

BOARD MEETING- MONDAY, APRIL 15, 2024

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, April 15, 2024 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
 1. Regular Meeting, Monday, March 18, 2024
 2. Annual Budget Meeting, Monday, April 8, 2024
5. FINANCIAL MATTERS
 - A. Schedule of Bills
 - B. Investments
 - C. Financial Chairperson's Report
 - D. Personnel
6. COMMUNICATIONS
 1. SCLS Minutes and Memorandum (emailed to board members)
 2. Letter to Huntington Manor Fire Department
7. REPORTS
 1. Director's Report
 2. Assistant Director's Report
 3. Building and Grounds Report
 4. Winter Concert Series Attendance Report
 5. Network and Systems Administrator's Report
8. OLD BUSINESS
 1. COVID-19 Protocol
9. NEW BUSINESS
 1. ALA 2024 Conference
 2. Obsolete Equipment
 3. HVAC Maintenance Contract
 4. Power washing of Building Exterior
10. STATISICAL REPORTS
11. PERIOD OF PUBLIC EXPRESSION
12. EXECUTIVE SESSION
13. ADJOURNMENT

BOARD MEETING MINUTES – MONDAY, MARCH 18, 2024
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

The regular meeting of the Board of Trustees of the South Huntington Public Library was held on Monday, March 18, 2024 at 7 p.m. in the Conference Room.

PRESENT: Mrs. Pat Dillon, Vice President
Mrs. Eleanora Ferrante
Mr. Stuart Horowitz

EXCUSED: Mrs. Eileen Sullivan, President
Mrs. Stella Fox, Financial Chairperson

STAFF: Mrs. Janet Scherer, Director
Mr. Nick Tanzi, Assistant Director
Mrs. Doreen Kilkenny, Board Secretary
Mr. Howard Spiegelglass, Head of Adult Reference

CALL TO ORDER: The meeting was called to order by the vice president at 7:05 p.m.

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

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

- Move Old Business – Collection HQ Presentation by Howard Spiegelglass to after Disposition of Minutes
- Add EV Charging Station Fund Allocation to New Business

DISPOSITION OF MINUTES
FEBRUARY 20, 2024: Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to accept the minutes of the regular meeting of February 20, 2024.

OLD BUSINESS –
COLLECTION HQ
PRESENTATION: The board thanked Howard Spiegelglass for his presentation.

FINANCIAL MATTERS

2023-2024:

Mr. De Dora sent a letter stating that he compared all the warrants to the invoices and payroll register to verify amounts to be paid and counts of checks issued. He also reviewed the check signer log. He viewed and compared all petty cash disbursements with the receipts for expenditures, and reported that all was in order.

Motion by Mr. Horowitz, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #24 Fund L in the amount of \$10,857.10; Warrant #28 Fund L in the amount of \$1,000.00; Warrant #26 Fund L in the amount of 235,873.20; Warrant #2/01 PR Fund L in the amount of \$121,624.01; Warrant #2/15 PR Fund L in the amount of \$120,845.49; Warrant #2/29PR Fund L in the amount of \$121,076.72.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to authorize payment of Warrant #16 Fund TA in the amount of \$46,996.29; Warrant #17 Fund TA in the amount of \$41,875.91; Warrant #18 Fund TA in the amount of \$48,858.41.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to approve the American Express statement for February in the amount of \$2,245.53.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for January 20, 2024 – February 19, 2024 in the amount of \$2,307.10.

COST OF VOTE –
DAY WORKERS:

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, 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 16, 2024.

FINANCIAL
CHAIRPERSON'S
REPORT 2023-2024:

Mrs. Dillon read into record the Financial Chair Report on Mrs. Fox's behalf, stating that she selected at random and reviewed original purchase orders, invoices, check requisitions, and copies of selected cancelled checks. She compared them to the original warrants, and found the vendors' names, check amounts, and endorsements to be in order.

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

COMMUNICATIONS: The board acknowledged the SCLS minutes and letter of thanks from Councilman Dr. Dave Bennardo regarding library impact on the community.

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

- I am happy to announce that the mezzanine project is complete. The carpet installation went well. Patrons can be seen using the space every day.

ASSISTANT DIRECTOR'S REPORT:

Mr. Tanzi reported on the following :

- The library has been building a small but growing collection of equipment, gadgets, toys and tools known as a Library of Things (LoTs). Previously, we detailed the back-end website work that was taking place to inventory, categorize, and organize the collection. Our Emerging Technologies Librarian Michael Bartolomeo has overseen that work, with Joann Mariani and Howard Spiegelglass assisting with the cataloging and materials processing component.

More recently, Ray Capone has created a space to store and display much of the collection, using repurposed space in the video room and repurposed excess shelving. This solution will allow the collection to be visible and easily retrievable by our Circulation staff for checkout. Recent acquisitions include an all-in-one film scanner for negatives and slides and a video-to-digital converter. We expect this collection to continue to grow over time.

BUILDING & GROUNDS REPORT:

The board thanked Ray Capone for his monthly report.

WINTER READING REPORTS:

The board thanked Jen Conlon, Ryann Riggs, and Jen O'Connor for their reports.

OLD BUSINESS – COVID-19 PROTOCOL:

Mrs. Scherer discussed recent Covid-19 protocol developments.

OLD BUSINESS - TAX REDUCTION FOR COMMUNITY

VOLUNTEERS: Mrs. Scherer updated the board on the tax reduction law for community volunteers.

**NEW BUSINESS –
SOCIAL WORKER
CONTRACT:** Motion by Mrs. Ferrante, seconded by Mr. Horowitz that the board of trustees authorizes the library director to enter into a contract with the Family Service League to provide the services of a licensed social worker to our library community at an annual cost not to exceed \$15,000.00. The library attorney has reviewed the contract.

**NEW BUSINESS –
LIBRARY AUDITOR:** Motion by Mr. Horowitz, seconded by Mrs. Ferrante that the board of trustees agrees to employ the firm of Baldassari & Coster LLC to perform the annual 2023-2024 annual audit for the South Huntington Public Library at a cost of \$15,000.00

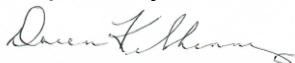
**NEW BUSINESS –
PARKING LOT
EV CHARGING
STATION ALLOCATION:** Motion by Mr. Horowitz, seconded by Mrs. Ferrante that the board of trustees reallocate \$126,150.00 from the *Repairs & Improvements to Building Capital Reserve Fund – Emergency/Repair Replacement Fund* to the *Repairs & Improvements to Building Capital Reserve Fund – EV Charging Stations Project*.

EXECUTIVE SESSION: Motion by Mrs. Ferrante, seconded by Mr. Horowitz to go into Executive Session at 8:17 p.m. to discuss a personnel issue.

Motion by Mr. Horowitz, seconded by Mrs. Ferrante to come out of Executive Session at 8:24 p.m.

ADJOURNMENT: Motion by Mrs. Ferrante to adjourn the regular meeting at 8:30 p.m.

Respectfully submitted by,



Doreen Kilkenney, Board Secretary

Acknowledged by:

Patricia Dillon, Vice President

BOARD MEETING MINUTES - MONDAY, APRIL 8, 2024
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

The annual budget meeting of the Board of Trustees of the South Huntington Public Library was held on Monday, April 8, 2024 at 7:00p.m. in the Meeting Room.

PRESENT:

Mrs. Eileen Sullivan, President
Mrs. Pat Dillon, Vice President
Mrs. Eleanora Ferrante

STAFF:

Mrs. Janet Scherer, Director
Mr. Nick Tanzi, Assistant Director
Mrs. Doreen Kilkenny, Interim Business Manager
Mrs. Jamie Gholson, Interim Board Secretary

EXCUSED:

Mrs. Stella Fox, Financial Chairperson
Mr. Stuart Horowitz

CALL TO ORDER:

The meeting was called to order by the president at 7:03 p.m.

PLEDGE OF
ALLEGIANCE:

The president led everyone in the Pledge of Allegiance.

ADOPTION OF THE
AGENDA:

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

2024-2025
PROPOSED BUDGET
PRESENTATION:

Mrs. Scherer, Library Director, presented the 2024-2025 Proposed Budget.

ADJOURNMENT:

Motion by Mrs. Ferrante to adjourn the regular meeting at 7:22 p.m.

Respectfully submitted by,

Jamie Gholson

Jamie Gholson, Interim Board Secretary

Acknowledged by:

Patricia Dillon, Vice President

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

April 15, 2024


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

I have reviewed the warrants through April 15, 2024.

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

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

Kindest regards,



Philip DeDora
Treasurer

FINANCIAL SCHEDULES

<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
9	27	L	4,094.15
11	30	L	158,845.33
15	3/14 PR	L	131,402.17
17	3/28 PR	L	116,450.21
19	19	TA	53,261.13
21	20	TA	45,204.37
23	5	H	3,248.80
25	AMEX		3,098.46
26	Amazon Capital Services		2,212.20
41	Investment Report		
42	Financial Chairperson Report		
43	Personnel Actions		

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #27 Fund L - March 2024 Schedule of Bills

Checks #59530-59640

Total warrant: \$4,094.15

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 27: CD - UTILITIES - 3/2024 For Dates 3/1/2024 - 3/31/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59530	03/05/2024	690	NATIONAL GRID		3,093.02
59531	03/05/2024	2400	NATIONAL GRID (SVC & GENR)		72.71
59532	03/05/2024	2555	OPTIMUM		71.59
59533	03/05/2024	15	VERIZON		846.68
59640	03/21/2024	1419	VERIZON SELECT SERVICES		10.15
Number of Transactions: 5					
					Warrant Total: 4,094.15
					Vendor Portion: 4,094.15

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 4,094.15. 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.

4/9/24 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 \$ _____ . 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.

3/21/24 Date [Signature] Assistant Director

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #30 Fund L - April 15, 2024 Schedule of Bills

Checks #59645-59744

Voided Check #58809

Total warrant: \$158,845.33

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 30: CD - GENERAL - 4/2024 For Dates 4/15/2024 - 4/15/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59689	04/15/2024	1846	KIRKUS MEDIA LLC		179.00 ✓
59690	04/15/2024	3126	KLEEMANN, JOHN		200.00 ✓
59691	04/15/2024	3049	COBY KLEIN	230510	325.00 ✓
59692	04/15/2024	2781	ELIZABETH KLEIN		94.99 ✓
59693	04/15/2024	2459	KONICA MINOLTA BUSINESS SOLUTN		17.49 ✓
59694	04/15/2024	3090	LIL' ATHLETES	*See Detail Report	256.00 ✓
59695	04/15/2024	1332	LONG ISLAND CHESS NUTS	230446	120.00 ✓
59696	04/15/2024	3015	LONG ISLAND EXPLORIUM	230504	300.00 ✓
59697	04/15/2024	1489	LONG ISLAND SCIENCE CENTER	230505	350.00 ✓
59698	04/15/2024	1568	LONG ISLAND WASTE SERVICES		212.00 ✓
59699	04/15/2024	3052	MAKIN, GEETU	230509	390.00 ✓
59700	04/15/2024	27	MIDWEST TAPE		2,213.84 ✓
59701	04/15/2024	2517	MIDWEST TAPE		957.46 ✓
59702	04/15/2024	2243	MOSIO		240.00 ✓
59703	04/15/2024	425	N&S ELECTRIC SUPPLY		119.83 ✓
59704	04/15/2024	72	NASSAU COUNTY LIBRARY ASSOC		940.00 ✓
59705	04/15/2024	72	NASSAU COUNTY LIBRARY ASSOC		475.00 ✓
59706	04/15/2024	317	NEW YORK LIBRARY ASSOC.		1,915.00 ✓
59707	04/15/2024	3074	NEW YORK PRO AV SYSTEMS, INC	230527	1,017.99 ✓
59708	04/15/2024	217	NEWSDAY, INC.		287.92 ✓
59709	04/15/2024	1814	PATRICIA NOVAK	230515	125.00 ✓
59710	04/15/2024	127	NYS EMPLOYEES HEALTH INSURANCE		52,167.78 ✓
59711	04/15/2024	2597	PDQ.com Corporation	230508	1,020.00 ✓
59712	04/15/2024	1731	PITNEY BOWES BANK INC PURCHASE POWER		400.00 ✓
59713	04/15/2024	1724	PITNEY BOWES GLOBAL FIN'L SERV		196.00 ✓
59714	04/15/2024	12	POSTMASTER - BULK PERMIT 39		3,600.00 ✓
59715	04/15/2024	2760	GEORGIA PROTAN		274.46 ✓
59716	04/15/2024	2068	PYRAMID AIR COND. & HEATING		10,707.40 ✓
59717	04/15/2024	3061	QUATELA CHIMERI PLLC		275.00 ✓
59718	04/15/2024	3131	REWILD LONG ISLAND	230512	400.00 ✓
59719	04/15/2024	3041	RYANN RIGGS		55.00 ✓
59720	04/15/2024	586	ROBERT A. JOHNSON, CPA P.C.	230425	750.00 ✓
59721	04/15/2024	2982	REGINA R. RUSSO	230523	750.00 ✓
59722	04/15/2024	3056	SCHOENHOFEN, KAREN	230437	120.00 ✓
59723	04/15/2024	2858	SCHOOLLIFE	230429	270.05 ✓
59724	04/15/2024	3079	BONNIE SCHWARTZ	230514	370.00 ✓
59725	04/15/2024	51	SCLS		4,312.89 ✓
59726	04/15/2024	2238	ROBERT SCOTT	*See Detail Report	674.00 ✓
59727	04/15/2024	3140	SECURITAS SECURITY SERVICES USA, INC.		10,168.15 ✓
59728	04/15/2024	11	SHPL - PETTY CASH		50.36 ✓
59729	04/15/2024	3151	MICHELLE SILVA-MERA	230522	200.00 ✓
59730	04/15/2024	2198	SOLOMON R. GUGGENHEIM FNDN	230507	500.00 ✓
59731	04/15/2024	2565	SPRINGFIELD SERVICE CENTER		86.95 ✓
59732	04/15/2024	3083	SPROUTS & FRIENDS, INC.	*See Detail Report	810.00 ✓
59733	04/15/2024	2416	STANDARD SECURITY LIFE INS. CO		564.90 ✓
59734	04/15/2024	3167	STAPLES ADVANTAGE		128.74 ✓

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 30: CD - GENERAL - 4/2024 For Dates 4/15/2024 - 4/15/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
58809	04/15/2024	2572	**VOID** COLLABORATIVE SUMMER LIB PRGM	220395	-27.45
59645	04/15/2024	131	A TIME FOR KIDS	*See Detail Report	1,200.00 ✓
59646	04/15/2024	2396	AMAZON		2,002.13 ✓
59647	04/15/2024	2396	AMAZON		60.25 ✓
59648	04/15/2024	720	AMERICAN EXPRESS		3,098.46 ✓
59649	04/15/2024	2040	AMERIFLEX		270.30 ✓
59650	04/15/2024	3177	ANGELLO, PETER	230503	200.00 ✓
59651	04/15/2024	23	BAKER & TAYLOR		8,059.78 ✓
59652	04/15/2024	2520	KATHRYN BARI-PETRITIS	230516	375.00 ✓
59653	04/15/2024	2841	MICHAEL BARTOLOMEO		207.44 ✓
59654	04/15/2024	1832	AUGUSTA BERNER	230524	1,700.00 ✓
59655	04/15/2024	1305	BLACKSTONE PUBLISHING.		121.35 ✓
59656	04/15/2024	3046	BLUM, LAUREN	*See Detail Report	700.00 ✓
59657	04/15/2024	487	BOTTOM LINE PERSONAL		39.00 ✓
59658	04/15/2024	1189	BRODART CO.		559.50 ✓
59659	04/15/2024	1644	BRODART CO.	220344	168.65 ✓
59660	04/15/2024	31	BULL TERRIER NEWS DELIVERY SVC		309.07 ✓
59661	04/15/2024	3178	BUZZY, INC.		393.34 ✓
59662	04/15/2024	2572	COLLABORATIVE SUMMER LIB PRGM	220395	27.45 ✓
59663	04/15/2024	2633	CONNECTION, INC		8,937.65 ✓
59664	04/15/2024	2881	CORNELL COOPERATIVE EXTENSION OF SUFFOLK COUNTY	*See Detail Report	300.00 ✓
59665	04/15/2024	1548	COUNTY LINE HARDWARE		316.03 ✓
59666	04/15/2024	2444	MARIA D'ANDREA	230517	200.00 ✓
59667	04/15/2024	794	PHILIP DE DORA	230107	390.00 ✓
59668	04/15/2024	2793	DMGT TELECOMMUNICATIONS, INC.		1,875.00 ✓
59669	04/15/2024	45	EBSCO		311.26 ✓
59670	04/15/2024	1665	EDMER SANITARY SUPPLY		1,076.80 ✓
59671	04/15/2024	3117	PATRICK FIERRO	230520	125.00 ✓
59672	04/15/2024	923	FIRST UNUM LIFE INSURANCE CO.		649.04 ✓
59673	04/15/2024	458	FRIENDS OF THE LIBRARY		717.20 ✓
59674	04/15/2024	362	FUN EXPRESS, LLC	*See Detail Report	290.35 ✓
59675	04/15/2024	3094	GEOVANNY & SONS	230427	925.00 ✓
59676	04/15/2024	2490	KATHLEEN GIERALTOWSKI		48.67 ✓
59677	04/15/2024	608	GILBERT & SULLIVAN LIGHT OPERA	230513	500.00 ✓
59678	04/15/2024	225	GRAINGER, INC.		988.71 ✓
59679	04/15/2024	1077	HIGH HOPES PRODUCTIONS	230445	165.00 ✓
59680	04/15/2024	2504	INGRAM LIBRARY SERVICES LLC		737.39 ✓
59681	04/15/2024	2504	INGRAM LIBRARY SERVICES LLC		686.89 ✓
59682	04/15/2024	2504	INGRAM LIBRARY SERVICES LLC		44.43 ✓
59683	04/15/2024	2764	DONNA IRVINE	230511	210.00 ✓
59684	04/15/2024	2610	JOYSIE JEROME	230436	450.00 ✓
59685	04/15/2024	3053	JIN, ELIZABETH	230519	350.00 ✓
59686	04/15/2024	1802	MARTHA KAHN		34.96 ✓
59687	04/15/2024	2717	KANOPY LLC		463.00 ✓
59688	04/15/2024	1716	DIANE KENTROS		690.00 ✓

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For L - 30: CD - GENERAL - 4/2024 For Dates 4/15/2024 - 4/15/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59735	04/15/2024	2106	STERLING NORTH AMERICA INC.		8,422.00
59736	04/15/2024	2584	BRIAN STOLL	230518	275.00
59737	04/15/2024	1520	THE BAKING COACH, INC.	230444	495.00
59738	04/15/2024	2265	THE WEEK		199.00
59739	04/15/2024	2940	THERESA'S PROGRAMS LLC	*See Detail Report	690.00
59740	04/15/2024	3179	THERMAL SOLUTIONS, INC.	230526	5,125.00
59741	04/15/2024	2536	AMY VAIL	230447	250.00
59742	04/15/2024	2324	NADEJDA VLAEVA	230525	1,000.00
59743	04/15/2024	2232	W.B. MASON CO INC		1,089.48
59744	04/15/2024	2613	TAMI WOOD	*See Detail Report	765.00
Number of Transactions: 101				Warrant Total:	158,845.33
				Vendor Portion:	158,845.33

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

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 101 in number, in the total amount of \$ 158,845.33. 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.

4/9/24
Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 158,845.33. 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.

4/5/24
Date

Janet Scher
Library Director

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: March 14, 2024

Gross Total: \$131,402.17

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	131,402.17	
Non Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	118,563.25	
FICA Withholding - Employee *	7,350.90	
FICA Withholding - Employer *	7,350.90	
Medicare Wages	118,563.25	
Medicare Withholding - Employee *	1,719.15	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,719.15	
Federal Wages	112,009.24	
Federal Withholding *	12,103.84	
State Wages	113,941.73	
State Withholding **	5,317.24	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,861.03	Pre-Tax
Flexible Spending	12,838.92	Pre-Tax
Retirement	1,932.49	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	734.02	
Net Pay	84,544.58	

Payment Distribution Methods

Normal Distributed Amount	3,603.54
Direct Deposit Amount	80,941.04
Direct Deposit Entries	62

Tax Deposit Information

Federal Tax Deposit *	30,243.94
State Tax Deposit **	5,317.24
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	68
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	3

Employee Types On This Journal

Employee Count	65
Active Payroll Employees	65
Inactive Payroll Employees	0

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: March 28, 2024

Gross Total: \$116,450.21

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson



Payroll Transaction Totals

Payment Distribution Methods

Gross Wages	116,450.21	
Non-Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	113,810.67	
FICA Withholding - Employee *	7,056.27	
FICA Withholding - Employer *	7,056.27	
Medicare Wages	113,810.67	
Medicare Withholding - Employee *	1,650.25	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,650.25	
Federal Wages	108,044.05	
Federal Withholding *	10,794.04	
State Wages	109,773.33	
State Withholding **	4,962.56	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,299.58	Pre-Tax
Flexible Spending	2,639.54	Pre-Tax
Retirement	1,729.28	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	699.82	
Net Pay	82,618.87	

Normal Distributed Amount	3,856.42
Direct Deposit Amount	78,762.45
Direct Deposit Entries	60

Tax Deposit Information

Federal Tax Deposit *	28,207.08
State Tax Deposit **	4,962.56
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	63
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	0

Employee Types On This Journal

Employee Count	63
Active Payroll Employees	63
Inactive Payroll Employees	0

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #19 Fund TA - March 14, 2024 Schedule of Bills

Check #7839

Wires #994330 - 994333

Total warrant: \$53,261.13

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For TA - 19: CD - TRUST & AGENCY - 3/14/2024 For Dates 3/1/2024 - 3/31/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7839	03/11/2024	127	NYS EMPLOYEES HEALTH INSURANCE		12,838.92
994330	03/14/2024	198	NEWPORT TRUST CO. FBO #22258#		1,841.95
994331	03/14/2024	371	NYS INCOME TAX		5,317.24
994332	03/14/2024	909	INTERNAL REVENUE SERVICE		30,243.94
994333	03/14/2024	1345	NEW YORK STATE DEFERRED COMP		3,019.08
Number of Transactions: 5				Warrant Total:	53,261.13
				Vendor Portion:	53,261.13

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 53,261.13. 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.

5 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 53,261.13. 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.

3/11/24 _____
Date Library Director

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #20 Fund TA - March 28, 2024 Schedule of Bills

Check #7840 - 7841

Wires #994334 - 994339

Total warrant: \$45,204.37

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For TA - 20: CD - TRUST & AGENCY - 3/28/2024 For Dates 3/1/2024 - 3/31/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7840	03/25/2024	1267	AMERIFLEX, LLC.		1,001.68
7841	03/25/2024	3116	METLIFE SMALL BUSINESS CENTER		1,637.86
994334	03/25/2024	198	NEWPORT TRUST CO. FBO #22258#		1,665.81
994335	03/25/2024	202	NYS & LOCAL RETIREMENT SYSTEM		5,031.81
994336	03/25/2024	371	NYS INCOME TAX		4,962.56
994337	03/25/2024	909	INTERNAL REVENUE SERVICE		28,207.08
994338	03/25/2024	1345	NEW YORK STATE DEFERRED COMP		2,633.77
994339	03/25/2024	1934	AFLAC		63.80

Number of Transactions: 8

Warrant Total: 45,204.37

Vendor Portion: 45,204.37

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 \$ 45,204.37. 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.

4/1/24

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 45,204.37. 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.

3/25/24

Date

Library Director

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

April 15, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #5 Fund H - April 15, 2024 Schedule of Bills

Checks #10022-10023

Total warrant: \$3,248.80

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

Eileen Sullivan _____
President, Board of trustees

Pat Dillon _____
Vice President, Board of trustees

Stella Fox _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For H - 5: CD - RERSERVE - 4/2024 For Dates 4/15/2024 - 4/15/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
10022	04/15/2024	230	BEATTY HARVEY COCO, LLP.		1,448.80
10023	04/15/2024	2186	J.C. BRODERICK & ASSOCIATES		1,800.00
Number of Transactions: 2				Warrant Total:	3,248.80
				Vendor Portion:	3,248.80

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 \$ 3248.80. 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.

4/9/24

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 3,248.80. 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.

4/5/24

Date

Library Director

American Express Monthly Statement - March 2024 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	DeepL Pro - Translation software	374.63	L7420.429
	USPS (Postage for Passport Applications)	30.45	L7430.433
	Refreshments for Director's Meeting	23.98	L7430.435-31
	Staff Meeting Refreshments	116.24	L7430.435-31
	Long Island Library Resource Council - Membership	30.00	L7430.435-31
	USPS (Postage for Passport Applications)	30.45	L7430.433
	Google (shpl.info e-mail service)	601.86	L7430.431
	Amtrak - J. O'Connor - NYLA	99.00	L7430.435-31
	USPS (Postage for Absentee Ballots)	353.60	L7430.441
Nicholas Tanzi			
	USPS (Postage for Passport Applications)	30.45	L7430.433
	NoviSign Ltd. - Library Signage (Recurring payment)	20.00	L7430.200
	Matterport - Virtual Tour Fee (Recurring payment)	13.02	L7420.429
	SCLA Membership	58.00	L7430.435-31
	Zoom.US (Teleconferencing)	193.96	L7430.431
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.200
	Slidesgo Universal (subscriptions)	23.99	L7420.429
	Hyatt Regency Crystal City-Computers in Libraries Conf.	1024.83	L7430.435-31
	SketchUp Software	110.00	L7420.429
	Credit Refund - Square Testing	-28.00	L7430.440
	Credit Refund - Square Testing	-28.00	L7430.440
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.200
		Total	\$3,098.46
	Account		
	L7420.429	521.64	
	L7430.200	40.00	
	L7430.431	795.82	
	L7430.433	91.35	
	L7430.435-31	1,352.05	
	L7430.440	(56.00)	
	L7430.441	353.60	
	Grand Total	3,098.46	

Amazon Capital Services Statement - 02/20/24-03/19/24		
Account	Description	Purchase \$
L7420.410-11	ADULT BOOKS	\$216.96
L7420.410-12	CHILDRENS BOOKS	\$368.83
L7420.413-11	PERIODICALS - ADULTS	\$50.47
L7430.200	EQUIPMENT	\$417.34
L7430.430-21	SUPPLIES - OFFICE	\$174.19
L7430.430-22	SUPPLIES - LIBRARY	\$71.92
L7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	\$580.86
L7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	\$71.86
L7430.442-12-F	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	\$142.76
L7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	\$56.76
L7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	\$60.25
	Total	\$2,212.20

Amazon-COMMUNITY ACTIVITIES-ADULT PROGRAMS

Product Category	Title	Item Qty.	Item Net Total
Kitchen	Dried Pressed Flowers,141Pcs Augshy Natural Dried Flowers for Resin Molds F	1	15.99
Kitchen	ZEJIA 5 Gram Cosmetic Containers 100pcs Sample Jars Tiny Makeup Sample C	1	14.99
Kitchen	100 PCS 5 Inch Mini Tassels with Cord Loop for Craft Making,Floss Bookmark,1	1	6.77
Art and Craft Supply	Apple Barrel Acrylic Paint in Assorted Colors (16 Ounce), 21123 Bright Red	1	4.97
Kitchen	QTLCOHD 100Pcs 6 Inch Wood Sticks for Crafts, 0.3-0.5 Inch in Diameter Woo	2	33.24
Kitchen	85PCS Real Dried Pressed Leaf Leaves, YouthBro Green Nature Plant Herbariu	1	12.99
Kitchen	Con-Tact Brand Clear Adhesive Protective Liner to Cover Books and Documen	1	15.89
Art and Craft Supply	Weyssat 5 Inch Embroidery Hoops Bulk Bamboo Circle Cross Stitch Hoop Roun	1	27.79
Home	Usmola Artificial Fake Moss, 8OZ Craft Moss for Potted Plant Centerpieces De	1	14.99
Art and Craft Supply	42 Pack Mini Various Sizes Mushroom Unfinished Wooden Mushroom Natura	3	47.97
Kitchen	nissetten 110+PCS Pressed Flowers for Resin molds Real Dried Flower Leaves f	1	12.99
Kitchen	Small Paint Brushes Bulk, Anezus 100 Pcs Paint Brushes for Kids Acrylic Paint E	1	8.79
Art and Craft Supply	Apple Barrel Acrylic Paint in Assorted Colors (8 Ounce), 20403 White	1	2.67
Home Improvement	HangerSpace Suction Cup Hooks, 1.77 Inches Clear PVC Suction Cups with Me	1	7.89
Home	Nook Theory Macrame Cord 4mm 109 Yards - 4mm 5mm Soft Macrame Rope	1	17.99
Office Product	Shuttle Art Permanent Markers, 24 Pack Black Permanent Marker set,Fine Po	1	9.98
Business, Industrial, & Scientif	300Pcs 3m Double Sided Foam Tape Strong Pad, 27 x 27mm Super-Sticky Self	1	12.99
Office Product	Shuttle Art 60 Colors Permanent Markers, Fine Point, Assorted Colors, Works	1	25.98
Business, Industrial, & Scientif	Flipside Products 36" x 48" Foam Project Boards for Presentations, Science Fa	1	39.99
Art and Craft Supply	Liquitex BASICS Acrylic Paint, 250ml Tube, Mars Black, 8.45 Fl Oz (Pack of 1)	1	12.73
Kitchen	Gel Press Monoprinting Print Plate - 8" X 10" Gel Plate - Printmaking Supplies	6	148.14
Art and Craft Supply	sansheng 2 Pack Rubber Brayer Roller 4 and 2.2 Inch for Printmaking	4	38
Health and Beauty	The Honest Company Clean Conscious Unscented Wipes Over 99% Water, C	1	4.74
Art and Craft Supply	Liquitex, 3 x 118ml (4-oz.) Tube Set, Primary Colors Basics Acrylic Paint Set of	1	28.17
Beauty	Q-tips Cotton Swabs For Hygiene and Beauty Care Original Cotton Swab Made	1	4.23
Art and Craft Supply	Liquitex BASICS Acrylic Paint, 250ml Tube, Titanium White, 8.45 Fl Oz (Pack of	1	9.99
	TOTAL		580.86

		SOUTH HUNTINGTON LIBRARY	
Cash Receipt Schedule Report For L - 17: CR - DAILY FINES - 3/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	1,431.07	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	31.49
L 2082.4	COPY MACHINES	0.00	229.00
L 2082.42	PRINT VEND MACHINES	0.00	383.83
L 2082.52	IWIN - DVDs	0.00	15.00
L 2082.7	LAPTOP FINES	0.00	5.00
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	83.20
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	23.10
L 2770.8	MISC. INCOME - PASSPORTS	0.00	660.45
Grand Totals:		1,431.07	1,431.07
Cash Receipt Schedule Report For L - 18: CR - GENERAL - 3/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	5,088.30	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	669.65	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	151.61	0.00
L 211	MM - FLUSHING BANK	11,596.37	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	156.76
L 2082.42	PRINT VEND MACHINES	0.00	251.45
L 2082.6	COMPUTER PAPER/DISCS	0.00	9.78
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	669.65
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	646.41
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	0.00	151.61
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	11,596.37
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	5.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	1,085.90
L 3840	STATE INCENTIVE AID	0.00	1,168.00
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	0.00	352.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	0.00	1,413.00
Grand Totals:		17,505.93	17,505.93

**SOUTH HUNTINGTON PUBLIC LIBRARY
REVENUE BUDGET STATUS
PERIOD COVERED: July 1, 2023 - March 31, 2024**

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 8 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (UNFAVORABLE) \$	%	
REAL PROPERTY TAXES	\$6,131,502.00	4,598,626.50	4,087,668.00	510,958.50	12.50	1,532,875.50
BOOK FINES	\$0.00	77.94	0.00	77.94	#DIV/0!	(77.94)
LOST LIBRARY MATERIALS	\$2,500.00	2,567.79	1,666.67	901.12	54.07	(67.79)
COPY MACHINES	\$3,000.00	1,349.28	2,000.00	(650.72)	-32.54	1,650.72
PRINT VEND MACHINES	\$9,000.00	3,898.73	6,000.00	(2,101.27)	-35.02	5,101.27
DVD FINES	\$0.00	15.00	0.00	15.00	#DIV/0!	(15.00)
IWIN - DVDs	\$0.00	120.00	0.00	120.00	#DIV/0!	(120.00)
COMPUTER PAPER/DISCS	\$1,000.00	56.38	666.67	(610.29)	-91.54	943.62
LAPTOP FINES	\$0.00	15.00	0.00	15.00	#DIV/0!	(15.00)
LATE FINES - MUSEUM PASSES	\$0.00	10.00	0.00	10.00	#DIV/0!	(10.00)
INTEREST - MM- VALLEY NAT'L BANK	\$3,000.00	10,447.16	2,000.00	8,447.16	422.36	(7,447.16)
INTEREST - CKING - VALLEY NAT'L BANK	\$800.00	5,786.81	533.33	5,253.48	985.03	(4,986.81)
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$200.00	1,281.67	133.33	1,148.34	861.25	(1,081.67)
INTEREST - MM FLUSHING BANK	\$11,000.00	97,461.56	7,333.33	90,128.23	1,229.02	(86,461.56)
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	381.75	0.00	381.75	#DIV/0!	(381.75)
MISC. INCOME - EAR BUD SALES	\$0.00	4.00	0.00	4.00	#DIV/0!	(4.00)
MISC. INCOME - FAX CHARGES	\$1,000.00	301.05	666.67	(365.62)	-54.84	698.95
MISC. INCOME - HOTSPOT FINES	\$0.00	80.00	0.00	80.00	#DIV/0!	(80.00)
MISC. INCOME	\$2,000.00	300.00	1,333.33	(1,033.33)	-77.50	1,700.00
MISC. INCOME - PASSPORTS	\$12,000.00	11,255.15	8,000.00	3,255.15	40.69	744.85
STATE INCENTIVE AID	\$10,000.00	11,685.00	6,666.67	5,018.33	75.28	(1,685.00)
APPROPRIATED FUND BALANCE	\$150,000.00	0.00	100,000.00	(100,000.00)	-100.00	150,000.00
TOTALS	\$6,337,002.00	4,745,720.77	4,224,668.00	521,052.77	12.33	1,591,281.23

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2023 - March 31, 2024

4/3/2024 12:12 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 8 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
SALARIES-PROF. FT & PT	\$1,967,908.03	1,535,193.16		1,535,193.16	1,513,775.41	(21,417.75)	(1.41)	\$432,714.87
SALARIES-PROF. FT	\$1,514,515.90	1,172,199.63	0.00	1,172,199.63	1,165,012.23	(7,187.40)	(0.62)	\$342,316.27
SALARIES - PROF. PT	\$453,392.13	362,993.53	0.00	362,993.53	348,763.18	(14,230.35)	(4.08)	\$90,398.60
SALARIES-CLERICAL FT & PT	\$645,824.42	481,968.34		481,968.34	496,788.02	14,819.68	2.98	\$163,856.08
SALARIES-CLERICAL FT	\$425,824.42	334,042.69	0.00	334,042.69	327,557.25	(6,485.44)	(1.98)	\$91,781.73
SALARIES-CLERICAL PT	\$220,000.00	147,925.65	0.00	147,925.65	169,230.77	21,305.12	12.59	\$72,074.35
SALARIES-PAGE	\$105,000.00	63,976.72	0.00	63,976.72	80,769.23	16,792.51	20.79	\$41,023.28
SALARIES-CUSTODIAL FT & PT	\$328,960.55	258,114.99		258,114.99	253,046.58	(5,068.41)	(2.00)	\$70,845.56
SALARIES-CUSTODIAL FT	\$272,960.55	214,853.40	0.00	214,853.40	209,969.65	(4,883.75)	(2.33)	\$58,107.15
SALARIES-CUSTODIAL PT	\$56,000.00	43,261.59	0.00	43,261.59	43,076.92	(184.67)	(0.43)	\$12,738.41
SALARIES-SUNDAY-PROF.	\$55,000.00	40,222.02	0.00	40,222.02	38,648.65	(1,573.37)	(4.07)	\$14,777.98
SALARIES-SUNDAY-CLERICAL	\$22,000.00	12,438.29	0.00	12,438.29	15,459.46	3,021.17	19.54	\$9,561.71
SALARIES-SUNDAY-PAGE	\$9,000.00	5,992.50	0.00	5,992.50	6,324.32	331.82	5.25	\$3,007.50
SALARIES-SUNDAY-CUSTODIAL	\$28,000.00	17,782.93	0.00	17,782.93	19,675.68	1,892.75	9.62	\$10,217.07
TEMPORARY SUMMER HELP	\$9,000.00	10,093.50	0.00	10,093.50	36,000.00	25,906.50	71.96	(\$1,093.50)
	\$3,170,693.00	\$2,425,782.45	\$0.00	\$2,425,782.45	\$2,460,487.34	\$34,704.89	\$126.25	\$744,910.55
ADULT BOOKS	\$126,455.50	67,276.09	0.00	67,276.09	84,303.67	17,027.58	20.20	\$59,179.41
CHILDRENS BOOKS	\$87,556.71	46,046.31	0.00	46,046.31	58,371.14	12,324.83	21.11	\$41,510.40
YOUNG ADULT BOOKS	\$11,566.59	4,410.40	0.00	4,410.40	7,711.06	3,300.66	42.80	\$7,156.19
REFERENCE - ELECTRONIC	\$60,000.00	35,953.73	0.00	35,953.73	40,000.00	4,046.27	10.12	\$24,046.27
AUDIO BOOKS - ADULT	\$1,000.00	1,010.41	0.00	1,010.41	666.67	(343.74)	(51.56)	(\$10.41)
AUDIO BOOKS - CHILDREN	\$2,500.00	1,435.08	0.00	1,435.08	1,666.67	231.59	13.90	\$1,064.92
DIGITAL SUBSCRIPTIONS	\$185,500.00	113,835.67	0.00	113,835.67	123,666.67	9,831.00	7.95	\$71,664.33
MUSEUM PASSES	\$22,000.00	13,670.00	1,150.00	14,820.00	14,666.67	(153.33)	(1.05)	\$7,180.00
DVD - ADULT	\$21,432.05	14,714.40	0.00	14,714.40	14,288.03	(426.37)	(2.98)	\$6,717.65
DVD - CHILDREN	\$7,618.89	4,607.35	0.00	4,607.35	5,079.26	471.91	9.29	\$3,011.54
MUSIC CD'S - ADULT	\$3,000.00	2,793.82	0.00	2,793.82	2,000.00	(793.82)	(39.69)	\$206.18
MUSIC CD'S - CHILDREN	\$500.00	68.93	0.00	68.93	333.33	264.40	79.32	\$431.07
PERIODICALS - ADULTS	\$10,500.00	9,158.79	0.00	9,158.79	7,000.00	(2,158.79)	(30.84)	\$1,341.21
PERIODICALS - CHILDREN	\$1,000.00	711.08	0.00	711.08	666.67	(44.41)	(6.66)	\$288.92
PERIODICALS - YA	\$400.00	196.61	0.00	196.61	266.67	70.06	26.27	\$203.39
PERIODICALS - NEWSPAPERS	\$4,600.00	4,185.80	0.00	4,185.80	3,066.67	(1,119.13)	(36.49)	\$414.20
COMPUTER SOFTWARE-CIRC.-ADULTS	\$2,500.00	1,480.35	0.00	1,480.35	1,666.67	186.32	11.18	\$1,019.65
COMPUTER SOFTWARE-CIRC.-CHILDREN	\$5,512.69	3,357.12	0.00	3,357.12	3,675.13	318.01	8.65	\$2,155.57
MATERIALS PROCESSING	\$20,000.00	19,307.92	0.00	19,307.92	13,333.33	(5,974.59)	(44.81)	\$692.08
COMPUTER SOFTWARE - NON-CIRC.	\$55,000.00	15,564.35	3,281.64	18,845.99	36,666.67	17,820.68	48.60	\$36,154.01
	\$628,642.43	359,784.21	4,431.64	364,215.85	419,094.95	54,879.10	13.09	\$264,426.58
EQUIPMENT	\$72,904.00	51,434.45	0.00	51,434.45	48,602.67	(2,831.78)	(5.83)	\$21,469.55
EQUIPMENT MAINTENANCE	\$10,000.00	2,767.14	0.00	2,767.14	6,666.67	3,899.53	58.49	\$7,232.86
FURNITURE & FIXTURES	\$64,502.29	62,027.93	168.65	62,196.58	43,001.53	(19,195.05)	(44.64)	\$2,305.71

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>L 1001</u>	REAL PROPERTY TAXES	6,131,502.00	0.00	6,131,502.00	4,598,626.50	1,532,875.50
<u>L 2082.1</u>	BOOK FINES	0.00	0.00	0.00	77.94	-77.94
<u>L 2082.2</u>	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	2,567.79	-67.79
<u>L 2082.4</u>	COPY MACHINES	3,000.00	0.00	3,000.00	1,349.28	1,650.72
<u>L 2082.42</u>	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	3,898.73	5,101.27
<u>L 2082.5</u>	DVD FINES	0.00	0.00	0.00	15.00	-15.00
<u>L 2082.52</u>	IWIN - DVDs	0.00	0.00	0.00	120.00	-120.00
<u>L 2082.6</u>	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	56.38	943.62
<u>L 2082.7</u>	LAPTOP FINES	0.00	0.00	0.00	15.00	-15.00
<u>L 2082.9</u>	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	10.00	-10.00
<u>L 2401.204</u>	INTEREST - MM- VALLEY NAT'L BANK	3,000.00	0.00	3,000.00	10,447.16	-7,447.16
<u>L 2401.206</u>	INTEREST - CKING - VALLEY NAT'L BANK	800.00	0.00	800.00	5,786.81	-4,986.81
<u>L 2401.207</u>	INTEREST - PAYROLL- VALLEY NAT'L BANK	200.00	0.00	200.00	1,281.67	-1,081.67
<u>L 2401.211</u>	INTEREST - MM FLUSHING BANK	11,000.00	0.00	11,000.00	97,461.56	-86,461.56
<u>L 2670</u>	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	381.75	-381.75
<u>L 2770.2</u>	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	4.00	-4.00
<u>L 2770.4</u>	MISC. INCOME - FAX CHARGES	1,000.00	0.00	1,000.00	301.05	698.95
<u>L 2770.5</u>	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	80.00	-80.00
<u>L 2770.6</u>	MISC. INCOME	2,000.00	0.00	2,000.00	300.00	1,700.00
<u>L 2770.8</u>	MISC. INCOME - PASSPORTS	12,000.00	0.00	12,000.00	11,255.15	744.85
<u>L 3840</u>	STATE INCENTIVE AID	10,000.00	0.00	10,000.00	11,685.00	-1,685.00
<u>L 3841</u>	APPROPRIATED FUND BALANCE	150,000.00	0.00	150,000.00	0.00	150,000.00
L Totals:		6,337,002.00	0.00	6,337,002.00	4,745,720.77	1,591,281.23
Grand Totals:		6,337,002.00	0.00	6,337,002.00	4,745,720.77	1,591,281.23

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2023 - March 31, 2024

4/3/2024 12:12 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 8 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
SUPPLIES - OFFICE	\$30,000.00	8,406.26	0.00	8,406.26	20,000.00	11,593.74	57.97	\$21,593.74
SUPPLIES - LIBRARY	\$35,304.26	12,100.59	0.00	12,100.59	23,536.17	11,435.58	48.59	\$23,203.67
TELECOMMUNICATIONS	\$45,000.00	25,624.18	0.00	25,624.18	30,000.00	4,375.82	14.59	\$19,375.82
SCLS SERVICES / CIRCULATION CONTRI	\$95,000.00	20,748.57	0.00	20,748.57	63,333.33	42,584.76	67.24	\$74,251.43
POSTAGE	\$30,000.00	16,093.23	0.00	16,093.23	20,000.00	3,906.77	19.53	\$13,906.77
PUBLICITY-PRINTING/NEWSLETTER	\$110,000.00	69,930.78	0.00	69,930.78	73,333.33	3,402.55	4.64	\$40,069.22
CONTINUING ED/MILEAGE REIMB/STAFF	\$35,600.00	14,032.25	0.00	14,032.25	23,733.33	9,701.08	40.88	\$21,567.75
CONTINUING ED/MILEAGE REIMB/BOA	\$8,000.00	459.35	0.00	459.35	5,333.33	4,873.98	91.39	\$7,540.65
LIBRARY VEHICLE	\$1,000.00	865.35	0.00	865.35	666.67	(198.68)	(29.80)	\$134.65
PROFESSIONAL FEES - AUDITOR	\$23,225.00	9,725.00	9,000.00	18,725.00	15,483.33	(3,241.67)	(20.94)	\$4,500.00
PROFESSIONAL FEES - LEGAL	\$15,000.00	4,450.00	0.00	4,450.00	10,000.00	5,550.00	55.50	\$10,550.00
PROFESSIONAL FEES - TREASURER	\$7,000.00	3,510.00	1,170.00	4,680.00	4,666.67	(13.33)	(0.29)	\$2,320.00
PROF. FEES- ART & MUSIC	\$9,500.00	2,795.00	2,795.00	5,590.00	6,333.33	743.33	11.74	\$3,910.00
PROF. FEES - MISC. CONSULTANTS	\$5,500.00	1,374.98	0.00	1,374.98	3,666.67	2,291.69	62.50	\$4,125.02
PROFESSIONAL FEES - SECURITY SERV	\$100,000.00	50,117.57	0.00	50,117.57	66,666.67	16,549.10	24.82	\$49,882.43
MEMBERSHIP DUES	\$6,500.00	1,916.00	0.00	1,916.00	4,333.33	2,417.33	55.78	\$4,584.00
OFFICE EQUIPMENT - COPIER RENTAL	\$6,071.46	2,076.83	1,046.01	3,122.84	4,047.64	924.80	22.85	\$2,948.62
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,000.00	5,233.12	0.00	5,233.12	6,666.67	1,433.55	21.50	\$4,766.88
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$250.00	0.00	0.00	0.00	166.67	166.67	100.00	\$250.00
MISC. EXPENSES	\$1,000.00	469.03	0.00	469.03	666.67	197.64	29.65	\$530.97
COST OF VOTE	\$3,000.00	1,686.02	0.00	1,686.02	2,000.00	313.98	15.70	\$1,313.98
COMMUNITY ACTIVITIES-ADULT PROGR,	\$83,027.45	70,897.49	2,645.00	73,542.49	55,351.63	(18,190.86)	(32.86)	\$9,484.96
COMMUNITY ACTIVITIES-CHILDRENS PR	\$76,680.00	53,520.20	12,444.48	65,964.68	51,120.00	(14,844.68)	(29.04)	\$10,715.32
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$4,500.00	2,007.62	570.05	2,577.67	3,000.00	422.33	14.08	\$1,922.33
COMMUNITY ACTIVITIES-YA PROGRAMS	\$22,560.64	10,852.60	2,956.50	13,809.10	15,040.43	1,231.33	8.19	\$8,751.54
COMMUNITY ACTIVITIES-OUTREACH PR	\$5,191.12	332.76	0.00	332.76	3,460.75	3,127.99	90.38	\$4,858.36
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$8,500.00	6,500.00	0.00	6,500.00	5,666.67	(833.33)	(14.71)	\$2,000.00
CREDIT MERCHANT FEES	\$4,000.00	2,267.42	0.00	2,267.42	2,666.67	399.25	14.97	\$1,732.58
	\$928,816.22	514,221.72	32,795.69	547,017.41	619,210.81	72,193.40	11.66	\$381,798.81
UTILITIES - ELECTRIC	\$140,000.00	91,251.10	0.00	91,251.10	93,333.33	2,082.23	2.23	\$48,748.90
UTILITIES - WATER	\$5,000.00	2,237.92	0.00	2,237.92	3,333.33	1,095.41	32.86	\$2,762.08
UTILITIES - GAS	\$20,000.00	12,426.86	0.00	12,426.86	13,333.33	906.47	6.80	\$7,573.14
CUSTODIAL SUPPLIES	\$20,000.00	11,175.84	0.00	11,175.84	13,333.33	2,157.49	16.18	\$8,824.16
BUILDING EQUIPMENT & REPAIR	\$8,000.00	7,948.96	0.00	7,948.96	5,333.33	(2,615.63)	(49.04)	\$51.04
BUILDING MAINTENANCE & REPAIR	\$52,735.00	25,337.94	0.00	25,337.94	35,156.67	9,818.73	27.93	\$27,397.06
BUILDING SERVICE CONTRACTS	\$41,905.75	26,159.06	5,125.00	31,284.06	27,937.17	(3,346.89)	(11.98)	\$10,621.69
INSURANCE	\$55,000.00	55,666.60	0.00	55,666.60	36,666.67	(18,999.93)	(51.82)	(\$666.60)
GROUNDS MAINTENANCE	\$30,000.00	27,205.68	2,775.00	29,980.68	20,000.00	(9,980.68)	(49.90)	\$19.32
	\$372,640.75	259,409.96	7,900.00	267,309.96	248,427.17	(18,882.79)	(7.60)	\$105,330.79
NYS RETIREMENT SYSTEM	\$350,000.00	348,973.00	0.00	348,973.00	233,333.33	(115,639.67)	(49.56)	\$1,027.00

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2023 - March 31, 2024

4/3/2024 12:12 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 8 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
FICA EXPENSE	\$242,559.00	173,961.51	0.00	173,961.51	186,583.85	12,622.34	6.76	\$68,597.49
WORKERS' COMPENSATION	\$30,000.00	10,976.25	0.00	10,976.25	20,000.00	9,023.75	45.12	\$19,023.75
DISABILITY INSURANCE	\$4,000.00	1,138.20	0.00	1,138.20	2,666.67	1,528.47	57.32	\$2,861.80
LONG-TERM DISABILITY INS.	\$8,500.00	5,841.36	0.00	5,841.36	5,666.67	(174.69)	(3.08)	\$2,658.64
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	666.67	666.67	100.00	\$1,000.00
HEALTH INSURANCE	\$650,000.00	419,482.01	0.00	419,482.01	433,333.33	13,851.32	3.20	\$230,517.99
MEDICARE REIMBURSEMENT	\$55,000.00	21,765.00	0.00	21,765.00	36,666.67	14,901.67	40.64	\$33,235.00
	\$1,341,059.00	982,137.33	0.00	982,137.33	918,917.18	(63,220.15)	(6.88)	\$358,921.67
TOTAL	6,441,851.40	4,541,335.67	45,127.33	4,586,463.00	4,666,137.45	79,674.45	1.71	\$1,855,388.40

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 3/31/2024



Account	Description	Debits	Credits
L 200	CHECKING - VALLEY NATIONAL BANK	55,144.26	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	87,145.58	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	15,714.17	0.00
L 210	PETTY CASH	550.00	0.00
L 211	MM - FLUSHING BANK	2,521,695.38	0.00
L 391	DUE FROM OTHER FUNDS	15,824.63	0.00
L 510	ESTIMATED REVENUE	6,337,002.00	0.00
L 521	ENCUMBRANCES	45,127.33	0.00
L 522	EXPENDITURES	4,541,369.62	0.00
L 599	APPROPRIATED FUND BALANCE	104,849.40	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	45,127.33
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	652,623.00
L 909	FUND BALANCE, UNRESERVED	0.00	1,839,099.90
L 960	APPROPRIATIONS	0.00	6,441,851.40
L 980	REVENUES	0.00	4,745,720.74
L Fund Totals:		13,724,422.37	13,724,422.37
Grand Totals:		13,724,422.37	13,724,422.37

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>L 7430.442-13</u>	COMMUNITY ACTIVITIES-YA PROGRAMS	20,000.00	2,560.64	22,560.64	10,852.60	2,956.50	8,751.54
<u>L 7430.442-14</u>	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	6,500.00	0.00	2,000.00
<u>L 7430.442-15</u>	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	2,267.42	0.00	1,732.58
<u>L 7430.442-16</u>	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	191.12	5,191.12	332.76	0.00	4,858.36
7430	*	761,750.00	167,066.22	928,816.22	514,221.72	32,795.69	381,798.81
<u>L 7440.450-61</u>	UTILITIES - ELECTRIC	140,000.00	0.00	140,000.00	91,251.10	0.00	48,748.90
<u>L 7440.450-62</u>	UTILITIES - WATER	5,000.00	0.00	5,000.00	2,237.92	0.00	2,762.08
<u>L 7440.450-63</u>	UTILITIES - GAS	20,000.00	0.00	20,000.00	12,426.86	0.00	7,573.14
<u>L 7440.451</u>	CUSTODIAL SUPPLIES	20,000.00	0.00	20,000.00	11,175.84	0.00	8,824.16
<u>L 7440.452-70</u>	BUILDING EQUIPMENT & REPAIR	8,000.00	0.00	8,000.00	7,948.96	0.00	51.04
<u>L 7440.452-71</u>	BUILDING MAINTENANCE & REPAIR	45,000.00	7,735.00	52,735.00	25,337.94	0.00	27,397.06
<u>L 7440.452-73</u>	BUILDING SERVICE CONTRACTS	40,000.00	1,905.75	41,905.75	26,159.06	5,125.00	10,621.69
<u>L 7440.454</u>	INSURANCE	55,000.00	0.00	55,000.00	55,666.60	0.00	-666.60
<u>L 7440.469-81</u>	GROUNDS MAINTENANCE	30,000.00	0.00	30,000.00	27,205.68	2,775.00	19.32
7440	*	363,000.00	9,640.75	372,640.75	259,409.96	7,900.00	105,330.79
74	**	4,970,943.00	129,849.40	5,100,792.40	3,559,232.29	45,127.33	1,496,432.78
7	***	4,970,943.00	129,849.40	5,100,792.40	3,559,232.29	45,127.33	1,496,432.78
<u>L 9000.901-0</u>	NYS RETIREMENT SYSTEM	375,000.00	-25,000.00	350,000.00	348,973.00	0.00	1,027.00
<u>L 9000.903-0</u>	FICA EXPENSE	242,559.00	0.00	242,559.00	173,961.51	0.00	68,597.49
<u>L 9000.904-0</u>	WORKERS' COMPENSATION	30,000.00	0.00	30,000.00	10,976.25	0.00	19,023.75
<u>L 9000.905-5</u>	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	1,138.20	0.00	2,861.80
<u>L 9000.905-6</u>	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	5,841.36	0.00	2,658.64
<u>L 9000.905-7</u>	UNEMPLOYMENT INSURANCE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>L 9000.906-0</u>	HEALTH INSURANCE	650,000.00	0.00	650,000.00	419,482.01	0.00	230,517.99
<u>L 9000.906-1</u>	MEDICARE REIMBURSEMENT	55,000.00	0.00	55,000.00	21,765.00	0.00	33,235.00
9000	*	1,366,059.00	-25,000.00	1,341,059.00	982,137.33	0.00	358,921.67
90	**	1,366,059.00	-25,000.00	1,341,059.00	982,137.33	0.00	358,921.67
9	***	1,366,059.00	-25,000.00	1,341,059.00	982,137.33	0.00	358,921.67
Fund LTotals:		6,337,002.00	104,849.40	6,441,851.40	4,541,369.62	45,127.33	1,855,354.45
Grand Totals:		6,337,002.00	104,849.40	6,441,851.40	4,541,369.62	45,127.33	1,855,354.45

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>L 7420.429</u>	COMPUTER SOFTWARE - NON-CIRC.	55,000.00	0.00	55,000.00	15,564.35	3,281.64	36,154.01
7420		675,500.00	-46,857.57	628,642.43	359,818.16	4,431.64	264,392.63
<u>L 7430.200</u>	EQUIPMENT	55,000.00	17,904.00	72,904.00	51,434.45	0.00	21,469.55
<u>L 7430.200-5</u>	EQUIPMENT MAINTENANCE	10,000.00	0.00	10,000.00	2,767.14	0.00	7,232.86
<u>L 7430.201</u>	FURNITURE & FIXTURES	30,000.00	34,502.29	64,502.29	62,027.93	168.65	2,305.71
<u>L 7430.430-21</u>	SUPPLIES - OFFICE	30,000.00	0.00	30,000.00	8,406.26	0.00	21,593.74
<u>L 7430.430-22</u>	SUPPLIES - LIBRARY	35,000.00	304.26	35,304.26	12,100.59	0.00	23,203.67
<u>L 7430.431</u>	TELECOMMUNICATIONS	45,000.00	0.00	45,000.00	25,624.18	0.00	19,375.82
<u>L 7430.432</u>	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	20,748.57	0.00	74,251.43
<u>L 7430.433</u>	POSTAGE	30,000.00	0.00	30,000.00	16,093.23	0.00	13,906.77
<u>L 7430.434</u>	PUBLICITY-PRINTING/NEWSLETTER	110,000.00	0.00	110,000.00	69,930.78	0.00	40,069.22
<u>L 7430.435-31</u>	CONTINUING ED/MILEAGE REIMB/STAFF	35,000.00	600.00	35,600.00	14,032.25	0.00	21,567.75
<u>L 7430.435-32</u>	CONTINUING ED/MILEAGE REIMB/BOA	8,000.00	0.00	8,000.00	459.35	0.00	7,540.65
<u>L 7430.435-33</u>	LIBRARY VEHICLE	1,000.00	0.00	1,000.00	865.35	0.00	134.65
<u>L 7430.437-41</u>	PROFESSIONAL FEES - AUDITOR	15,000.00	8,225.00	23,225.00	9,725.00	9,000.00	4,500.00
<u>L 7430.437-42</u>	PROFESSIONAL FEES - LEGAL	15,000.00	0.00	15,000.00	4,450.00	0.00	10,550.00
<u>L 7430.437-44</u>	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	3,510.00	1,170.00	2,320.00
<u>L 7430.437-45</u>	PROF. FEES- ART & MUSIC	9,500.00	0.00	9,500.00	2,795.00	2,795.00	3,910.00
<u>L 7430.437-46</u>	PROF. FEES - MISC. CONSULTANTS	5,500.00	0.00	5,500.00	1,374.98	0.00	4,125.02
<u>L 7430.437-47</u>	PROFESSIONAL FEES - SECURITY SERVICES	0.00	100,000.00	100,000.00	50,117.57	0.00	49,882.43
<u>L 7430.438</u>	MEMBERSHIP DUES	6,500.00	0.00	6,500.00	1,916.00	0.00	4,584.00
<u>L 7430.439-51</u>	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	1,071.46	6,071.46	2,076.83	1,046.01	2,948.62
<u>L 7430.439-52</u>	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	0.00	10,000.00	5,233.12	0.00	4,766.88
<u>L 7430.439-53</u>	OFFICE EQUIPMENT - REPAIR/MAINTENANCE	250.00	0.00	250.00	0.00	0.00	250.00
<u>L 7430.440</u>	MISC. EXPENSES	1,000.00	0.00	1,000.00	469.03	0.00	530.97
<u>L 7430.441</u>	COST OF VOTE	3,000.00	0.00	3,000.00	1,686.02	0.00	1,313.98
<u>L 7430.442-11</u>	COMMUNITY ACTIVITIES-ADULT PROGRAMS	83,000.00	27.45	83,027.45	70,897.49	2,645.00	9,484.96
<u>L 7430.442-12</u>	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	1,680.00	76,680.00	53,520.20	12,444.48	10,715.32
<u>L 7430.442-12-F</u>	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	4,500.00	0.00	4,500.00	2,007.62	570.05	1,922.33

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>L 7410.141-01</u>	SALARIES-PROF. FT	1,514,515.90	0.00	1,514,515.90	1,172,199.63	0.00	342,316.27
<u>L 7410.141-01-P</u>	SALARIES - PROF. PT	453,392.13	0.00	453,392.13	362,993.53	0.00	90,398.60
<u>L 7410.142-02</u>	SALARIES-CLERICAL FT	425,824.42	0.00	425,824.42	334,042.69	0.00	91,781.73
<u>L 7410.142-02-P</u>	SALARIES-CLERICAL PT	220,000.00	0.00	220,000.00	147,925.65	0.00	72,074.35
<u>L 7410.142-03</u>	SALARIES-PAGE	105,000.00	0.00	105,000.00	63,976.72	0.00	41,023.28
<u>L 7410.142-04</u>	SALARIES-CUSTODIAL FT	272,960.55	0.00	272,960.55	214,853.40	0.00	58,107.15
<u>L 7410.142-04-P</u>	SALARIES-CUSTODIAL PT	56,000.00	0.00	56,000.00	43,261.59	0.00	12,738.41
<u>L 7410.143-01</u>	SALARIES-SUNDAY-PROF.	55,000.00	0.00	55,000.00	40,222.02	0.00	14,777.98
<u>L 7410.143-02</u>	SALARIES-SUNDAY-CLERICAL	22,000.00	0.00	22,000.00	12,438.29	0.00	9,561.71
<u>L 7410.143-03</u>	SALARIES-SUNDAY-PAGE	9,000.00	0.00	9,000.00	5,992.50	0.00	3,007.50
<u>L 7410.143-04</u>	SALARIES-SUNDAY-CUSTODIAL	28,000.00	0.00	28,000.00	17,782.93	0.00	10,217.07
<u>L 7410.143-05</u>	TEMPORARY SUMMER HELP	9,000.00	0.00	9,000.00	10,093.50	0.00	-1,093.50
7410		3,170,693.00	0.00	3,170,693.00	2,425,782.45	0.00	744,910.55
<u>L 7420.410-11</u>	ADULT BOOKS	110,000.00	16,455.50	126,455.50	67,276.09	0.00	59,179.41
<u>L 7420.410-12</u>	CHILDRENS BOOKS	80,000.00	7,556.71	87,556.71	46,046.31	0.00	41,510.40
<u>L 7420.410-13</u>	YOUNG ADULT BOOKS	10,000.00	1,566.59	11,566.59	4,410.40	0.00	7,156.19
<u>L 7420.410-14-1</u>	REFERENCE - PRINT	0.00	0.00	0.00	33.95	0.00	-33.95
<u>L 7420.410-14-2</u>	REFERENCE - ELECTRONIC	60,000.00	0.00	60,000.00	35,953.73	0.00	24,046.27
<u>L 7420.410-15</u>	AUDIO BOOKS - ADULT	1,000.00	0.00	1,000.00	1,010.41	0.00	-10.41
<u>L 7420.410-15-C</u>	AUDIO BOOKS - CHILDREN	2,500.00	0.00	2,500.00	1,435.08	0.00	1,064.92
<u>L 7420.410-16-S</u>	DIGITAL SUBSCRIPTIONS	260,500.00	-75,000.00	185,500.00	113,835.67	0.00	71,664.33
<u>L 7420.410-17</u>	MUSEUM PASSES	22,000.00	0.00	22,000.00	13,670.00	1,150.00	7,180.00
<u>L 7420.411-11</u>	DVD - ADULT	20,000.00	1,432.05	21,432.05	14,714.40	0.00	6,717.65
<u>L 7420.411-12</u>	DVD - CHILDREN	7,000.00	618.89	7,618.89	4,607.35	0.00	3,011.54
<u>L 7420.412-11</u>	MUSIC CD'S - ADULT	3,000.00	0.00	3,000.00	2,793.82	0.00	206.18
<u>L 7420.412-12</u>	MUSIC CD'S - CHILDREN	500.00	0.00	500.00	68.93	0.00	431.07
<u>L 7420.413-11</u>	PERIODICALS - ADULTS	10,500.00	0.00	10,500.00	9,158.79	0.00	1,341.21
<u>L 7420.413-12</u>	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	711.08	0.00	288.92
<u>L 7420.413-13</u>	PERIODICALS - YA	400.00	0.00	400.00	196.61	0.00	203.39
<u>L 7420.413-17</u>	PERIODICALS - NEWSPAPERS	4,600.00	0.00	4,600.00	4,185.80	0.00	414.20
<u>L 7420.415-11</u>	COMPUTER SOFTWARE-CIRC.-ADULTS	2,500.00	0.00	2,500.00	1,480.35	0.00	1,019.65
<u>L 7420.415-12</u>	COMPUTER SOFTWARE-CIRC.-CHILDREN	5,000.00	512.69	5,512.69	3,357.12	0.00	2,155.57
<u>L 7420.419</u>	MATERIALS PROCESSING	20,000.00	0.00	20,000.00	19,307.92	0.00	692.08

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>H 2401</u>	INTEREST	-39,084.07	39,084.07	0.00	63,025.84	-63,025.84
<u>H 2770</u>	MISCELLANEOUS INCOME	0.00	189,000.00	189,000.00	189,000.00	0.00
<u>H 2850</u>	TRANSFER FROM GEN FUND	-15,000.00	268,936.16	253,936.16	253,936.16	0.00
H Totals:		-54,084.07	497,020.23	442,936.16	505,962.00	-63,025.84
Grand Totals:		-54,084.07	497,020.23	442,936.16	505,962.00	-63,025.84

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 3/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>H 7430.200-1</u>	EMERGENCY REPAIR/REPLACEMENT	828,432.68	293,020.23	1,121,452.91	0.00	0.00	1,121,452.91
<u>H 7430.200-5</u>	HVAC REPLACEMENT - 2022/2023 (BHC PROJECT# 10183)	694,074.31	204,000.00	898,074.31	36,576.61	0.00	861,497.70
<u>H 7430.200-6</u>	CAPITAL IMPROVEMENT FEASIBILITY STUDY	27,500.00	0.00	27,500.00	9,444.74	0.00	18,055.26
<u>H 7430.220</u>	COMPUTER/TELECOMME/EQUIPMENT	79,104.04	0.00	79,104.04	0.00	0.00	79,104.04
<u>H 7430.445</u>	UNALLOCATED	0.00	0.00	0.00	0.00	0.00	0.00
7430	*	1,629,111.03	497,020.23	2,126,131.26	46,021.35	0.00	2,080,109.91
74	**	1,629,111.03	497,020.23	2,126,131.26	46,021.35	0.00	2,080,109.91
7	***	1,629,111.03	497,020.23	2,126,131.26	46,021.35	0.00	2,080,109.91
	Fund HTotals:	1,629,111.03	497,020.23	2,126,131.26	46,021.35	0.00	2,080,109.91
Grand Totals:		1,629,111.03	497,020.23	2,126,131.26	46,021.35	0.00	2,080,109.91

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 3/31/2024



Account	Description	Debits	Credits
H 200	VALLEY RESERVE CHECKING ACCT	181,667.41	0.00
H 210	FLUSHING M/M	1,946,468.34	0.00
H 510	ESTIMATED REVENUE	442,936.16	0.00
H 522	EXPENDITURES	46,021.35	0.00
H 599	APPROPRIATED FUND BALANCE	1,683,195.10	0.00
H 909	FUND BALANCE, UNRESERVED	0.00	1,668,195.10
H 960	APPROPRIATIONS	0.00	2,126,131.26
H 980	REVENUES	0.00	505,962.00
H Fund Totals:		4,300,288.36	4,300,288.36
Grand Totals:		4,300,288.36	4,300,288.36

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 6/30/2024



Account	Description	Debits	Credits
TA 18	NYSERS	0.00	19.34
TA 19	GROUP DENTAL INSURANCE	20.35	0.00
TA 200	T/A CHECKING - VALLEY NAT'L BANK	17,415.44	0.00
TA 25	FLEXIBLE SPENDING A/C	125.38	0.00
TA 456	INTEREST	0.00	1,717.20
TA 630	DUE TO/FROM OTHER FUNDS	0.00	15,824.63
TA Fund Totals:		17,561.17	17,561.17
Grand Totals:		17,561.17	17,561.17

Investment Report

General Fund

Flushing Bank

The current balance in this account is \$2,521,695.38 and the account is earning interest at 5.10%.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of \$1,946,468.34 is earning interest at 5.10%.

4/03/2024

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

TO: Board of Trustees

FROM: Stella Fox
2023/24 Finance Chairperson

DATE: April 15, 2024

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
59417	2/20/2024	AMERIFLEX	275.60
29437	2/20/2024	CRABTREE PUBLISHING	613.59
59441	2/20/2024	DEMCO	143.85
59451	2/20/2024	GALE	211.14
59458	2/20/2024	INGRAM LIBRARY SERVICES	1544.87
59478	2/20/2024	MICHAEL J'S LANDSCAPING	2050.00
59489	2/20/2024	OTIS ELEVATOR	3308.76
59503	2/20/2024	REGINA R. RUSSO	600.00
59511	2/20/2024	SHOWCASES	516.08
59519	2/20/2024	THEREA'S PROGRAMS LLC	325.00

Appointments

Name	Title	Hours / Week	Salary	Step	Effective Date
Linda Swiderski-Ronayne	PT Library Clerk	8/wk	\$17.62/hr	1	4/1/2024

April 3, 2024

Board of Fire Commissioners
Huntington Manor Fire Department
1650 New York Avenue
Huntington Station, NY 11746

Re: Property tax reductions for volunteer firefighters

Gentlemen:

Thank you for your inquiry concerning possible reductions on property tax for your volunteers. We have consulted with our attorney and according to New York State Property Tax Law only the governing body of a city, village, town, school district, fire district, or county, can adopt a resolution authorizing reduction in the assessed value of a volunteer's property. Libraries do not have the authorization to do so.

On behalf of our staff and board of trustees, we thank you for what you do and value your service to our community.

Sincerely,



Janet Scherer
Library Director

Propagation Station

Based on discussions during our Sustainability Team meetings, we have introduced a propagation station to the community. It is located next to our seed library. Patrons can take home a cutting of a plant as well as leave a cutting for others to take. Considering the popularity experienced in other libraries, we are excited to kick off this new venture.

20th Anniversary of our Building

Our building will celebrate its 20th anniversary on July 24, 2004. There are plans in the works to commemorate this event with an open house type of celebration. More to come in the future.

Eclipse

Patrons and staff enjoyed viewing the eclipse from both our garden and terrace. Skies were clear and we had a great view of this natural phenomena.



Meetings

Tuesday	March 5	10:00 a.m.	SLI PR & Marketing Committee
Tuesday	March 5	11:00 a.m.	LILRC Special Board Meeting
Tuesday	March 5	2:00 p.m.	SHPL Sustainability Team Meeting
Wednesday	March 13	9:00 a.m.	Staff Meeting
Thursday	March 14	9:30 a.m.	SCLS Director Meeting
Monday	March 18	3:00 p.m.	LILRC Budget & Personnel Committee Meeting
Monday	March 18	7:00 p.m.	SHPL Board of Trustees Meeting
Tuesday	March 19	10:00 a.m.	LILRC Board Meeting
Tuesday	March 19	1:30 p.m.	SLI Advisory Board Meeting
Wednesday	March 20	9:00 a.m.	Staff Book Discussion
Wednesday	March 20	7:00 p.m.	Evening Book Discussion Facilitation
Monday	March 25	10:00 a.m.	PLDA Director Meeting

Important Dates:

Long Island Library Conference – May 9th @ Melville Marriot

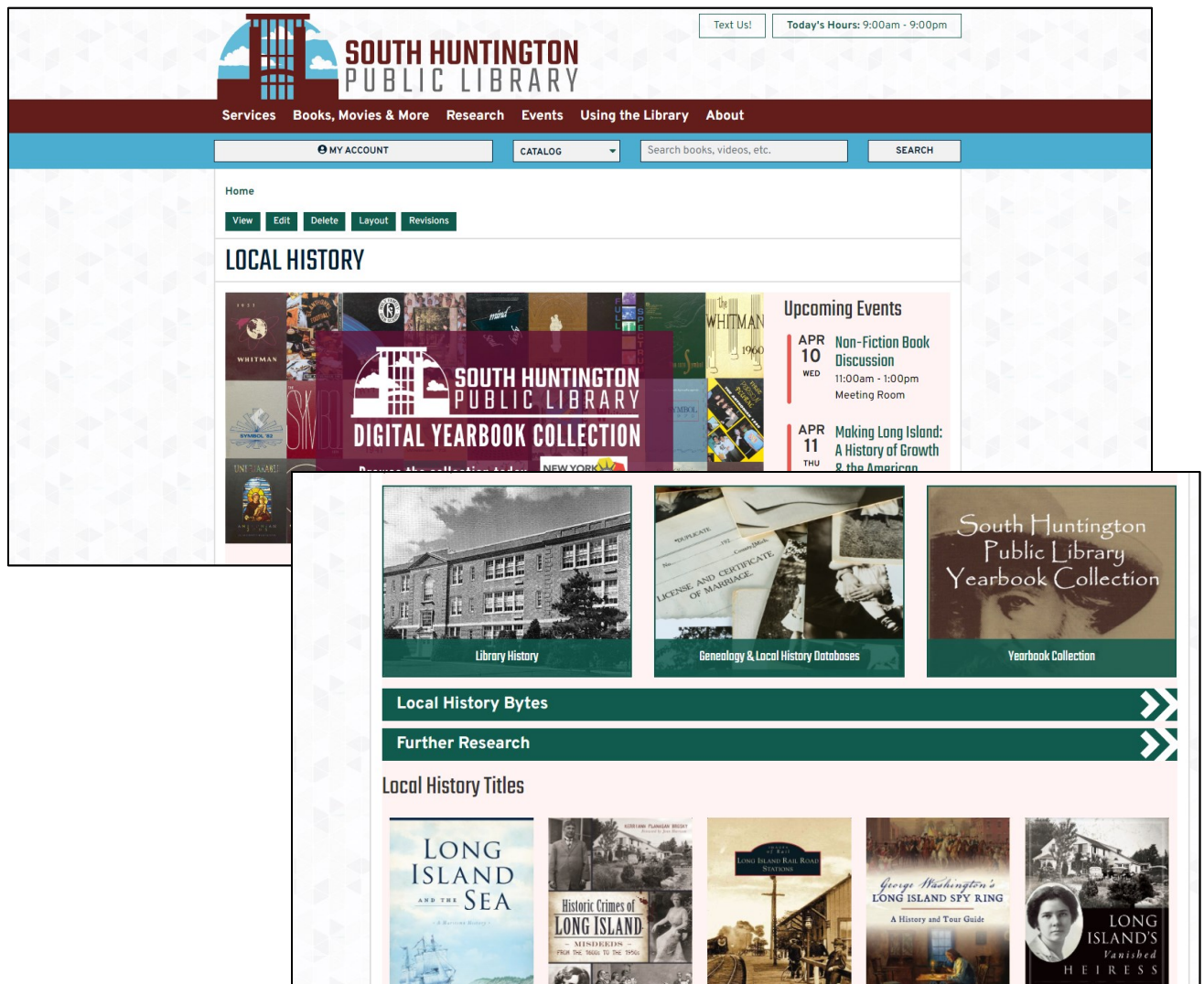
SHPL Board of Trustees Meeting – May 20 @ 7:00 p.m.

Library Website: Local History Content

Our website continues to evolve, with new content added all the time. Last month, we shared the growth of our “Library of Things” collection, which featured items to be borrowed, lending rules, scanned instruction manuals, and photos of each entry. Currently, we have another in-progress section of our webpage that has seen quite a bit of development; local history.

Ryann Riggs has been hard at work on a redesign of our local history page. This page will serve as more of a landing site for a wide breadth of library content, including upcoming events, local history resources (such as Ancestry.com), library local history media, both digital and analog, and more!

The goal is to create a page that is dynamic in nature, with new events, materials, and a growing collection that will draw repeat visitors. Presently, this page is in draft mode, as Ryann experiments with layouts and features.



American Libraries Interview

I provided an interview to American Libraries Magazine for the feature article “*The World of AI: How libraries are integrating and navigating this powerful technology*”. The article was published in-print in the March/April 2024 issue and online in a digital edition, and largely focuses on the many uncertainties posed by the technology. It can be viewed in full at <https://americanlibrariesmagazine.org/2024/03/01/the-world-of-ai/>.



Meetings — March

Thursday, March 7	1:30 p.m.	DH Meeting
Monday, March 11	2:00 p.m.	Personnel Committee Meeting
March 12-15	-	EDGE2024 Conference
Monday, March 18	7:00 p.m.	Board of Trustees Meeting
Wednesday, March 20	11:00 a.m.	Local History Meeting w/Ryann Riggs
Wednesday, March 20	1:30 p.m.	Meeting with Pyramid Air
Tuesday, March 26	2:00 p.m.	AI User Group

Building & Grounds Report

Compiled by Ray Capone

1. We worked on all the OPAC stands this month, tightening up all the keyboard drawers to move in and out more smoothly.
2. We made minor repairs to the concrete in the front vestibule. The concrete under the mat had become slightly uneven; we patched it and evened out the affected area with new concrete.
3. We bought a Windex outdoor window cleaning kit and used it to remove a layer of dust on the windows, caused by the installation of drainage pipes in the garden.
4. We have a new hose for the garden club to water the plants in the flower beds by the terrace.
5. We purchased roof sealant and patched around the I-beams on the roof that support the privacy fencing. The flashing of the roof comes up around each one, and over time the flashing pulls away, allowing for water penetration.
6. We had to remove a stain with the carpet spotter in Quiet Room #3. We also removed several stains from children's while we had the machine out.
7. We cleaned the tiles in all the bathroom under the hand dryers; this area tends to see more dirt accumulation. We have a product to clean the tile and grout that we got for this purpose, and really whitens them up.
8. We weeded the four beds in the back to get ready for the gardening club. After we weeded them, we bought the liquid miracle grow and sprayed the pollination beds to help the perennials to start to come up quicker. We also purchased an insect spray and sprayed all the trees and lawn in that area, since we had a lot of bugs that were eating the plants last year. This treatment should also help with wasps, hornets, and ants.
9. We dusted all the shelves in the Children's Room and the AV Room this month.
10. We scrubbed the floors of the front lobby and staircase, removed all the old sealer and dirt, and then applied a fresh coat, giving it a clean shine again.

11. We had to paint the shelf in one of the pillar booths that we have upstairs. It's unclear if the shelf was being rubbed, or if a cleaning product was used, but the paint was beginning to strip away. The shelf is removable, so I applied a coat of black spray paint and reinstalled the shelf.

12. The landscapers were here this month to do the first cleanup and lawn thatching. They also cleaned all of the parking lot area.

13. We had several good rainstorms since we installed the drains and had the roof repaired, and we have had no leaks so far.

14. We went out to bid on a new HVAC contract. We were impressed with Thermal Solutions, and would like to use them going forward.

15. We had to repair the door on the book drop this month after some of the pop rivets broke off at the top of the door. We were able to get some new rivets in, and it is back in working order.

16. We had to repair one of the doors going into the YA room. The hinges needed to be adjusted, since the door was hanging a little low and scraping the tile floor. After an adjustment, the door is closing correctly once again.

17. We patched the area inside of Quiet Room #1, since the table that is mounted to the wall had come loose, causing some damage. We then installed new butterfly bolts and re-secured the table to the wall.

18. We had a problem with one camera and one of the security decks this month. The camera was only a blown fuse so we did not have to replace that, but the security deck was a bad hard drive, and needed to be replaced.

19. I had the van inspected this month, and also had an oil change performed.

20. We put together the new "Propagation Station" that will be going out in the Reference Area by the Seed Library.

21. We went out to bid for power washing the building; all bids have been submitted for evaluation.

Winter Series 2024: Fridays at 7 p.m.*

Patrons enjoyed our Winter Concert Series. Many thanks to Ray, Jose and staff for setting up and breaking down the stage/sound equipment/theater each week.

Jan. 5: Gold Coast Jazz Band – 147 attended

Jan. 12: Jimmy Buffett Tribute with the Ed Travers Band – 165

Jan. 19: Aerosmith Tribute with Pump – 70

Jan. 26: Bon Jovi Tribute with Dead or Alive – 142

*Sat., Feb. 3 at 2 p.m. Family show: Abracadabra – 180

Feb. 9: Sympatico Jazz Quartet – 90

Feb. 16: Broadway Showstoppers – 97

Feb. 23: Foreign Journey Tribute Band – 141

March 1: Soundtrax (music from movies) – 117

*Sat., March 9 at 2 p.m.: Family Show: The BenAnna Band – 85

March 15: Tribute to the Bangles and the GoGos with The BanGos – 110

Catherine Schmoller
Adult Programming Librarian

Completed Projects & Maintenance (significant events for the prior 3-month period)		
<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
Setup new Wireless Printing Services (Princh)	Princh replaced our older service PrinterON. Patrons submit print jobs via their tablets, laptops and smartphones.	Submitted print jobs are available immediately after uploaded to our new Princh portal. Two months of usage has proved this service more reliable and easier to use than PrinterON.
Deploy 6 new Service-Desk computers	Service desk computers replaced in Feb/March with all-in-one form factor machines. Updates incl. Windows 11	Adhere to MSFT best practices. Provide updated resources to staff. Repurpose one machine as a second service desk computer in YA. New form factor eliminates extra hardware and cabling under desks.
Disaster recovery planning	Updated annually	Minimize data loss and downtime in the event of a disaster.
Workstation image upgrades	Each department has a standard image applied to the computers. This image contains Windows, applications and settings.	Keeping images up to date greatly reduces the time it takes to rebuild or replace a staff or public use workstation.
55 inch Samsung signage TV repair.	New LCD panel ordered under warranty to resolve horizontal banding in picture.	The new part is re-engineered to eliminate the problem we had. Technician dispatched to assist with installation under warranty.
Rebuild iMac Pro in Tech Center. Upgrade all 3 iMacs.	An iMac experienced a fatal crash during an update to the operating system	A rebuild of OS and application environment ensured continued use of this patron resource. All iMac machines updated to MacOS Sonoma 14.4 in March for latest features and security enhancements.
Two staff machines rebuilt due to failed hard drive/SSD	Rebuild with latest version of Windows 11	Repairs performed outside staff work hours resulting in little to no downtime.
Workstation Patching Procedures Redesigned	Drivers, Windows and Application updates are current through March 2024 and deployed using 3 new Powershell scripts. After 8 weeks of using and adjusting the scripts, we have greatly improved deployment and reporting capabilities.	126 workstations and laptops are updated weekly. This ensures we always have the latest security updates and features available. New scripts report every patch applied or missing on both networked and disjoined/offline computers.
Server Patching	Server updates deployed using new Powershell scripts similar to workstations.	12 servers updated monthly. Per best practices for maintaining security and uptime.
Surveillance Server Upgrade	Windows Server 2016 upgrade to Server 2019.	Server stores up to 2 months of surveillance footage from 75+ cameras. Microsoft ended support for Windows Server 2016. This upgrade ensures we continue to receive security patches for this physical storage server.
Test RFID Gates	People counter is down month over month. Older RFID tags do not set off alarm.	Worked with vendor to ensure new gates are setup properly. No problems were found. Old material can be retagged to ensure alarm. (old tags lose sensitivity after 10+ years)

Works in Progress

<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
Expand Circulating Laptop Collection	Add two additional laptops into circulation for offsite patron use.	Our existing three circulating laptops are in high demand and always out on loan. We will add another two laptops for a total of five in April/May 2024. Two laptops will be taken from our YA in-house collection and reconfigured for patron offsite use. YA will still have 4 laptops to loan inside the library. YA never uses more than 4 at a time.
Group Policy Management	Eliminate unnecessary settings and certify all for use with Windows 11. An ongoing project since we began deploying Windows 11.	We use Group Policy to deploy hundreds of settings on the network. These enforce security, add branding, and apply granular settings to Windows and installed applications. These settings must be reviewed and updated to adhere with MSFT best practices for compatibility with current operating systems.
New projector for meeting room	Quotes in progress to replace the projector in the meeting room as it is 12+ years old.	Mimimize risk of failure. Projector is used several times per week. New LED projectors will not require frequent bulb replacements and will be brighter and clearer at high resolutions. A new projector will provide a better patron experience.
Add an Additional Service Desk Computer in YA	Per staff request. Two staff work in YA during afternoons and evenings. They currently share one desktop computer and a laptop.	Staff can work more effectively using two desktop computers. The YA staff laptop will be stored in the YA cabinet for use with programs.

Planning Stage

<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
(Project) Tech Center computer refresh	Desktop and laptop computers are not compatible with Windows 11	Adhere to MSFT best practices. Monitors will be re-purposed. Machines are unfortunately end of life after 6-7 years due to incompatibilities between processor generation and Windows 11.
(Project) Wireless network upgrades	Existing wireless access points support Wifi version 5. Wifi version 7 is now available. Our wifi network controller is end-of-life and will no longer be supported.	We plan to upgrade our access point hardware to support wifi version 7. Version 7 uses 3 radios instead of two and introduces a completely new frequency spectrum. Interference from the neighboring school, cars, and other equipment should no longer be an issue.
(Maintenance) Windows 11 build upgrades	Necessary due to Microsoft's support lifecycle.	Microsoft releases a new build of Windows 11 every year. We must upgrade 105 computers to stay current and receive patches.
(Project) New public copiers	Our two patron/public use copiers are 10+ years old and reaching end-of-life. We are looking at new copiers available on NY state contract.	New copiers would offer updated user interface. Color copies made possible. New coin/bill machines to be included.

ALA Annual Conference

Information

As the world's largest library event, the ALA Annual Conference & Exhibition brings together thousands of librarians and library staff, educators, authors, publishers, friends of libraries, trustees, special guests, and exhibitors. ALA Annual offers educational programming; important announcements and updates; relevant legislation and policies; and discussions that majorly impact libraries, their roles, and their ongoing transformation. The 2024 conference will take place from June 27 – July 2, in San Diego, California. Advance registration pricing is in effect until June 21st.

Conference Expenses

	Cost per Person	Cost for 4 Staff Members
Registration	\$720.00	\$2,880.00
Travel	\$900.00	\$3,600.00
Hotel	\$300 night (\$1,500 for 5 nights)	\$6,000.00
Meals	\$60 per day (\$360 for 6 days)	\$1,440.00
Totals	\$3,480.00	\$13,920.00

Recommendation

That the Board of Trustees authorizes four staff members to attend the 2024 ALA Annual Conference in San Diego, CA, at a cost not to exceed \$13,920.00. If there is interest, sufficient funds are available in the Board Continuing Education code to send two trustees to the conference.

Obsolete Equipment

April 15, 2024

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
30652002675413	DVR	83197030187	Speco	D16VT4TB	06/01/2017	Failed
30652002680108	Monitor	CNC9221L0F	HP	E223	09/01/2019	EOL
30652002680538	Monitor	CNC9221L09	HP	E223	09/01/2019	EOL
30652002679589	Monitor	CNC9481F2Q	HP	Elite Display E223	08/01/2020	EOL
30652002679530	Monitor	CNC0051HQR	HP	Elite Display E223	08/01/2020	EOL
30652002675231	Desktop PC	MXL943634J	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002675165	Desktop PC	MXL943634D	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002679456	Desktop PC	MXL0372JWV	HP	HP ProDesk 400 G6	08/01/2020	EOL
30652002679290	Desktop PC	MXL0372JWP	HP	HP ProDesk 400 G6	08/01/2020	EOL
30652002679241	Desktop PC	MXL0372JWK	HP	HP ProDesk 400 G6	08/01/2020	EOL
30652002678508	Desktop PC	MXL91233YC	HP	EliteDesk 800 G4 SFF	03/01/2019	EOL
30652002677286	Laptop	CND8132G2S	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	FAILED

HVAC Preventative Maintenance and Service Contract Renewal
2024-2025

Information

Our annual preventative maintenance contract for heating, ventilation and air conditioning is scheduled for renewal. Pyramid Air Conditioning & Heating has been our vendor for the entirety of our time in this building, however, their service has been declining recently causing stress and unnecessary billing. Thermal Solutions, Inc. comes highly recommended from many libraries across Suffolk County. While they are approximately \$1500.00 more expensive than Pyramid, we feel the higher cost outweighs the poor service we have received.

Gallett Air Inc	n/a
Thermal Solutions, Inc.	\$20,500.00
Pyramid Air Conditioning & Heating	\$18,903.00

Recommendation

That the Board of Trustees authorizes Thermal Solutions, Inc. to provide preventive maintenance services as per proposal dated February 24, 2023 for the period March 1, 2024 through February 28, 2025 for a total cost of \$20,500.00.

Power Washing Building Exterior

Information

The building exterior requires regular cleaning, so we are seeking to have the facility power washed.

Below are the quotes we received:

JBLI Power Washing	Pequa Power Washing	Dr. Drizzle
\$2,455.00	\$4,875.00	\$3,626.00

JBLI Power Washing has not provided us with insurance documentation. Dr. Drizzle has performed this work well for us in the past, and their insurance has been approved. Given this information, our recommendation is to use Dr. Drizzle.

Recommendation

That the Board of Trustees approves an expenditure of \$3,626.00 to be paid to Dr. Drizzle to power wash the library building.

Adult Programs - March 2024

Title	Event Start Date	People in Attendance
Winter Series: Soundtrax	03/01/2024 @ 7:00pm	117
Balance & Stability Fitness	03/02/2024 @ 9:30am	17
Walk2TheBeat Virtual Fitness (V)	03/02/2024 @ 9:30am	4
LI Romance Writers	03/02/2024 @ 11:00am	8
Kids Flick: Wonka	03/03/2024 @ 2:00pm	25
Adult Take & Bake: Traditional Irish Soda Bread (V)	03/04/2024 @ 9:00am	25
Beginner Tai Chi	03/04/2024 @ 9:30am	24
Monday Yoga	03/04/2024 @ 11:00am	25
Monday Movie: The Holdovers	03/04/2024 @ 2:00pm	110
AARP Tax Help	03/05/2024 @ 9:00am	12
Virtual Chair Yoga (V)	03/05/2024 @ 9:00am	12
Tai Chi Level 2	03/05/2024 @ 9:30am	17
Game Day	03/05/2024 @ 11:00am	7
How Psychic Are You?	03/05/2024 @ 7:00pm	29
Learn to Knit makeup class	03/05/2024 @ 7:00pm	11
SCORE	03/06/2024 @ 10:00am	16
Bridge for Advanced Beginners	03/06/2024 @ 2:00pm	8
Suffolk County Police Department 2nd Precinct Precinct	03/06/2024 @ 6:00pm	8
Rollingwood Civic Association	03/06/2024 @ 7:00pm	5
Thursday Yoga	03/07/2024 @ 9:30am	25
Genealogy Drop-in	03/07/2024 @ 10:00am	5
Colon Cancer Awareness 2024: What Everyone Should K	03/07/2024 @ 11:00am	3
Yoga 2nd Session	03/07/2024 @ 11:00am	25
Friends Seed Packing	03/07/2024 @ 1:30pm	8
Intermediate ENL Class	03/07/2024 @ 6:00pm	CANCELLED
North Shore Civil War Roundtable	03/07/2024 @ 6:30pm	12
Beginner ENL Class	03/07/2024 @ 7:15pm	CANCELLED
Balance & Stability Fitness	03/09/2024 @ 9:30am	17
Walk2TheBeat Virtual Fitness (V)	03/09/2024 @ 9:30am	4
Long Island Rose Society	03/09/2024 @ 1:00pm	19
Folk Music Society of Huntington	03/10/2024 @ 1:00pm	11
Classical Sundays: Pianist Albert Cano Smit	03/10/2024 @ 2:30pm	68
Beginner Tai Chi	03/11/2024 @ 9:30am	25
Monday Yoga	03/11/2024 @ 11:00am	24
Monday Movie: Waitress - The Musical	03/11/2024 @ 2:00pm	53
AARP Tax Help	03/12/2024 @ 9:00am	12
Virtual Chair Yoga (V)	03/12/2024 @ 9:00am	15
Tai Chi Level 2	03/12/2024 @ 9:30am	17
Game Day	03/12/2024 @ 11:00am	10
Introduction to ReWilding	03/12/2024 @ 7:00pm	7
Non-Fiction Book Discussion	03/13/2024 @ 11:00am	11
No Irish Need Apply: A History of the Irish in Boston (V)	03/13/2024 @ 2:00pm	6
Bridge for Advanced Beginners	03/13/2024 @ 2:00pm	8
Small Business Counseling	03/13/2024 @ 4:30pm	0
Small Business Counseling	03/13/2024 @ 5:30pm	0
Small Business Counseling	03/13/2024 @ 6:30pm	1

Adult Programs - March 2024

Intro to Poshmark	03/13/2024 @ 7:00pm	7
Adult Craft: Faux Stained Glass Butterfly	03/13/2024 @ 7:00pm	12
Thursday Yoga	03/14/2024 @ 9:30am	25
Huntington AARP	03/14/2024 @ 10:00am	30
Yoga 2nd Session	03/14/2024 @ 11:00am	25
Irish Immigration in New York City	03/14/2024 @ 2:00pm	9
Intermediate ENL Class	03/14/2024 @ 6:00pm	4
Adult Craft: Glass Charms	03/14/2024 @ 6:30pm	11
Adult Take & Make: Garden Fairy Stick (V)	03/14/2024 @ 7:00pm	35
Digital Eye Strain & Your Vision	03/14/2024 @ 7:00pm	8
Beginner ENL Class	03/14/2024 @ 7:15pm	4
Winter Series: The BanGos	03/15/2024 @ 7:00pm	110
Balance & Stability Fitness	03/16/2024 @ 9:30am	17
Walk2TheBeat Virtual Fitness (V)	03/16/2024 @ 9:30am	4
Build Your Business Using Social Media	03/16/2024 @ 10:00am	14
Repair Cafe	03/16/2024 @ 1:00pm	20
Beginner Tai Chi	03/18/2024 @ 9:30am	24
Medicare Counseling One-on-One	03/18/2024 @ 10:00am	2
Monday Yoga	03/18/2024 @ 11:00am	25
Monday Movie: Priscilla	03/18/2024 @ 2:00pm	55
Outreach - Oakwood ALL ABOUT ENL AND YOUR CHILD	03/18/2024 @ 5:30pm	4
Defensive Driving	03/18/2024 @ 6:30pm	24
Library Board of Trustees Meeting	03/18/2024 @ 7:00pm	7
Understanding Your Benefits Package	03/18/2024 @ 7:00pm	2
AARP Tax Help	03/19/2024 @ 9:00am	12
Virtual Chair Yoga (V)	03/19/2024 @ 9:00am	16
Tai Chi Level 2	03/19/2024 @ 9:30am	17
Game Day	03/19/2024 @ 11:00am	4
Tech Byte: Equipment & Gadgets to Borrow	03/19/2024 @ 11:00am	7
Adult Craft: Decorative Ornament	03/19/2024 @ 6:30pm	4
Intermediate Excel: Tables & Formatting (V)	03/19/2024 @ 7:00pm	8
Vasomotor Symptoms & Menopause Management (V)	03/20/2024 @ 11:00am	4
Evening Book Discussion	03/20/2024 @ 7:00pm	8
Thursday Yoga	03/21/2024 @ 9:30am	25
Yoga 2nd Session	03/21/2024 @ 11:00am	25
Navigating Our Digital Services	03/21/2024 @ 11:00am	3
Friends of the Library Meeting	03/21/2024 @ 1:30pm	11
Writing Workshop (V)	03/21/2024 @ 4:00pm	8
Intermediate ENL Class	03/21/2024 @ 6:00pm	8
NAACP Huntington	03/21/2024 @ 6:30pm	11
Cooking Class: Chicken Biryani	03/21/2024 @ 7:00pm	12
Medicare Made Easy	03/21/2024 @ 7:00pm	14
Beginner ENL Class	03/21/2024 @ 7:15pm	4
Balance & Stability Fitness	03/23/2024 @ 9:30am	17
Walk2TheBeat Virtual Fitness (V)	03/23/2024 @ 9:30am	4
Community Information Fair	03/23/2024 @ 12:00pm	30+
Emily Dickinson: Her Poetry & Her Life	03/24/2024 @ 2:30pm	17

Adult Programs - March 2024

Beginner Tai Chi	03/25/2024 @ 9:30am	24
Creative Club: Decoupage Bowl	03/25/2024 @ 10:00am	15
Monday Yoga	03/25/2024 @ 11:00am	25
Monday Movie: Next Goal Wins	03/25/2024 @ 2:00pm	25
Defensive Driving	03/25/2024 @ 6:30pm	24
Cutting the Cord	03/25/2024 @ 7:00pm	20
AARP Tax Help	03/26/2024 @ 9:00am	12
Virtual Chair Yoga (V)	03/26/2024 @ 9:00am	13
Tai Chi Level 2	03/26/2024 @ 9:30am	17
Game Day	03/26/2024 @ 11:00am	8
Tai Chi's Hidden Lessons	03/26/2024 @ 7:00pm	12
Eagle Board of Review	03/26/2024 @ 7:00pm	4
Small Business Counseling	03/27/2024 @ 4:30pm	1
Small Business Counseling	03/27/2024 @ 5:30pm	0
Mediterranean Cooking Class	03/27/2024 @ 6:30pm	23
Small Business Counseling	03/27/2024 @ 6:30pm	1
The Readers: A 20s & 30s Book Club	03/27/2024 @ 7:00pm	3
Thursday Yoga	03/28/2024 @ 9:30am	25
Yoga 2nd Session	03/28/2024 @ 11:00am	25
Cover to Cover Book Discussion	03/28/2024 @ 11:00am	5
Cooking Class: Feel Good Diet	03/28/2024 @ 1:30pm	17
Writing Workshop (V)	03/28/2024 @ 4:00pm	8
Beyond the Book @ the Whaling Museum	03/28/2024 @ 6:30pm	4
Board Game Night	03/28/2024 @ 6:30pm	16
Balance & Stability Fitness	03/30/2024 @ 9:30am	17
Walk2TheBeat Virtual Fitness (V)	03/30/2024 @ 9:30am	4

Children's Programs - March 2024

Tweens Night Out: Basketball Bonanza	03/15/2024 @ 7:00pm	16
Lil' Athletes Toddler	03/16/2024 @ 10:00ar	13
Lil' Athletes	03/16/2024 @ 11:00ar	10
Baking Coach: Pot of Gold and Shamrock Cookies	03/16/2024 @ 2:30pm	24
Lego Club	03/17/2024 @ 2:00pm	8
1,2,3 Play with Me	03/18/2024 @ 10:30ar	15
Adventures in Art: Mini Masters	03/18/2024 @ 3:00pm	8
Minecraft Mania!	03/18/2024 @ 4:30pm	11
Homework Help at the South Huntington Public Library	03/18/2024 @ 4:30pm	6
Outreach - Oakwood ALL ABOUT ENL AND YOUR CHILD™S SCIENCE	03/18/2024 @ 5:30pm	4
Sprouts & Friends	03/19/2024 @ 10:00ar	10
Sprouts & Friends	03/19/2024 @ 11:00ar	11
Hip Hop Dance	03/19/2024 @ 4:45pm	8
Baby Time!	03/20/2024 @ 10:30ar	9
Baby Time!	03/20/2024 @ 11:15ar	14
Picture Book Time	03/20/2024 @ 3:00pm	10
Yoga Kids	03/20/2024 @ 4:30pm	7
Zumbini	03/21/2024 @ 10:30ar	13
Zumbini	03/21/2024 @ 11:30ar	12
After School Club	03/21/2024 @ 4:30pm	13
A Time for Kids	03/22/2024 @ 10:00ar	17
A Time for Kids	03/22/2024 @ 11:00ar	11
Art Club: Damien Hirst	03/22/2024 @ 4:30pm	14
PlayHooray Babies & Kids	03/23/2024 @ 10:00ar	15
Springtime Crafts	03/23/2024 @ 1:00pm	51
CLASS VISIT: ENL Family Story Time and Tour	03/23/2024 @ 2:30pm	13
Chess Nuts	03/24/2024 @ 2:30pm	9
Adventures in Art: Mini Masters	03/25/2024 @ 3:00pm	10
Homework Help at the South Huntington Public Library	03/25/2024 @ 4:30pm	4
Girl Scout Troop 1224	03/25/2024 @ 4:45pm	32
Girl Scout Troop 103 Meeting	03/25/2024 @ 6:30pm	Cancelled
Sprouts & Friends	03/26/2024 @ 10:00ar	18
Sprouts & Friends	03/26/2024 @ 11:00ar	12
Hip Hop Dance	03/26/2024 @ 4:45pm	11
Baby Time!	03/27/2024 @ 10:30ar	12
Baby Time!	03/27/2024 @ 11:15ar	8
Picture Book Time	03/27/2024 @ 3:00pm	14
Yoga Kids	03/27/2024 @ 4:30pm	9
Learn to Draw with Art Teacher Amy	03/28/2024 @ 4:30pm	12
¡Crayola Celebracion!	03/30/2024 @ 2:00pm	16

Children's Programs - March 2024

Title	Event Start Date	People in Attendance
OUTREACH: Community Read-in at Countrywood (DL)	03/01/2024 @ 9:00am	25
A Time for Kids	03/01/2024 @ 10:00ar	19
A Time for Kids	03/01/2024 @ 11:00ar	14
OUTREACH: STREAM Saturday at MW	03/02/2024 @ 9:00am	18
Kids Flick: Wonka	03/03/2024 @ 2:00pm	25
1,2,3 Play with Me	03/04/2024 @ 10:30ar	13
Homework Help at the South Huntington Public Library	03/04/2024 @ 4:30pm	7
Minecraft Mania!	03/04/2024 @ 4:30pm	12
OUTREACH: Kindergarten Information Night at WWHS	03/04/2024 @ 6:00pm	16
Sprouts & Friends	03/05/2024 @ 10:00ar	14
Sprouts & Friends	03/05/2024 @ 11:00ar	18
Preschool Pals: Magnet Madness	03/05/2024 @ 3:00pm	18
Adventures in Art: Up in the Air	03/05/2024 @ 4:30pm	9
Class Visit: OW 2nd Grade	03/06/2024 @ 9:45am	45
Baby Bundle Take & Make / Paquete Para Bebés un Take & Mak	03/06/2024 @ 10:00ar	9
Baby Time!	03/06/2024 @ 10:30ar	8
Baby Time!	03/06/2024 @ 11:15ar	8
Picture Book Time	03/06/2024 @ 3:00pm	5
Yoga Kids	03/06/2024 @ 4:30pm	18
Class Visit: OW 2nd Grade (DL)	03/07/2024 @ 9:45am	37
After School Club	03/07/2024 @ 4:30pm	11
Class Visit: OW 2nd Grade	03/08/2024 @ 9:45am	48
A Time for Kids	03/08/2024 @ 10:00ar	17
A Time for Kids	03/08/2024 @ 11:00ar	10
Art Club: Hilma af Klint	03/08/2024 @ 4:30pm	15
Music & Movement	03/09/2024 @ 10:00ar	17
Winter Series: The BenAnna Band	03/09/2024 @ 2:00pm	85
Class Visit: OW 2nd Grade (DL)	03/11/2024 @ 9:45am	44
1,2,3 Play with Me	03/11/2024 @ 10:30ar	15
Adventures in Art: Mini Masters	03/11/2024 @ 3:00pm	8
Homework Help at the South Huntington Public Library	03/11/2024 @ 4:30pm	4
Minecraft Mania!	03/11/2024 @ 4:30pm	9
Preschool Pals: Spring Cupcake Decorating	03/12/2024 @ 3:00pm	14
Hip Hop Dance	03/12/2024 @ 4:45pm	15
CLASS VISIT: Step-by-Step Preschool	03/13/2024 @ 10:00ar	13
Baby Time!	03/13/2024 @ 10:30ar	12
Baby Time!	03/13/2024 @ 11:15ar	12
Picture Book Time	03/13/2024 @ 3:00pm	6
Yoga Kids	03/13/2024 @ 4:30pm	0
Zumbini	03/14/2024 @ 10:30ar	16
Zumbini	03/14/2024 @ 11:30ar	11
After School Club	03/14/2024 @ 4:30pm	6
Class Visit: OW 2nd Grade (DL)	03/15/2024 @ 9:45am	46
A Time for Kids	03/15/2024 @ 10:00ar	13
A Time for Kids	03/15/2024 @ 11:00ar	7
Girl Scout Troop 1969	03/15/2024 @ 5:30pm	8

SOUTH HUNTINGTON PUBLIC LIBRARY
RESOURCES WORKSHEET

MARCH 2024

	ADDED	DISCARDED	MAR 24
ADULT / YA			
Books, Fiction	166	100	44,888
Books, Nonfiction	183	328	60,485
Paperbacks	1	1	9,984
Periodical Titles	0	0	220
Compact Discs	20	0	7,175
DVDs	59	0	15,090
Blu-ray Disc	34	0	2,565
Books-on-CD	3	0	4,045
Videogames	0	0	86
Total	466	429	144,538
CHILDRENS			
Books, Fiction	239	89	44,982
Books, Nonfiction	76	58	41,320
Paperbacks	7	0	3,255
Videogames	2	0	1,367
Compact Discs	0	0	1,472
DVDs	20	0	7,745
Blu-ray Disc	3	0	568
Books-on-CD	0	0	550
CD/Book Kits	0	0	530
Launchpads	0	0	40
Total	347	147	101,829
TOTAL	813	576	246,367

MARCH 2024

ADULT PRINT	MAR 24	MAR 23	% CHANGE	MAR 22	% CHANGE
Nonfiction	860	1,014	-15.19%	952	-9.66%
New Books	1,012	1,015	-0.30%	892	13.45%
Fiction	1,041	1,195	-12.89%	1,117	-6.80%
Paperbacks	81	160	-49.38%	124	-34.68%
Mysteries	175	212	-17.45%	239	-26.78%
Large Type	225	295	-23.73%	229	-1.75%
Magazines	85	105	-19.05%	132	-35.61%
Biographies	70	76	-7.89%	83	-15.66%
Test Books	15	33	-54.55%	14	7.14%
Science Fiction	31	29	6.90%	22	40.91%
World Languages	18	10	80.00%	8	125.00%
Graphic Novel	51	34	50.00%	67	-23.88%
Reference	2	1	100.00%	0	N.M.
ESL Collection	10	10	0.00%	7	42.86%
Oversized Books	1	2	-50.00%	2	-50.00%
Short Stories	5	2	150.00%	1	400.00%
Adult Learner	3	1	200.00%	0	N.M.
Auto Repair	2	1	100.00%	3	-33.33%
Total	3,687	4,195	-12.11%	3,892	-5.27%
ADULT MEDIA					
DVD	1,363	1,726	-21.03%	1,642	-16.99%
Blu-ray Disc	367	364	0.82%	424	-13.44%
Compact Discs	325	293	10.92%	336	-3.27%
Books on Disc	118	129	-8.53%	141	-16.31%
Video Games	50	34	47.06%	22	127.27%
Language Media	6	5	20.00%	11	-45.45%
Hotspots	28	31	-9.68%	28	0.00%
Total	2,257	2,582	-12.59%	2,604	-13.33%
ELECTRONIC RESOURCES					
Live-brary E-Books	5,408	5,298	2.08%	4,806	12.53%
Live-brary Audiobooks	3,443	3,162	8.89%	2,381	44.60%
Flipster	347	398	-12.81%	476	-27.10%
New York Times	287	308	-6.82%	275	4.36%
PressReader	74	104	-28.85%	184	-59.78%
Hoopla	447	365	22.47%	340	31.47%
Kanopy	426	308	38.31%	612	-30.39%
Total	10,432	9,943	4.92%	9,074	14.97%
INTERLIBRARY LOAN					
Items Sent	1,622	1,785	-9.13%	1,552	4.51%
Items Borrowed	1,012	1,248	-18.91%	1,276	-20.69%
NEW PATRONS	243	272	-10.66%	188	29.26%

MARCH 2024

JUVENILE PRINT	MAR 24	MAR 23	% CHANGE	MAR 22	% CHANGE
Nonfiction	922	923	-0.11%	1,023	-9.87%
Picture Books	1,531	1,479	3.52%	1,495	2.41%
Fiction	546	636	-14.15%	582	-6.19%
Easy Readers	656	782	-16.11%	781	-16.01%
Biographies	166	115	44.35%	109	52.29%
Paperbacks	240	315	-23.81%	336	-28.57%
Board Books	382	405	-5.68%	477	-19.92%
Graphic Novels	322	363	-11.29%	296	8.78%
World Languages	167	208	-19.71%	114	46.49%
Parents Collection	14	25	-44.00%	15	-6.67%
Magazines	6	19	-68.42%	4	50.00%
Story Collection	29	4	625.00%	2	1350.00%
Museum Passes	160	115	39.13%	116	37.93%
Total	5,141	5,389	-4.60%	5,350	-3.91%
JUVENILE MEDIA					
DVD	328	301	8.97%	365	-10.14%
Blu-ray Disc	29	44	-34.09%	39	-25.64%
Video Games	237	315	-24.76%	129	83.72%
Compact Discs	23	37	-37.84%	18	27.78%
CD/Book Kits	89	94	-5.32%	53	67.92%
Books on Disc	1	6	-83.33%	2	-50.00%
Launchpads	18	6	200.00%	7	157.14%
Total	725	803	-9.71%	613	18.27%
YOUNG ADULT					
Magazines	0	0	N.M.	0	N.M.
Fiction	50	70	-28.57%	81	-38.27%
Nonfiction	4	4	0.00%	2	100.00%
Graphic Novel	50	74	-32.43%	100	-50.00%
Paperbacks	27	27	0.00%	36	-25.00%
Large Type	0	0	N.M.	0	N.M.
Test Books	3	3	0.00%	4	-25.00%
World Languages	5	2	150.00%	5	0.00%
Laptops	0	3	-100.00%	5	-100.00%
Total	139	183	-24.04%	233	-40.34%

Circulation Statistics

	March 2024	February 2024	March 2023
SHPL Material Check-Outs (ALL Libraries)	9,522	9,345	10,750
Self Checkouts (Kiosks)	1,751	1,904	1,864
YA Laptop Checkouts	0	0	3
Circulating Chromebook Checkouts	3	5	5
Circulating Laptop Checkouts	6	3	3
Hotspot Checkouts	28	25	31

Percent of all checkouts using SHPL Self-Check Kiosks

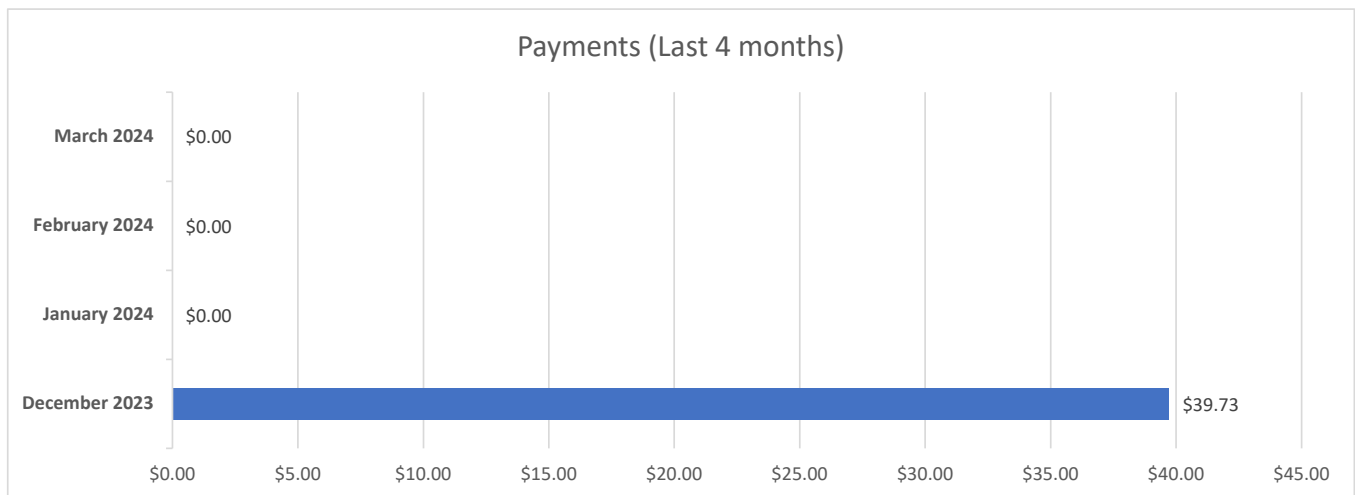
March 2024	18.4%	↓	-8.0%	Change since last month
February 2024	20.4%			
March 2023	17.3%	{last year}	↓ -6.1%	Change since last year

Laptop Checkouts (Combined)

March 2024	9	↑	12.5%	Change since last month
February 2024	8			
March 2023	11	{last year}	↓ -18.2%	Change since last year

e-Commerce Payments (released quarterly)

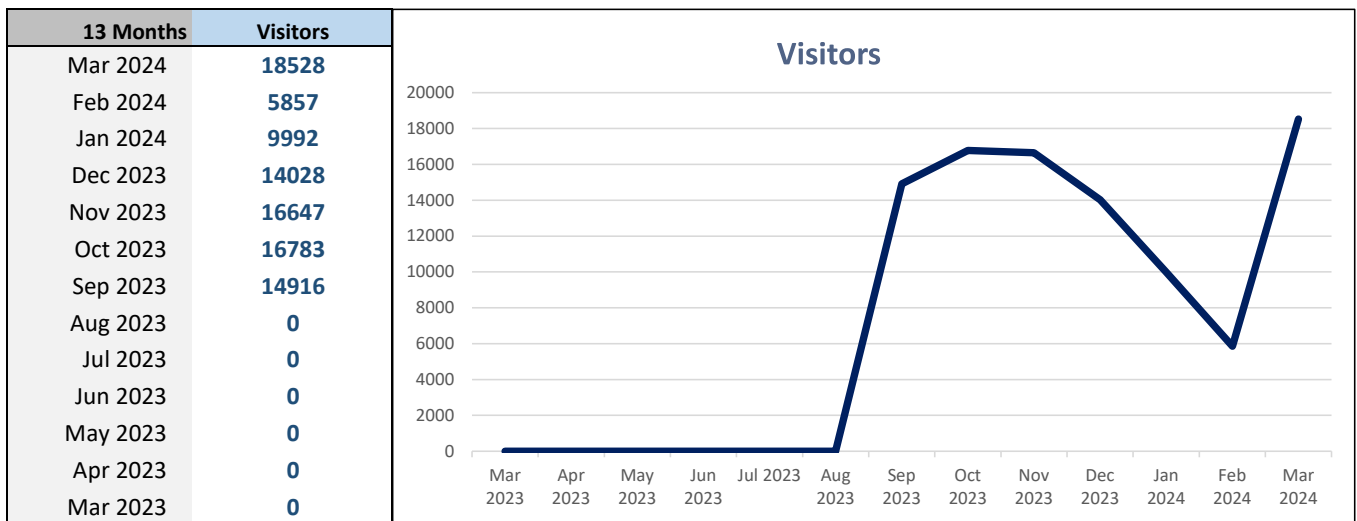
March 2024	February 2024	January 2024	December 2023	March 2023
\$0.00	\$0.00	\$0.00	\$39.73	\$29.14



Subscription Statistics

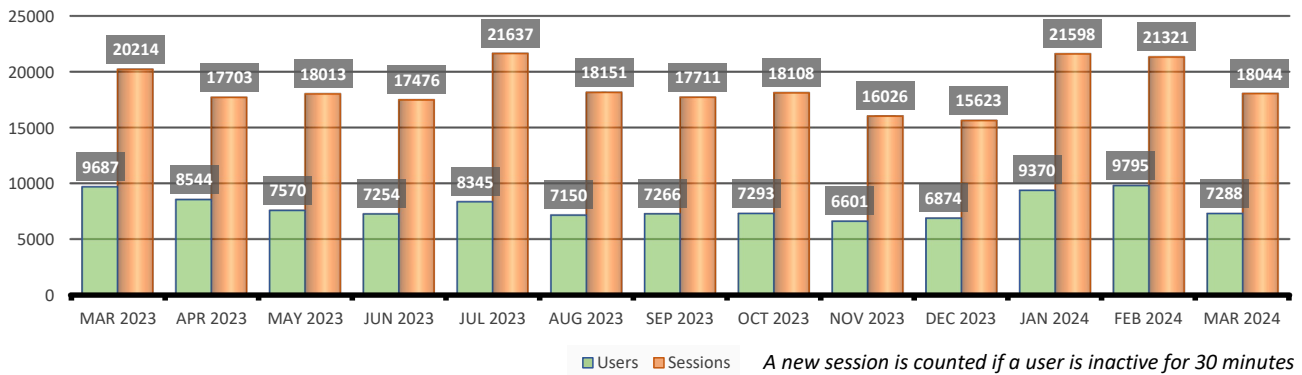
	March 2024	February 2024	Change (last month)	March 2023	Change (last year)
EBSCO	406	364	↑ 12%	540	↓ -25%
OCLC / First Search	237	97	↑ 144%	208	↑ 14%
Homework Help	19	33	↓ -42%	39	↓ -51%
LinkedIn Learning	20	15	↑ 33%	16	↑ 25%
Overdrive	8845	8617	↑ 3%	8460	↑ 5%
Pronunciator	12	14	↓ -14%	7	↑ 71%
WAM Consortium Databases	2404	1670	↑ 44%	2553	↓ -6%

Gate Count Statistics



Website Statistics

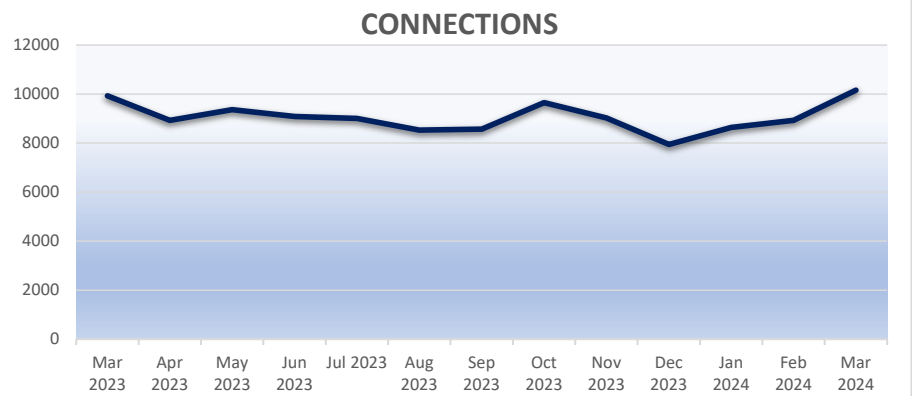
13 Months	Users	Sessions	Total Page Views	Home Page Views
Mar 2024	7288	18044	50715	12954
Feb 2024	9795	21321	58129	13796
Jan 2024	9370	21598	61232	14956
Dec 2023	6874	15623	43076	10861
Nov 2023	6601	16026	43143	11328
Oct 2023	7293	18108	52121	12537
Sep 2023	7266	17711	49464	12634
Aug 2023	7150	18151	47686	13454
Jul 2023	8345	21637	66067	15277
Jun 2023	7254	17476	53795	12917
May 2023	7570	18013	48285	12535
Apr 2023	8544	17703	52100	13431
Mar 2023	9687	20214	59666	15435



- ↓ -25.6% Change in website users compared to last month
- ↓ -24.8% Change in website users compared to last year
- ↓ -8.0% Compared to the **average monthly users::** 7,926

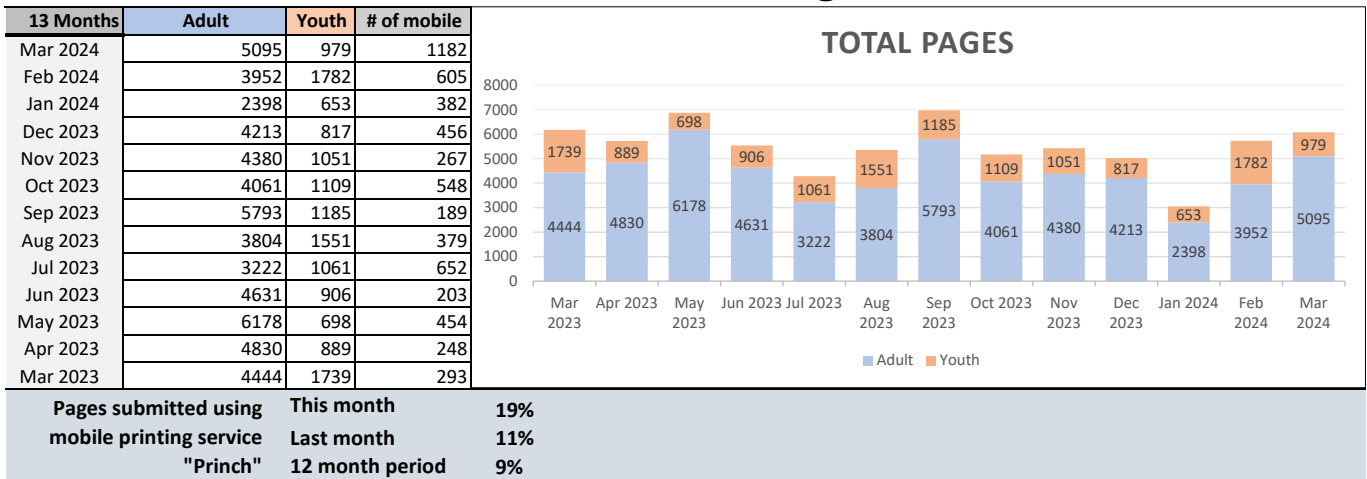
WiFi Usage

13 Months	Wireless devices connected
Mar 2024	10160
Feb 2024	8930
Jan 2024	8636
Dec 2023	7945
Nov 2023	9029
Oct 2023	9648
Sep 2023	8570
Aug 2023	8534
Jul 2023	9007
Jun 2023	9090
May 2023	9362
Apr 2023	8925
Mar 2023	9934

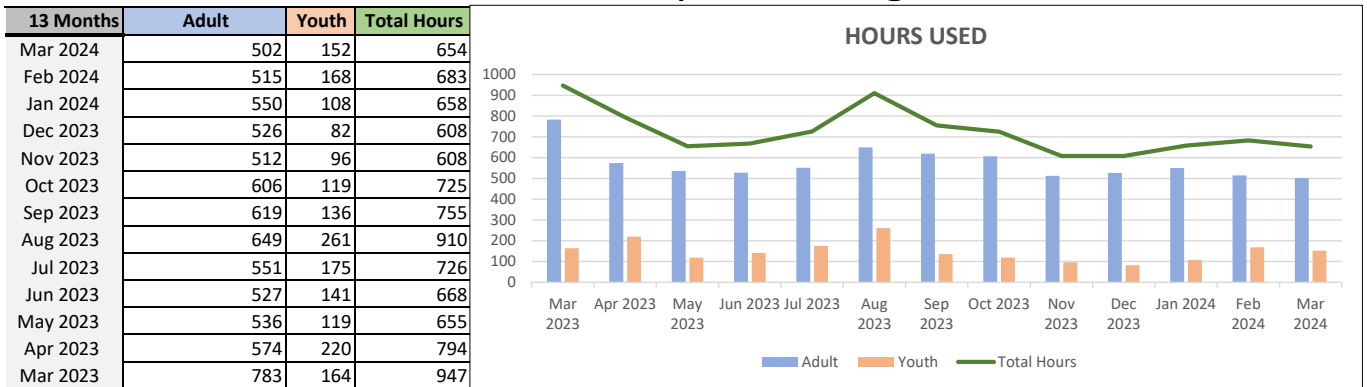


- ↑ 13.8% Change in wireless users compared to last month
- ↑ 2.3% Change in wireless users compared to last year
- ↑ 12.2% Compared to the **average monthly connections::** 9059

Public Printing



Public Computer Usage



- ↓ **-2.5%** **Adult Reference** Change compared to last month
- ↓ **-9.5%** **Youth Services**
- ↓ **-35.9%** **Adult Reference** Change compared to last year
- ↓ **-7.3%** **Youth Services**

Patron Services

Mar 2024 Monthly average (past year)		
One-on-One Tech Help Sessions	27	15
3D Models Printed	16	12
Posters Printed	24	16
Text-a-Librarian (conversations)	44	41