

BOARD MEETING – MONDAY, JUNE 17, 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, June 17 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, May 20, 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. Email from Pat McAsey re: 2024 AARP Tax-Aide
7. REPORTS:
 1. Director's Report
 2. Assistant Director's Report
 3. Building & Grounds Report
 4. Long Island Library Conference Reports
 5. Computer Services Department Quarterly Report
 6. Adult Services Department Quarterly Report
8. OLD BUSINESS:
 1. Covid-19 Protocol
9. NEW BUSINESS:
 1. Newly elected trustee Oath of Office
 2. Proposed 2024-2025 Board Officers and Meeting Dates
 3. Obsolete Equipment
 4. LILRC Annual Conference
10. STATISTICAL REPORTS:
 1. Statistics and Program Attendance
11. PERIOD OF PUBLIC EXPRESSION
12. ADJOURNMENT

BOARD MEETING MINUTES – MONDAY, MAY 20, 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, May 20 at 7 p.m. in the Meeting Room.

PRESENT:

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

STAFF:

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

CALL TO ORDER:

The meeting was called to order by the president at 7:00 p.m.

PLEDGE OF
ALLEGIANCE:

The president led everyone in the Pledge of Allegiance.

ADOPTION OF THE
AGENDA:

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

DISPOSITION OF
REGULAR MEETING
MINUTES

APRIL 15, 2024:

Motion by Mrs. Ferrante, seconded by Mrs. Fox, and carried unanimously to accept the minutes of the regular meeting on April 15, 2024.

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 expenditure, and reported that all was in order.

Motion by Mrs. Dillon, seconded by Mr. Horowitz, and carried unanimously to authorize payment of Warrant #31 Fund L in the amount of \$9,387.23; Warrant #34 Fund L in the amount of \$229,062.39; Warrant #4/11 PR Fund L in the amount of \$113,789.50; Warrant #4/25 PR Fund L in the amount of \$127,422.05.

Motion by Mrs. Ferrante, seconded by Mrs. Dillon, and carried unanimously to authorize payment of Warrant #21 Fund TA in the amount of \$43,723.87; Warrant #22 Fund TA in the amount of \$55,249.95.

Motion by Mrs. Ferrante, seconded by Mrs. Fox, and carried unanimously to authorize payment of Warrant #6 Fund H in the amount of \$531.10.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to approve the American Express statement for April in the amount of \$9,619.12.

Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for March 20, 2024 – April 19, 2024 in the amount of \$2,425.12.

FINANCIAL
CHAIRPERSON'S
REPORT:

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

PERSONNEL REPORT:

Motion by Mrs. Dillon, seconded by Mr. Horowitz, and carried unanimously to approve the promotion as presented.

Motion by Mrs. Fox, seconded by Mrs. Ferrante, and carried unanimously to approve the appointment as presented.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to approve the leave of absence as presented.

COMMUNICATIONS: The board acknowledged SCLS minutes and the thank you letter from the Northport VA.

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

- Our annual Budget Vote and Trustee Election took place on April 16th. While it was a lower voter turn out than we hoped for, the 160-24 results yielded an 87% approval rating. This percentage has been consistent over the years and a number to be proud of. Congratulations to Eileen on her re-election to a five-year term on our board.
- I am pleased to report that the New York State budget was favorable for our state libraries this year:
 - Operating aid is up \$4.252 million to \$103.852 million.
 - Construction Aid is up \$10 million to \$44 million.
 - NOVELny was allocated \$3 million to save that resource.
- While the HVAC project equipment is in and ready for install this summer, we thought it best to wait until fall. Taking down a/c units in the busy summer is not ideal for our staff and patrons. We have set a tentative time frame of September for work to begin.
- Legislator Rebecca Sanin's visit gave Nick and me a chance to highlight all of our services and programs in the hopes that Ms. Sanin will have a better understanding of what we do for her constituents and how she can promote our services. We look forward to partnering with her going forward.
- As part of our continuing sustainability work, we will be having a puzzle swap for the staff and community in July and a school supply drive to benefit the Tri-CYA in August.
- The library chicks made their annual appearance at the library in April. As always, kids and grown-ups alike enjoy following their progress from egg to hatchling!

ASSISTANT DIRECTOR'S
REPORT:

Mr. Tanzi reported on the following:

- Throughout my library career, I have benefited from continuing education opportunities. In the past month, I have had the opportunity to give back in the form of two events at the Suffolk Cooperative Library System.

On Thursday, April 25th, I gave a presentation to the Suffolk County Public Library Directors Association (PLDA). The talk was titled "Getting Your Library AI Ready: A Guide for Library Directors." My talk explored the current regulatory environment (or lack thereof), staff training, and developing programs and services for our communities. Administration from a number of libraries were in attendance.

On Wednesday, May 1st, I participated in the library trustee training event themed "The Future of Libraries". I presented "Artificial Intelligence and the Library: A Primer for Trustees," which was followed by Rebekkah Smith Aldrich's talk, "Sustainability: The Newest Core Value." My portion covered the current state of artificial intelligence, its impact on our libraries, and the challenges and opportunities the technology presents. I discussed the importance of making AI a consideration during policy reviews, and the need for effective communication with our libraries' staff and patrons as we navigate a technology that can be anxiety-producing for many. Absent an official count, it appeared there were approximately 80-100 trustees and library directors present.

BUILDING &
GROUNDS REPORT:

The board thanked Ray Capone for his monthly report.

COMPUTERS IN
LIBRARIES
CONFERENCE
REPORT:

The board thanked Michael Bartolomeo for his report.

PLA CONFERENCE
REPORTS:

The board thanked Howard Spiegelglass and Michael Bartolomeo for their reports.

NEW BUSINESS –
BOARD MEETING DAY
DISCUSSION:

The board voted unanimously to move the day of the monthly board meetings to the third Wednesday of each month, beginning in September 2024. The motion will be carried out at the June 2024 board meeting.

NEW BUSINESS-
AMENDED ALA
CONFERENCE 2024:

Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously that the board of trustees approves the amendment to the April “ALA 2024 Conference” motion to include the attendance of a fifth staff member.

NEW BUSINESS-
PERSONNEL POLICY
MANUAL AND SALARIES
2024-2025:

Motion by Mrs. Fox and seconded by Mrs. Dillon, and carried unanimously that the board of trustees approves the proposed 2024-2025 Salary Schedules and individual staff salaries as presented.

Motion by Mrs. Fox and seconded by Mrs. Dillon, and carried unanimously that the board of trustees approves the proposed changes to the current Personnel Policy Manual for the 2024-2025 fiscal year as amended.

NEW BUSINESS-
SUNYLA
CONFERENCE:

Motion by Mr. Horowitz, seconded by Mrs. Ferrante, and carried unanimously that the board of trustees approves one staff member to attend the 2024 SUNYLA Annual Conference.

NEW BUSINESS-
COPIER CONTRACT:

Motion by Mr. Horowitz, seconded by Mrs. Fox, and carried unanimously that the board of trustees authorizes the Library Director to execute a contract with Konica Minolta to acquire two color copy machines.

NEW BUSINESS –
OBSOLETE
EQUIPMENT:

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

ADJOURNMENT:

Motion by Mrs. Sullivan to adjourn the regular meeting at 8:32 p.m.

Respectfully submitted by,

Jamie Gholson

Jamie Gholson, Interim Board Secretary

Acknowledged by:

Patricia Dillon, Vice President

FINANCIAL SCHEDULES

<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
10	36	L	9,790.16
12	39	L	174,195.92
16	5/09 PR	L	116,029.75
18	5/23 PR	L	118,435.72
20	23	TA	44,373.92
22	24	TA	45,555.32
24	AMEX		5,951.76
	Amazon Capital Services		2,127.08
39	Investment Report		
40	Financial Chairperson Report		
41	Personnel Actions		

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

June 17, 2024

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

I have reviewed the warrants through June 17, 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

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #36 Fund L - May 2024 Schedule of Bills

Checks #59747-59751, 59857-59861

Total warrant: \$9,790.16

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 - 36: CD - UTILITIES - 5/2024 For Dates 5/1/2024 - 5/31/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount	
59747	05/06/2024	690	NATIONAL GRID		1,319.26	
59748	05/06/2024	2400	NATIONAL GRID (SVC & GENR)		85.63	
59749	05/06/2024	2555	OPTIMUM		71.59	
59750	05/06/2024	152	SO. HUNTINGTON WATER DISTRICT		80.00	
59751	05/06/2024	15	VERIZON		843.37	
59857	05/28/2024	690	NATIONAL GRID		504.05	
59858	05/28/2024	2400	NATIONAL GRID (SVC & GENR)		71.94	
59859	05/28/2024	20	PSEGLI		5,950.68	
59860	05/28/2024	15	VERIZON		848.19	
59861	05/28/2024	1419	VERIZON SELECT SERVICES		15.45	
Number of Transactions: 10					Warrant Total:	9,790.16
					Vendor Portion:	9,790.16

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 10 in number, in the total amount of \$ 9,790.16. 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.

6/1/24 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 9,790.16. 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.

5/28/24 _____
Date Assistant Director

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #39 Fund L - June 17, 2024 Schedule of Bills

Checks #59862-59952

Voided Check #59771

Total warrant: \$174,195.92

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 - 39: CD - GENERAL - 6/2024 For Dates 6/17/2024 - 6/17/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59771	06/17/2024	3069	**VOID** AROOJ CHAUDHRY	230569	-150.00
59862	06/17/2024		131 A TIME FOR KIDS	*See Detail Report	1,500.00
59863	06/17/2024	2396	AMAZON		2,102.15
59864	06/17/2024		720 AMERICAN EXPRESS		5,951.76
59865	06/17/2024	2040	AMERIFLEX		265.00
59866	06/17/2024	2706	BARBARA AZZARA		2,096.40
59867	06/17/2024		23 BAKER & TAYLOR		9,064.89
59868	06/17/2024	2520	KATHRYN BARI-PETRITIS	230607	375.00
59869	06/17/2024		1866 BENEDETTO BROS. LANDSCAPING		300.00
59870	06/17/2024	1832	AUGUSTA BERNER	230606	1,500.00
59871	06/17/2024	3046	BLUM, LAUREN	*See Detail Report	2,100.00
59872	06/17/2024		1189 BRODART CO.		559.50
59873	06/17/2024		1644 BRODART CO.		175.36
59874	06/17/2024		1197 BUC INTERNATIONAL CORP		225.95
59875	06/17/2024		31 BULL TERRIER NEWS DELIVERY SVC		309.07
59876	06/17/2024	3069	AROOJ CHAUDHRY	230598	150.00
59877	06/17/2024		603 STEPHEN CHO		1,048.20
59878	06/17/2024	3163	JAMES COLL	230608	250.00
59879	06/17/2024	2633	CONNECTION, INC		843.50
59880	06/17/2024	1548	COUNTY LINE HARDWARE		46.81
59881	06/17/2024	1842	CRADLE OF AVIATION MUSEUM	230594	1,250.00
59882	06/17/2024	2191	DANZIGER, OKSANA	230611	650.00
59883	06/17/2024		794 PHILIP DE DORA	230107	390.00
59884	06/17/2024	3020	EASTLINE THEATRE	230610	800.00
59885	06/17/2024	1665	EDMER SANITARY SUPPLY		517.60
59886	06/17/2024	1777	ELIZABETH ESPOSITO		342.77
59887	06/17/2024	3185	FANNY CAKES	230609	375.00
59888	06/17/2024	3117	PATRICK FIERRO	230602	125.00
59889	06/17/2024		923 FIRST UNUM LIFE INSURANCE CO.		621.80
59890	06/17/2024	362	FUN EXPRESS, LLC	230617	182.63
59891	06/17/2024	3094	GEOVANNY & SONS	230427	925.00
59892	06/17/2024	2490	KATHLEEN GIERALTOWSKI		48.42
59893	06/17/2024	781	CECILILA GORELLICK		1,048.20
59894	06/17/2024	225	GRAINGER, INC.		727.71
59895	06/17/2024	3186	KEVIN HAWKINS	230612	1,200.00
59896	06/17/2024	2087	DONNA HEATHSCOTT	*See Detail Report	450.00
59897	06/17/2024	3122	HECKSCHER MUSEUM	230592	250.00
59898	06/17/2024	1077	HIGH HOPES PRODUCTIONS	*See Detail Report	1,095.00
59899	06/17/2024	1584	HOME DEPOT CREDIT SERVICES		109.85
59900	06/17/2024	1991	HP INC.	230542	10,624.50
59901	06/17/2024	2504	INGRAM LIBRARY SERVICES LLC		31.80
59902	06/17/2024	2973	ELAINE JAGUDEN		1,048.20
59903	06/17/2024	2610	JOYSIE JEROME	*See Detail Report	750.00
59904	06/17/2024	3053	JIN, ELIZABETH	*See Detail Report	1,050.00
59905	06/17/2024	2717	KANOPY LLC		396.00
59906	06/17/2024	1716	DIANE KENTROS		1,230.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 39: CD - GENERAL - 6/2024 For Dates 6/17/2024 - 6/17/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
59907	06/17/2024	2781	ELIZABETH KLEIN		592.93
59908	06/17/2024	2459	KONICA MINOLTA BUSINESS SOLUTN	230261	627.43
59909	06/17/2024	791	JOSEPH LATINI		2,725.20
59910	06/17/2024	110	CAROL ANN LEACH		2,096.40
59911	06/17/2024	2761	LIBRARY IDEAS	230586	589.92
59912	06/17/2024	3090	LIL' ATHLETES	*See Detail Report	256.00
59913	06/17/2024	2433	LONG ISLAND MARITIME MUSEUM	230591	200.00
59914	06/17/2024	1568	LONG ISLAND WASTE SERVICES		212.00
59915	06/17/2024	1809	MARGARETHA MAIMONE	230362	1,675.00
59916	06/17/2024	3052	MAKIN, GEETU	230600	390.00
59917	06/17/2024	27	MIDWEST TAPE		1,941.54
59918	06/17/2024	2517	MIDWEST TAPE		971.38
59919	06/17/2024	2331	MUSEUM OF THE CITY OF NEW YORK	230595	250.00
59920	06/17/2024	3074	NEW YORK PRO AV SYSTEMS, INC		229.99
59921	06/17/2024	1814	PATRICIA NOVAK	230596	125.00
59922	06/17/2024	3039	PATRICIA J NOVAK		1,467.60
59923	06/17/2024	127	NYS EMPLOYEES HEALTH INSURANCE		45,433.60
59924	06/17/2024	96	NYSIF		5,203.43
59925	06/17/2024	240	MARIE PAGLIARO		1,048.20
59926	06/17/2024	1731	PITNEY BOWES BANK INC PURCHASE POWER		400.00
59927	06/17/2024	12	POSTMASTER - BULK PERMIT 39		1,800.00
59928	06/17/2024	3146	DANIELLE REISCHMAN	230298	560.00
59929	06/17/2024	3131	REWILD LONG ISLAND	230599	200.00
59930	06/17/2024	602	DONNA M ROCHE		1,048.20
59931	06/17/2024	3187	ROOF SERVICES OF NY		3,024.60
59932	06/17/2024	869	DIANNE ROONEY		1,048.20
59933	06/17/2024	2982	REGINA R. RUSSO	230605	900.00
59934	06/17/2024	2666	S & S WORLDWIDE INC	230616	107.72
59935	06/17/2024	3056	SCHOENHOFEN, KAREN	230563	120.00
59936	06/17/2024	1125	SCHOLASTIC LIB. PUBLISHING		826.30
59937	06/17/2024	3079	BONNIE SCHWARTZ	230597	370.00
59938	06/17/2024	51	SCLS		2,750.00
59939	06/17/2024	2238	ROBERT SCOTT	230604	339.00
59940	06/17/2024	3140	SECURITAS SECURITY SERVICES USA, INC.		9,497.50
59941	06/17/2024	3083	SPROUTS & FRIENDS, INC.	*See Detail Report	810.00
59942	06/17/2024	3167	STAPLES ADVANTAGE		245.71
59943	06/17/2024	2106	STERLING NORTH AMERICA INC.		8,422.00
59944	06/17/2024	1978	SUFFOLK CTY VANDERBILT MUSEUM	230593	1,100.00
59945	06/17/2024	2880	The New York Times		5,512.00
59946	06/17/2024	2855	CATHY TROTTER		2,096.40
59947	06/17/2024	2536	AMY VAIL	230560	250.00
59948	06/17/2024	1788	ANNA MARIE VERSACIO		1,048.20
59949	06/17/2024	33	LYNN VITTERS		1,048.20
59950	06/17/2024	111	KENNETH WEIL		2,725.20
59951	06/17/2024	3151	WELLNESS MATTERS MSM LLC	230601	250.00
59952	06/17/2024	61	DIANE WELLS		6,708.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 39: CD - GENERAL - 6/2024 For Dates 6/17/2024 - 6/17/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 92				Warrant Total:	174,195.92
				Vendor Portion:	174,195.92

*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, 92 in number, in the total amount of \$ 174,195.92. 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.

6/14/24
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 \$ 174,195.92. 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.

6/7/24
Date

[Signature]
Library Director

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: May 9, 2024

Gross Total: \$116,029.75

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	116,029.75	
Non Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	106,557.92	
FICA Withholding - Employee *	6,606.58	
FICA Withholding - Employer *	6,606.58	
Medicare Wages	106,557.92	
Medicare Withholding - Employee *	1,545.04	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,545.04	
Federal Wages	100,655.88	
Federal Withholding *	9,657.75	
State Wages	102,388.81	
State Withholding **	4,516.93	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,424.17	Pre-Tax
Flexible Spending	9,471.83	Pre-Tax
Retirement	1,732.93	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	636.02	
Net Pay	77,438.50	

Normal Distributed Amount	4,047.38
Direct Deposit Amount	73,391.12
Direct Deposit Entries	61

Tax Deposit Information

Federal Tax Deposit *	25,960.99
State Tax Deposit **	4,516.93
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

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

Employee Types On This Journal

Employee Count	65
Active Payroll Employees	65
Inactive Payroll Employees	0

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: May 23, 2024

Gross Total: \$118,435.72

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	118,435.72	
Non Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	115,859.61	
FICA Withholding - Employee *	7,183.31	
FICA Withholding - Employer *	7,183.31	
Medicare Wages	115,859.61	
Medicare Withholding - Employee *	1,679.95	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,679.95	
Federal Wages	109,886.38	
Federal Withholding *	10,892.17	
State Wages	111,698.45	
State Withholding **	5,033.58	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,423.40	Pre-Tax
Flexible Spending	2,576.11	Pre-Tax
Retirement	1,812.07	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	673.52	
Net Pay	84,161.61	

Normal Distributed Amount	5,036.97
Direct Deposit Amount	79,124.64
Direct Deposit Entries	61

Tax Deposit Information

Federal Tax Deposit *	28,618.69
State Tax Deposit **	5,033.58
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

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

Employee Types On This Journal

Employee Count	65
Active Payroll Employees	65
Inactive Payroll Employees	0

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #23 Fund TA - May 6, 2024 Schedule of Bills

Check #7847

Wires #994350 - 994353

Total warrant: \$44,373.92

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 - 23: CD - PAYROLL 5/6/2024 For Dates 5/1/2024 - 5/31/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7847	05/06/2024	127	NYS EMPLOYEES HEALTH INSURANCE		9,471.83
994350	05/06/2024	198	NEWPORT TRUST CO. FBO #22258#		1,724.98
994351	05/06/2024	371	NYS INCOME TAX		4,516.93
994352	05/06/2024	909	INTERNAL REVENUE SERVICE		25,960.99
994353	05/06/2024	1345	NEW YORK STATE DEFERRED COMP		2,699.19
Number of Transactions: 5				Warrant Total:	44,373.92
				Vendor Portion:	44,373.92

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 44,373.92. 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.

06/12/24

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 \$ 44,373.92. 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.

5/7/24

Date

[Signature]
Library Director

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

June 17, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #24 Fund TA - May 23, 2024 Schedule of Bills

Check #7848 - 7849

Wires #994354 - 994359

Total warrant: \$45,555.32

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 - 24: CD - PAYROLL 5/23/24 For Dates 5/1/2024 - 5/31/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7848	05/30/2024	1267	AMERIFLEX, LLC.		1,001.68
7849	05/30/2024	3116	METLIFE SMALL BUSINESS CENTER		1,627.03
994354	05/30/2024	198	NEWPORT TRUST CO. FBO #22258#		1,750.75
994355	05/30/2024	202	NYS & LOCAL RETIREMENT SYSTEM		4,813.44
994356	05/30/2024	371	NYS INCOME TAX		5,033.58
994357	05/30/2024	909	INTERNAL REVENUE SERVICE		28,618.69
994358	05/30/2024	1345	NEW YORK STATE DEFERRED COMP		2,672.65
994359	05/30/2024	1934	AFLAC		37.50

Number of Transactions: 8

Warrant Total: 45,555.32

Vendor Portion: 45,555.32

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 \$ 45,555.32. 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.

6/11/24
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 \$ 45,555.32. 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.

5/30/24
Date

[Signature]
Assistant Director

American Express Monthly Statement - May 2024 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	Google (shpl.info e-mail service)	610.46	L7430.431
	Delta Airlines - M Bartolomeo Travel	236.95	L7430.435-31
	Best Buy - Children's Video Games	239.96	L7420.415-12
	SUNYLA Registration - M. Bartolomeo	125.00	L7430.435-31
	Dollar Tree - Glue Adhesive Adult Programming	90.00	L7430.442-11
	USPS (Postage for Passport Applications)	30.45	L7430.433
	Staples - Summer Reading Flyers	260.70	L7430.442-12
	Dunkin Donuts - Staff Meeting	14.99	L7430.435-31
	Hummel Hummel - Staff Meeting Refreshments	66.74	L7430.435-31
	USPS (Postage for Passport Applications)	30.45	L7430.433
Nicholas Tanzi	NoviSign Ltd. - Library Signage (Recurring payment)	20.00	L7430.200
	HIVER - Non-Circulation Software	167.68	L7420.429
	Matterport - Virtual Tour Fee (Recurring payment)	13.02	L7420.429
	Josten's Yearbooks - 2024 Walt Whitman Yearbook	167.93	L7420.410-11
	NYLA - Trustee Organizational Membership	140.00	L7430.435-31
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.200
	Zoom.US (Teleconferencing)	103.96	L7430.431
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.200
	Alaska Airlines - J. Conlon	516.21	L7430.435-31
	Alaska Airlines - H. Spiegelglass	516.21	L7430.435-31
	Alaska Airlines - E. Klein	516.21	L7430.435-31
	Alaska Airlines - G Rivas-Martinez	516.21	L7430.435-31
	Alaska Airlines - M. Bartolomeo	516.21	L7430.435-31
	Alaska Airlines - E. Sullivan	516.21	L7430.435-32
	Alaska Airlines - R. Riggs	516.21	L7430.435-31
	Total	5951.76	

Amazon Capital Services Statement - 04/20/24-05/19/24		
Account	Description	Purchase \$
L7420.410-11	ADULT BOOKS	\$127.41
L7420.410-12	CHILDRENS BOOKS	\$60.93
L7420.411-12	DVD- CHILDREN	\$50.11
L7430.200	EQUIPMENT	\$54.99
L7430.430-21	SUPPLIES - OFFICE	\$770.74
L7430.430-22	SUPPLIES - LIBRARY	\$104.80
L7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	\$295.79
L7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	\$172.10
L7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	\$387.95
L7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	\$102.26
	Total	\$2,127.08

Amazon-OFFICE SUPPLIES			
Product Category	Title	Item Qty.	Item Net Total
Furniture	VIVO 32 inch Desk Converter, K Series, Height Adjustable Sit to Stand Riser, D	5	649.95
Office Product	Pacon Artkraft Duo-Finish ArtKraft Duo-Finish Paper Roll P67024, 4-feet by 2	1	47.97
Business, Industr	ArtKraft Duo-Finish Paper Roll P67334, 4-feet by 200-feet, Purple, 1 Roll	1	49.83
Home	TICONN 8.5 x 11 Acrylic Sign Holder, L Shape Clear Sign Holder Stand for Disp	1	22.99
	Total		770.74

			<i>SOUTH HUNTINGTON LIBRARY</i>
Cash Receipt Schedule Report For L - 22: CR - DAILY FINES - 5/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	2,197.88	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	108.99
L 2082.4	COPY MACHINES	0.00	402.55
L 2082.42	PRINT VEND MACHINES	0.00	801.32
L 2082.52	IWIN - DVDs	0.00	55.00
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	82.87
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	21.25
L 2770.8	MISC. INCOME - PASSPORTS	0.00	725.90
	Fund L Totals:	2,197.88	2,197.88
	Grand Totals:	2,197.88	2,197.88
Cash Receipt Schedule Report For L - 23: CR - GENERAL - 5/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	9,622.11	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	1,007.95	0.00
L 211	MM - FLUSHING BANK	14,160.23	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	337.46
L 2082.42	PRINT VEND MACHINES	0.00	109.30
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	1,007.95
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	496.56
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	14,160.23
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	5.00
L 2770.6	MISC. INCOME	0.00	300.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	380.45
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	0.00	5,758.25
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	1,698.00	566.00
L 9000.906-0	HEALTH INSURANCE	0.00	3,367.09
	Fund L Totals:	26,488.29	26,488.29
	Grand Totals:	26,488.29	26,488.29

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

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 11 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (UNFAVORABLE) \$	%	
REAL PROPERTY TAXES	\$6,131,502.00	6,131,502.00	5,620,543.50	510,958.50	9.09	0.00
BOOK FINES	\$0.00	111.93	0.00	111.93	#DIV/0!	(111.93)
LOST LIBRARY MATERIALS	\$2,500.00	3,417.92	2,291.67	1,126.25	49.15	(917.92)
COPY MACHINES	\$3,000.00	1,751.83	2,750.00	(998.17)	-36.30	1,248.17
PRINT VEND MACHINES	\$9,000.00	5,230.05	8,250.00	(3,019.95)	-36.61	3,769.95
DVD FINES	\$0.00	15.00	0.00	15.00	#DIV/0!	(15.00)
IWIN - DVDs	\$0.00	230.00	0.00	230.00	#DIV/0!	(230.00)
COMPUTER PAPER/DISCS	\$1,000.00	56.38	916.67	(860.29)	-93.85	943.62
LAPTOP FINES	\$0.00	15.00	0.00	15.00	#DIV/0!	(15.00)
LATE FINES - MUSEUM PASSES	\$0.00	30.00	0.00	30.00	#DIV/0!	(30.00)
INTEREST - MM- VALLEY NAT'L BANK	\$3,000.00	12,300.15	2,750.00	9,550.15	347.28	(9,300.15)
INTEREST - CKING - VALLEY NAT'L BANK	\$800.00	6,849.08	733.33	6,115.75	833.97	(6,049.08)
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$200.00	1,396.07	183.33	1,212.74	661.49	(1,196.07)
INTEREST - MM FLUSHING BANK	\$11,000.00	124,044.11	10,083.33	113,960.78	1,130.19	(113,044.11)
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	-180.58	0.00	(180.58)	#DIV/0!	180.58
MISC. INCOME - EAR BUD SALES	\$0.00	5.00	0.00	5.00	#DIV/0!	(5.00)
MISC. INCOME - FAX CHARGES	\$1,000.00	352.95	916.67	(563.72)	-61.50	647.05
MISC. INCOME - HOTSPOT FINES	\$0.00	85.00	0.00	85.00	#DIV/0!	(85.00)
MISC. INCOME	\$2,000.00	7,309.06	1,833.33	5,475.73	298.68	(5,309.06)
MISC. INCOME - PASSPORTS	\$12,000.00	13,260.40	11,000.00	2,260.40	20.55	(1,260.40)
STATE INCENTIVE AID	\$10,000.00	11,685.00	9,166.67	2,518.33	27.47	(1,685.00)
APPROPRIATED FUND BALANCE	\$150,000.00	0.00	137,500.00	(137,500.00)	-100.00	150,000.00
TOTALS	\$6,337,002.00	6,319,466.35	5,808,918.50	510,547.85	8.79	17,535.65

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2023 To 5/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
L 1001	REAL PROPERTY TAXES	6,131,502.00	0.00	6,131,502.00	6,131,502.00	0.00
L 2082.1	BOOK FINES	0.00	0.00	0.00	111.93	-111.93
L 2082.2	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	3,417.92	-917.92
L 2082.4	COPY MACHINES	3,000.00	0.00	3,000.00	1,751.83	1,248.17
L 2082.42	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	5,230.05	3,769.95
L 2082.5	DVD FINES	0.00	0.00	0.00	15.00	-15.00
L 2082.52	IWIN - DVDs	0.00	0.00	0.00	230.00	-230.00
L 2082.6	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	56.38	943.62
L 2082.7	LAPTOP FINES	0.00	0.00	0.00	15.00	-15.00
L 2082.9	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	30.00	-30.00
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	3,000.00	0.00	3,000.00	12,300.15	-9,300.15
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	800.00	0.00	800.00	6,849.08	-6,049.08
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	200.00	0.00	200.00	1,396.07	-1,196.07
L 2401.211	INTEREST - MM FLUSHING BANK	11,000.00	0.00	11,000.00	124,044.11	-113,044.11
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	-180.58	180.58
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	5.00	-5.00
L 2770.4	MISC. INCOME - FAX CHARGES	1,000.00	0.00	1,000.00	352.95	647.05
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	85.00	-85.00
L 2770.6	MISC. INCOME	2,000.00	0.00	2,000.00	7,309.06	-5,309.06
L 2770.8	MISC. INCOME - PASSPORTS	12,000.00	0.00	12,000.00	13,260.40	-1,260.40
L 3840	STATE INCENTIVE AID	10,000.00	0.00	10,000.00	11,685.00	-1,685.00
L 3841	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	6,319,466.35	17,535.65
Grand Totals:		6,337,002.00	0.00	6,337,002.00	6,319,466.35	17,535.65

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

6/12/2024 2:43 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 11 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
SALARIES-PROF. FT & PT	\$1,967,908.03	1,827,485.72		1,827,485.72	1,816,530.49	(10,955.23)	(0.60)	\$140,422.31
SALARIES-PROF. FT	\$1,514,515.90	1,392,584.39	0.00	1,392,584.39	1,398,014.68	5,430.29	0.39	\$121,931.51
SALARIES - PROF. PT	\$453,392.13	434,901.33	0.00	434,901.33	418,515.81	(16,385.52)	(3.92)	\$18,490.80
SALARIES-CLERICAL FT & PT	\$645,824.42	581,771.54		581,771.54	596,145.62	14,374.08	2.41	\$64,052.88
SALARIES-CLERICAL FT	\$425,824.42	403,552.98	0.00	403,552.98	393,068.70	(10,484.28)	(2.67)	\$22,271.44
SALARIES-CLERICAL PT	\$220,000.00	178,218.56	0.00	178,218.56	203,076.92	24,858.36	12.24	\$41,781.44
SALARIES-PAGE	\$105,000.00	76,357.08	0.00	76,357.08	96,923.08	20,566.00	21.22	\$28,642.92
SALARIES-CUSTODIAL FT & PT	\$328,960.55	308,699.08		308,699.08	303,655.89	(5,043.19)	(1.66)	\$20,261.47
SALARIES-CUSTODIAL FT	\$272,960.55	257,222.36	0.00	257,222.36	251,963.58	(5,258.78)	(2.09)	\$15,738.19
SALARIES-CUSTODIAL PT	\$56,000.00	51,476.72	0.00	51,476.72	51,692.31	215.59	0.42	\$4,523.28
SALARIES-SUNDAY-PROF.	\$55,000.00	51,388.46	0.00	51,388.46	49,054.05	(2,334.41)	(4.76)	\$3,611.54
SALARIES-SUNDAY-CLERICAL	\$22,000.00	15,575.11	0.00	15,575.11	19,621.62	4,046.51	20.62	\$6,424.89
SALARIES-SUNDAY-PAGE	\$9,000.00	7,432.50	0.00	7,432.50	8,027.03	594.53	7.41	\$1,567.50
SALARIES-SUNDAY-CUSTODIAL	\$28,000.00	22,656.48	0.00	22,656.48	24,972.97	2,316.49	9.28	\$5,343.52
TEMPORARY SUMMER HELP	\$9,000.00	10,093.50	0.00	10,093.50	43,200.00	33,106.50	76.64	(\$1,093.50)
	\$3,170,693.00	\$2,901,459.47	\$0.00	\$2,901,459.47	\$2,958,130.75	\$56,671.28	\$134.78	\$269,233.53
ADULT BOOKS	\$126,455.50	82,972.37	0.00	82,972.37	115,917.54	32,945.17	28.42	\$43,483.13
CHILDRENS BOOKS	\$87,556.71	54,299.97	0.00	54,299.97	80,260.32	25,960.35	32.35	\$33,256.74
YOUNG ADULT BOOKS	\$11,566.59	5,493.51	0.00	5,493.51	10,602.71	5,109.20	48.19	\$6,073.08
REFERENCE - ELECTRONIC	\$60,000.00	36,193.73	0.00	36,193.73	55,000.00	18,806.27	34.19	\$23,806.27
AUDIO BOOKS - ADULT	\$1,000.00	1,210.20	0.00	1,210.20	916.67	(293.53)	(32.02)	(\$210.20)
AUDIO BOOKS - CHILDREN	\$2,500.00	1,801.12	677.84	2,478.96	2,291.67	(187.29)	(8.17)	\$21.04
DIGITAL SUBSCRIPTIONS	\$185,500.00	123,768.25	0.00	123,768.25	170,041.67	46,273.42	27.21	\$61,731.75
MUSEUM PASSES	\$22,000.00	18,145.00	3,050.00	21,195.00	20,166.67	(1,028.33)	(5.10)	\$805.00
DVD - ADULT	\$21,432.05	16,705.51	0.00	16,705.51	19,646.05	2,940.54	14.97	\$4,726.54
DVD - CHILDREN	\$7,618.89	4,959.46	0.00	4,959.46	6,983.98	2,024.52	28.99	\$2,659.43
MUSIC CD'S - ADULT	\$3,000.00	4,220.54	0.00	4,220.54	2,750.00	(1,470.54)	(53.47)	(\$1,220.54)
MUSIC CD'S - CHILDREN	\$500.00	68.93	0.00	68.93	458.33	389.40	84.96	\$431.07
PERIODICALS - ADULTS	\$10,500.00	10,086.03	0.00	10,086.03	9,625.00	(461.03)	(4.79)	\$413.97
PERIODICALS - CHILDREN	\$1,000.00	1,041.82	0.00	1,041.82	916.67	(125.15)	(13.65)	(\$41.82)
PERIODICALS - YA	\$400.00	196.61	0.00	196.61	366.67	170.06	46.38	\$203.39
PERIODICALS - NEWSPAPERS	\$4,600.00	5,411.78	0.00	5,411.78	4,216.67	(1,195.11)	(28.34)	(\$811.78)
COMPUTER SOFTWARE-CIRC.-ADULTS	\$2,500.00	1,480.35	0.00	1,480.35	2,291.67	811.32	35.40	\$1,019.65
COMPUTER SOFTWARE-CIRC.-CHILDREN	\$5,512.69	3,664.73	0.00	3,664.73	5,053.30	1,388.57	27.48	\$1,847.96
MATERIALS PROCESSING	\$20,000.00	23,590.99	0.00	23,590.99	18,333.33	(5,257.66)	(28.68)	(\$3,590.99)
COMPUTER SOFTWARE - NON-CIRC.	\$55,000.00	24,075.32	0.00	24,075.32	50,416.67	26,341.35	52.25	\$30,924.68
	\$628,642.43	419,386.22	3,727.84	423,114.06	576,255.56	153,141.50	26.58	\$205,528.37
EQUIPMENT	\$72,904.00	54,020.57	23,214.50	77,235.07	66,828.67	(10,406.40)	(15.57)	(\$4,331.07)
EQUIPMENT MAINTENANCE	\$10,000.00	2,767.14	0.00	2,767.14	9,166.67	6,399.53	69.81	\$7,232.86
FURNITURE & FIXTURES	\$64,502.29	62,367.98	0.00	62,367.98	59,127.10	(3,240.88)	(5.48)	\$2,134.31
SUPPLIES - OFFICE	\$30,000.00	11,471.59	0.00	11,471.59	27,500.00	16,028.41	58.29	\$18,528.41

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

6/12/2024 2:43 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 11 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
SUPPLIES - LIBRARY	\$35,304.26	15,576.64	117.74	15,694.38	32,362.24	16,667.86	51.50	\$19,609.88
TELECOMMUNICATIONS	\$45,000.00	29,840.85	0.00	29,840.85	41,250.00	11,409.15	27.66	\$15,159.15
SCLS SERVICES / CIRCULATION CONTR	\$95,000.00	87,453.32	0.00	87,453.32	87,083.33	(369.99)	(0.42)	\$7,546.68
POSTAGE	\$30,000.00	22,480.93	0.00	22,480.93	27,500.00	5,019.07	18.25	\$7,519.07
PUBLICITY-PRINTING/NEWSLETTER	\$110,000.00	89,654.68	0.00	89,654.68	100,833.33	11,178.65	11.09	\$20,345.32
CONTINUING ED/MILEAGE REIMB/STAFF	\$35,600.00	24,254.79	0.00	24,254.79	32,633.33	8,378.54	25.67	\$11,345.21
CONTINUING ED/MILEAGE REIMB/BOA	\$8,000.00	459.35	0.00	459.35	7,333.33	6,873.98	93.74	\$7,540.65
LIBRARY VEHICLE	\$1,000.00	1,012.30	0.00	1,012.30	916.67	(95.63)	(10.43)	(\$12.30)
PROFESSIONAL FEES - AUDITOR	\$23,225.00	10,475.00	750.00	11,225.00	21,289.58	10,064.58	47.27	\$12,000.00
PROFESSIONAL FEES - LEGAL	\$15,000.00	4,725.00	0.00	4,725.00	13,750.00	9,025.00	65.64	\$10,275.00
PROFESSIONAL FEES - TREASURER	\$7,000.00	4,290.00	390.00	4,680.00	6,416.67	1,736.67	27.06	\$2,320.00
PROF. FEES- ART & MUSIC	\$9,500.00	3,355.00	2,235.00	5,590.00	8,708.33	3,118.33	35.81	\$3,910.00
PROF. FEES - MISC. CONSULTANTS	\$5,500.00	1,374.98	0.00	1,374.98	5,041.67	3,666.69	72.73	\$4,125.02
PROFESSIONAL FEES - SECURITY SERV	\$100,000.00	73,045.73	0.00	73,045.73	91,666.67	18,620.94	20.31	\$26,954.27
MEMBERSHIP DUES	\$6,500.00	4,093.00	0.00	4,093.00	5,958.33	1,865.33	31.31	\$2,407.00
OFFICE EQUIPMENT - COPIER RENTAL	\$6,071.46	2,116.69	1,046.01	3,162.70	5,565.51	2,402.81	43.17	\$2,908.76
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,000.00	7,304.12	0.00	7,304.12	9,166.67	1,862.55	20.32	\$2,695.88
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$250.00	0.00	0.00	0.00	229.17	229.17	100.00	\$250.00
MISC. EXPENSES	\$1,000.00	820.13	0.00	820.13	916.67	96.54	10.53	\$179.87
COST OF VOTE	\$3,000.00	3,296.28	0.00	3,296.28	2,750.00	(546.28)	(19.86)	(\$296.28)
COMMUNITY ACTIVITIES-ADULT PROGR	\$83,027.45	78,910.37	1,100.00	80,010.37	76,108.50	(3,901.87)	(5.13)	\$3,017.08
COMMUNITY ACTIVITIES-CHILDRENS PR	\$76,680.00	66,226.25	8,615.34	74,841.59	70,290.00	(4,551.59)	(6.48)	\$1,838.41
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$4,500.00	2,284.49	0.00	2,284.49	4,125.00	1,840.51	44.62	\$2,215.51
COMMUNITY ACTIVITIES-YA PROGRAMS	\$22,560.64	13,025.59	2,889.73	15,915.32	20,680.59	4,765.27	23.04	\$6,645.32
COMMUNITY ACTIVITIES-OUTREACH PR	\$5,191.12	955.49	0.00	955.49	4,758.53	3,803.04	79.92	\$4,235.63
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$8,500.00	8,500.00	0.00	8,500.00	7,791.67	(708.33)	(9.09)	\$0.00
CREDIT MERCHANT FEES	\$4,000.00	2,863.67	0.00	2,863.67	3,666.67	803.00	21.90	\$1,136.33
	\$928,816.22	689,021.93	40,358.32	729,380.25	851,414.87	122,034.62	14.33	\$199,435.97
UTILITIES - ELECTRIC	\$140,000.00	103,519.03	0.00	103,519.03	128,333.33	24,814.30	19.34	\$36,480.97
UTILITIES - WATER	\$5,000.00	2,317.92	0.00	2,317.92	4,583.33	2,265.41	49.43	\$2,682.08
UTILITIES - GAS	\$20,000.00	16,542.69	0.00	16,542.69	18,333.33	1,790.64	9.77	\$3,457.31
CUSTODIAL SUPPLIES	\$20,000.00	16,184.02	0.00	16,184.02	18,333.33	2,149.31	11.72	\$3,815.98
BUILDING EQUIPMENT & REPAIR	\$8,000.00	8,069.26	0.00	8,069.26	7,333.33	(735.93)	(10.04)	(\$69.26)
BUILDING MAINTENANCE & REPAIR	\$52,735.00	47,934.35	0.00	47,934.35	48,340.42	406.07	0.84	\$4,800.65
BUILDING SERVICE CONTRACTS	\$41,905.75	32,965.18	0.00	32,965.18	38,413.60	5,448.42	14.18	\$8,940.57
INSURANCE	\$55,000.00	55,666.60	0.00	55,666.60	50,416.67	(5,249.93)	(10.41)	(\$666.60)
GROUNDS MAINTENANCE	\$30,000.00	29,055.68	925.00	29,980.68	27,500.00	(2,480.68)	(9.02)	\$19.32
	\$372,640.75	312,254.73	925.00	313,179.73	341,587.35	28,407.62	8.32	\$59,461.02
NYS RETIREMENT SYSTEM	\$350,000.00	348,973.00	0.00	348,973.00	320,833.33	(28,139.67)	(8.77)	\$1,027.00
FICA EXPENSE	\$242,559.00	207,781.49	0.00	207,781.49	223,900.62	16,119.13	7.20	\$34,777.51
WORKERS' COMPENSATION	\$30,000.00	10,976.25	0.00	10,976.25	27,500.00	16,523.75	60.09	\$19,023.75

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

6/12/2024 2:43 PM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 11 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
DISABILITY INSURANCE	\$4,000.00	1,703.10	0.00	1,703.10	3,666.67	1,963.57	53.55	\$2,296.90
LONG-TERM DISABILITY INS.	\$8,500.00	7,084.96	0.00	7,084.96	7,791.67	706.71	9.07	\$1,415.04
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	916.67	916.67	100.00	\$1,000.00
HEALTH INSURANCE	\$650,000.00	514,256.90	0.00	514,256.90	595,833.33	81,576.43	13.69	\$135,743.10
MEDICARE REIMBURSEMENT	\$55,000.00	21,765.00	0.00	21,765.00	50,416.67	28,651.67	56.83	\$33,235.00
	\$1,341,059.00	1,112,540.70	0.00	1,112,540.70	1,230,858.95	118,318.25	9.61	\$228,518.30
TOTAL	6,441,851.40	5,434,663.05	45,011.16	5,479,674.21	5,958,247.48	478,573.27	8.03	\$962,177.19

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 5/31/2024



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	1,392,584.39	0.00	121,931.51
<u>L 7410.141-01-P</u>	SALARIES - PROF. PT	453,392.13	0.00	453,392.13	434,901.33	0.00	18,490.80
<u>L 7410.142-02</u>	SALARIES-CLERICAL FT	425,824.42	0.00	425,824.42	403,552.98	0.00	22,271.44
<u>L 7410.142-02-P</u>	SALARIES-CLERICAL PT	220,000.00	0.00	220,000.00	178,218.56	0.00	41,781.44
<u>L 7410.142-03</u>	SALARIES-PAGE	105,000.00	0.00	105,000.00	76,357.08	0.00	28,642.92
<u>L 7410.142-04</u>	SALARIES-CUSTODIAL FT	272,960.55	0.00	272,960.55	257,222.36	0.00	15,738.19
<u>L 7410.142-04-P</u>	SALARIES-CUSTODIAL PT	56,000.00	0.00	56,000.00	51,476.72	0.00	4,523.28
<u>L 7410.143-01</u>	SALARIES-SUNDAY-PROF.	55,000.00	0.00	55,000.00	51,388.46	0.00	3,611.54
<u>L 7410.143-02</u>	SALARIES-SUNDAY-CLERICAL	22,000.00	0.00	22,000.00	15,575.11	0.00	6,424.89
<u>L 7410.143-03</u>	SALARIES-SUNDAY-PAGE	9,000.00	0.00	9,000.00	7,432.50	0.00	1,567.50
<u>L 7410.143-04</u>	SALARIES-SUNDAY-CUSTODIAL	28,000.00	0.00	28,000.00	22,656.48	0.00	5,343.52
<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	2,901,459.47	0.00	269,233.53
<u>L 7420.410-11</u>	ADULT BOOKS	110,000.00	16,455.50	126,455.50	82,972.37	0.00	43,483.13
<u>L 7420.410-12</u>	CHILDRENS BOOKS	80,000.00	7,556.71	87,556.71	54,299.97	0.00	33,256.74
<u>L 7420.410-13</u>	YOUNG ADULT BOOKS	10,000.00	1,566.59	11,566.59	5,493.51	0.00	6,073.08
<u>L 7420.410-14-1</u>	REFERENCE - PRINT	0.00	0.00	0.00	0.00	0.00	0.00
<u>L 7420.410-14-2</u>	REFERENCE - ELECTRONIC	60,000.00	0.00	60,000.00	36,193.73	0.00	23,806.27
<u>L 7420.410-15</u>	AUDIO BOOKS - ADULT	1,000.00	0.00	1,000.00	1,210.20	0.00	-210.20
<u>L 7420.410-15-C</u>	AUDIO BOOKS - CHILDREN	2,500.00	0.00	2,500.00	1,801.12	677.84	21.04
<u>L 7420.410-16-S</u>	DIGITAL SUBSCRIPTIONS	260,500.00	-75,000.00	185,500.00	123,768.25	0.00	61,731.75
<u>L 7420.410-17</u>	MUSEUM PASSES	22,000.00	0.00	22,000.00	18,145.00	3,050.00	805.00
<u>L 7420.411-11</u>	DVD - ADULT	20,000.00	1,432.05	21,432.05	16,705.51	0.00	4,726.54
<u>L 7420.411-12</u>	DVD - CHILDREN	7,000.00	618.89	7,618.89	4,959.46	0.00	2,659.43
<u>L 7420.412-11</u>	MUSIC CD'S - ADULT	3,000.00	0.00	3,000.00	4,220.54	0.00	-1,220.54
<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	10,086.03	0.00	413.97
<u>L 7420.413-12</u>	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	1,041.82	0.00	-41.82
<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	5,411.78	0.00	-811.78
<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	3,664.73	0.00	1,847.96
<u>L 7420.419</u>	MATERIALS PROCESSING	20,000.00	0.00	20,000.00	23,590.99	0.00	-3,590.99

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 5/31/2024



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	24,075.32	0.00	30,924.68
7420		675,500.00	-46,857.57	628,642.43	419,386.22	3,727.84	205,528.37
<u>L 7430.200</u>	EQUIPMENT	55,000.00	17,904.00	72,904.00	54,020.57	23,214.50	-4,331.07
<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	62,367.98	0.00	2,134.31
<u>L 7430.430-21</u>	SUPPLIES - OFFICE	30,000.00	0.00	30,000.00	11,471.59	0.00	18,528.41
<u>L 7430.430-22</u>	SUPPLIES - LIBRARY	35,000.00	304.26	35,304.26	15,576.64	117.74	19,609.88
<u>L 7430.431</u>	TELECOMMUNICATIONS	45,000.00	0.00	45,000.00	29,840.85	0.00	15,159.15
<u>L 7430.432</u>	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	87,453.32	0.00	7,546.68
<u>L 7430.433</u>	POSTAGE	30,000.00	0.00	30,000.00	22,480.93	0.00	7,519.07
<u>L 7430.434</u>	PUBLICITY-PRINTING/NEWSLETTER	110,000.00	0.00	110,000.00	89,654.68	0.00	20,345.32
<u>L 7430.435-31</u>	CONTINUING ED/MILEAGE REIMB/STAFF	35,000.00	600.00	35,600.00	24,254.79	0.00	11,345.21
<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	1,012.30	0.00	-12.30
<u>L 7430.437-41</u>	PROFESSIONAL FEES - AUDITOR	15,000.00	8,225.00	23,225.00	10,475.00	750.00	12,000.00
<u>L 7430.437-42</u>	PROFESSIONAL FEES - LEGAL	15,000.00	0.00	15,000.00	4,725.00	0.00	10,275.00
<u>L 7430.437-44</u>	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	4,290.00	390.00	2,320.00
<u>L 7430.437-45</u>	PROF. FEES- ART & MUSIC	9,500.00	0.00	9,500.00	3,355.00	2,235.00	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	73,045.73	0.00	26,954.27
<u>L 7430.438</u>	MEMBERSHIP DUES	6,500.00	0.00	6,500.00	4,093.00	0.00	2,407.00
<u>L 7430.439-51</u>	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	1,071.46	6,071.46	2,116.69	1,046.01	2,908.76
<u>L 7430.439-52</u>	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	0.00	10,000.00	7,304.12	0.00	2,695.88
<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	820.13	0.00	179.87
<u>L 7430.441</u>	COST OF VOTE	3,000.00	0.00	3,000.00	3,296.28	0.00	-296.28
<u>L 7430.442-11</u>	COMMUNITY ACTIVITIES-ADULT PROGRAMS	83,000.00	27.45	83,027.45	78,910.37	1,100.00	3,017.08
<u>L 7430.442-12</u>	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	1,680.00	76,680.00	66,226.25	8,615.34	1,838.41
<u>L 7430.442-12-F</u>	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	4,500.00	0.00	4,500.00	2,284.49	0.00	2,215.51

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 5/31/2024



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	13,025.59	2,889.73	6,645.32
<u>L 7430.442-14</u>	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	8,500.00	0.00	0.00
<u>L 7430.442-15</u>	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	2,863.67	0.00	1,136.33
<u>L 7430.442-16</u>	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	191.12	5,191.12	955.49	0.00	4,235.63
7430	*	761,750.00	167,066.22	928,816.22	689,021.93	40,358.32	199,435.97
<u>L 7440.450-61</u>	UTILITIES - ELECTRIC	140,000.00	0.00	140,000.00	103,519.03	0.00	36,480.97
<u>L 7440.450-62</u>	UTILITIES - WATER	5,000.00	0.00	5,000.00	2,317.92	0.00	2,682.08
<u>L 7440.450-63</u>	UTILITIES - GAS	20,000.00	0.00	20,000.00	16,542.69	0.00	3,457.31
<u>L 7440.451</u>	CUSTODIAL SUPPLIES	20,000.00	0.00	20,000.00	16,184.02	0.00	3,815.98
<u>L 7440.452-70</u>	BUILDING EQUIPMENT & REPAIR	8,000.00	0.00	8,000.00	8,069.26	0.00	-69.26
<u>L 7440.452-71</u>	BUILDING MAINTENANCE & REPAIR	45,000.00	7,735.00	52,735.00	47,934.35	0.00	4,800.65
<u>L 7440.452-73</u>	BUILDING SERVICE CONTRACTS	40,000.00	1,905.75	41,905.75	32,965.18	0.00	8,940.57
<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	29,055.68	925.00	19.32
7440	*	363,000.00	9,640.75	372,640.75	312,254.73	925.00	59,461.02
74	**	4,970,943.00	129,849.40	5,100,792.40	4,322,122.35	45,011.16	733,658.89
7	***	4,970,943.00	129,849.40	5,100,792.40	4,322,122.35	45,011.16	733,658.89
<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	207,781.49	0.00	34,777.51
<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	1,703.10	0.00	2,296.90
<u>L 9000.905-6</u>	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	7,084.96	0.00	1,415.04
<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	514,256.90	0.00	135,743.10
<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	1,112,540.70	0.00	228,518.30
90	**	1,366,059.00	-25,000.00	1,341,059.00	1,112,540.70	0.00	228,518.30
9	***	1,366,059.00	-25,000.00	1,341,059.00	1,112,540.70	0.00	228,518.30
Fund LTotals:		6,337,002.00	104,849.40	6,441,851.40	5,434,663.05	45,011.16	962,177.19
Grand Totals:		6,337,002.00	104,849.40	6,441,851.40	5,434,663.05	45,011.16	962,177.19

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 5/31/2024



Account	Description	Debits	Credits
L 200	CHECKING - VALLEY NATIONAL BANK	54,130.65	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	99,405.58	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	15,828.57	0.00
L 210	PETTY CASH	550.00	0.00
L 211	MM - FLUSHING BANK	3,191,153.46	0.00
L 391	DUE FROM OTHER FUNDS	15,457.94	0.00
L 510	ESTIMATED REVENUE	6,337,002.00	0.00
L 521	ENCUMBRANCES	45,011.16	0.00
L 522	EXPENDITURES	5,434,663.05	0.00
L 599	APPROPRIATED FUND BALANCE	104,849.40	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	45,011.16
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	6,319,466.35
L Fund Totals:		15,298,051.81	15,298,051.81
Grand Totals:		15,298,051.81	15,298,051.81

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2023 To 5/31/2024



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>H 2401</u>	INTEREST	-39,084.07	39,084.07	0.00	81,183.57	-81,183.57
<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	524,119.73	-81,183.57
Grand Totals:		-54,084.07	497,020.23	442,936.16	524,119.73	-81,183.57

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 5/31/2024



Account	Description	Debits	Credits
H 200	VALLEY RESERVE CHECKING ACCT	179,385.24	0.00
H 210	FLUSHING M/M	1,963,128.34	0.00
H 510	ESTIMATED REVENUE	442,936.16	0.00
H 522	EXPENDITURES	49,801.25	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	524,119.73
H Fund Totals:		4,318,446.09	4,318,446.09
Grand Totals:		4,318,446.09	4,318,446.09

SOUTH HUNTINGTON LIBRARY

Appropriation Status Detail Report By Function From 7/1/2023 To 5/31/2024



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 7430.200-1	EMERGENCY REPAIR/REPLACEMENT	828,432.68	166,870.23	995,302.91	0.00	0.00	995,302.91
H 7430.200-5	HVAC REPLACEMENT - 2022/2023 (BHC PROJECT# 10183)	694,074.31	204,000.00	898,074.31	38,556.51	0.00	859,517.80
H 7430.200-6	CAPITAL IMPROVEMENT FEASIBILITY STUDY	27,500.00	0.00	27,500.00	9,444.74	0.00	18,055.26
H 7430.200-7	EV CHARGING STATIONS	0.00	126,150.00	126,150.00	1,800.00	0.00	124,350.00
H 7430.220	COMPUTER/TELECOMM/EQUIPMENT	79,104.04	0.00	79,104.04	0.00	0.00	79,104.04
H 7430.445	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	49,801.25	0.00	2,076,330.01
74	**	1,629,111.03	497,020.23	2,126,131.26	49,801.25	0.00	2,076,330.01
7	***	1,629,111.03	497,020.23	2,126,131.26	49,801.25	0.00	2,076,330.01
	Fund HTotals:	1,629,111.03	497,020.23	2,126,131.26	49,801.25	0.00	2,076,330.01
Grand Totals:		1,629,111.03	497,020.23	2,126,131.26	49,801.25	0.00	2,076,330.01

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2023 - 5/31/2024



Account	Description	Debits	Credits
TA 18	NYSERS	0.00	2,372.55
TA 20	GROUP HEALTH INSURANCE	0.00	9,471.83
TA 200	T/A CHECKING - VALLEY NAT'L BANK	64,174.33	0.00
TA 21	NYS INCOME TAX	0.00	4,516.93
TA 22	FEDERAL INCOME TAX	0.00	9,657.75
TA 26	FICA	0.00	16,303.24
TA 28	AFLAC	52.60	0.00
TA 29	TAX SHELTER ANNUITY	0.00	1,724.98
TA 31	NYS DEFERRED COMP	0.00	2,699.19
TA 456	INTEREST	0.00	2,022.52
TA 630	DUE TO/FROM OTHER FUNDS	0.00	15,457.94
TA Fund Totals:		64,226.93	64,226.93
Grand Totals:		64,226.93	64,226.93

Investment Report

General Fund

Flushing Bank

The current balance in this account is \$3,191,153.46 and the account is earning interest at 5.10%.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of \$1,963,128.34 is earning interest at 5.10%.

6/06/2024

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

TO: Board of Trustees

FROM: Stella Fox
 2023/24 Finance Chairperson

DATE: June 17, 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
59702	4/15/24	MOSIO	240.00
59715	4/15/24	GEORGIA PROTAN	274.46
59716	4/15/24	PYRAMID AIR CONDITIONING	10,707.40
59732	4/15/24	SPROUTS AND FRIENDS	810.00
59665	4/15/24	COUNTY LINE HARDWARE	316.03
59669	4/15/24	EBCO	311.26
59675	4/15/24	GEOVANNY & SONS	925.00
59687	4/15/24	KANOPY, LLC	463.00
59737	4/15/24	THE BAKING COACH	495.00
59740	4/15/24	THERMAL SOLUTIONS INC.	5125.00

Retirements

Name	Title	Hours / Week	Salary	Step	Effective Date
Maria Viteritti	PT Library Clerk	8.86	\$28.07/hr	30+	5/24/2024

Promotions

Name	Title	Hours / Week	Salary	Step	Effective Date
Ryan Nieves	From: PT System Tech	35	\$79,958.50	11	7/1/2024
	To: FT System Tech				



to do list...

May 31st 2024

Dear Janet:

As You Know I have been having some medical problems over the past months. Initially I was planning to retire in Nov-2024 but under The circumstance I have decided To retire earlier on May 21st 2024.

It has been a privilege working at South Huntington Public Library for so many years and will miss everyone.
Thank You

Sincerely
Maria Are Viteritti

Maria Are Viteritti





Jamie Gholson <jgholson@shpl.info>

AARP Tax Aide

3 messages

Patrick McAsey <ptmcasey@gmail.com>

Sun, May 19, 2024 at 12:28 PM

To: Janet Scherer <jscherer@shpl.info>

Cc: Catherine Schmoller <cschmoller@shpl.info>, Jamie Gholson <jgholson@shpl.info>

Hi Janet

It's hard to imagine that it's been over a month since the end of tax season. We had a very successful year thanks in large part to the great cooperation by your staff. We prepared the taxes for a record-breaking 195 clients at the South Huntington Library!

In the Town of Huntington District, we prepared almost 1300 returns and helped taxpayers receive over \$1,000,000 in refunds. We met our objective of focusing on low to moderate-income seniors with 82% of taxpayers over age 60 and a median Adjusted Gross Income under \$30,000. I've attached a full report on the District results.

Thank you so much for allowing us to do more this year - I really appreciate your help!
Pat

Patrick T. McAsey

ptmcasey@gmail.com

cell: (516) 459-7653



D-06 Production TY 2023.pdf

183K

Catherine Schmoller <cschmoller@shpl.info>

Tue, May 21, 2024 at 10:07 AM

To: Patrick McAsey <ptmcasey@gmail.com>

Cc: Janet Scherer <jscherer@shpl.info>, Jamie Gholson <jgholson@shpl.info>

Hi Pat,

Those are impressive numbers.

Patrons appreciate the Tax Aide program so much, and we are fortunate to be able to offer it, thanks to you and your volunteers. We are grateful to all for sharing their time and talents with our community.

Enjoy the summer, and we'll see you next year,

Catherine

[Quoted text hidden]

--

Catherine Schmoller
Adult Programming/Publicity
South Huntington Public Library
[145 Pidgeon Hill Road](https://www.shpl.info)
[Huntington Station, NY 11746](https://www.shpl.info)
631.549.4411 x232
www.shpl.info



Janet Scherer <jscherer@shpl.info>
To: Patrick McAsey <ptmcasey@gmail.com>
Cc: Catherine Schmoller <cschmoller@shpl.info>, Jamie Gholson <jgholson@shpl.info>

Tue, May 21, 2024 at 1:53 PM

Thank you Pat for all you do. Those are amazing stats! See you next year.

Janet Scherer, Director
South Huntington Public Library
[145 Pidgeon Hill Road](#)
[Huntington Station, NY 11746](#)
631-549-4411
jscherer@shpl.info



The Marge Vezzani Memorial Tree

Several months ago, the Friends of the Library, voted to have a tree planted in memory of former Friend's member and President Marge Vezzani. We worked with her family to decide on a tree that would be suitable and a Limelight hydrangea was chosen. The tree was planted last week and will soon bloom with beautiful white flowers. We will place a plaque there once the Friends decide on wording.



Garden Signs

The garden signs generously purchased by the Friends have been installed. They are a wonderful addition to our Grow to Give Garden area.



Meetings

May 2	Thursday	10:00 a.m.	Huntington Director's Zone meeting
May 2	Thursday	1:30 p.m.	Department Head Meeting
May 8	Wednesday	9:00 a.m.	Staff meeting
May 9	Thursday	8:30 a.m.	Long Island Library Conference
May 13	Monday	9:30 a.m.	Legislator Sanin visits the library
May 15	Wednesday	9:00 a.m.	Staff Book Discussion
May 15	Wednesday	7:00 p.m.	Evening Book Discussion Facilitation
May 17	Friday	3:00 p.m.	PLDA DEI Scholarship Fundraiser
May 20	Monday	10:00 a.m.	PLDA Meeting
May 20	Monday	12:00 p.m.	LILRC Personnel and Budget Committee Meeting
May 20	Monday	7:00 p.m.	SHPL Board Meeting
May 21	Tuesday	10:00 a.m.	LILRC Board Meeting

Important Dates:

SHPL Board of Trustees Meeting – July 15, 2024 @ 7:00 p.m.

Discount Tickets

The library has always sought new avenues to meet the informational and recreational needs of our community. Museum passes have been one innovative avenue that we have pursued, with the service continuing to grow in usage. More recently, the library has purchased discount tickets to a number of venues through the Suffolk Cooperative Library System.

Current offerings now include:

- **The Adventure Park at Long Island:** an “aerial ropes park” consisting of more than 200 platforms installed in the trees and connected by various configurations of cable, wood, and rope to form bridges, ladders and zip lines.
- **Adventureland:** an amusement park featuring nearly 30 rides, including roller coasters and water rides.
- **The Long Island Aquarium:** a wide variety of indoor and outdoor exhibits covering sharks, seals, penguins, a local rocky shores exhibit—and much more!
- **Bronx Zoo:** One of the largest zoos in the United States, covering 265 acres. The zoo is celebrating its 150th anniversary this year!

Demand for these discounted tickets continues to grow, driven by cross-channel marketing (print newsletter, e-newsletter, social media, and word of mouth). In recent months, we have ordered 400 Adventureland, 300 L.I. Aquarium, 100 Bronx Zoo, and 75 Adventure Park tickets!

Meetings — May

Wednesday, May 1	11:30 a.m.	HVAC Meeting w/architect.
Wednesday, May 1	7:00 p.m.	Future of Libraries Trustee Meeting
Thursday, May 2	1:30 p.m.	Department Head Meeting
Wednesday, May 8	9:00 a.m.	Staff Meeting
Thursday, May 9	All day	Long Island Library Conference
Monday, May 13	9:30 a.m.	Meeting w/ Legislator Rebecca Sanin
Monday, May 20	10:00 a.m.	PLDA presentation: “Getting Your Library AI Ready: A Guide for Library Directors.”
Monday, May 20	7:00 p.m.	Library Board of Trustees Meeting
Tuesday, May 28	9:00 a.m.	NYIT Westbury AI in Libraries

Building & Grounds Report

Compiled by Ray Capone

1. We purchased a new carpet extracting machine this month. Since arriving, we've used the unit to clean several stains in the YA Room, Reference Area, and staff hallway with great success.
2. We had to replace the expansion tank in the boiler room for the domestic water pump. The tank was 20 years old—past the 10-to-15-year life expectancy—and the flange on the bottom of the tank gave out. While the tank was experiencing a leak, we were able to keep it going and contain the leak until the plumber came in and replaced it.
3. We discovered a leak up by the hot box by Pidgeon Hill Road. The backflow device appears to be leaking. I notified the plumber, and they will perform a fix once the parts arrive.
4. We received some feedback from patrons indicating that the bushes on the sidewalk by Pidgeon Hill Road were obstructing the path. We were able to cut them all the way back to the end of the sidewalk.
5. We installed a new socket in one of the lights by the flagpole, after the original had corroded.
6. We cut down a pine tree in the main sidewalk area. The tree was in poor health, and had begun to list to one side. We removed the stump and planted a new tree that was donated by the Friends of the Library. This is the perfect size tree for this location and looks much better.
7. The trees on the property were sprayed with their first round of organic spray as part of our annual maintenance.
8. We shaped and cut back several trees on the property this month, and also cleaned up the garden hill.

9. We planted the vegetable garden this month, and also added some new plants to the pollination garden. We installed the two signs that the Friends of the Library purchased for the garden beds, and they look good!

10. We spackled and painted the wall and ceiling in the vestibule, following the water damage from past roof leaks.

11. We had to fix one of the wheels on the rolling gate in the front. One of the rims was bent and it wasn't rolling correctly. We replaced the damaged rim with a spare we kept in storage.

12. We cleaned and did a light wax to the program room and staff hallway floors this month.

13. We cleared all the drains on the roof, as they usually get clogged with leaves and debris around this time of year.

14. We had to fix the sliding doors entering the reference room, after they had come off the track, fallen, and dislodged wiring from the control door. We were able to repair them ourselves, and they are working properly.

15. We hung a new American flag outside.

2024 Long Island Library Conference

Anne Johnson
Youth Services Librarian
South Huntington Public Library

On Thursday, May 9, 2024, I attended the 2024 Long Island Library Conference at the Melville Marriott with several members of the South Huntington Public Library family. This conference is well-organized and attended. There were a wide array of programs to choose from, and many vendors to visit when the programs were not in session. I attended “Seed Libraries of Long Island: Sowing Seeds for the Future” and “Tech, Trends and Teens at the Public Library...Oh My” in the morning and “Serving New Americans in Your Library” in the afternoon session.

Session I was sponsored by the Reference Adult Services Division of the Suffolk County Library Association (“SCLA”) and featured Regina Dlugokencky of Seedsower Farm in Centerport, New York and Amber Gagliardi, a librarian at the Middle Country Public Library. There are now 66 seed libraries on Long Island, with most giving out over 2,000 seed packets a year. Our presenters pointed out the many positive impacts a seed library confers upon patrons, benefitting their social, economic, environmental, physical, and psychological lives. Seed libraries have also been shown to lead to higher program statistics and circulation, and to more community engagement. We learned about pollinator gardens and the local, state, and national organizations that are able to offer advice and assistance with coordinating a seed library. Amber also recommended books and apps of interest. (“Picture This,” not free, but take a photo of an unknown plant and the app will identify it.) Session I was informative and extremely well-planned (which certainly helped with the fire alarm interruptions!).

Session II, “Tech, Trends and Teens at the Public Library...Oh, My!” was presented by a panel of Young Adult Librarians and sponsored by the Computer and Technical Services Division of the SCLA. They listed some of the current forms of Artificial Intelligence that teens are beginning to work with. Also discussed were Maker Tech and Take-Home Tech program ideas. We learned of some of the challenges particular to tech programs such as keeping programs new (tech is changing so rapidly), allocating enough time for and dealing with tech glitches, encouraging staff involvement in designing and running programs, and of course, budget issues. Overall, our panel has seen much success with their tech programs and are enthusiastic about the opportunities they provide to our teen patrons.

At lunch (delicious buffet plus a large plate of goodies for dessert), awards for outstanding library service were given out. The keynote speaker, Bill Goldstein, author of “The World Broke in Two,” spoke of the importance of libraries to all patrons, in all walks of life. He shared a personal anecdote about how his library helped shape him into the person he is today, and thanked all in the room for the work they do.

The Reference and Adult Services Division and MOSAIC (Multicultural Outreach Services and Information Committee) of SCLA presented Session III after our luncheon. A panel of librarians (including Amber Gagliardi from our morning Seed Library session) first gave us the 2023 Census statistics regarding Long Island’s population of speakers of a language

other than English - 23% in Suffolk County, and 29% in Nassau County - a significant percentage! The session outlined possible library programs for our English language learners. For instance, an English Class 101 could reach many new patrons. Consideration should be given to: the space available (or to hold the class on Zoom); who would teach the class (could be a retired teacher or other volunteer); whether the registration should include a placement test; scheduling, materials; online resources; possible guest speakers; and the inclusion of hands-on workshops and/or presentations. Patrons could also be guided in the use of the library's online language learning programs such as Mango (which has a Spanish class for librarians) and Duolingo. Celebrations of languages and cultures, a language week, conversation groups, and bilingual storytimes are also ways to engage English learners. In addition, libraries can partner with their home school district or local businesses, and take advantage of programs that many major organizations (such as the NYS Office of New Americans, NYS Office of Language Access, the DMV, Foreign Consulates, and the "USCIS," or United States Citizenship and Immigration Services). Libraries could create a Citizenship Corner with useful brochures, guides, and textbooks. MOSAIC maintains a list of multicultural programmers. To support patrons, LanguageLine Solutions and DeepL Translate provide translation services for a fee, and Google Translate is free. When planning English lessons, ChatGpt can help. SCLIS houses Literacy Suffolk, whose trained volunteers work with adults who need to improve their English reading, writing, and speaking skills. A most informative session!

Please accept my thanks for providing me with the opportunity to attend this year's conference. On the Mission Statement page of our library's website, our values are contained in the acronym CARE - Connection, Awareness, Respect, and Empathy. Participation in conferences such as these fosters each of these qualities in each of us, and enables us to pass them on to our patrons. Thank you.

May 10, 2024

Thank you for the opportunity to attend this year's LI Library Conference. It's always nice to step away from the day-to-day and view my role at the library through a different lens. I enjoyed these workshops:

Where Have All the Books Gone?

This workshop provided a sobering look at the state of book bans and challenges across the US. According to statistics presented, 390 unique titles were challenged in 2004. In 2023, that number soared to 4,240. Many of these challenges are being brought by organized censorship groups or individual members of these groups and are happening most often in Florida and Texas.

Making matters worse, objections are also being raised in many communities to non-book materials, displays and programs, most notably drag queen story hours. Many state and local governments are proposing legislation that censors schools and libraries and, in some cases, come with stiff penalties.

However, all is not lost. Other states are proposing legislation to prevent censorship, counter-protestors are making their voices heard and lawsuits are being filed against various book bans.

Libraries and librarians can help by staying informed, writing letters to the editor and to elected representatives, adhering to the American Library Association's Code of Ethics and Library Bill of Rights and keeping personal biases out of decisions on what materials should be in the collection. They should also be sure to have a procedure that is followed if a book challenge is raised.

We are fortunate to live in a community that is supportive of the library. But, as we saw in Smithtown, a loud minority can create controversy.

AI: The Next Frontier – Exploring ChatGPT

This workshop covered the various ways that libraries can use the flourishing technology of artificial intelligence.

- Translation: Unlike Google, ChatGPT apparently understands context.
- Text summarizing: Sparknotes will no longer be needed.
- Content creation: It can create copy for flyers, social media posts.
- Specialized professional services: For example, it can create a basic legal document, which then should be reviewed by an attorney.
- Staff efficiency: Writing emails, outlining presentations, budgeting, scheduling, marketing.
- Patrons: Can be used for readers advisory, trip planning, research.

The presenter stressed that the output is only as good as the input (prompt or data). The more specific the prompt is the better the result. He cautioned against uploading patron data, which could compromise privacy and security. Also, he advised to check and double-check the results, as ChatGPT isn't always accurate and can be prone to "hallucinations."

The presenter did a live demo of how ChatGPT works, asking it to generate book recommendations, an event flyer, a presentation and a trip itinerary. I have already used AI to generate graphics for the newsletter, and I can see how it would be useful going forward.

Serving New Americans in Your Library

This workshop highlighted what libraries can do to meet the needs of patrons who are new to America. Librarians from Middle Country, Patchogue-Medford and Mastic-Moriches-Shirley libraries discussed their programs and services and offered guidance.

If a library is thinking about English classes, there is much to consider:

- Space: Off-site, on-site, Zoom, child care.
- Instruction: Paid, volunteer, conversation groups.
- Registration: Student application, test for skill level.
- Scheduling: How many classes, when, levels.
- Materials: Textbook, workbook, websites.
- Resources: Kahoot, Easy English News, etc.
- Connections: Guest speakers, supporting programs.

There are also many ways that technology can assist in providing services:

- Online learning: Pronunciator, Mango Language
- Zoom classes
- Google Translate
- Using AI to write ENL lesson plans, generate paragraphs at various reading levels, explain idioms and write role-playing scripts, such as making a doctor's appointment.

The librarians covered a number of resources, including USCIS (for citizenship), the New York State Office of New Americans and foreign consulates. They suggested listing resources on a shared document in Google Drive, so all librarians have access to the information.

A representative from Literacy Suffolk presented her organization's work and urged libraries to get involved in publicizing the program, recruiting volunteer tutors and hosting training classes.

The South Huntington Library has hosted trainings before, pre-Covid, and I would be interested in offering them again.

Thank you,
Catherine Schmoller

To: The Library Board of Trustees
From: Jennifer Conlon
Re: Long Island Library Conference
Date: May 9, 2024

Thank you for the opportunity to attend the 46th Annual Long Island Library Conference on Thursday, May 9, 2024.

The first program I attended was *The Banned Librarians*. The speakers, Noel Reich, Alex Giresi, Kaye Spurrell and James Grzybowski are all public librarians from Nassau and Suffolk County and members of the Long Island Library Pride Alliance. They shared their own personal experiences with book banning within their own libraries and how each of their situations were handled. They emphasized the importance of a collection development policy and how administration handles material challenges within the public libraries. Even though these are hard situations to navigate through, they can lead to positive and important developments with staff and in library districts.

The second program I presented was *Tech, Trends, and Teens at the Public Library... Oh My!* My co-speakers were Liz Hughes from John Jermain and Melissa Somoza from Half Hollow Hills (both former employees of SHPL) and moderator Julia Sukhu from Deer Park. We covered the evolution of technology within public libraries and how we use technology today to bring teens into the building. By being a part of this panel, I learned more about the exploding AI revolution and how it is changing our world each day. Even though there are many concerns over AI, I believe it is better to be educated and knowledgeable as possible about it rather than resistant.

The BEST awards for Suffolk and Nassau Counties were presented as was the LDA Award for Excellence in Library Achievement to Director Frank McKenna of the Seaford Public Library. I also took the opportunity to cover the table for Long Island Library Pride Alliance on the show floor. I enjoyed sharing information with colleagues and having them sign up for our events.

The third and final program I attended was *Author Alex Gino Discusses Their Work*. This prolific award winning author shared stories about getting their first books published. While they encountered many hurdles, Alex overcame them to provide books for youth about being trans, non-binary and dealing with prejudices. Their book, **George**, was a wish to positively portray a transgender person at the beginning of their journey.

Thank you again for the opportunity to attend this year's conference. I always appreciate being able to further educate myself to better serve the South Huntington community.

46th Annual Long Island Library Conference

May 9, 2024

By Martha Kahn

I would like to thank the SHPL Board of Trustees for their continued support in furthering the education of the library staff by offering librarians the opportunity to attend the 46th Annual Long Island Library Conference.

Seed Libraries of Long Island: Sowing Seeds for the Future

Speakers: Regina Dlugokencky, Seedsower Farm
Amber Gagliardi, Middle Country Public Library

Sponsored by: Reference and Adult Services Division of SCLA

A seed library is a free community resource for people to borrow packets of organic, non-GMO, heirloom seeds for home gardening. There are currently 66 Seed Libraries in public libraries on Long Island. Seed Libraries have had a positive impact on our libraries, by bringing awareness to the environment, encouraging an interest in gardening, connecting people through a common interest and introducing new library programming that touch on issues regarding our ecosystem, nutrition, and food scarcity.

We learned how gardens can support sustainability and biodiversity by including Native plants and pollinators in our gardens, and how hosting seed exchange programs and networking with local and national organizations such as, Xerces Society, Rewild Long Island and Cornell Cooperative Extension of Suffolk helps bring public awareness to sustainable gardening.

A few programs mentioned that stood out were; Farm to table programs, hosted at local farms; Winter Seed Sowing programs and tree sapling exchanges.

Resources:

Attracting Native Pollinators by Eric Mader; Merlin Bird ID, a free app to identify birds you see and hear; iNaturalist, a free app for identifying species, and Picture This, a plant identifier and care app with an annual charge of \$29.99.

Maximizing Your Seed Library's Potential

Speakers: Samantha Uebel, Brentwood Public Library
Rosa Todaro, Brentwood Public Library

Sponsored by: Computer and Technical Services Division of SCLA

Brentwood Seed Library is open from March to October. Seeds are displayed on Seed Cards with a color photo of the plant and growing instructions for planting. The seeds are kept behind the Reference Desk, allowing for more control over distribution of their seeds. Patrons receive a growing guide handout that contains vital information of when to plant and sow vegetables, flowers, and herbs from seed. All material is written in both English and Spanish.

Seeds are purchased in bulk from Fedco Seeds and Hudson Valley Seed Company, who occasionally give away donations. They partner with Island Harvest and Pronto of Long Island food pantry, where they encourage their patrons to volunteer and donate their excess harvest.

Brentwood started a Traveling Seed Library that can be transported easily when they do seed programs outside the library. Many of their programs are off-site, which include activities at; Cutting Arboretums, Long Island Plant Initiative, David Jakim Nature Walks and local farm visits.

Keynote Speaker

Bill Goldstein

Bill Goldstein reviews books and interviews authors for NBC's *Weekend Today in New York* and was the founding editor of The New York Times books website. He is writing a biography of Larry Kramer, to be published by Crown, and worked on the book as a 2023-24 fellow at the Leon Levy Center for Biography at CUNY Graduate Center. He is the author of *The World Broke in Two: Virginia Woolf, T. S. Eliot, D. H. Lawrence, E. M. Forster, and The Year that Changed Literature*, published in 2017.

Keeping Yourself and Your Data Safe

Speaker: Davis Erin Anderson, Senior Digital Security Trainer at Freedom of the Press Foundation

Sponsored by: Intellectual Freedom Committee of NCLA

What am I protecting? You're protecting your assets.

Who am I protecting it from? The adversary resources.

What tactics can your adversary use to get in? Hacking and Phishing to get data.

How to protect yourself from being hacked?

In 2023, 86% of website breaches were caused by account hacking. The best way to protect yourself from being hacked is by writing a high-quality password that is unique, random and long. The average number of password-protected accounts a person has per internet user is 227. Since it is difficult to manage that many passwords, Anderson advised using password management software to assist you; 1Password, a dual-key encryption that ensures your data is safe and secure, supports multiple platforms such as iOS, Android, Windows, Linux, and

macOS; BitWarden, an open-source password management service that stores sensitive information, such as website credentials in an encrypted vault, and KeePassxc, a free and open-source password manager that stores and manages your most sensitive information.

How to tell if you're being hacked?

Phishing is a threat to cybersecurity that involves tricking individuals into revealing personal information, such as passwords and credit card numbers, through deceptive emails or messages. Warnings signs to be aware of when you are being hacked through phishing; spelling and grammar mistakes; urgent claims, scammers often create a sense of urgency, pressuring the recipient to act quickly; suspicious links, try hovering over links without clicking to see if the address looks legitimate. If you are in doubt, contact the organization the message sender claims to be representing directly through its official channels and websites. In the future, AI will aid in making phishing attacks more realistic for the hacker, by eliminating spelling errors and grammatical mistakes and adopting professional writing styles, which will make it more difficult to detect.

Another way to protect your data is to purchase a Security Key, a physical device that can be plugged into your USB hub and used for two-factor authentication (2FA) or multi-factor authentication (MFA) to enhance the security of online accounts and systems. It can be purchased on Amazon for about \$25. A couple of advantages of using security keys are they use very strong encryption and require no cellular or Internet connection to work. Using a Security Key makes it much harder for unauthorized people to gain access to your accounts.

2024 Long Island Library Conference
Erin Lavery
Youth Services Librarian
South Huntington Public Library

I'd like to thank the board for the opportunity to attend the Long Island Library Conference on Thursday, May 9, 2024. In my career as a librarian, I've found that attending professional development trainings and conferences provides me with renewed excitement for our profession and an eagerness to apply new ideas into my daily work. I'm grateful for the opportunity to reconnect with former colleagues, meet new ones and spend the day with our professional community. Thank you for your encouragement of staff development.

This year's theme of Libraries: Banned and Dangerous was discussed in the first panel that I attended: *The Banned Librarians*. Presented by The Long Island Library Pride Alliance, the panel featured librarians sharing their experiences with book and lifestyle challenges from patrons and coworkers. The panel discussed the disheartening uptick in book challenges and threats to librarians over displays, books and programs. All of which highlighted the necessity of a book challenge policy. One of the presenters spoke poignantly about how different their life would be had they had access to LGBTQ+ material as a teen. This personalized the obligation libraries have to circulate material that represents all of our patrons. Another presenter reminded the audience about the importance of including LGBTQ+ material in all displays throughout the year, not just in June for Pride month.

The second panel that I attended was *Tech, Trends and Teens at the Public Library, Oh My!* One of the panelists was South Huntington's very own Jen Conlon. The panel discussed the impact COVID has had on teen programming and the popularity of tech and coding programs for teens. The panel provided programming ideas including suggestions on how to run programs on a tight budget. Reaching out to other staff members to share their interests for programming and the implementation of passive programming were discussed.

During lunch, Seaford Director Frank McKenna received the LDA award. As a former employee of a Nassau County library, I have seen Frank's dedication through the years and this is a fitting honor. Keynote speaker, author and reviewer Bill Goldstein shared his experiences visiting his local library throughout his life and stressed the importance of standing up to book censors and representing the diversity of our patrons in library materials.

The final panel that I attended was *Serving New Americans in Your Library*. While Georgina and our library currently offer several of the programs that were discussed, one member mentioned Duolingo as a resource to improve Spanish language skills. This suggestion is pertinent to me, as my Spanish speaking skills are most basic. I plan on spending some time on Duolingo in the near future.

I thank you again for the opportunity to attend the conference and look forward to attending future conferences.

Dear Library Board,

I would like to extend my sincere gratitude for allowing me to attend the Long Island Library Conference on Thursday, May 9th 2024. Listening and interacting with librarians and library professionals from a vast array of backgrounds, experiences, and perspectives undeniably contributed to both my professional and personal growth as a librarian. Program speakers reflected upon current and ongoing trends, issues and practices in the world of public libraries and librarianship. This year's conference theme was "Libraries: Banned and Dangerous". Each panel touched upon how libraries are not only foundational to communities but to a democratic society as a whole.

"The Banned Librarians" program expressed the impact of book banning, challenges and push-back librarians are faced with specifically concerning the LGBTQIA+ community. The panel individually and collectively reflected on their own experiences and how situations and scenarios can be better addressed and mediated. They highlighted how proper staff training and awareness is key. I do not have extensive experience in this subject area therefore it encouraged the opportunity to reflect on my current practices and understanding and how I can continue to better assist marginalized groups.

"Tech, Trends and Teens at the Public Library... Oh My!" was a presentation hosted by Young Adult librarians from differing libraries. They highlighted their unique thoughts and experiences on how to incorporate technology with teens including but not limited to programming, school visits, and more. Although budgetary limitations are seemingly inevitable for every library, each presenter illustrated multiple high-tech and low-tech tech options and how easily they can be incorporated into teen programs and events. This fresh perspective inspired me to rethink how I can include technology throughout different areas of my work.

Bill Goldstein was the Keynote speaker who lightheartedly reminisced about his personal and professional life and how libraries were undeniably foundational to his success; and actually in turn set the trajectory for his career. It was a pleasant reminder of how we, as librarians, can positively impact a person's life and livelihood by simply ensuring access to something as simple as a periodical.

The third and final presentation "Serving New Americans In Your Library" I personally felt was imperative to attend as our community in South Huntington is a melting pot of cultures and ethnicities; including patrons who have recently immigrated to America. A library has the ability to unequivocally assist a patron who recently immigrated to the U.S. in all facets of life including citizenship, literacy, social-emotional, food security and more. The speakers were able to engage attendees with ideas and practices they have successfully implemented in their libraries with similar demographics. I am excited to be able to share all that I learned during this year's conference with my colleagues at South Huntington.

Thank you again for affording me the opportunity to attend this wonderful event!

Best regards,

Mary Bixson
Youth Services Librarian

Long Island Library Conference Report
May 9, 2024
By Ryann Riggs

Thank you for allowing me to attend the 2024 Long Island Library Conference. This was my first time attending this conference and I really enjoyed spending time with colleagues and catching up with friends from other libraries. I was able to attend three really interesting and well thought out presentations which I will detail below.

Using Mapping Software in the Public Library

Presenters Peter Ward (Brentwood Library) and David Troyan (Riverhead Library) discussed how they used ArcGIS (Geographic information system) mapping software at the Brentwood Public library. ArcGIS is a geospatial software that was developed by ESRI (Environmental Systems Research Institute) that creates, manages, analyzes, and maps geographic data. The library applied for a \$1500 grant which they are hoping will be offered again this fall. The grant allowed them to purchase the software and licenses to offer classes for the public on how to use the software. Although they admit it is not exactly “user-friendly” they still had a lot of interest from patrons.

They discussed their main uses of the software - story mapping, geo referencing, and geo-coding. Storymaps are a way to present information (text, images, etc.) in tandem with maps and geographical data. For example, creating a historic walking tour that mixes historical information and media with specific locations. This is always something I've been interested in learning more about. It would be a really cool project for the Town of Huntington to do. Geo-referencing is when you link a digital map or image to a coordinate system to determine where every point on the map is located. To go along with this is geo-coding, which converts street addresses / specific locations to points on a map. This is a great way to combine historical maps with current maps to pinpoint what buildings used to be or find locations that no longer exist.

If you're interested in seeing some of the projects created with this project you can visit: <https://doc.arcgis.com/en/arcgis-storymaps/gallery/>

How to Analyze Your Space and Increase Circulation

This program was presented by David Vinjamuri of ThirdWay Branding. Vinjamuri has a background in marketing and has been working with public libraries for over a decade. ThirdWay offers space audits where they evaluate your space based on circulation efficiency, pathways and zone placement. An interesting point he made was that while patron demographics are important, patron behavior should be the main focus when it comes to assessing and planning out spaces in your library. Some libraries have used

their heat mapping software to observe which spaces patrons frequent and which areas may not be getting enough foot traffic. For example, patrons who are in the library to browse might avoid areas that are difficult to get to or are hard to find and are likely to gravitate towards dynamic displays. While this is a paid service, he also shares free tips on how libraries can use proven marketing strategies to increase circulation. Creating more face-out displays and using the rule of three (clustering items in groups of three) will draw more patrons to materials. The good news is that we are already employing some of the suggested methods, with our four rotating displays and our “new book” area where we display items face-out. While it would require weeding and shifting, it would be great if we could use Library IQ to pin-point which items aren’t circulating and make an effort to create more displays in those areas.

How Vinyl Got Our Groove Back

This program was presented by two Long Beach Public Library librarians, Tom Wojciechowski (Program Coordinator) and Alexandra Blau (Media Librarian). They shared how they started a vinyl collection, created a “vinyl listening lounge”, and developed related programs at their library. They were lucky to have access to a small, previously unused room in their library near the Reference Desk. With their budget, they purchased a record collection along with equipment and furniture. They purchased records within their community and had a local artist create a mural in the room which created relationships with local businesses. The room has two listening stations, one for walk-ins and one that can be reserved. They’ve had success with visitors of all ages - teens who never got to experience music this way, nostalgic older patrons, and everyone in between.

They incorporated the vinyl collection into various library programs (craft programs and yoga, outreach sessions with local senior centers, and a Vinyl Collectors Club). In addition to all of this, they started a podcast to discuss records, new additions to their collection or happenings at the library, and also collaborate with members in the community to bring in more listeners. This was my favorite program of the day. It was inspiring to learn how they were able to use their passion for music to create a unique space and revive vinyl in their community.

Completed Projects & Maintenance
(significant events for the prior 3-month period)

<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
Expand Circulating Laptop Collection	Added two additional laptops into circulation for offsite patron use.	Two additional laptops were added to the circulation collection. We now have 5 Windows 11 laptops available to loan.
Theater equipment upgrades	Replaced projector in meeting room that was 12+ years old. Installed new wireless microphone system in theater.	Mimimizes a risks of failure. Upgraded projector provides a brighter image with LED technology and is maintenance free. Wireless microphone system replaces a failing unit.
Add an Additional Service Desk Computer in YA	Per staff request, an additional desktop computer has been added to the YA desk.	Staff can work more effectively using two desktop computers. Before this addition, two staff were sharing one computer during evening hours.
Tech Center computer refresh (Desktops)	Six new desktop computers have been installed in the Tech Center.	Adhere to MSFT best practices. Updated machines installed with Windows 11. Desktop computers now have webcams for patron use in meetings and for online classes.
Windows 11 build upgrades	Necessary due to Microsoft's support lifecycle.	All computers updated to latest Windows 11 build "23H2"
Public catalog machines updated (OPACS)	Software and programming enhancements.	Catalog kiosks were updated to include new accessibility features and resolve bugs discovered in Baker&Taylor provided book cover images.
CyberSecurity Updates	Software deployment completed.	The latest cyber security agent versions were installed and configured on every library computer.
Adobe Creative Cloud Upgrades	The Creative Cloud suite of Adobe products was upgraded to the 2024 versions.	iMac machines are running the latest versions of Adobe Illustrator, Photoshop, InDesign, and Premier.

Works in Progress

<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
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Tech Center computer refresh (Laptops)

New laptops are on order and expected to be installed in July. Final software image is being configured and tested for these new machines.

Adhere to MSFT best practices. Update machines with Windows 11. Provide patrons with machines capable of performing advanced graphic design and 2D/3D modeling.

Planning Stage

<u>Description</u>	<u>Notes</u>	<u>Benefits</u>
<p>(Project) Tech Center 3D Printer Refresh</p>	<p>3D printers purchased in 2018 are reaching end-of-life. We are evaluating options and models to replace 2 3D printers in August/September 2024.</p>	<p>New 3D printers are faster, use less material and have many new features that enhance this patron service.</p>
<p>(Project) Wireless network upgrades</p>	<p>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.</p>	<p>We plan to upgrade our access point hardware to support wifi version 7. New hardware will use 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.</p>
<p>(Project) Microsoft Office Upgrades</p>	<p>Office 2021 will be replaced with Office 2024 on all public and staff computers. Our current software version reaches "end-of-life" in 2026.</p>	<p>Adhering to Microsoft best practices by running supported software, this new version of Office will be supported for an additional 5 years. The new version includes several new features, improved performance and enhanced security. We are waiting for Microsoft to release the licenses for Office 2024 LTSC (Long Term Services Channel).</p>

Adult Services Department Report

Howard Spiegelglass
Head of Adult Services

June 5, 2024

During the past few months, Adult Services librarians have engaged our community with programs that have been well received by our patrons. These include book discussions and arts and crafts related activities.

1. Take & Makes have remained extremely popular since originating during the pandemic. Jen O'Connor and Ryann Riggs prepared the Pressed Flower Suncatcher for April, Mushroom Wall Hanging for May, and the DIY Tic Tac Toe Board for June.
2. The Cover to Cover Book Discussion group is held the last Thursday of each month and is led by Martha Kahn and Jen O'Connor. Summaries of the most recent book discussions are included in this report.
3. The 20s and 30s Book Club is led by Ryann Riggs and Hannah Grenier. Summaries of the most recent book discussions are included in this report.
4. The Creative Club meets in the Young Adult Library on the last Monday of each month. Martha Kahn and Ryann Riggs are instructors in which participants are introduced to a new art project each month. Summaries of the most recent program sessions are included in this report.
5. The 2nd Annual Craft Supply Swap occurred on April 27, 2024. Jen O'Connor and Ryann Riggs hosted this event which meets the library's sustainability goals. A full description of the event is included in this report.
6. Digital resources update. The New York Times digital access has been expanded to All Access, which includes Cooking, Games, Wirecutter and The Athletic. PressReader subscription has been discontinued.

Cover to Cover Book Discussions

Submitted by Jen O'Connor

The Cover to Cover Book Discussion took place on Thursday, February 29, 2024 in our Technology Center. Martha and I led the discussion of the book *The Seven Husbands of Evelyn Hugo* by Taylor Jenkins Reid. We had 5 participants in the group and had a great discussion on topics such as fame, family, friendship and literacy devices. We also discussed other books that attendees were reading and recommendations that we had as well. Our next meeting of Cover to Cover will be on Thursday, March 28 when we will discuss *The Little Liar* by Mitch Albom.

The Cover to Cover Book Discussion took place on Thursday, March 28, 2024 in our Technology Center. Martha and I led the discussion of the book *The Little Liar* by Mitch Albom. We had 6 participants in the group and all engaged in the discussion which revolved around themes of truth, family, different kinds of love, perspective, and trauma. We also discussed the author Mitch Albom and our feelings on some of his other books. Participants also shared some other book recommendations. Our next meeting of Cover to Cover will be on Thursday, April 25 when we will discuss *Tomorrow, and Tomorrow, and Tomorrow* by Gabrielle Zevin.

The Cover to Cover Book Discussion took place on Thursday, April 25, 2024 in our Technology Center. Martha and I led the discussion of the book *Tomorrow, and Tomorrow, and Tomorrow* by Gabrielle Zevin. We had 1 participant which was a bit of a surprise as our previous discussions have all been well attended. We think the low turnout possibly had to do with the book choice as the book's plot mostly revolves around video game design and some of our regular attendees may not have an interest in that particular subject matter. Even with only one participant, we were able to have a discussion about gender roles, friendship, disability, neurodiversity and more. Our next meeting of Cover to Cover will be on Thursday, May 30 when we will discuss *Five Star Weekend* by Elin Hilderbrand.

The Cover to Cover Book Discussion took place on Thursday, May 30, 2024 in our Technology Center. Martha and Jen led the discussion of the book *Five-Star Weekend*. We chose this book for several reasons. First, since it was post-Memorial Day weekend, we decided to go with a "beach read." Also, the past several books we've discussed have been heavy subject matter so we wanted to choose a light read. Finally, Elin Hilderbrand is a very popular author with our patrons and she is evidently retiring from writing after publishing her next book this month, *Swan Song*. We touched on themes of friendship, marriage, social media, women's roles in the home, and talked about some other books that might be a good fit for our group. Our next meeting of Cover to Cover will be on Thursday, June 27 when we will discuss *The Midnight Library* by Matt Haig.

20s and 30s Book Club
Submitted by Ryann Riggs

Wednesday, March 27, 2024 from 7-8:30 pm
Hosted by Ryann and Hannah

At our March meeting we read the timely, satirical thriller, *Yellowface* by R.F. Kuang. We had one person attend, but we still had a really interesting conversation. Our next meeting will be held at Six Harbors Brewing Company in Huntington. We hope that switching things up and meeting outside of the library will encourage new patrons to attend.

Tuesday, May 28, 2024 from 7-8:30 pm
Hosted by Ryann and Hannah

This was our first book club meeting outside of the library at Six Harbors Brewing in Huntington. We had 7 people attend and several new attendees. Multiple people expressed that they were happy we were meeting at the brewery / outside of the library. We had a great discussion of *Chain-Gang All-Stars* by Nana Kwame Adjei-Brenyah. Our next meeting will be held at Six Harbors again and we will be reading *Beautyland* by Marie-Helene Bertino. We will be doing a little more social media marketing of the program and we hope to get more patrons interested in attending.

Creative Club: Origami Paper Baubles Submitted by Martha Kahn

Monday, February 26, 2024, 10 am - 12 pm

Martha and Ryann along with guest artist Connie instructed the club members on how to make Origami Paper Baubles. All materials were provided for them. We had nine patrons, most of whom have become regular attendees of the club. This club has been a comfortable place for artists to come together to express their creativity and share ideas with each other while creating a new project every month. Several of them have written to us expressing their appreciation for offering an adult art club, something that had never been tried before. Every project has been met with enthusiasm and appreciation. At the end of this session, each patron left with extra templates to continue making more origami baubles at home.



Creative Club: Reverse Decoupage on Glass Submitted by Martha Kahn

Monday, March 25, 2024, 10 am - 12 pm

Martha instructed the club members with Liz assisting. We demonstrated how to create reverse decoupage on glass. We began with a short video by decoupage artists, Viveca Moller. 15 club members attended, filling the room to maximum capacity for this program. As always, all materials were supplied. Everyone went home with enough material to complete their bowl.



Creative Club: Gel Plate Image Transfers Submitted by Martha Kahn

Monday, April 29, 2024, 10 am – 12 pm

During this month's Creative Club, we had guest artist, Carol Salerno, teach the group how to use gel plates in two key ways: printmaking with stencils and simple image transfers using magazine pages. Carol has been attending Creative Club since the inception and volunteered her time to share this technique with the group. We worked with her to purchase necessary supplies (gel plates, brayers, etc.) that will be useful in upcoming classes, particularly our summer collage series. We had 12 people attend this session; everyone created something unique and left with a few images to take home. We encouraged attendees to bring back their images to our May Creative Club meeting to incorporate them into their collages. Below are pictures of the program and a very nice email we received from one of the attendees who included photos of her finished pieces.





Fwd: This Mornings Art Club Inbox x



South Huntington Public Library

to Martha, me ▾

See below for feedback from your art club today :)

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

From: **Maos14** <maos14@aol.com>

Date: Mon, Apr 29, 2024 at 1:59 PM

Subject: This Mornings Art Club

To: <adultservices@shpl.info>

Carol, Martha & Ryan were so organized & very helpfull
Great class!

You all do an Amazing job

Mary 🌸


Creative Club: Floral Collage Submitted by Martha Kahn

Monday, May 20, 2024, 10 am – 12 pm

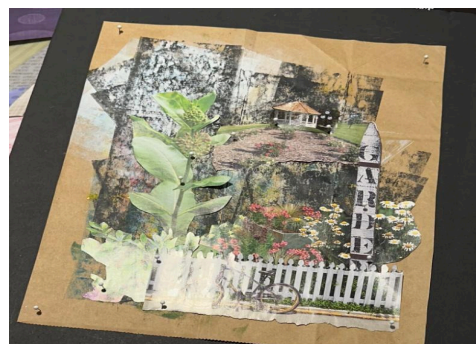
This month we had our first of four “Back to Collage” series, starting with a floral collage. The collage series include: Floral, Landscape, Seascape and Cityscape collage. At the end of this summer, we are planning on having an art show to display the artist’s work in the Adult Services Library, next to the reference desk. As always, there was great enthusiasm and comradery with all the club members; each person creating a beautiful collage in their own unique style. There were 9 people who attended this session. Below I have included an email we received after the session ended.

I really, really enjoyed Mondays Creative Club
The ladies were great instructors: kind, helpful, friendly & amazing!!

Thank you

Mary Sofilas 

A few collages I photographed



Craft Supply Swap

Submitted by Jen O'Connor

On Saturday, Apr 27, 2024 Ryann and I hosted our 2nd annual Craft Supply Swap. As a Sustainable Library, we believe that many items can find a new use by sharing them with others. Arts and crafts supplies often remain unused by people for a variety of reasons. Sometimes, they are purchased with the intention to complete a project that never comes to fruition or maybe the items have been used but are still in good condition, with a lot of life left in them. Since our craft swap last year was a success, we decided to try it again this year. We did make a few changes this year. We only held two donation days, rather than accepting donations for a whole week and we limited what people could bring to two boxes or bags per household. We believe this helped to limit the amount of donations we received in order to have enough room to store the items. We also found that the items donated were of better quality possibly because of the 2 bag limit. Finally, we were able to have the event on a Saturday morning which we believe helped to increase the foot traffic.

We held our donation days on Monday, April 15 and Tuesday, April 16. We advertised the donation days in the newsletter, weekly email and on social media. We were able to keep all the donated items in the storage area of the lower level until the day before the event. We used the storage room as a staging area utilizing tables set up by maintenance and sorted the items into categories like sewing/fabric, knitting/crochet, kids, paint and brushes, beads and jewelry making, seasonal crafts, paper and scrapbooking, and several other categories.

We marketed the event itself through the newsletter, weekly email, social media and flyers placed around the library. We also shared several of the social media posts on local school and parent groups.

Prior to the event, we created flyers highlighting projects that could be done with some of the supplies using Creativebug. We also created a guide to Creativebug brochure which we made available at the event.

On the day of the event, we set aside an hour for a staff preview of the items prior to opening the event to the public. About 8 staff members came and were able to take some items that they could use personally or for library programs. Once we opened the doors to the public, we had a steady flow of people from 10 am until about 11:30. People were very interested in the seasonal items, yarn, beads and jewelry supplies, craft

storage and kids items. We also found that people socialized while “shopping the swap.” We observed people trading tips and asking each other about their various crafting interests. We heard from knitters that volunteer in nursing homes, crocheters that made items to sell to raise money for a rabbit rescue, teachers, grandparents, and kids. We spoke to so many patrons who thought the swap was a great idea and thanked us for doing it. It was great to see our sustainable event turn into a social event as well.

We counted about 100 people that came through the doors in the two hours that were scheduled for the event. Most of the donated items were taken and hopefully will be used by our community artists and crafters. We definitely plan to hold the event again next year.





PROPOSED 2024-2025 BOARD OFFICERS

President – Pat Dillon

Vice President – Stella Fox

Financial Chairperson – Stuart Horowitz

PROPOSED BOARD MEETING DATES FOR FISCAL YEAR 2024-2025

(All meetings are at 7 p.m. on the third Wednesday of the month unless specified)

Day / Date	Notes
Monday, August 19, 2024	At 5:30 p.m.
Wednesday, September 18, 2024	
Wednesday, October 16, 2024	
Wednesday, November 20, 2024	
Wednesday, December 18, 2024	
Wednesday, January 15, 2025	
Wednesday, February 19, 2025	
Wednesday, March 19, 2025	
Wednesday, March 26, 2025	Annual Meeting (budget to the public)
Wednesday, April 16, 2025	
Wednesday, May 21, 2025	
Wednesday, June 18, 2025	
Wednesday, July 16, 2025	Regular and Organizational Meeting

PROPOSED 2024 BUDGET VOTE & TRUSTEE ELECTION DATE

INFORMATION

The common library vote day is Tuesday, April 8, 2025.

Obsolete Equipment

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
30652002680298	Monitor	CNC9221L0T	HP	E223	09/01/2019	FAILED
30652002675116	Desktop PC	MXL943634L	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	FAILED
30652002677922	Laptop	CND8379ZQ8	HP	Z-Book G4 (1JB32AW#ABA)	08/01/2018	EOL
30652002677567	Laptop	CND8132G2P	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677526	Laptop	CND8132G2Q	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677484	Laptop	CND8132G2V	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677443	Laptop	CND8132G2T	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677401	Laptop	CND8132G2X	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677369	Laptop	CND8132G2R	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677328	Laptop	CND8132G2W	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677245	Laptop	CND8132G2Y	HP	Z-Book G4 (1JB32AW#ABA)	04/01/2018	EOL
30652002677575	Desktop PC	2UA75217YK	HP	EliteDesk 800 G3 TWR	02/01/2018	EOL

LILRC Annual Conference on Libraries and the Future: The Future of Reading

Information

The Long Island Library Resource Council (LILRC) Board of Trustees has established an annual conference based on a theme relating to libraries and the future. This year’s conference on Libraries and the Future is focused on understanding the changing habits and issues related to reading in society. The program will address the science of reading through the research and work of our speakers. The first speaker, Joanne Christodoulou is a researcher at the Massachusetts General Hospital and connected with MIT and Harvard University. Kathy Inman Berens and Rachel Noorda are academics from Portland State University and will focus on their research of reading habits of the latest generation. Carol Ann Tack will close the program with her work on engaging readers in the library.

The event is set to take place at The Heritage Club in Bethpage on October 18th, 2024 from 8am- 3pm. Early bird pricing of \$110.00 per ticket is in effect through September 6th.

In-Person Conference

	Cost per Person	Cost for 10 Staff Members
Registration	\$110.00	\$1,100.00

Recommendation

That the Board of Trustees authorizes ten staff members to attend the 2024 LILRC Annual Conference on Libraries and the Future at a cost not to exceed \$1,100.00. If there is interest, sufficient funds are available in the Board Continuing Education code to send trustees to the conference.

May 2024 - Adult Programs

Title	Event Start Date	People in Attendance
SCORE	05/01/2024 @ 10:00am	14
Rollingwood Civic Association	05/01/2024 @ 7:00pm	9
Thursday Yoga	05/02/2024 @ 9:30am	25
Genealogy Drop-in	05/02/2024 @ 10:00am	1
Yoga 2nd Session	05/02/2024 @ 11:00am	25
Intermediate ENL Class	05/02/2024 @ 6:00pm	1
North Shore Civil War Roundtable	05/02/2024 @ 6:30pm	6
Beginner ENL Class	05/02/2024 @ 7:15pm	2
Gentle Yoga	05/04/2024 @ 9:30am	22
Walk2TheBeat Virtual Fitness (V)	05/04/2024 @ 9:30am	7
The Art of Belly Dance	05/05/2024 @ 2:30pm	70
Beginner Tai Chi	05/06/2024 @ 9:30am	25
Take & Bake: Sunshine Orange Pineapple Muffins	05/06/2024 @ 10:00am	25
Monday Yoga	05/06/2024 @ 11:00am	25
Movie: Ferrari	05/06/2024 @ 2:00pm	33
Indian Cooking Class	05/06/2024 @ 7:00pm	12
Virtual Chair Yoga (V)	05/07/2024 @ 9:00am	10
Tai Chi Level 2	05/07/2024 @ 9:30am	14
Game Day	05/07/2024 @ 11:00am	4
The Art of Reading Tea Leaves	05/07/2024 @ 7:00pm	12
Non-Fiction Book Discussion	05/08/2024 @ 11:00am	7
Tech Byte: Stream Movies & TV for Free	05/08/2024 @ 11:00am	7
Canasta for Beginners	05/08/2024 @ 2:00pm	13
Small Business Counseling	05/08/2024 @ 4:30pm	0
Small Business Counseling	05/08/2024 @ 5:30pm	0
Suffolk County Police Department 2nd Precinct Precinct Level	05/08/2024 @ 6:00pm	5
Medicare Supplement vs. Medicare Advantage Plans	05/08/2024 @ 6:30pm	4
Small Business Counseling	05/08/2024 @ 6:30pm	0
Thursday Yoga	05/09/2024 @ 9:30am	25
Huntington AARP	05/09/2024 @ 10:00am	26
Yoga 2nd Session	05/09/2024 @ 11:00am	25
No Cloak, No Dagger: A Professor's Secret Life Inside the CIA	05/09/2024 @ 2:00pm	12
Adult Take & Make: Whimsical Mushroom Wall Hanging (V)	05/09/2024 @ 7:00pm	35
Gentle Yoga	05/11/2024 @ 9:30am	25
Walk2TheBeat Virtual Fitness (V)	05/11/2024 @ 9:30am	7
Long Island Rose Society	05/11/2024 @ 1:00pm	20
Art Reception: Art League of Nassau County	05/11/2024 @ 2:00pm	55
Folk Music Society of Huntington	05/12/2024 @ 1:00pm	7
Classical Sundays: Boyd Meets Girl	05/12/2024 @ 2:30pm	35
Beginner Tai Chi	05/13/2024 @ 9:30am	25
Medicare Counseling One-on-One	05/13/2024 @ 10:00am	2
Monday Yoga	05/13/2024 @ 11:00am	25
Movie: The Swearing Jar	05/13/2024 @ 2:00pm	33
Introduction to 3D Printing	05/13/2024 @ 7:00pm	7
Virtual Chair Yoga (V)	05/14/2024 @ 9:00am	10
Tai Chi Level 2	05/14/2024 @ 9:30am	14

May 2024 - Adult Programs

Defensive Driving	05/14/2024 @ 11:00am	22
Game Day	05/14/2024 @ 11:00am	4
Optimizing Your LinkedIn Profile	05/14/2024 @ 7:00pm	5
Rewilding to Attract Wildlife	05/14/2024 @ 7:00pm	1
Free Hearing Screening	05/15/2024 @ 11:00am	5
Canasta for Beginners	05/15/2024 @ 2:00pm	10
Learn Watercolor Painting	05/15/2024 @ 6:30pm	12
Create a Vision Board with Canva	05/15/2024 @ 6:30pm	Cancelled
Evening Book Discussion	05/15/2024 @ 7:00pm	8
Thursday Yoga	05/16/2024 @ 9:30am	25
Yoga 2nd Session	05/16/2024 @ 11:00am	25
Navigating Our Digital Services	05/16/2024 @ 11:00am	5
Writing Workshop (V)	05/16/2024 @ 4:00pm	8
NAACP Huntington	05/16/2024 @ 6:30pm	7
Adult Craft: Sweet Flower Pocket	05/16/2024 @ 6:30pm	14
Beyond the Book @ the Whaling Museum	05/16/2024 @ 6:30pm	3
Gentle Yoga	05/18/2024 @ 9:30am	25
Walk2TheBeat Virtual Fitness (V)	05/18/2024 @ 9:30am	7
Jane Austen Society	05/18/2024 @ 1:00pm	6
South Huntington Soccer Teams	05/19/2024 @ 1:00pm	45
Beginner Tai Chi	05/20/2024 @ 9:30am	25
St. Francis Health Bus: Free Screenings	05/20/2024 @ 10:00am	12
Creative Club: Floral Collage	05/20/2024 @ 10:00am	7
Monday Yoga	05/20/2024 @ 11:00am	25
Movie: Freud's Last Session	05/20/2024 @ 2:00pm	24
Library Board of Trustees Meeting	05/20/2024 @ 7:00pm	9
Virtual Chair Yoga (V)	05/21/2024 @ 9:00am	10
Tai Chi Level 2	05/21/2024 @ 9:30am	14
Game Day	05/21/2024 @ 11:00am	4
Adult Craft: Rolled Paper Wreath	05/21/2024 @ 7:00pm	10
Canasta for Beginners	05/22/2024 @ 2:00pm	10
Small Business Counseling	05/22/2024 @ 4:30pm	1
Small Business Counseling	05/22/2024 @ 5:30pm	0
Small Business Counseling	05/22/2024 @ 6:30pm	0
Bus Trip: Culinary Institute & FDR Home	05/23/2024 @ 7:00am	Cancelled
Thursday Yoga	05/23/2024 @ 9:30am	25
Yoga 2nd Session	05/23/2024 @ 11:00am	25
Legislator at Your Library	05/23/2024 @ 1:00pm	8
Cooking Class: Plant-Based Foods for Wellness & Longevity	05/23/2024 @ 1:30pm	16
Writing Workshop (V)	05/23/2024 @ 4:00pm	7
Intermediate ENL Class	05/23/2024 @ 6:00pm	0
Beginner ENL Class	05/23/2024 @ 7:15pm	0
Walk2TheBeat Virtual Fitness (V)	05/25/2024 @ 9:30am	7
Virtual Chair Yoga (V)	05/28/2024 @ 9:00am	10
Tai Chi Level 2	05/28/2024 @ 9:30am	25
Game Day	05/28/2024 @ 11:00am	4
20s and 30s Book Club at Six Harbors Brewing Company	05/28/2024 @ 7:00pm	7

May 2024 - Adult Programs

Operation Medicine Cabinet	05/29/2024 @ 10:00am	Table in Lobby
Canasta for Beginners	05/29/2024 @ 2:00pm	11
Learn Watercolor Painting	05/29/2024 @ 6:30pm	12
Thursday Yoga	05/30/2024 @ 9:30am	25
Yoga 2nd Session	05/30/2024 @ 11:00am	25
Cover to Cover Book Discussion	05/30/2024 @ 11:00am	2
Writing Workshop (V)	05/30/2024 @ 4:00pm	8

May 2024 - Children's Programs

Title	Event Start Date	People in Attendance
Baby Bundle Take & Make / Paquete Para Bebés un Take & Make	05/01/2024 @ 10:00am	13
Baby Time!	05/01/2024 @ 10:30am	11
Baby Time!	05/01/2024 @ 11:15am	13
Picture Book Time	05/01/2024 @ 3:00pm	6
Yoga Kids	05/01/2024 @ 4:30pm	9
Zumbini	05/02/2024 @ 10:30am	18
Zumbini	05/02/2024 @ 11:30am	9
A Time for Kids	05/03/2024 @ 10:00am	18
A Time for Kids	05/03/2024 @ 11:00am	15
Art Club: Joan Mira	05/03/2024 @ 4:30pm	11
Girl Scout Troop 1969	05/03/2024 @ 5:30pm	17
Music & Movement	05/04/2024 @ 10:00am	12
Lego Club	05/04/2024 @ 2:30pm	8
Bilingual BANANAS Bilingües	05/06/2024 @ 10:00am	6
Adventures in Art: Mini Masters	05/06/2024 @ 3:00pm	12
Minecraft Mania!	05/06/2024 @ 4:30pm	9
Sprouts & Friends	05/07/2024 @ 10:00am	16
Sprouts & Friends	05/07/2024 @ 11:00am	10
Preschool Pals: Butterflies	05/07/2024 @ 3:00pm	15
Book Bingo & More	05/07/2024 @ 4:30pm	13
Baby Time!	05/08/2024 @ 10:30am	13
Baby Time!	05/08/2024 @ 11:15am	9
Picture Book Time	05/08/2024 @ 3:00pm	3
Yoga Kids	05/08/2024 @ 4:30pm	9
Zumbini	05/09/2024 @ 10:30am	14
Zumbini	05/09/2024 @ 11:30am	8
After School Club	05/09/2024 @ 4:30pm	5
A Time for Kids	05/10/2024 @ 10:00am	13
A Time for Kids	05/10/2024 @ 11:00am	16
Tweens Night Out: Straw Bridge Challenge	05/10/2024 @ 7:00pm	9
Lil' Athletes Toddler	05/11/2024 @ 10:00am	8
Lil' Athletes	05/11/2024 @ 11:00am	9
Mother's Day Craft	05/11/2024 @ 2:00pm	23
Bilingual BANANAS Bilingües	05/13/2024 @ 10:00am	9
Adventures in Art: Mini Masters	05/13/2024 @ 3:00pm	10
Minecraft Mania!	05/13/2024 @ 4:30pm	10
PlayHooray Babies & Kids	05/14/2024 @ 10:00am	19
PlayHooray Babies & Kids	05/14/2024 @ 11:00am	15
Preschool Pals: Butterflies	05/14/2024 @ 3:00pm	16
Baby Time!	05/15/2024 @ 10:30am	11
Baby Time!	05/15/2024 @ 11:15am	11
Picture Book Time	05/15/2024 @ 3:00pm	5
Yoga Kids	05/15/2024 @ 4:30pm	15
After School Club	05/16/2024 @ 4:30pm	5
A Time for Kids	05/17/2024 @ 10:00am	20
A Time for Kids	05/17/2024 @ 11:00am	15

May 2024 - Children's Programs

Art Club: Hilary Pecis	05/17/2024 @ 4:30pm	13
Plant Life Cycle	05/18/2024 @ 2:00pm	13
Chess Nuts	05/19/2024 @ 2:30pm	12
Bilingual BANANAS Bilingues	05/20/2024 @ 10:00am	6
Adventures in Art: Mini Masters	05/20/2024 @ 3:00pm	6
Minecraft Mania!	05/20/2024 @ 4:30pm	9
Girl Scout Troop 103 Meeting	05/20/2024 @ 6:30pm	Cancelled
PlayHooray Babies & Kids	05/21/2024 @ 10:00am	15
PlayHooray Babies & Kids	05/21/2024 @ 11:00am	14
Preschool Pals: Butterflies	05/21/2024 @ 3:00pm	13
Class Visit: 5th Grade State Report Research (King/Williams)	05/22/2024 @ 9:30am	24
Baby Time!	05/22/2024 @ 10:30am	9
Baby Time!	05/22/2024 @ 11:15am	10
Picture Book Time	05/22/2024 @ 3:00pm	3
Yoga Kids	05/22/2024 @ 4:30pm	0
Zumbini	05/23/2024 @ 10:30am	13
Zumbini	05/23/2024 @ 11:30am	5
After School Club	05/23/2024 @ 4:30pm	5
A Time for Kids	05/24/2024 @ 10:00am	13
A Time for Kids	05/24/2024 @ 11:00am	12
Lego Club	05/25/2024 @ 10:30am	5
PlayHooray Babies & Kids	05/28/2024 @ 10:00am	13
PlayHooray Babies & Kids	05/28/2024 @ 11:00am	12
Preschool Pals: Butterflies	05/28/2024 @ 3:00pm	13
CLASS VISIT: BW 3rd,4th,5th (TLOCKOWSKI)	05/29/2024 @ 9:45am	29
Baby Time!	05/29/2024 @ 10:30am	8
Baby Time!	05/29/2024 @ 11:15am	11
Picture Book Time	05/29/2024 @ 3:00pm	4
Yoga Kids	05/29/2024 @ 4:30pm	Cancelled
Zumbini	05/30/2024 @ 10:30am	20
Zumbini	05/30/2024 @ 11:30am	11
After School Club	05/30/2024 @ 4:30pm	4
A Time for Kids	05/31/2024 @ 10:00am	12
A Time for Kids	05/31/2024 @ 11:00am	15
Art Club: Shara Hughes	05/31/2024 @ 4:30pm	10

May 2024 - YA Programs

Title	Event Start Date	People in Attendance
Study Hours in the YA Library	05/01/2024 @ 5:00pm	7
Study Hours in the YA Library	05/02/2024 @ 3:00pm	6
Music BINGO	05/03/2024 @ 7:00pm	13
Memorial Day Poppy Wreath: a Community Service Program	05/04/2024 @ 1:00pm	6
Study Hours in the YA Library	05/05/2024 @ 1:00pm	9
Study Hours in the YA Library	05/06/2024 @ 3:00pm	15
Study Hours in the YA Library	05/07/2024 @ 3:00pm	7
Executive Teen Advisory Board	05/07/2024 @ 7:00pm	3
Study Hours in the YA Library	05/08/2024 @ 5:00pm	7
Study Hours in the YA Library	05/09/2024 @ 3:00pm	11
Board Game Night	05/10/2024 @ 6:30pm	15
Study Hours in the YA Library	05/12/2024 @ 1:00pm	0
Study Hours in the YA Library	05/13/2024 @ 3:00pm	11
Study Hours in the YA Library	05/14/2024 @ 3:00pm	11
Battle of the Books- Introduction Meeting	05/16/2024 @ 6:00pm	4
Friday Night Seed Sorting: a Community Service Program	05/17/2024 @ 6:30pm	2
Teen Advisory Board	05/21/2024 @ 7:00pm	13
DIY Suncatchers	05/22/2024 @ 7:00pm	Cancelled
Trivia Night	05/24/2024 @ 7:00pm	10
Regents Review Algebra I	05/28/2024 @ 5:30pm	10
Crafts & Cookies: a DIY Decorative Box	05/29/2024 @ 7:00pm	8
Battle of the Books - Practices	05/30/2024 @ 6:00pm	5
Tech Toy Petting Zoo	05/31/2024 @ 6:30pm	5

MAY 2024

ADULT PRINT	MAY 24	MAY 23	% CHANGE	MAY 22	% CHANGE
Nonfiction	773	805	-3.98%	722	7.06%
New Books	948	938	1.07%	926	2.38%
Fiction	1,090	1,190	-8.40%	1,021	6.76%
Paperbacks	112	128	-12.50%	156	-28.21%
Mysteries	214	182	17.58%	192	11.46%
Large Type	245	209	17.22%	223	9.87%
Magazines	83	136	-38.97%	94	-11.70%
Biographies	61	70	-12.86%	39	56.41%
Test Books	16	15	6.67%	22	-27.27%
Science Fiction	21	42	-50.00%	21	0.00%
World Languages	21	14	50.00%	7	200.00%
Graphic Novel	55	27	103.70%	42	30.95%
Reference	4	0	N.M.	0	N.M.
ESL Collection	7	7	0.00%	5	40.00%
Oversized Books	2	5	-60.00%	1	100.00%
Short Stories	8	4	100.00%	4	100.00%
Adult Learner	1	1	0.00%	1	0.00%
Auto Repair	3	1	200.00%	0	N.M.
Total	3,664	3,774	-2.91%	3,476	5.41%
ADULT MEDIA					
DVD	1,278	1,336	-4.34%	1,597	-19.97%
Blu-ray Disc	322	294	9.52%	325	-0.92%
Compact Discs	236	298	-20.81%	465	-49.25%
Books on Disc	103	151	-31.79%	139	-25.90%
Video Games	44	29	51.72%	14	214.29%
Language Media	0	9	-100.00%	4	-100.00%
Hotspots	25	37	-32.43%	36	-30.56%
Total	2,008	2,154	-6.78%	2,580	-22.17%
ELECTRONIC RESOURCES					
Live-brary E-Books	5,213	4,826	8.02%	4,642	12.30%
Live-brary Audiobooks	3,474	2,917	19.09%	2,630	32.09%
Flipster	343	271	26.57%	355	-3.38%
New York Times	364	241	51.04%	217	67.74%
PressReader	114	111	2.70%	160	-28.75%
Hoopla	390	419	-6.92%	379	2.90%
Kanopy	335	346	-3.18%	294	13.95%
Total	10,233	9,131	12.07%	8,677	17.93%
INTERLIBRARY LOAN					
Items Sent	1,599	1,552	3.03%	1,487	7.53%
Items Borrowed	819	971	-15.65%	1,201	-31.81%
NEW PATRONS	155	174	-10.92%	110	40.91%

MAY 2024

JUVENILE PRINT	MAY 24	MAY 23	% CHANGE	MAY 22	% CHANGE
Nonfiction	698	714	-2.24%	783	-10.86%
Picture Books	1,124	1,243	-9.57%	1,262	-10.94%
Fiction	494	536	-7.84%	656	-24.70%
Easy Readers	484	607	-20.26%	565	-14.34%
Biographies	89	118	-24.58%	76	17.11%
Paperbacks	115	320	-64.06%	256	-55.08%
Board Books	294	247	19.03%	316	-6.96%
Graphic Novels	298	338	-11.83%	287	3.83%
World Languages	89	159	-44.03%	82	8.54%
Parents Collection	15	10	50.00%	15	0.00%
Magazines	2	7	-71.43%	10	-80.00%
Story Collection	20	1	1900.00%	5	300.00%
Museum Passes	165	199	-17.09%	144	14.58%
Total	3,887	4,499	-13.60%	4,457	-12.79%
JUVENILE MEDIA					
DVD	189	200	-5.50%	410	-53.90%
Blu-ray Disc	16	15	6.67%	38	-57.89%
Video Games	191	142	34.51%	136	40.44%
Compact Discs	23	24	-4.17%	17	35.29%
CD/Book Kits	59	67	-11.94%	71	-16.90%
Books on Disc	4	5	-20.00%	5	-20.00%
Launchpads	8	10	-20.00%	10	-20.00%
Total	490	463	5.83%	687	-28.68%
YOUNG ADULT					
Magazines	0	0	N.M.	1	-100.00%
Fiction	62	90	-31.11%	89	-30.34%
Nonfiction	2	3	-33.33%	7	-71.43%
Graphic Novel	34	50	-32.00%	109	-68.81%
Paperbacks	48	28	71.43%	30	60.00%
Large Type	4	1	300.00%	0	N.M.
Test Books	20	18	11.11%	12	66.67%
World Languages	1	2	-50.00%	4	-75.00%
Laptops	3	0	N.M.	14	-78.57%
Total	174	192	-9.38%	266	-34.59%

SOUTH HUNTINGTON PUBLIC LIBRARY
RESOURCES WORKSHEET

MAY 2024

	ADDED	DISCARDED	MAY 24
ADULT / YA			
Books, Fiction	287	112	45,175
Books, Nonfiction	174	220	60,362
Paperbacks	5	0	9,990
Periodical Titles	0	0	220
Compact Discs	25	0	7,194
DVDs	57	0	15,167
Blu-ray Disc	20	0	2,602
Books-on-CD	3	0	4,043
Videogames	0	0	85
Total	571	332	144,838
CHILDRENS			
Books, Fiction	311	0	44,996
Books, Nonfiction	111	0	41,165
Paperbacks	11	0	3,225
Videogames	9	0	1,297
Compact Discs	0	0	1,471
DVDs	21	0	7,761
Blu-ray Disc	7	0	576
Books-on-CD	0	0	550
CD/Book Kits	12	0	548
Launchpads	0	0	40
Total	482	0	101,629
TOTAL	1,053	332	246,467

Circulation Statistics

	May 2024	April 2024	May 2023
SHPL Material Check-Outs (ALL Libraries)	7,793	9,258	8,804
Self Checkouts (Kiosks)	1,592	1,814	1,644
YA Laptop Checkouts	3	1	0
Circulating Chromebook Checkouts	2	3	4
Circulating Laptop Checkouts	2	3	3
Hotspot Checkouts	25	23	37

Percent of all checkouts using SHPL Self-Check Kiosks

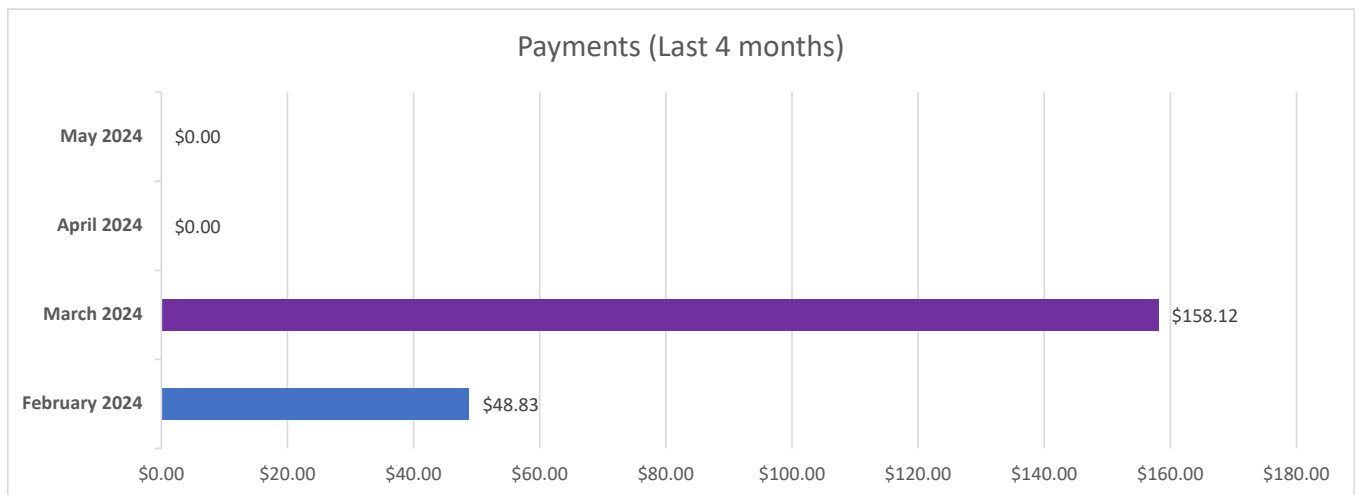
May 2024	20.4%
April 2024	19.6%
May 2023	18.7%

Laptop Checkouts (Combined)

May 2024	7	↑	0.0%	Change since last month	
April 2024	7				
May 2023	7	{last year}	↑	0.0%	Change since last year

e-Commerce Payments (released quarterly)

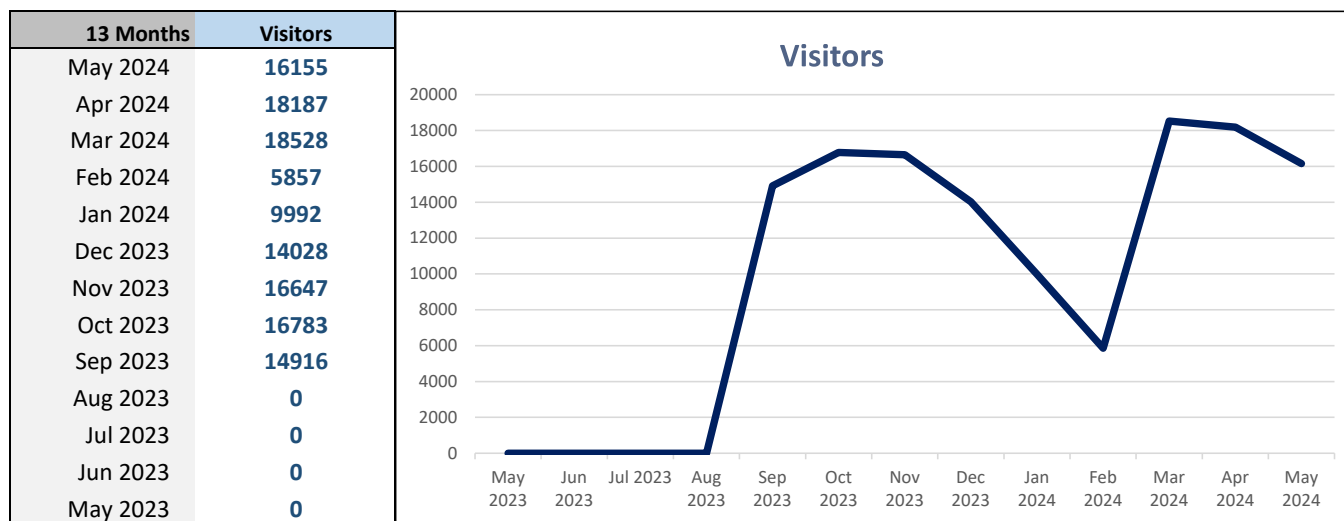
May 2024	April 2024	March 2024	February 2024	May 2023
\$0.00	\$0.00	\$158.12	\$48.83	\$52.77



Subscription Statistics

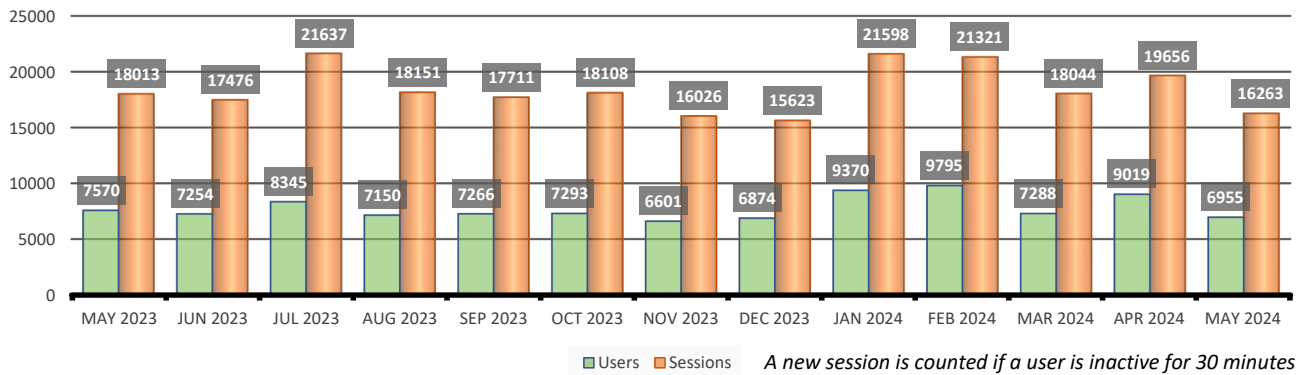
	May 2024	April 2024	Change (last month)	May 2023	Change (last year)
EBSCO	381	323	↑ 18%	305	↑ 25%
OCLC / First Search	155	84	↑ 85%	80	↑ 94%
Homework Help	16	16	↑ 0%	6	↑ 167%
LinkedIn Learning	6	13	↓ -54%	12	↓ -50%
Overdrive	8690	8639	↑ 1%	7746	↑ 12%
Pronunciator	8	7	↑ 14%	4	↑ 100%
WAM Consortium Databases	1666	6216	↓ -73%	4908	↓ -66%

Gate Count Statistics



Website Statistics

13 Months	Users	Sessions	Total Page Views	Home Page Views
May 2024	6955	16263	42245	11475
Apr 2024	9019	19656	51492	12991
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



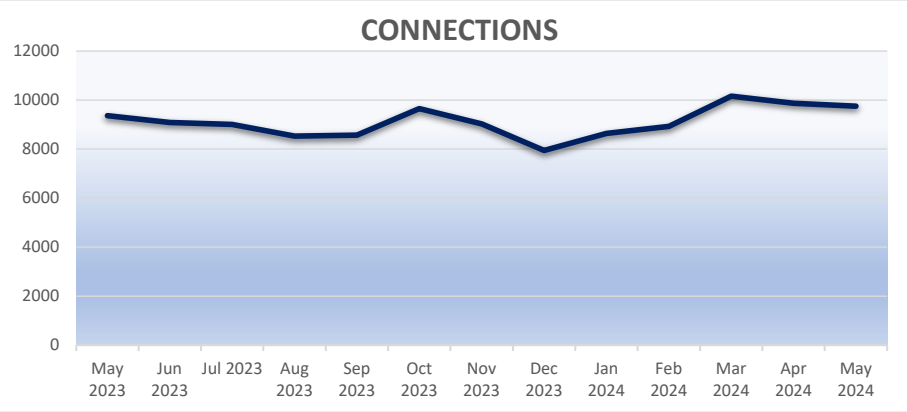
- ↓ -22.9%
- ↓ -8.1%
- ↓ -10.3%

Change in website users compared to last month
 Change in website users compared to last year
 Compared to the **average monthly users**::

7,752

WiFi Usage

13 Months	Wireless devices connected
May 2024	9747
Apr 2024	9872
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



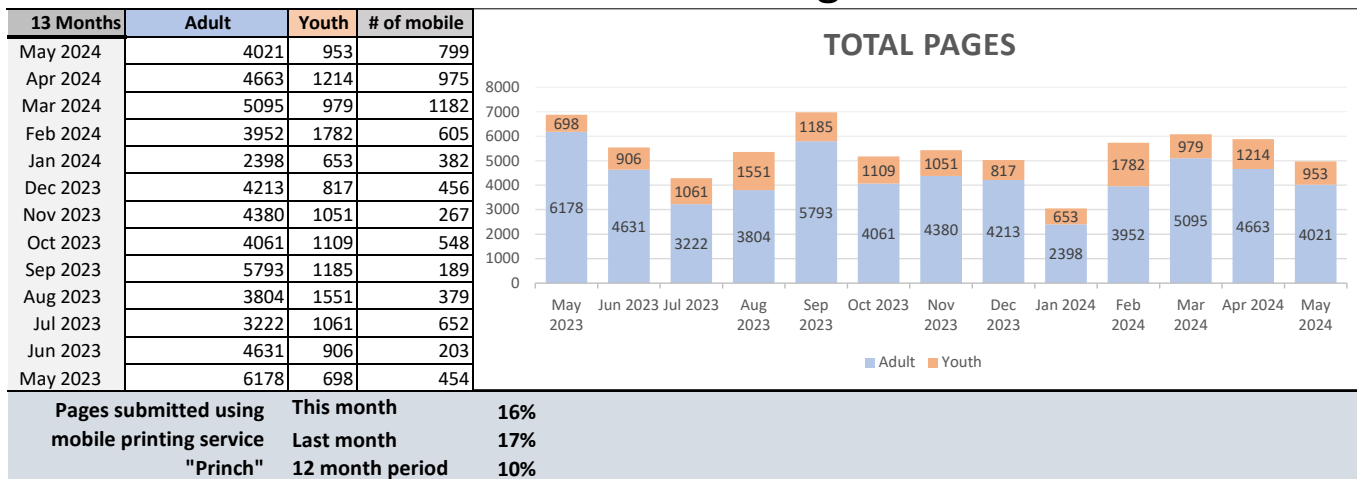
Multiple connections by a single device are counted as 1 per day

- ↓ -1.3%
- ↑ 4.1%
- ↑ 6.9%

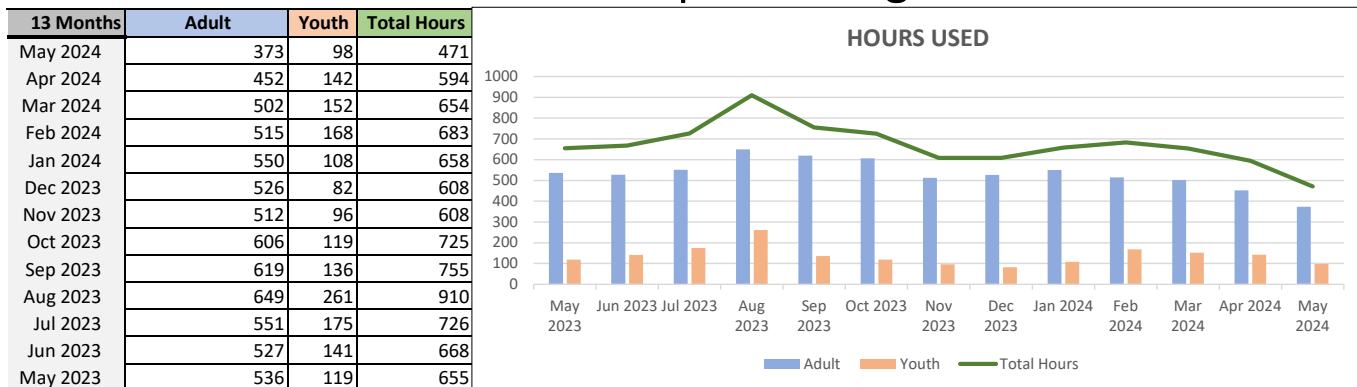
Change in wireless users compared to last month
 Change in wireless users compared to last year
 Compared to the **average monthly connections**::

9118

Public Printing



Public Computer Usage



- ↓ **-17.5%** **Adult Reference** Change compared to last month
- ↓ **-31.0%** **Youth Services**
- ↓ **-30.4%** **Adult Reference** Change compared to last year
- ↓ **-17.6%** **Youth Services**

Patron Services

	May 2024	Monthly average (past year)
One-on-One Tech Help Sessions	20	17
3D Models Printed	1	11
Posters Printed	7	13
Text-a-Librarian (conversations)	44	41