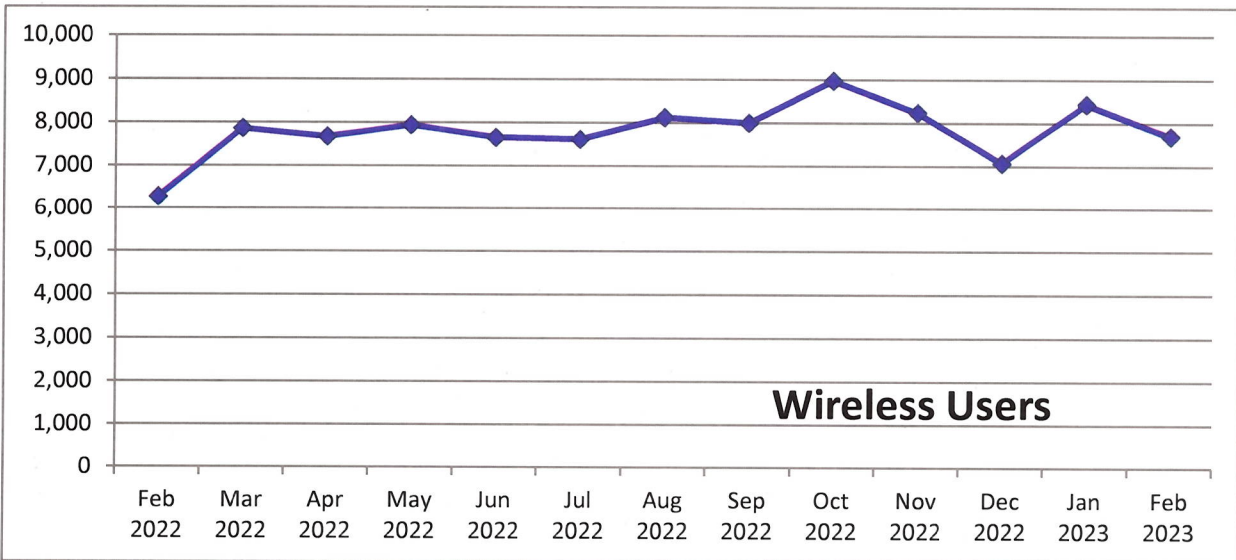
DATE	Total Building Checkouts (#231)	All Self Checkouts (#431)	Percent Self Checkouts
February 2022	9,343	262	2.80%
March 2022	9,595	252	2.63%
April 2022	9,331	204	2.19%
May 2022	8,729	116	1.33%
June 2022	8,614	0	0.00%
July 2022	10,461	59	0.56%
August 2022	10,919	2,233	20.45%
September 2022	8,560	2,074	24.23%
October 2022	9,377	1,850	19.73%
November 2022	8,999	1,897	21.08%
December 2022	8,290	1,353	16.32%
January 2023	10,659	1,997	18.74%
February 2023	9,948	1,979	19.89%

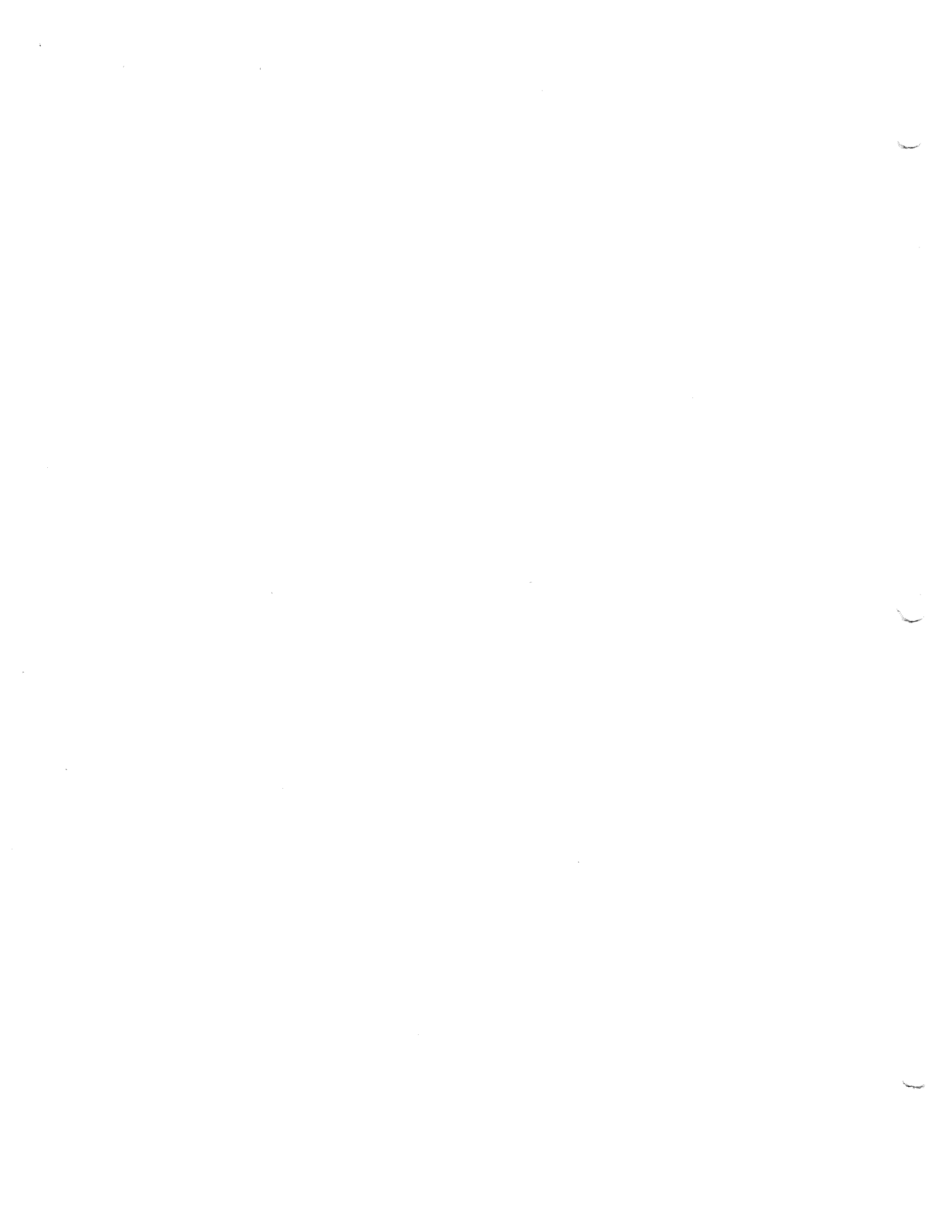
## WIRED & WIRELESS STATISTICS : February 2023

Date	Wireless	Adult	Children's
Feb 2023	7,686	2,396	674
Jan 2023	8,426	1,923	500
Dec 2022	7,065	1,547	281
Nov 2022	8,232	1,568	338
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

**Summary:**

Wireless usage was down 9% compared to last month and is up 22% from this time last year. Adult computer usage was up 25% from last month and is up 12% compared to last year. Childrens computer usage was up 35% compared to last month and is up 12% from last year.

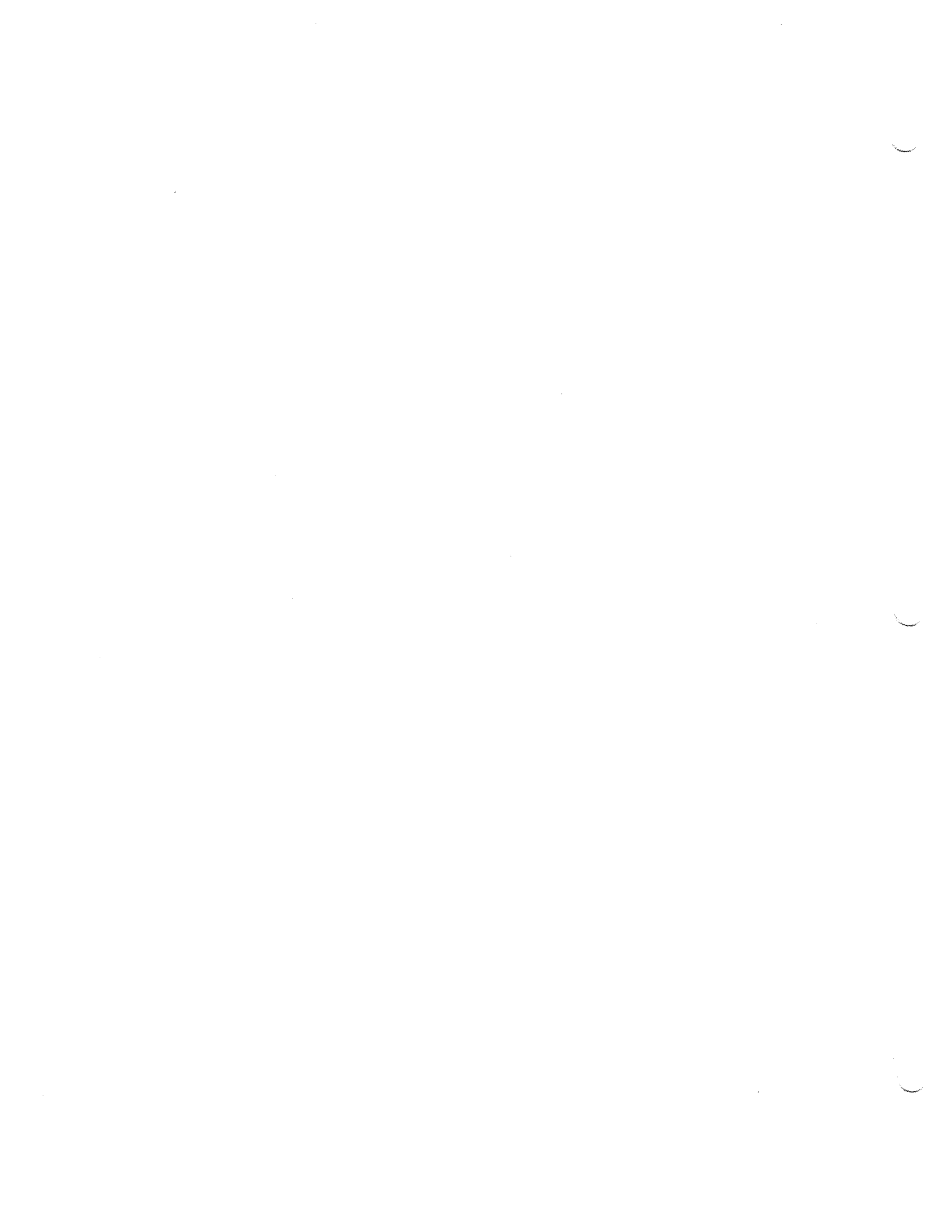




SOUTH HUNTINGTON PUBLIC LIBRARY  
RESOURCES WORKSHEET

FEBRUARY 2023

	ADDED	DISCARDED	FEB 23
<b>ADULT / YA</b>			
Books, Fiction	387	66	44,119
Books, Nonfiction	239	16	62,861
Paperbacks	7	40	10,061
Periodical Titles	0	0	220
Compact Discs	14	0	6,955
DVDs	40	0	15,527
Blu-ray Disc	19	0	2,308
Books-on-CD	3	0	4,014
Videogames	2	0	58
<b>Total</b>	711	122	146,123
<b>CHILDRENS</b>			
Books, Fiction	312	356	44,869
Books, Nonfiction	165	188	42,386
Paperbacks	29	0	3,347
Videogames	5	0	1,312
Compact Discs	0	0	1,568
DVDs	12	4	7,961
Blu-ray Disc	4	0	539
Books-on-CD	0	0	543
CD/Book Kits	0	0	475
Launchpads	0	0	40
<b>Total</b>	527	548	103,040
<b>TOTAL</b>	1,238	670	249,163





**FEBRUARY 2023**

<b>ADULT PRINT</b>	<b>FEB 23</b>	<b>FEB 22</b>	<b>% CHANGE</b>	<b>FEB 21</b>	<b>% CHANGE</b>
Nonfiction	840	764	9.95%	853	-1.52%
New Books	891	770	15.71%	988	-9.82%
Fiction	1,061	984	7.83%	1,105	-3.98%
Paperbacks	106	129	-17.83%	103	2.91%
Mysteries	170	211	-19.43%	239	-28.87%
Large Type	211	225	-6.22%	249	-15.26%
Magazines	76	141	-46.10%	143	-46.85%
Biographies	70	96	-27.08%	90	-22.22%
Test Books	8	19	-57.89%	10	-20.00%
Science Fiction	21	32	-34.38%	19	10.53%
Foreign Language	8	8	0.00%	2	300.00%
Graphic Novel	24	9	166.67%	63	-61.90%
Reference	0	1	-100.00%	1	-100.00%
ESL Collection	13	3	333.33%	0	#DIV/0!
Oversized Books	4	0	N.M.	6	-33.33%
Short Stories	4	8	-50.00%	7	-42.86%
Adult Learner	4	0	N.M.	1	300.00%
Auto Repair	3	1	200.00%	0	#DIV/0!
<b>Total</b>	<b>3,514</b>	<b>3,401</b>	<b>3.32%</b>	<b>3,879</b>	<b>-9.41%</b>
<b>ADULT MEDIA</b>					
DVD	1,319	1,647	-19.91%	1,864	-29.24%
Blu-ray Disc	307	390	-21.28%	553	-44.48%
Compact Discs	224	376	-40.43%	427	-47.54%
Books on Disc	114	139	-17.99%	118	-3.39%
Video Games	34	31	9.68%	31	9.68%
Language Media	6	3	100.00%	3	100.00%
Hotspots	31	21	47.62%	20	55.00%
<b>Total</b>	<b>2,035</b>	<b>2,607</b>	<b>-21.94%</b>	<b>3,016</b>	<b>-32.53%</b>
<b>ELECTRONIC RESOURCES</b>					
Live-brary E-Books	4,907	4,436	10.62%	5,004	-1.94%
Live-brary Audiobooks	2,758	2,135	29.18%	1,767	56.08%
Flipster	396	461	-14.10%	492	-19.51%
New York Times	320	204	56.86%	156	105.13%
PressReader	85	159	-46.54%	192	-55.73%
Hoopla	386	293	31.74%	421	-8.31%
Kanopy	354	354	0.00%	442	-19.91%
<b>Total</b>	<b>9,206</b>	<b>8,042</b>	<b>14.47%</b>	<b>8,474</b>	<b>8.64%</b>
<b>INTERLIBRARY LOAN</b>					
Items Sent	1,396	1,508	-7.43%	2,067	-32.46%
Items Borrowed	1,160	1,235	-6.07%	1,108	4.69%
<b>NEW PATRONS</b>					
	219	178	23.03%	56	291.07%

FEBRUARY 2023

JUVENILE PRINT	JAN 23	JAN 22	% CHANGE	JAN 21	% CHANGE
Nonfiction	799	852	-6.22%	660	21.06%
Picture Books	1,628	1,463	11.28%	1,062	53.30%
Fiction	700	761	-8.02%	671	4.32%
Easy Readers	909	582	56.19%	556	63.49%
Biographies	169	292	-42.12%	92	83.70%
Paperbacks	383	302	26.82%	233	64.38%
Board Books	295	373	-20.91%	260	13.46%
Graphic Novels	373	402	-7.21%	250	49.20%
Foreign Language	225	95	136.84%	87	158.62%
Parents Collection	26	16	62.50%	18	44.44%
Magazines	8	6	33.33%	18	-55.56%
Story Collection	4	5	-20.00%	4	0.00%
Museum Passes	135	109	23.85%	45	200.00%
<b>Total</b>	<b>5,654</b>	<b>5,258</b>	<b>7.53%</b>	<b>3,956</b>	<b>42.92%</b>
<b>JUVENILE MEDIA</b>					
DVD	344	421	-18.29%	403	-14.64%
Blu-ray Disc	37	30	23.33%	35	5.71%
Video Games	290	173	67.63%	175	65.71%
Compact Discs	34	25	36.00%	17	100.00%
CD/Book Kits	64	55	16.36%	35	82.86%
Books on Disc	3	2	50.00%	7	-57.14%
Launchpads	16	9	77.78%	2	700.00%
<b>Total</b>	<b>788</b>	<b>715</b>	<b>10.21%</b>	<b>674</b>	<b>16.91%</b>
<b>YOUNG ADULT</b>					
Magazines	0	0	N.M.	0	N.M.
Fiction	68	137	-50.36%	105	-35.24%
Nonfiction	19	9	111.11%	5	280.00%
Graphic Novel	51	81	-37.04%	61	-16.39%
Paperbacks	63	54	16.67%	41	53.66%
Large Type	0	1	-100.00%	2	-100.00%
Test Books	2	0	N.M.	3	-33.33%
Foreign Language	2	3	-33.33%	4	-50.00%
Laptops	1	12	-91.67%	1	0.00%
<b>Total</b>	<b>206</b>	<b>297</b>	<b>-30.64%</b>	<b>222</b>	<b>-7.21%</b>



## Monthly Recovery Statistics: South Huntington Public Library

12/2021 Through 2/2023

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
February-23	\$90.98	\$0.00	\$0.00	\$90.98	<b>\$90.98</b>	\$7.95
January-23	\$152.85	\$0.00	\$0.00	\$152.85	<b>\$152.85</b>	\$7.95
November-22	\$119.86	\$0.00	\$0.00	\$119.86	<b>\$119.86</b>	\$0.00
October-22	\$436.59	\$0.00	\$0.00	\$436.59	<b>\$436.59</b>	\$7.95
August-22	\$153.88	\$0.00	\$0.00	\$153.88	<b>\$153.88</b>	\$7.95
July-22	\$0.50	\$0.00	\$0.00	\$0.50	<b>\$0.50</b>	\$7.95
May-22	\$47.75	\$0.00	\$0.00	\$47.75	<b>\$47.75</b>	\$0.00
April-22	\$403.25	\$0.00	\$0.00	\$403.25	<b>\$403.25</b>	\$15.90
March-22	\$527.54	\$0.00	\$0.00	\$527.54	<b>\$527.54</b>	\$15.90
February-22	\$172.46	\$0.00	\$0.00	\$172.46	<b>\$172.46</b>	\$7.95
January-22	\$289.75	\$0.00	\$0.00	\$289.75	<b>\$289.75</b>	\$7.95
December-21	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0.00</b>	\$6.95
<b>Total</b>	<b>\$2,395.41</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,395.41</b>	<b>\$2,395.41</b>	<b>\$94.40</b>
<b>Average</b>	<b>\$199.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$199.62</b>	<b>\$199.62</b>	<b>\$7.87</b>
<b>Total ROI: \$25:1</b>						

