

BOARD MEETING – WEDNESDAY, OCTOBER 16, 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 Wednesday, October 16, 2024 in the Conference Room.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPTION OF THE AGENDA
4. DISPOSITION OF MINUTES
 1. Regular Meeting, Wednesday, September 18, 2024
5. FINANCIAL MATTERS
 1. Schedule of Bills
 2. Investments
 3. Financial Chairperson's Report
 4. Personnel Report
6. COMMUNICATIONS
 1. SCLS Minutes (emailed to Board Members)
7. REPORTS
 1. Director's Report
 2. Assistant Director's Report
 3. Building & Grounds Report
 4. YA Department Q3 Report
 5. Spanish Services/WOW Q3 Report
 6. Children's Department Q3 Report
8. OLD BUSINESS
 1. COVID Protocols
9. NEW BUSINESS
 1. Obsolete Equipment
 2. Task Chair Replacement
 3. Policy Review: Tutoring Policy
 4. Staffing Discussion
10. STATISTICAL REPORTS
 1. Statistics and Program Attendance
11. PERIOD OF PUBLIC EXPRESSION
12. ADJOURNMENT

BOARD MEETING MINUTES - WEDNESDAY, SEPTEMBER 18, 2024
SOUTH HUNTINGTON PUBLIC LIBRARY
145 PIDGEON HILL ROAD
HUNTINGTON STATION, NY 11746

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

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

STAFF: Mrs. Janet Scherer, Director
Mrs. Doreen Kilkenny, Business Manager
Mrs. Jamie Gholson, Recording Secretary
Mr. Howard Spiegelglass, Head of Adult Services

EXCUSED: Mr. Nick Tanzi, Assistant Director

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 Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the agenda as amended:

- Remove Executive Session
- Move Vega Presentation by Howard Spiegelglass before Disposition of Meeting Minutes

VEGA PRESENTATION: The board thanked Howard Spiegelglass for his presentation on the new Vega library catalog.

DISPOSITION OF MINUTES- JULY 15, 2024: Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the organizational and regular meeting of July 15, 2024.

DISPOSITION OF
MINUTES-

AUGUST 21, 2024:

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to accept the minutes of the regular meeting of August 21, 2024.

FINANCIAL MATTERS:

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

Motion by Mrs. Sullivan, seconded by Mrs. Ferrante, and carried unanimously to authorize payment of Warrant #6 Fund L in the amount of \$22,057.13; Warrant #8 Fund L in the amount of \$132,022.63; Warrant #8/01 PR Fund L in the amount of \$120,794.39; Warrant #8/15 PR Fund L in the amount of \$119,513.06; Warrant #8/29 PR Fund L in the amount of \$119,486.83.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #3 Fund TA in the amount of \$48,998.50; Warrant #4 Fund TA in the amount of \$43,496.90; Warrant #5 in the amount of \$41,848.32.

Motion by Mrs. Fox, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #1 Fund H in the amount of \$190,000.00.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to approve the American Express statement for August in the amount of \$3,823.46.

Motion by Mr. Horowitz, seconded by Mrs. Ferrante, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for July 20, 2024 – August 19, 2024 in the amount of \$3,639.53.

FINANCIAL CHAIRPERSON'S
REPORT

2023-2024:

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.

FINANCIAL CHAIRPERSON'S
REPORT

2024-2025:

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

COMMUNICATIONS:

The board acknowledged the SCLS minutes.

DIRECTOR'S REPORT:

Mrs. Scherer reported on the following:

- Passport services – Mrs. Scherer provided a chart showing passports completed by our Reference Staff from August 2023-July 2024 and a chart showing total passports completed since the inception of the passport program by year.
- Building Projects - Our HVAC project began on Wednesday, September 11. We anticipate the work to continue through October.
- Our EV Charging Station project will hopefully begin late fall; however, the paperwork is stalled at the state level due to their own internal backups.
- We will be holding our annual staff appreciation breakfast and anniversary celebration, courtesy of the Friends, on Wednesday, September 18th. Staff celebrating a milestone anniversary with the library are as follows:

-Five Years: Jamie Gholson, MJ Kummer, Anne Johnson

-Ten Years: Jen O'Connor

-Twenty-five Years: Sharon Layburn, Jose Recinos

We are so thankful for all they do for our community.

- Budget Process - Our 2025-2026 budget process has begun. I will be having a series of meetings with our department heads and hope to have a draft to the board by December.
- SHUFSD District Changes - There will be a special Board of Education informational session on Tuesday, October 1, 2024, at 7:30 p.m. in the Walt Whitman High School Performing Arts Center. At this presentation they will be discussing the potential realignment of our elementary grade buildings. Dr. D'Elia will review the current issues faced by the district and the potential solutions. This informational session is an opportunity to gain a comprehensive understanding of the potential changes. It is also a chance for you to ask questions and share your thoughts. If you are not able to attend in person, they will be live streaming the event to allow all community members to stay informed. The link will be located on the front page of their website, www.shufsd.org. Any changes, if made, will likely not take place until the 2026-2027 school year.
- As you know, last year the Suffolk County directors opted to meet with Legislators by zone instead of having a county wide breakfast. The meetings went well and we will be repeating the same format.
- Social Worker - The social worker, Gisella Mejia, will begin working here on Wednesday, September 11th. We are looking forward to having her and anticipate she will fill an important need in our community.
- State Aid - We received 90% of our 2024 Local Library Services Aid (LLSA).

ASSISTANT DIRECTOR'S
REPORT:

The board thanked Nick Tanzi for his submitted report:

- Nassau/Suffolk Library Tour - The Suffolk County Library Association (SCLA) and its Support Staff Division have begun a series of library tours. The first tour took place back in May at the Emma S. Clark Library, in Setauket. These tours are an opportunity for staff from other libraries to explore the staff and patron-facing portions of a facility, and to learn from each organization's challenges and successes. On August 29, South

Huntington hosted a small group of library professionals, including staff from the Suffolk Cooperative Library System. We held a roundtable, where everyone introduced themselves. I spoke briefly about our now 20-year-old facility, then took attendees around the library. Our colleagues were thoroughly impressed with the state of the building! There was particular interest in our outdoor spaces, theater, Technology Center, and YA/ Youth Services spaces. A number of attendees also asked for information on our study booths, as they are finding increasing demand for spaces to host video calls.

- Industrial Appraisal -The library completed its annual industrial appraisal. This year saw several additional assets added, including the new theater projector, Pillar Study Booths, and a replacement large format printer in our Programming Office. I have submitted our completed intake; the subsequent report that is generated will be passed on to the library's insurer.

**BUILDING & GROUNDS
REPORT:**

The board thanked Ray Capone for his monthly report.

**SUMMER CONCERT
REPORT:**

The board thanked Catherine Schmoller for her report.

**ALA 2024
CONFERENCE
REPORTS:**

The board thanked Michael Bartolomeo, Georgina Rivas-Martinez, Howard Spiegelglass, Jen Conlon, Ryann Riggs and Elizabeth Klein for their reports.

**NYLA
DEVELOPING LEADERS
CONFERENCE:**

The board thanked Jen O' Connor for her report.

**EMERGING
TECHNOLOGIES
Q2 REPORT:**

The board thanked Michael Bartolomeo for his report.

**SPANISH SERVICES/
WOW Q2 REPORT:**

The board thanked Georgina Rivas-Martinez for her report.

NETWORK PROJECTS

Q3 REPORT: The board thanked Scott Kalogris for his report.

NEW BUSINESS –

OBSOLETE

EQUIPMENT: Motion by Mr. Horowitz, seconded by Mrs. Fox and carried unanimously to authorize staff to discard obsolete equipment in accordance with library policy and best practice.

NEW BUSINESS –

NURSING EMPLOYEES

POLICY: Motion by Mrs. Sullivan, seconded by Mrs. Ferrante and carried unanimously to accept the “Nursing Employees’ Accommodation Policy” as presented.

ADJOURNMENT: Motion by Mr. Horowitz to adjourn the regular meeting at 8:23 p.m.

Respectfully submitted by,

Eleanora Ferrante, Board Secretary

FINANCIAL SCHEDULES

<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
10	9	L	19,560.84
12	11	L	163,541.34
16	9/12 PR	L	115,747.33
18	9/26 PR	L	121,759.36
20	6	TA	45,232.34
22	7	TA	46,945.63
24	AMEX		2,394.28
24	Amazon Capital Services		2,262.34
38	Investment Report		
39	Financial Chair Reports		
40	Personnel Actions		

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

October 16, 2024

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

I have reviewed the warrants through October 16, 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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #9 Fund L - September 2024 Schedule of Bills

Checks #10026

Total warrant: \$19,560.84

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stuart Horowitz _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 9: CD - UTILITIES - 9/2024 For Dates 9/1/2024 - 9/30/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
60260	09/06/2024	690	NATIONAL GRID		132.72 ✓
60261	09/06/2024	2400	NATIONAL GRID (SVC & GENR)		60.23 ✓
60262	09/06/2024	2555	OPTIMUM		44.22 ✓
60263	09/06/2024	20	PSEGLI		18,203.91 ✓
60343	09/27/2024	690	NATIONAL GRID		199.15 ✓
60344	09/27/2024	2400	NATIONAL GRID (SVC & GENR)		73.97 ✓
60345	09/27/2024	15	VERIZON		835.29 ✓
60346	09/27/2024	1419	VERIZON SELECT SERVICES		11.35 ✓

Number of Transactions: 8

Warrant Total: 19,560.84

Vendor Portion: 19,560.84

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 \$ 19,560.84. 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.

8/8/24
Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 19,560.84. 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.

9/27/24
Date

Library Director

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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #11 Fund L - October 16, 2024 Schedule of Bills

Checks #60347 - 60429

Voided Checks# 60309, 60312

Total warrant: \$163,541.34

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stuart Horowitz _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For L - 11: CD - GENERAL - 10/2024 For Dates 10/16/2024 - 10/16/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
60309	10/16/2024	1332	**VOID** LONG ISLAND CHESS NUTS	240098	-120.00
60312	10/16/2024	3154	**VOID** MARIAS MEXICAN COOKING, LLC	240122	-400.00
60347	10/16/2024	2848	A SHRED AWAY INC.	240181	700.00
60348	10/16/2024	2152	AERUS ELECTROLUX -		84.98
60349	10/16/2024	2396	AMAZON		2,262.34
60350	10/16/2024	720	AMERICAN EXPRESS		2,394.28
60351	10/16/2024	23	BAKER & TAYLOR		8,354.68
60352	10/16/2024	2520	KATHRYN BARI-PETRITIS	240176	375.00
60353	10/16/2024	1866	BENEDETTO BROS. LANDSCAPING		350.00
60354	10/16/2024	1832	AUGUSTA BERNER	240184	1,000.00
60355	10/16/2024	1305	BLACKSTONE PUBLISHING.		457.50
60356	10/16/2024	1189	BRODART CO.		559.50
60357	10/16/2024	2341	BROOKLYN BOTANIC GARDEN	240200	150.00
60358	10/16/2024	31	BULL TERRIER NEWS DELIVERY SVC		309.07
60359	10/16/2024	2358	CCE SUFFOLK	240157	250.00
60360	10/16/2024	3069	AROOJ CHAUDHRY	240178	250.00
60361	10/16/2024	2633	CONNECTION, INC		1,970.25
60362	10/16/2024	1548	COUNTY LINE HARDWARE		105.29
60363	10/16/2024	794	PHILIP DE DORA	240000	410.00
60364	10/16/2024	1665	EDMER SANITARY SUPPLY		859.45
60365	10/16/2024	2022	EnvisionWare, Inc.		5,612.67
60366	10/16/2024	1777	ELIZABETH ESPOSITO		96.56
60367	10/16/2024	3206	ALAN ETTINGER	240196	600.00
60368	10/16/2024	3185	FANNY CAKES	240186	375.00
60369	10/16/2024	10	FINANCE MANAGER	240006	2,951.00
60370	10/16/2024	923	FIRST UNUM LIFE INSURANCE CO.		759.71
60371	10/16/2024	3130	SUSAN J. FISHBEIN	240187	600.00
60372	10/16/2024	2351	FRANK BENEDETTO JR.		195.00
60373	10/16/2024	3203	FREE TO BE YOGA INC.	240183	225.00
60374	10/16/2024	458	FRIENDS OF THE LIBRARY		229.00
60375	10/16/2024	362	FUN EXPRESS, LLC	240145	30.44
60376	10/16/2024	3183	ANNEMARIE GALLIPOLI	240188	165.00
60377	10/16/2024	3094	GEOVANNY & SONS	240002	3,925.00
60378	10/16/2024	2490	KATHLEEN GIERALTOWSKI		71.25
60379	10/16/2024	225	GRAINGER, INC.		962.16
60380	10/16/2024	1683	INDUSTRIAL APPRAISAL COMPANY		370.00
60381	10/16/2024	2504	INGRAM LIBRARY SERVICES LLC		454.12
60382	10/16/2024	2504	INGRAM LIBRARY SERVICES LLC		258.25
60383	10/16/2024	3053	JIN, ELIZABETH	240193	350.00
60384	10/16/2024	2717	KANOPY LLC		403.00
60385	10/16/2024	2994	ERIN LAVERY		48.35
60386	10/16/2024	2776	LIBRARY MARKET		2,875.00
60387	10/16/2024	133	LILRC		350.00
60388	10/16/2024	1568	LONG ISLAND WASTE SERVICES		212.00
60389	10/16/2024	3052	MAKIN, GEETU	240139	390.00
60390	10/16/2024	27	MIDWEST TAPE		2,236.23

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 11: CD - GENERAL - 10/2024 For Dates 10/16/2024 - 10/16/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
60391	10/16/2024	2517	MIDWEST TAPE		1,181.46 ✓
60392	10/16/2024	2883	MOBILE BEACON	240120	2,520.00 ✓
60393	10/16/2024	2943	NICHE ACADEMY		2,100.00 ✓
60394	10/16/2024	1814	PATRICIA NOVAK	240191	125.00 ✓
60395	10/16/2024	127	NYS EMPLOYEES HEALTH INSURANCE		47,983.62 ✓
60396	10/16/2024	96	NYSIF		1,384.65 ✓
60397	10/16/2024	1201	OCLC		586.29 ✓
60398	10/16/2024	2935	ORGANIZE ME! OF NY, LLC	240177	325.00 ✓
60399	10/16/2024	1731	PITNEY BOWES BANK INC PURCHASE POWER		257.97 ✓
60400	10/16/2024	1724	PITNEY BOWES GLOBAL FIN'L SERV		126.00 ✓
60401	10/16/2024	3207	LAURA PLATT	240197	350.00 ✓
60402	10/16/2024	12	POSTMASTER - BULK PERMIT 39		1,800.00 ✓
60403	10/16/2024	3111	RESCUE 1 CPR	240189	1,275.00 ✓
60404	10/16/2024	2558	GEORGINA RIVAS-MARTINEZ		86.14 ✓
60405	10/16/2024	586	ROBERT A. JOHNSON, CPA P.C.	240001	1,000.00 ✓
60406	10/16/2024	2982	REGINA R. RUSSO	240185	975.00 ✓
60407	10/16/2024	284	RYDER PIANO TUNING		325.00 ✓
60408	10/16/2024	2666	S & S WORLDWIDE INC		33.99 ✓
60409	10/16/2024	3056	SCHOENHOFEN, KAREN	240156	120.00 ✓
60410	10/16/2024	3079	BONNIE SCHWARTZ	240192	350.00 ✓
60411	10/16/2024	51	SCLS		23,672.11 ✓
60412	10/16/2024	2238	ROBERT SCOTT	240190	299.00 ✓
60413	10/16/2024	3140	SECURITAS SECURITY SERVICES USA, INC.		9,464.00 ✓
60414	10/16/2024	11	SHPL - PETTY CASH		112.97 ✓
60415	10/16/2024	2416	STANDARD SECURITY LIFE INS. CO		581.70 ✓
60416	10/16/2024	3167	STAPLES ADVANTAGE		143.10 ✓
60417	10/16/2024	2106	STERLING NORTH AMERICA INC.		8,422.00 ✓
60418	10/16/2024	2029	SWINGTIME BIG BAND	240194	2,500.00 ✓
60419	10/16/2024	3103	THE CHILD'S WORLD	240147	734.40 ✓
60420	10/16/2024	2522	THE FRICK COLLECTION	240215	200.00 ✓
60421	10/16/2024	1525	THE WHALING MUSEUM	240180	100.00 ✓
60422	10/16/2024	2940	THERESA'S PROGRAMS LLC	*See Detail Report	650.00 ✓
60423	10/16/2024	1162	UNIQUE MANAGEMENT SVCES.		7.95 ✓
60424	10/16/2024	2415	UPS		9.92 ✓
60425	10/16/2024	2232	W.B. MASON CO INC		46.99 ✓
60426	10/16/2024	3144	ZHU WANG	240179	1,000.00 ✓
60427	10/16/2024	3151	WELLNESS MATTERS MSM LLC	240182	200.00 ✓
60428	10/16/2024	1564	WERNER'S PLUMBING & HEATING		6,425.00 ✓
60429	10/16/2024	3164	CHERYL WESTERFELD	240134	1,000.00 ✓

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For L - 11: CD - GENERAL - 10/2024 For Dates 10/16/2024 - 10/16/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 85				Warrant Total:	163,541.34
				Vendor Portion:	163,541.34

*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, 31 in number, in the total amount of \$ 163,541.34. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

10/8/24 _____
Date Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 163,541.34. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

10/7/24 _____
Date Library Director

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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: September 12, 2024

Gross Total: \$115,747.33

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stu Horowitz _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	115,747.33	
Non Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	105,408.43	
FICA Withholding - Employee *	6,535.29	
FICA Withholding - Employer *	6,535.29	
Medicare Wages	105,408.43	
Medicare Withholding - Employee *	1,528.44	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,528.44	
Federal Wages	99,681.33	
Federal Withholding *	9,813.56	
State Wages	101,220.14	
State Withholding **	4,509.34	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,443.08	Pre-Tax
Flexible Spending	10,338.90	Pre-Tax
Retirement	1,538.81	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	487.02	
Net Pay	76,552.89	

Payment Distribution Methods

Normal Distributed Amount	3,598.50
Direct Deposit Amount	72,954.39
Direct Deposit Entries	60

Tax Deposit Information

Federal Tax Deposit *	25,941.02
State Tax Deposit **	4,509.34
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	67
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	4

Employee Types On This Journal

Employee Count	63
Active Payroll Employees	63
Inactive Payroll Employees	0

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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Payroll date: September 26, 2024

Gross Total: \$121,759.36

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stu Horowitz _____
Financial Chairperson



Payroll Transaction Totals

Gross Wages	121,759.36	
Non Cash Earnings	0.00	
Reimbursed Expenses	0.00	
FICA Wages	118,900.81	
FICA Withholding - Employee *	7,371.82	
FICA Withholding - Employer *	7,371.82	
Medicare Wages	118,900.81	
Medicare Withholding - Employee *	1,724.07	
Excess Medicare Wages	0.00	
Excess Medicare Withholdings	0.00	
Medicare Withholding - Employer *	1,724.07	
Federal Wages	112,894.98	
Federal Withholding *	11,806.78	
State Wages	114,509.85	
State Withholding **	5,263.91	
City Wages	0.00	
City Withholding ***	0.00	
Annuities	4,659.39	Pre-Tax
Flexible Spending	2,858.55	Pre-Tax
Retirement	1,614.87	Pre-Tax
Roth 403(b) Annuity	0.00	
Roth 457(b) Annuity	0.00	
All Other Deductions	524.52	
Net Pay	85,935.45	

Payment Distribution Methods

Normal Distributed Amount	4,889.51
Direct Deposit Amount	81,045.94
Direct Deposit Entries	59

Tax Deposit Information

Federal Tax Deposit *	29,998.56
State Tax Deposit **	5,263.91
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

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

Employee Types On This Journal

Employee Count	63
Active Payroll Employees	63
Inactive Payroll Employees	0

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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #6 Fund TA - September 12, 2024 Schedule of Bills

Check #7866 - 7867

Wires #994396 - 994399

Total warrant: \$45,232.34

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stuart Horowitz _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



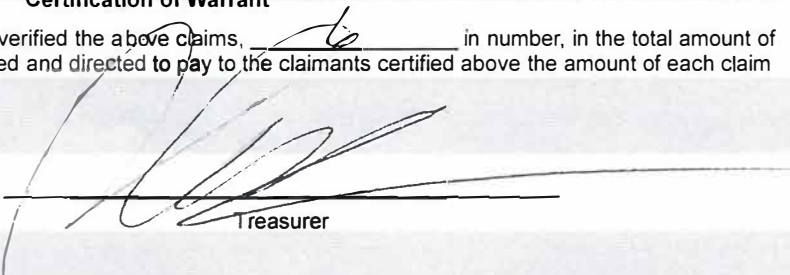
Check Warrant Report For TA - 6: CD - Trust & Agency #6294 9/12/2024 For Dates 9/1/2024 - 9/30/2024

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7866	09/12/2024	127	NYS EMPLOYEES HEALTH INSURANCE		10,288.90
7867	09/12/2024	242	SHPL - GENERAL FUND		50.00
994396	09/12/2024	198	NEWPORT TRUST CO. FBO #22258#		1,716.08
994397	09/12/2024	371	NYS INCOME TAX		4,509.34
994398	09/12/2024	909	INTERNAL REVENUE SERVICE		25,941.02
994399	09/12/2024	1345	NEW YORK STATE DEFERRED COMP		2,727.00
Number of Transactions: 6				Warrant Total:	45,232.34
				Vendor Portion:	45,232.34

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 45,232.34. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

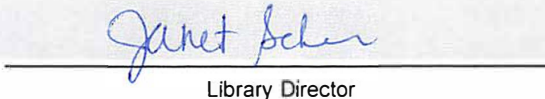
10/8/24
Date


Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 45,232.34. 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.

9/17/24
Date


Library Director

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

October 16, 2024

FROM: Board of Trustees

RE: Authorization - Payment of checks

Warrant #7 Fund TA - September 26, 2024 Schedule of Bills

Check #7868 - 7870

Wires #994400 - 994405

Total warrant: \$46,945.63

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

Pat Dillon _____
President, Board of trustees

Stella Fox _____
Vice President, Board of trustees

Stuart Horowitz _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For TA - 7: CD - Trust & Agency 9/26/24 #6295 For Dates 9/1/2024 - 9/30/2024



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7868	09/26/2024	1267	AMERIFLEX, LLC.		1,001.67 ✓
7869	09/26/2024	3116	METLIFE SMALL BUSINESS CENTER		1,806.88 ✓
7870	09/26/2024	242	SHPL - GENERAL FUND		50.00 ✓
994400	09/23/2024	198	NEWPORT TRUST CO. FBO #22258#		1,742.67 ✓
994401	09/23/2024	202	NYS & LOCAL RETIREMENT SYSTEM		4,127.72 ✓
994402	09/23/2024	371	NYS INCOME TAX		5,263.91 ✓
994403	09/23/2024	909	INTERNAL REVENUE SERVICE		29,998.56 ✓
994404	09/23/2024	1345	NEW YORK STATE DEFERRED COMP		2,916.72 ✓
994405	09/23/2024	1934	AFLAC		37.50 ✓

Number of Transactions: 9

Warrant Total: 46,945.63

Vendor Portion: 46,945.63

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 9 in number, in the total amount of \$ 46,945.63. 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.

8/2/24
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 \$ 46,945.63. 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.

9/24/24
Date

[Signature]
Library Director

		SOUTH HUNTINGTON LIBRARY	
Cash Receipt Schedule Report For L - 3: CR - DAILY FINES - 09/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	1,487.23	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	64.98
L 2082.4	COPY MACHINES	0.00	235.00
L 2082.42	PRINT VEND MACHINES	0.00	455.40
L 2082.52	IWIN - DVDs	0.00	4.00
L 2082.7	LAPTOP FINES	0.00	25.45
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	93.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	14.40
L 2770.8	MISC. INCOME - PASSPORTS	0.00	595.00
	Fund L Totals:	1,487.23	1,487.23
		SOUTH HUNTINGTON LIBRARY	
Cash Receipt Schedule Report For L - 4: CR - GENERAL - 09/2024			
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	4,874.19	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	1,051.70	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	123.10	0.00
L 211	MM - FLUSHING BANK	12,084.00	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	241.02
L 2082.42	PRINT VEND MACHINES	0.00	146.60
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	1,051.70
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	601.77
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	0.00	123.10
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	12,084.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	1.90
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	20.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	280.00
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	0.00	544.25
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	0.00	25.00
L 7430.440	MISC. EXPENSES	0.00	485.65
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	0.00	2,428.00
L 9000.906-0	HEALTH INSURANCE	0.00	100.00
	Fund L Totals:	18,132.99	18,132.99

SOUTH HUNTINGTON PUBLIC LIBRARY
REVENUE BUDGET STATUS
PERIOD COVERED: July 1, 2023 -September 30, 2024

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 3 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (UNFAVORABLE) \$	%	
REAL PROPERTY TAXES	\$6,252,114.00	1,563,028.50	1,563,028.50	0.00	0.00	4,689,085.50
BOOK FINES	\$0.00	0.00	0.00	0.00	#DIV/0!	0.00
LOST LIBRARY MATERIALS	\$2,500.00	897.16	625.00	272.16	43.55	1,602.84
COPY MACHINES	\$3,000.00	645.10	750.00	(104.90)	-13.99	2,354.90
PRINT VEND MACHINES	\$9,000.00	1,668.25	2,250.00	(581.75)	-25.86	7,331.75
DVD FINES	\$0.00	0.00	0.00	0.00	#DIV/0!	0.00
IWIN - DVDs	\$0.00	119.00	0.00	119.00	#DIV/0!	(119.00)
COMPUTER PAPER/DISCS	\$1,000.00	24.85	250.00	(225.15)	-90.06	975.15
LAPTOP FINES	0.00	25.45	0.00	25.45	-25.45	(25.45)
LATE FINES - MUSEUM PASSES	\$0.00	20.00	0.00	20.00	#DIV/0!	(20.00)
INTEREST - MM- VALLEY NAT'L BANK	\$9,000.00	2,876.25	2,250.00	626.25	27.83	6,123.75
INTEREST - CKING - VALLEY NAT'L BANK	\$5,000.00	1,939.37	1,250.00	689.37	55.15	3,060.63
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$1,000.00	448.76	250.00	198.76	79.50	551.24
INTEREST - MM FLUSHING BANK	\$60,000.00	33,349.67	15,000.00	18,349.67	122.33	26,650.33
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	231.00	0.00	231.00	#DIV/0!	(231.00)
MISC. INCOME - EAR BUD SALES	\$0.00	0.00	0.00	0.00	#DIV/0!	0.00
MISC. INCOME - FAX CHARGES	\$0.00	50.05	0.00	50.05	#DIV/0!	(50.05)
MISC. INCOME - HOTSPOT FINES	\$0.00	20.00	0.00	20.00	#DIV/0!	(20.00)
MISC. INCOME	\$2,000.00	300.00	500.00	(200.00)	-40.00	1,700.00
MISC. INCOME - PASSPORTS	\$13,000.00	2,835.00	3,250.00	(415.00)	-12.77	10,165.00
STATE INCENTIVE AID	\$20,000.00	10,929.00	5,000.00	5,929.00	118.58	9,071.00
APPROPRIATED FUND BALANCE	\$175,000.00	0.00	43,750.00	(43,750.00)	-100.00	175,000.00
TOTALS	\$6,552,614.00	1,619,407.41	1,638,153.50	(18,746.09)	-1.14	4,933,206.59

SOUTH HUNTINGTON LIBRARY



Revenue Status Report By Function From 7/1/2024 To 9/30/2024

Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
L 1001	REAL PROPERTY TAXES	6,252,114.00	0.00	6,252,114.00	1,563,028.50	4,689,085.50
L 2082.2	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	897.16	1,602.84
L 2082.4	COPY MACHINES	3,000.00	0.00	3,000.00	645.10	2,354.90
L 2082.42	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	1,668.25	7,331.75
L 2082.52	IWIN - DVDs	0.00	0.00	0.00	119.00	-119.00
L 2082.6	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	24.85	975.15
L 2082.7	LAPTOP FINES	0.00	0.00	0.00	25.45	-25.45
L 2082.9	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	20.00	-20.00
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	9,000.00	0.00	9,000.00	2,876.25	6,123.75
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	5,000.00	0.00	5,000.00	1,939.37	3,060.63
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	1,000.00	0.00	1,000.00	448.76	551.24
L 2401.211	INTEREST - MM FLUSHING BANK	60,000.00	0.00	60,000.00	33,349.67	26,650.33
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	231.00	-231.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	0.00	0.00	50.05	-50.05
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	20.00	-20.00
L 2770.6	MISC. INCOME	2,000.00	0.00	2,000.00	300.00	1,700.00
L 2770.8	MISC. INCOME - PASSPORTS	13,000.00	0.00	13,000.00	2,835.00	10,165.00
L 3840	STATE INCENTIVE AID	20,000.00	0.00	20,000.00	10,929.00	9,071.00
L 3841	APPROPRIATED FUND BALANCE	175,000.00	0.00	175,000.00	0.00	175,000.00
L Totals:		6,552,614.00	0.00	6,552,614.00	1,619,407.41	4,933,206.59
Grand Totals:		6,552,614.00	0.00	6,552,614.00	1,619,407.41	4,933,206.59

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2024 -September 30, 2024

10/2/2024 10:38 AM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 3 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
SALARIES-PROF. FT & PT	\$1,993,395.60	531,994.46		531,994.46	536,683.43	4,688.97	0.87	\$1,461,401.14
SALARIES-PROF. FT	\$1,546,095.24	415,870.89	0.00	415,870.89	416,256.41	385.52	0.09	\$1,130,224.35
SALARIES - PROF. PT	\$447,300.36	116,123.57	0.00	116,123.57	120,427.02	4,303.45	3.57	\$331,176.79
SALARIES-CLERICAL FT & PT	\$697,459.42	185,723.29		185,723.29	187,777.54	2,054.25	1.09	\$511,736.13
SALARIES-CLERICAL FT	\$497,224.09	132,824.14	0.00	132,824.14	133,868.02	1,043.88	0.78	\$364,399.95
SALARIES-CLERICAL PT	\$200,235.33	52,899.15	0.00	52,899.15	53,909.51	1,010.36	1.87	\$147,336.18
SALARIES-PAGE	\$99,886.34	23,873.09	0.00	23,873.09	26,892.48	3,019.39	11.23	\$76,013.25
SALARIES-CUSTODIAL FT & PT	\$334,281.61	91,475.67		91,475.67	89,998.90	(1,476.78)	(1.64)	\$242,805.94
SALARIES-CUSTODIAL FT	\$281,123.93	76,372.88	0.00	76,372.88	75,687.21	(685.67)	(0.91)	\$204,751.05
SALARIES-CUSTODIAL PT	\$53,157.68	15,102.79	0.00	15,102.79	14,311.68	(791.11)	(5.53)	\$38,054.89
SALARIES-SUNDAY-PROF.	\$61,408.02	3,340.58	0.00	3,340.58	4,979.03	1,638.45	32.91	\$58,067.44
SALARIES-SUNDAY-CLERICAL	\$28,142.82	986.64	0.00	986.64	2,281.85	1,295.21	56.76	\$27,156.18
SALARIES-SUNDAY-PAGE	\$9,984.00	464.00	0.00	464.00	809.51	345.51	42.68	\$9,520.00
SALARIES-SUNDAY-CUSTODIAL	\$38,089.19	1,432.70	0.00	1,432.70	3,088.31	1,655.61	53.61	\$36,656.49
TEMPORARY SUMMER HELP	\$13,120.00	10,828.85	0.00	10,828.85	18,368.00	7,539.15	41.05	\$2,291.15
	\$3,275,767.00	\$850,119.28	\$0.00	\$850,119.28	\$870,879.04	\$20,759.76	238.12	\$2,425,647.72
ADULT BOOKS	\$100,000.00	12,473.52	0.00	12,473.52	25,000.00	12,526.48	50.11	\$87,526.48
CHILDRENS BOOKS	\$75,000.00	8,477.61	734.40	9,212.01	18,750.00	9,537.99	50.87	\$65,787.99
YOUNG ADULT BOOKS	\$10,000.00	1,030.87	0.00	1,030.87	2,500.00	1,469.13	58.77	\$8,969.13
REFERENCE - ELECTRONIC	\$50,000.00	3,308.00	0.00	3,308.00	12,500.00	9,192.00	73.54	\$46,692.00
AUDIO BOOKS - ADULT	\$1,000.00	34.99	0.00	34.99	250.00	215.01	86.00	\$965.01
AUDIO BOOKS - CHILDREN	\$2,000.00	0.00	0.00	0.00	500.00	500.00	100.00	\$2,000.00
DIGITAL SUBSCRIPTIONS	\$220,500.00	80,290.60	2,520.00	82,810.60	55,125.00	(27,685.60)	(50.22)	\$137,689.40
MUSEUM PASSES	\$22,000.00	1,995.00	0.00	1,995.00	5,500.00	3,505.00	63.73	\$20,005.00
DVD - ADULT	\$18,000.00	3,979.36	0.00	3,979.36	4,500.00	520.64	11.57	\$14,020.64
DVD - CHILDREN	\$5,000.00	691.92	0.00	691.92	1,250.00	558.08	44.65	\$4,308.08
MUSIC CD'S - ADULT	\$2,000.00	539.62	0.00	539.62	500.00	(39.62)	(7.92)	\$1,460.38
MUSIC CD'S - CHILDREN	\$500.00	10.49	0.00	10.49	125.00	114.51	91.61	\$489.51
PERIODICALS - ADULTS	\$10,500.00	763.44	0.00	763.44	2,625.00	1,861.56	70.92	\$9,736.56
PERIODICALS - CHILDREN	\$1,000.00	0.00	0.00	0.00	250.00	250.00	100.00	\$1,000.00
PERIODICALS - YA	\$400.00	0.00	0.00	0.00	100.00	100.00	100.00	\$400.00
PERIODICALS - NEWSPAPERS	\$4,600.00	1,287.98	0.00	1,287.98	1,150.00	(137.98)	(12.00)	\$3,312.02
COMPUTER SOFTWARE-CIRC.-ADULTS	\$2,500.00	0.00	0.00	0.00	625.00	625.00	100.00	\$2,500.00
COMPUTER SOFTWARE-CIRC.-CHILDREN	\$4,000.00	797.49	0.00	797.49	1,000.00	202.51	20.25	\$3,202.51
MATERIALS PROCESSING	\$20,000.00	3,915.86	0.00	3,915.86	5,000.00	1,084.14	21.68	\$16,084.14
COMPUTER SOFTWARE - NON-CIRC.	\$55,000.00	3,442.44	2,951.00	6,393.44	13,750.00	7,356.56	53.50	\$48,606.56
	\$604,000.00	123,039.19	6,205.40	129,244.59	151,000.00	21,755.41	14.41	\$474,755.41
EQUIPMENT	\$54,000.00	9,989.77	4,297.92	14,287.69	13,500.00	(787.69)	(5.83)	\$39,712.31
EQUIPMENT - LIBRARY OF THINGS	\$1,000.00	0.00	0.00	0.00	250.00	250.00	100.00	\$1,000.00
EQUIPMENT MAINTENANCE	\$10,000.00	940.00	3,103.73	4,043.73	2,500.00	(1,543.73)	(61.75)	\$5,956.27

SOUTH HUNTINGTON PUBLIC LIBRARY
ACTUAL BUDGET EXPENDITURES / ESTIMATE
PERIOD COVERED: July 1, 2024 -September 30, 2024

10/2/2024 10:38 AM

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 3 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
FURNITURE & FIXTURES	\$30,000.00	0.00	12,510.96	12,510.96	7,500.00	(5,010.96)	(66.81)	\$17,489.04
SUPPLIES - OFFICE	\$30,000.00	2,991.72	624.00	3,615.72	7,500.00	3,884.28	51.79	\$26,384.28
SUPPLIES - LIBRARY	\$30,000.00	5,642.15	0.00	5,642.15	7,500.00	1,857.85	24.77	\$24,357.85
TELECOMMUNICATIONS	\$40,000.00	20,684.95	0.00	20,684.95	10,000.00	(10,684.95)	(106.85)	\$19,315.05
SCLS SERVICES / CIRCULATION CONTR	\$95,000.00	7,133.62	0.00	7,133.62	23,750.00	16,616.38	69.96	\$87,866.38
POSTAGE	\$30,000.00	1,216.76	9.92	1,226.68	7,500.00	6,273.32	83.64	\$28,773.32
PUBLICITY-PRINTING/NEWSLETTER	\$110,000.00	9,417.18	0.00	9,417.18	27,500.00	18,082.82	65.76	\$100,582.82
CONTINUING ED/MILEAGE REIMB/STAFF	\$30,000.00	21,976.36	0.00	21,976.36	7,500.00	(14,476.36)	(193.02)	\$8,023.64
CONTINUING ED/MILEAGE REIMB/BOA	\$5,000.00	3,396.71	0.00	3,396.71	1,250.00	(2,146.71)	(171.74)	\$1,603.29
LIBRARY VEHICLE	\$1,000.00	90.00	0.00	90.00	250.00	160.00	64.00	\$910.00
PROFESSIONAL FEES - AUDITOR	\$15,000.00	750.00	4,000.00	4,750.00	3,750.00	(1,000.00)	(26.67)	\$10,250.00
PROFESSIONAL FEES - LEGAL	\$12,000.00	442.00	0.00	442.00	3,000.00	2,558.00	85.27	\$11,558.00
PROFESSIONAL FEES - TREASURER	\$7,000.00	1,230.00	3,690.00	4,920.00	1,750.00	(3,170.00)	(181.14)	\$2,080.00
PROF. FEES- ART & MUSIC	\$9,500.00	0.00	3,350.00	3,350.00	2,375.00	(975.00)	(41.05)	\$6,150.00
PROF. FEES - MISC. CONSULTANTS	\$3,000.00	0.00	0.00	0.00	750.00	750.00	100.00	\$3,000.00
PROFESSIONAL FEES - SECURITY SERV	\$140,000.00	21,185.65	0.00	21,185.65	35,000.00	13,814.35	39.47	\$118,814.35
MEMBERSHIP DUES	\$6,000.00	955.00	0.00	955.00	1,500.00	545.00	36.33	\$5,045.00
OFFICE EQUIPMENT - COPIER RENTAL	\$5,000.00	659.93	3,662.80	4,322.73	1,250.00	(3,072.73)	(245.82)	\$677.27
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,000.00	2,974.65	0.00	2,974.65	2,500.00	(474.65)	(18.99)	\$7,025.35
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$250.00	0.00	0.00	0.00	62.50	62.50	100.00	\$250.00
MISC. EXPENSES	\$1,000.00	343.58	0.00	343.58	250.00	(93.58)	(37.43)	\$656.42
COST OF VOTE	\$3,000.00	0.00	0.00	0.00	750.00	750.00	100.00	\$3,000.00
COMMUNITY ACTIVITIES-ADULT PROGR,	\$68,000.00	14,479.72	1,780.00	16,259.72	17,000.00	740.28	4.35	\$51,740.28
COMMUNITY ACTIVITIES-CHILDRENS PR	\$75,000.00	16,294.13	6,756.44	23,050.57	18,750.00	(4,300.57)	(22.94)	\$51,949.43
COMMUNITY ACTIVITIES - CHILDRENS - REA	\$1,000.00	0.00	0.00	0.00	250.00	250.00	100.00	\$1,000.00
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$3,500.00	18.22	725.00	743.22	875.00	131.78	15.06	\$2,756.78
COMMUNITY ACTIVITIES-YA PROGRAMS	\$15,000.00	4,404.34	2,315.00	6,719.34	3,750.00	(2,969.34)	(79.18)	\$8,280.66
COMMUNITY ACTIVITIES-OUTREACH PR	\$5,000.00	976.47	776.69	1,753.16	1,250.00	(503.16)	(40.25)	\$3,246.84
COMMUNITY ACTIVITIES - MUSIC/RECIT/	\$8,500.00	0.00	0.00	0.00	2,125.00	2,125.00	100.00	\$8,500.00
CREDIT MERCHANT FEES	\$4,000.00	839.95	0.00	839.95	1,000.00	160.05	16.01	\$3,160.05
	\$857,750.00	149,032.86	47,602.46	196,635.32	214,437.50	17,802.18	8.30	\$661,114.68
UTILITIES - ELECTRIC	\$145,000.00	59,551.53	0.00	59,551.53	36,250.00	(23,301.53)	(64.28)	\$85,448.47
UTILITIES - WATER	\$5,000.00	1,057.18	0.00	1,057.18	1,250.00	192.82	15.43	\$3,942.82
UTILITIES - GAS	\$20,000.00	739.59	0.00	739.59	5,000.00	4,260.41	85.21	\$19,260.41
CUSTODIAL SUPPLIES	\$15,000.00	1,896.41	0.00	1,896.41	3,750.00	1,853.59	49.43	\$13,103.59
BUILDING EQUIPMENT & REPAIR	\$8,000.00	902.06	0.00	902.06	2,000.00	1,097.94	54.90	\$7,097.94
BUILDING MAINTENANCE & REPAIR	\$45,000.00	728.81	5,760.70	6,489.51	11,250.00	4,760.49	42.32	\$38,510.49
BUILDING SERVICE CONTRACTS	\$40,000.00	17,022.48	19,800.00	36,822.48	10,000.00	(26,822.48)	(268.22)	\$3,177.52
INSURANCE	\$58,000.00	14,267.11	0.00	14,267.11	14,500.00	232.89	1.61	\$43,732.89
GROUNDS MAINTENANCE	\$30,000.00	1,177.23	0.00	1,177.23	7,500.00	6,322.77	84.30	\$28,822.77
	\$366,000.00	97,342.40	25,560.70	122,903.10	91,500.00	(31,403.10)	(34.32)	\$243,096.90

SOUTH HUNTINGTON PUBLIC LIBRARY
 ACTUAL BUDGET EXPENDITURES / ESTIMATE
 PERIOD COVERED: July 1, 2024 -September 30, 2024

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 3 MONTHS	VARIANCE		AVAILABLE
						FAVORABLE (UNFAVORABLE)		
						\$	%	
NYS RETIREMENT SYSTEM	\$420,000.00	0.00	0.00	0.00	105,000.00	105,000.00	100.00	\$420,000.00
FICA EXPENSE	\$250,597.00	52,138.48	0.00	52,138.48	67,468.42	15,329.94	22.72	\$198,458.52
WORKERS' COMPENSATION	\$25,000.00	0.00	0.00	0.00	6,250.00	6,250.00	100.00	\$25,000.00
DISABILITY INSURANCE	\$4,000.00	0.00	0.00	0.00	1,000.00	1,000.00	100.00	\$4,000.00
LONG-TERM DISABILITY INS.	\$8,500.00	2,279.13	0.00	2,279.13	2,125.00	(154.13)	(7.25)	\$6,220.87
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	250.00	250.00	100.00	\$1,000.00
HEALTH INSURANCE	\$685,000.00	157,340.38	0.00	157,340.38	171,250.00	13,909.62	8.12	\$527,659.62
MEDICARE REIMBURSEMENT	\$55,000.00	0.00	0.00	0.00	13,750.00	13,750.00	100.00	\$55,000.00
	\$1,449,097.00	211,757.99	0.00	211,757.99	367,093.42	155,335.43	42.31	\$1,237,339.01
TOTAL	6,552,614.00	1,431,291.72	79,368.56	1,510,660.28	1,694,909.97	184,249.69	10.87	\$5,041,953.72

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2024 To 9/30/2024

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7410.141-01	SALARIES-PROF. FT	1,546,095.24	0.00	1,546,095.24	415,870.89	0.00	1,130,224.35
L 7410.141-01-P	SALARIES - PROF. PT	447,300.36	0.00	447,300.36	116,123.57	0.00	331,176.79
L 7410.142-02	SALARIES-CLERICAL FT	497,224.09	0.00	497,224.09	132,824.14	0.00	364,399.95
L 7410.142-02-P	SALARIES-CLERICAL PT	200,235.33	0.00	200,235.33	52,899.15	0.00	147,336.18
L 7410.142-03	SALARIES-PAGE	99,886.34	0.00	99,886.34	23,873.09	0.00	76,013.25
L 7410.142-04	SALARIES-CUSTODIAL FT	281,123.93	0.00	281,123.93	76,372.88	0.00	204,751.05
L 7410.142-04-P	SALARIES-CUSTODIAL PT	53,157.68	0.00	53,157.68	15,102.79	0.00	38,054.89
L 7410.143-01	SALARIES-SUNDAY-PROF.	61,408.02	0.00	61,408.02	3,340.58	0.00	58,067.44
L 7410.143-02	SALARIES-SUNDAY-CLERICAL	28,142.82	0.00	28,142.82	986.64	0.00	27,156.18
L 7410.143-03	SALARIES-SUNDAY-PAGE	9,984.00	0.00	9,984.00	464.00	0.00	9,520.00
L 7410.143-04	SALARIES-SUNDAY-CUSTODIAL	38,089.19	0.00	38,089.19	1,432.70	0.00	36,656.49
L 7410.143-05	TEMPORARY SUMMER HELP	13,120.00	0.00	13,120.00	10,828.85	0.00	2,291.15
7410		3,275,767.00	0.00	3,275,767.00	850,119.28	0.00	2,425,647.72
L 7420.410-11	ADULT BOOKS	100,000.00	0.00	100,000.00	12,473.52	0.00	87,526.48
L 7420.410-12	CHILDRENS BOOKS	75,000.00	0.00	75,000.00	8,477.61	734.40	65,787.99
L 7420.410-13	YOUNG ADULT BOOKS	10,000.00	0.00	10,000.00	1,030.87	0.00	8,969.13
L 7420.410-14-2	REFERENCE - ELECTRONIC	50,000.00	0.00	50,000.00	3,308.00	0.00	46,692.00
L 7420.410-15	AUDIO BOOKS - ADULT	1,000.00	0.00	1,000.00	34.99	0.00	965.01
L 7420.410-15-C	AUDIO BOOKS - CHILDREN	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
L 7420.410-16-S	DIGITAL SUBSCRIPTIONS	220,500.00	0.00	220,500.00	80,290.60	2,520.00	137,689.40
L 7420.410-17	MUSEUM PASSES	22,000.00	0.00	22,000.00	1,995.00	0.00	20,005.00
L 7420.411-11	DVD - ADULT	18,000.00	0.00	18,000.00	3,979.36	0.00	14,020.64
L 7420.411-12	DVD - CHILDREN	5,000.00	0.00	5,000.00	691.92	0.00	4,308.08
L 7420.412-11	MUSIC CD'S - ADULT	2,000.00	0.00	2,000.00	539.62	0.00	1,460.38
L 7420.412-12	MUSIC CD'S - CHILDREN	500.00	0.00	500.00	10.49	0.00	489.51
L 7420.413-11	PERIODICALS - ADULTS	10,500.00	0.00	10,500.00	763.44	0.00	9,736.56
L 7420.413-12	PERIODICALS - CHILDREN	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 7420.413-13	PERIODICALS - YA	400.00	0.00	400.00	0.00	0.00	400.00
L 7420.413-17	PERIODICALS - NEWSPAPERS	4,600.00	0.00	4,600.00	1,287.98	0.00	3,312.02
L 7420.415-11	COMPUTER SOFTWARE-CIRC.-ADULTS	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
L 7420.415-12	COMPUTER SOFTWARE-CIRC.-CHILDREN	4,000.00	0.00	4,000.00	797.49	0.00	3,202.51
L 7420.419	MATERIALS PROCESSING	20,000.00	0.00	20,000.00	3,915.86	0.00	16,084.14
L 7420.429	COMPUTER SOFTWARE - NON-CIRC.	55,000.00	0.00	55,000.00	3,442.44	2,951.00	48,606.56

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2024 To 9/30/2024

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
7420	*	604,000.00	0.00	604,000.00	123,039.19	6,205.40	474,755.41
L 7430.200	EQUIPMENT	54,000.00	0.00	54,000.00	9,989.77	4,297.92	39,712.31
L 7430.200-1	EQUIPMENT - LIBRARY OF THINGS	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 7430.200-5	EQUIPMENT MAINTENANCE	10,000.00	0.00	10,000.00	940.00	3,103.73	5,956.27
L 7430.201	FURNITURE & FIXTURES	30,000.00	0.00	30,000.00	0.00	12,510.96	17,489.04
L 7430.430-21	SUPPLIES - OFFICE	30,000.00	0.00	30,000.00	2,991.72	624.00	26,384.28
L 7430.430-22	SUPPLIES - LIBRARY	30,000.00	0.00	30,000.00	5,642.15	0.00	24,357.85
L 7430.431	TELECOMMUNICATIONS	40,000.00	0.00	40,000.00	20,684.95	0.00	19,315.05
L 7430.432	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	7,133.62	0.00	87,866.38
L 7430.433	POSTAGE	30,000.00	0.00	30,000.00	1,216.76	9.92	28,773.32
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	110,000.00	0.00	110,000.00	9,417.18	0.00	100,582.82
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	30,000.00	0.00	30,000.00	21,976.36	0.00	8,023.64
L 7430.435-32	CONTINUING ED/MILEAGE REIMB/BOA	5,000.00	0.00	5,000.00	3,396.71	0.00	1,603.29
L 7430.435-33	LIBRARY VEHICLE	1,000.00	0.00	1,000.00	90.00	0.00	910.00
L 7430.437-41	PROFESSIONAL FEES - AUDITOR	15,000.00	0.00	15,000.00	750.00	4,000.00	10,250.00
L 7430.437-42	PROFESSIONAL FEES - LEGAL	12,000.00	0.00	12,000.00	442.00	0.00	11,558.00
L 7430.437-44	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	1,230.00	3,690.00	2,080.00
L 7430.437-45	PROF. FEES- ART & MUSIC	9,500.00	0.00	9,500.00	0.00	3,350.00	6,150.00
L 7430.437-46	PROF. FEES - MISC. CONSULTANTS	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
L 7430.437-47	PROFESSIONAL FEES - SECURITY SERVICES	140,000.00	0.00	140,000.00	21,185.65	0.00	118,814.35
L 7430.438	MEMBERSHIP DUES	6,000.00	0.00	6,000.00	955.00	0.00	5,045.00
L 7430.439-51	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	0.00	5,000.00	659.93	3,662.80	677.27
L 7430.439-52	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	0.00	10,000.00	2,974.65	0.00	7,025.35
L 7430.439-53	OFFICE EQUIPMENT - REPAIR/MAINTENANCE	250.00	0.00	250.00	0.00	0.00	250.00
L 7430.440	MISC. EXPENSES	1,000.00	0.00	1,000.00	343.58	0.00	656.42
L 7430.441	COST OF VOTE	3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	68,000.00	0.00	68,000.00	14,479.72	1,780.00	51,740.28
L 7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	0.00	75,000.00	16,294.13	6,756.44	51,949.43
L 7430.442-12-F	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	3,500.00	0.00	3,500.00	18.22	725.00	2,756.78

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2024 To 9/30/2024

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7430.442-12--S	COMMUNITY ACTIVITIES - CHILDRENS - READING CLUB	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	15,000.00	0.00	15,000.00	4,404.34	2,315.00	8,280.66
L 7430.442-14	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	0.00	0.00	8,500.00
L 7430.442-15	CREDIT MERCHANT FEES	4,000.00	0.00	4,000.00	839.95	0.00	3,160.05
L 7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	0.00	5,000.00	976.47	776.69	3,246.84
7430		857,750.00	0.00	857,750.00	149,032.86	47,602.46	661,114.68
L 7440.450-61	UTILITIES - ELECTRIC	145,000.00	0.00	145,000.00	59,551.53	0.00	85,448.47
L 7440.450-62	UTILITIES - WATER	5,000.00	0.00	5,000.00	1,057.18	0.00	3,942.82
L 7440.450-63	UTILITIES - GAS	20,000.00	0.00	20,000.00	739.59	0.00	19,260.41
L 7440.451	CUSTODIAL SUPPLIES	15,000.00	0.00	15,000.00	1,896.41	0.00	13,103.59
L 7440.452-70	BUILDING EQUIPMENT & REPAIR	8,000.00	0.00	8,000.00	902.06	0.00	7,097.94
L 7440.452-71	BUILDING MAINTENANCE & REPAIR	45,000.00	0.00	45,000.00	728.81	5,760.70	38,510.49
L 7440.452-73	BUILDING SERVICE CONTRACTS	40,000.00	0.00	40,000.00	17,022.48	19,800.00	3,177.52
L 7440.454	INSURANCE	58,000.00	0.00	58,000.00	14,267.11	0.00	43,732.89
L 7440.469-81	GROUNDS MAINTENANCE	30,000.00	0.00	30,000.00	1,177.23	0.00	28,822.77
7440		366,000.00	0.00	366,000.00	97,342.40	25,560.70	243,096.90
74		5,103,517.00	0.00	5,103,517.00	1,219,533.73	79,368.56	3,804,614.71
7		5,103,517.00	0.00	5,103,517.00	1,219,533.73	79,368.56	3,804,614.71
L 9000.901-0	NYS RETIREMENT SYSTEM	420,000.00	0.00	420,000.00	0.00	0.00	420,000.00
L 9000.903-0	FICA EXPENSE	250,597.00	0.00	250,597.00	52,138.48	0.00	198,458.52
L 9000.904-0	WORKERS' COMPENSATION	25,000.00	0.00	25,000.00	0.00	0.00	25,000.00
L 9000.905-5	DISABILITY INSURANCE	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
L 9000.905-6	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	2,279.13	0.00	6,220.87
L 9000.905-7	UNEMPLOYMENT INSURANCE	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
L 9000.906-0	HEALTH INSURANCE	685,000.00	0.00	685,000.00	157,340.38	0.00	527,659.62
L 9000.906-1	MEDICARE REIMBURSEMENT	55,000.00	0.00	55,000.00	0.00	0.00	55,000.00
9000		1,449,097.00	0.00	1,449,097.00	211,757.99	0.00	1,237,339.01
90		1,449,097.00	0.00	1,449,097.00	211,757.99	0.00	1,237,339.01
9		1,449,097.00	0.00	1,449,097.00	211,757.99	0.00	1,237,339.01
Fund LTotals:		6,552,614.00	0.00	6,552,614.00	1,431,291.72	79,368.56	5,041,953.72
Grand Totals:		6,552,614.00	0.00	6,552,614.00	1,431,291.72	79,368.56	5,041,953.72

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2024 - 9/30/2024



Account	Description	Debits	Credits
H 200	VALLEY RESERVE CHECKING ACCT	182,658.76	0.00
H 210	FLUSHING M/M	1,806,292.17	0.00
H 521	ENCUMBRANCES	5,760.70	0.00
H 522	EXPENDITURES	190,000.81	0.00
H 599	APPROPRIATED FUND BALANCE	2,076,330.01	0.00
H 821	RESERVE FOR ENCUMBRANCES	0.00	5,760.70
H 909	FUND BALANCE, UNRESERVED	0.00	2,151,494.35
H 960	APPROPRIATIONS	0.00	2,076,330.01
H 980	REVENUES	0.00	27,457.39
H Fund Totals:		4,261,042.45	4,261,042.45
Grand Totals:		4,261,042.45	4,261,042.45

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2024 To 9/30/2024

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 7430.200-1	EMERGENCY REPAIR/REPLACEMENT	995,302.91	0.00	995,302.91	0.00	0.00	995,302.91
H 7430.200-5	HVAC REPLACEMENT - 2022/2023 (BHC PROJECT# 10183)	859,517.80	0.00	859,517.80	190,000.81	5,760.70	663,756.29
H 7430.200-6	CAPITAL IMPROVEMENT FEASIBILITY STUDY	18,055.26	0.00	18,055.26	0.00	0.00	18,055.26
H 7430.200-7	EV CHARGING STATIONS	124,350.00	0.00	124,350.00	0.00	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
7430	*	2,076,330.01	0.00	2,076,330.01	190,000.81	5,760.70	1,880,568.50
74	**	2,076,330.01	0.00	2,076,330.01	190,000.81	5,760.70	1,880,568.50
7	***	2,076,330.01	0.00	2,076,330.01	190,000.81	5,760.70	1,880,568.50
	Fund HTotals:	2,076,330.01	0.00	2,076,330.01	190,000.81	5,760.70	1,880,568.50
Grand Totals:		2,076,330.01	0.00	2,076,330.01	190,000.81	5,760.70	1,880,568.50

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2024 - 9/30/2024



Account	Description	Debits	Credits
L 200	CHECKING - VALLEY NATIONAL BANK	93,875.76	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	49,698.44	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	16,579.60	0.00
L 210	PETTY CASH	710.00	0.00
L 211	MM - FLUSHING BANK	2,889,048.74	0.00
L 391	DUE FROM OTHER FUNDS	17,672.99	0.00
L 510	ESTIMATED REVENUE	6,552,614.00	0.00
L 521	ENCUMBRANCES	79,368.56	0.00
L 522	EXPENDITURES	1,431,291.72	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	79,368.56
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	623,476.61
L 909	FUND BALANCE, UNRESERVED	0.00	2,255,993.23
L 960	APPROPRIATIONS	0.00	6,552,614.00
L 980	REVENUES	0.00	1,619,407.41
L Fund Totals:		11,130,859.81	11,130,859.81
Grand Totals:		11,130,859.81	11,130,859.81

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2024 - 9/30/2024



Account	Description	Debits	Credits
TA 200	T/A CHECKING - VALLEY NAT'L BANK	18,123.58	0.00
TA 456	INTEREST	0.00	450.59
TA 630	DUE TO/FROM OTHER FUNDS	0.00	17,672.99
TA Fund Totals:		18,123.58	18,123.58
Grand Totals:		18,123.58	18,123.58

Investment Report

General Fund

Flushing Bank

The current balance in this account is \$2,889,048.74 and the account is earning interest at 5.10%.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of \$1,806,292.17 is earning interest at 5.10%.

9/05/2024

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

TO: Board of Trustees

FROM: Stuart Horowitz
 2024/25 Finance Chairperson

DATE: October 16, 2024

RE: Monthly check review

I have reviewed a copy 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 #	Date	Vendor Name	Check Amount
60157	8/08/2024	A Time for Kids	\$900.00
60182	8/08/2024	Eco-Photo Explorers	\$295.00
60188	8/08/2024	Geovanny & Sons	\$1,325.00
60191	8/08/2024	Grainger, Inc.	\$690.11
60200	8/08/2024	John Kleemann	\$575.00
60209	8/08/2024	Long Island Steam Group	\$670.00
60213	8/08/2024	Matterhackers	\$1,624.22
60222	8/08/2024	Off Your Wall Art	\$374.00
60249	8/08/2024	Vernon Library Supplies	\$769.93

The following check was still outstanding:

Check #	Date	Vendor Name	Check Amount
60176	8/08/2024	Create Programs	\$850.00

Position Reassignment

Name	Title	Hours / Week	Salary	Step	Effective Date
Michael Bouklas	Librarian I - PT	12.5	\$34.38/hr	4	9/22/2024

Retirements

Name	Title	Hours / Week	Salary	Step	Effective Date
Cathy-Ann Werner	FT Senior Library Clerk	35	\$73,634.97	29	12/1/2024

Cathy Ann Werner
211 Ardito Ave.
Kings Park, NY 11754

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

February 1, 2024

Dear Janet,

Please accept this letter as submission for retirement from the South Huntington Public Library on November 29th, 2024. I would have never thought I would be working here 30 years. I would like to thank the Board, You and past Directors for the opportunities, encouragement and mentoring you provided during my years here. Thank you to everyone that has taught me patience and tolerance. You've all awakened parts of me that I will take with me forever.

I remember like it was yesterday coming to the library and asking if there was a job opening. I began with one night a week and leave here in a supervisory position 30 years later. The library will always be my safe place in times of personal distress, heartache and pain I was always feel safe here among the books.

Thank you all for my memories.
I will miss you all,

Cathy

Building Project Updates

HVAC: The project is moving along nicely. There is no completion date as of now, however, we hope to have some idea as soon as the crane work can be scheduled.

EV Charging Stations: The project has been approved at the state level and we are expecting to receive our building permit in the next two weeks.

SCLS Budget Information

The proposed 2025 SCLS operational budget calls for a 1.5% increase in member support. Due to the formula that SCLS uses to determine member support, a combination of population and annual expenditures, our fee for 2025 will increase by 2.26%. Our total cost for 2025 will be \$60,936.00, an increase of \$1,344.00

SCLS annually requests additional funding from the member libraries for Overdrive, our countywide eBook collection. The budget draft contains a place holder as the final amount is yet to be determined. However, the service continues to grow with usage up about 7% from last year. It is expected that there will be an increase to our library’s contributions. Suffolk directors continue to discuss how we can sustainably maintain funding for this collection moving forward.

A draft of the 2025 SCLS Budget was included in the SCLS minutes emailed to you prior to the meeting. Please review the draft as our board will be asked to vote on the budget during the months of November and December.

Trustee Training

Kevin Verbese will be offering a Trustee training here at SHPL on Wednesday, December 11th. There will be coffee and snacks at 6:30 p.m. and the program will start at 7:00 p.m. His talk will include information on the current state of digital downloads, book challenges, and advocacy.

Community Collections

We will be continuing our community collections in November with the return of our plastic collection for NexTrex. We will also have a toy drive for the Tri-CYA.

Meetings

September 3	Tuesday	10:00 a.m.	SLI Marketing & PR Meeting
September 4	Wednesday	5:00 p.m.	SCLS Board Meeting
September 6	Friday	11:00 a.m.	Staff Evaluation Meeting
September 6	Friday	12:00 p.m.	Staff Evaluation Meeting
September 17	Tuesday	10:00 a.m.	LILRC Board Meeting
September 18	Wednesday	9:00 a.m.	Staff Meeting
September 18	Wednesday	7:00 p.m.	SHPL Board Meeting
September 19	Thursday	9:30 a.m.	SCLS Quarterly Director Meeting
September 23	Monday	10:00 a.m.	PLDA Executive Board Meeting
September 24	Tuesday	10:00 a.m.	PLDA Director’s Roundtable
September 24	Tuesday	11:00 a.m.	SCLS Construction Committee Meeting
September 25	Wednesday	9:00 a.m.	Staff Book Discussion

Important Dates:

LILRC Annual Conference – October 18, 8:30 a.m. @ Bethpage

NYLA Annual Conference – November 6-9 @ Syracuse, NY

SHPL Board Meeting – November 20 @ 7:00 p.m.

SHUFSD Teacher Workshop

We are once again planning a professional development workshop with the South Huntington Union Free School District (SHUFSD), centered on how educators, and those they support, can take advantage of our library's collections, services, spaces, and other resources. We are finalizing two dates in January, each of which will have a 2 1/2 hour session. At present, I am working with our staff to review and update curriculum for the workshop, which will be titled "Where Community Connects: Exploring the SHPL's New Technology and Other Resources for Teachers and Students."

New Teacher Reception

I received an invitation to the New Teacher Reception, which will be held at the James Kaden District Office on October 24. According to the Teacher Center, there are 45 new hires, so the event will present a good opportunity to introduce the library to the next generation of educators in our district, as well as to promote the aforementioned professional development workshop!

Meetings — September

Thursday, September 5	11:00 a.m.	New York Library Association Conference Planning Meeting
Thursday, September 12	2:30 p.m.	Nassau / Suffolk joint Technology Information Forum (TIF) Meeting
Friday, September 13	10:00 a.m.	London Libraries 2024 Conference
Monday, September 23	2:00 p.m.	Long Island Library Resource Council (LILRC) Conference Committee Planning Meeting
Wednesday, September 25	2:30 p.m.	Bi-weekly meeting with Michael Bartolomeo re: Emerging Technologies
Thursday, September 26	2:00 p.m.	Suffolk County Library Association webinar "AI Ethics"

Building & Grounds Report

Compiled by Ray Capone

1. We changed three sprinkler heads this month: two on zone 7 and one on zone 10. After replacing them and making some adjustments, we have full coverage of our lawn.
2. I had the landscaping company do the yearly extra thatching, seeding, and composting to ensure we're off to a good start next season.
3. We changed a ballast and bulb in the Children's bathroom.
4. We changed a few dirty ceiling tiles in several areas of the library.
5. We have been cleaning the air vents downstairs. We find it easier to perform this work while the air isn't running, so the HVAC project provides a good opportunity.
6. We washed the Children's bathroom floor with the floor machine. The machine has a new brush that we recently purchased and installed.
7. We changed two lights and a ballast in the Theater and Meeting Room.
8. We replaced and installed a new announcement speaker for the gallery after the original had begun to fail.
8. We changed one front wiper and one rear wiper on the van. We also had a flat tire fixed; it had a slow leak.
9. We arranged for some temporary air conditioning while we complete the HVAC project. Downstairs was becoming hot on occasion, especially during programs with large audiences. We have six units in total: two in Children's, two in the Theater, one in the Program Room, and one in the Young Adult Area. These units are rented on a monthly basis, so we will reassess as the HVAC project continues.
10. We cleaned out our two sheds and reorganized them, as we begin to store our outdoor furniture for the winter. We have lost a bit of space in the fan room, due to larger units replacing our old ones, so we may turn to our sheds for additional storage.
11. The HVAC project has been moving along. Here are the latest updates:
 - Both of the old units were taken apart and removed.
 - A new cement slab was poured to accommodate the larger units.
 - The two new pieces of equipment for downstairs were assembled and installed.
 - Tedco has begun installing the new ductwork.
 - In order to move the equipment through the airway by the side parking lot, some of the foundation needed to be chipped away. We are expecting the installers to repour that concrete.
 - The boxes for the building management system (BMS) have been installed. They will next need to run wires.

TO: Board of Trustees
FROM: Jennifer Conlon
DATE: September 16, 2024
RE: 3rd Quarter Report: July, August and September 2024 Young Adult Summer Reading Challenge and Programs

The following are the statistics for the 2024 Young Adult Summer Reading Challenge: Adventure Begins at Your Library

- The reading challenge ran from June 22 – August 17
- A total of 128 teens registered and 54 teens completed the challenge
- A total of 91 teens entered in 76, 065 minutes read.
- 45 programs were offered from June 22 to the end of August.
- 540 young adults participated in YA programs during the summer.

We offered the Young Adult Summer Reading Challenge online and in person this summer. Raffle tickets were awarded to teens for every 60 minutes that they read up to 900 minutes. We offered three guaranteed prizes this year: a ticket to the Pizza Party for 3 hours, a choice of a book for 6 hours and a choice of a Squishmallow for completing the club with 15 hours of reading. On Tuesday, August 20 we had 30 participants attend the End of the Summer Pizza Party with free books, in house raffles, door prizes, loud music and pizza and drinks! Our raffle prize winners were also announced at this party (please see attached for more information).

We were very happy this summer to offer a large variety of programs for our tweens and teens. Brand new this year was our Teen Book Box: a curated selection of books from the YA Library with a snack, activity and more to inspire an optimal reading atmosphere! Some of our other programs:

- Super Smash Bros Tournament
- Teen Tie Dye Workshops
- The Big 2-0: trivia and games celebrating the 20th anniversary of the library building
- International Snacks: France – taste testing snacks from France to celebrate the Olympics
- Crafts & Cookies: Dog Perler Beads – plastic beads put into patterns and melted together
- Dungeons & Dragons: an introduction to this popular role-playing game for young teens

Our Teen Battle of the Books returned with a full team of six that dubbed themselves House Lion. They were pleased with their improvement from last year in the Suffolk County competition.

Thank you to the young adult librarians, Elizabeth, Georgina, Kath, Katrina and Mike for creating a variety of programs to offer the teens, our custodial team with help for setting and cleaning up for our activities and Janet and Nick for all their support as we continue to create new and innovative programs for our community.



Battle of the Books – House Lion



International Snacks – France!



Dog Perler Beads



Super Smash Bros Tournament



Teen Tie Dye



The Big 2-0: teens celebrate the library's birthday

Summer Reading Challenge 2024 Winners

Raffle Prize List

1. Amazon Gift Card \$25- John (Jack) Brenner
2. Target Gift Card \$25- Gigi Hiller
3. Starbucks Gift Card \$15- Andy Murray
4. Next Chapter Gift Card \$25- Chris Murray
5. Main Street Board Game Cafe Gift Card \$25- Ben Glassmann
6. Escape Pod Gift Card \$25- Gabrielle Galindez
7. Shuttle Art Markers Set- Ryan Schiffmacher
8. Owalla Cup- Ainsley Bobker
9. LED lights track lights with remote- Ashley Millman
10. Digital Camera- Isabella Bedoya
11. Rhinestone Setter-Naveen Zahid
12. Kindle Fire 7- Dana Santos



TO: Board of Trustees, South Huntington Public Library
FROM: Georgina Rivas-Martinez
DATE: October 3, 2024
RE: Quarterly Report (July, August, September) - Spanish Services/ WOW- Outreach

This year's third quarter was busy and filled with programs and outreach. In the months of July and August I facilitated 5 Bilingual Bananas for early childhood, chaperoned the Taylor Swift Laser Show at Vanderbilt Planetarium, had a Taylor Swift food program and hosted Blingo for Young Adults. Adult ENL took a break until October, however passport appointments and one on one appointments were available. I had one passport appointment in July and one in September.

In July Catherine and I met with Susan Shiloni, the Executive Director of Literacy Suffolk to discuss ways we could support her organization and our language learning patrons. We arranged an in person tutor training session that took place in September and we had about 9 new tutors attend. Miss Lisa and I also attended some visits, we went to Oakwood's Summer Learning Program. I was able to meet with the ENL newcomers, there were about 13 students and I shared library information with them in Spanish and worked with the teachers to get them library cards. We also went to the Learning Experience and were able to read stories to all the children from babies to preschoolers.

In September I had a total of 4 Bilingual Bananas sessions, attended Countrywoods Curriculum Night, hosted a Taylor Swift Glow Fiesta, and had 3 community service opportunities for the teens making goodie bags for our first responders. We made a total of 600 goodie bags, 200 for HMFD, 200 for SCPD, and 200 for HCFAS.



WOW was very busy in the month of August we were invited to Heart For Huntington held by the Assembly of God. This event took place on Saturday August 18th, and we were able to have a table to share library information, give out library swag and connect with other community members. We saw a total of 314 people that day. In September we had SHUFSD's Curriculum nights, we had a table at each school and encouraged library card sign up, as well as shared all the resources we provide.



This was such a productive time and I appreciate all the support from the board, administration, and fellow colleagues.

Respectfully,
Georgina Rivas-Martinez

To: Board of Trustees
From: Beth Pereira
Date: October 8th, 2024
Re: Children's Department 3rd Quarter Report

2024 Children's Summer Reading Challenge

- The challenge ran for 8 weeks.
- A total of 587 children were registered.
- A total of 276 children completed the program by reading and reporting 8 books.
- 117 programs were offered over the summer with 1,998 children in attendance.

We kept the same format we've previously used where children read 8 books to complete the Summer Reading Challenge. Participants received a prize and a raffle ticket for each of those books. As always, each child also earned a free paperback book to keep if they finished the challenge. We feel the free book is a wonderful way to fulfill our mission of promoting reading.

In addition, we offered raffle tickets to be put toward prizes for children who participated in the challenge. Every time they reported a book, participants received a raffle ticket to be entered to win either a Play Dog Pizza Oven Playset, a Glow-in-the-Dark Fort Making kit, a Pokemon Toys Prize Pack, or a Children's Chemistry Kit.

I Spy a Library Anniversary!

The Children's Library's I Spy challenge is still going strong. This 20-gallon fish tank is filled with tiny objects, many of which were donated by staff, to create a three-dimensional picture puzzle for kids of all ages. Nearly 300 children completed the 20th Anniversary Challenge in July and August. Many of these participants were kids whose families had visited SHPL as part of the Suffolk County Public Libraries Tour.

Creative Cupcakes

Sally and Lisa embarked on three baking adventures during the summer! Kids (ages 5-10) enjoyed mixing colored frosting and using all kinds of candy to embellish unfrosted, vanilla cupcakes. Each session featured a fun theme: Day at the Beach (July 11),

Pirates (July 25), and Lions, Tigers, and Bears (August 8) – and all 24 participants at each session brought their delicious creations home in a special bakery box.

Teddy Bear Sleepover: A Summer Tradition Since 2012

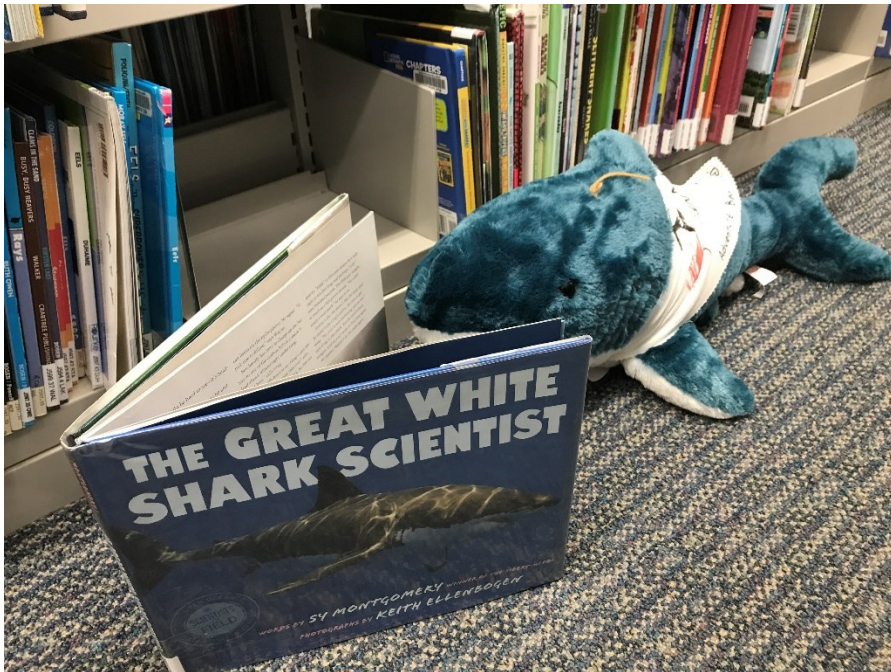
On August 2, preschoolers brought their stuffed buddies to the library for an afternoon of games, crafts, and a zipline in the garden! After the buddies finished playing, they enjoyed a story and a snack and were put to bed for the night in a tent under the stars. However, the buddies didn't stay in the tent for long, instead venturing into the library to play with toys, read books, ride in the elevator, and treat themselves to snacks from the Cafe. The preschoolers returned the next morning to pick up their buddies and enjoy a slideshow of the evening's activities.

Thinking Money for Kids Grant

Library patrons, ages 6-10, will soon have the opportunity to learn about earning, saving, spending, and budgeting in a fun, interactive way through the Thinking Money for Kids program! South Huntington Public Library is one of 300 libraries nation-wide that was selected to receive a Thinking Money for Kids Program Kit from the American Library Association (ALA) and the FINRA Investor Education foundation. The Program Kit is a collection of expertly vetted resources to help libraries teach financial concepts, both in the library and at home. The Program Kit includes five, in-person role-playing games kids can enjoy starting in January: Pet Cents, Making Moo-ah, Penny Pincher's Party, Piggy Bank Theatre, and Currency Conga.









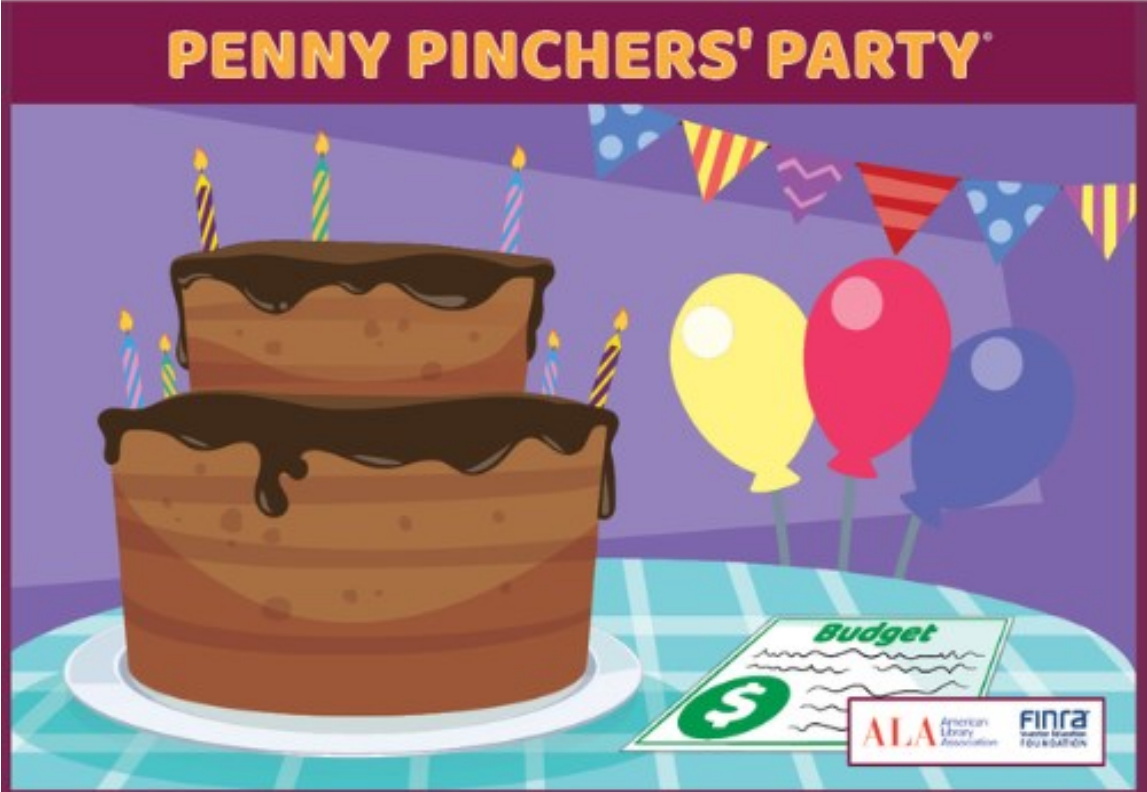
THINKING
MONEY
FOR
KIDS

COMING SOON!

FINRA
Investor Education
FOUNDATION

ALA American
Library
Association

An illustration of four diverse children. From left to right: a boy in a wheelchair, a girl in a blue shirt, a girl in a purple shirt, and a girl in overalls holding a recycling bag.



Obsolete Equipment

October 16, 2024

Information

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

Recommendation

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

REPORT | ToBeExcised

South Huntington Public Library

Asset Tag ID	Machine Name	Category	Serial No	Brand	Model	Purchase Date	Status
30652002677666	SDMTO06-OLD	Desktop PC	MXL1072708	HP	ProDesk 400 G7 SFF	02/11/2021	FAILED
30652002676528	SDMTO04	Desktop PC	MXL8502SC9	HP	EliteDesk 800 G4 SFF	12/01/2018	EOL
30652002679878	SDMTO01	Desktop PC	MXL943634N	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002678169	SDMRO04	Desktop PC	MXL943634C	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002675355	SDMMO01	Desktop PC	2UA72335N3	HP	EliteDesk 800 G3 SFF (Y2Z63AV)	05/01/2017	EOL
30652002675074	SDMJO01	Desktop PC	MXL943634P	HP	ProDesk 400 G6 SFF (6EF24AV)	09/01/2019	EOL
30652002678425	SDMBO03	Desktop PC	MXL91233Y2	HP	EliteDesk 800 G4 SFF	03/01/2019	EOL

Task Chair Replacement

Information

The task seating in our conference room and public computer space in our adult library was purchased twenty years ago when the library opened. While they have served us well, many are beginning to break, show wear and tear and are in need of replacing. We are able to purchase suitable replacement chairs on NY State contract (# PC70281), and received a quote for 28 Cobi Swivel Task chairs at a cost of \$12,510.96.

Recommendation

That the Board of Trustees authorizes the purchase of 28 Cobi Swivel Task Chairs at a cost of \$12,510.96 per New York State Contract # PC70281.

Policy Review: Tutoring Policy

Information

The Library continuously reviews and updates its policies to ensure they are effective and relevant. Attached is our current "*Tutoring Policy*". This policy was intended to comply with the CDC social distancing guidelines at the time of its passage (August 17, 2020), but no longer aligns with the current guidance or library practice.

Recommendation

That the Board of Trustees rescinds the "*Tutoring Policy*."

SOUTH HUNTINGTON PUBLIC LIBRARY

Tutoring Policy

(Approved 8/17/20)

To help prevent the spread of the Covid-19 virus, the Centers for Disease Control and Prevention (CDC) has issued the following guidelines for social distancing:

Social distancing, also called “physical distancing,” means keeping a safe space between yourself and other people who are not from your household.

To practice social or physical distancing, stay at least 6 feet (about 2 arms’ length) from other people who are not from your household in both indoor and outdoor spaces.

The South Huntington Public Library is complying with the CDC’s social distancing protocol and has reduced the seating at our tables and closed meeting rooms. For this reason, there is no tutoring permitted throughout the library until further notice.

Adult Programs - September 2024

Title	Event Start Date	People in Attendance
SCORE	09/04/2024 @ 10:00am	16
Genealogy Drop-in	09/05/2024 @ 10:00am	1
North Shore Civil War Roundtable	09/05/2024 @ 6:30pm	11
Literacy Tutor Training	09/06/2024 @ 10:00am	9
Walk2TheBeat Virtual Fitness (V)	09/07/2024 @ 9:30am	8
Pilates	09/07/2024 @ 9:30am	20
Adult Take & Bake: Buttermilk Apple Crumb Muffins	09/09/2024 @ 9:15am	25
Beginner Tai Chi	09/09/2024 @ 9:30am	23
Monday Yoga	09/09/2024 @ 11:00am	25
Movie: Wicked Little Letters	09/09/2024 @ 2:00pm	53
Virtual Chair Yoga (V)	09/10/2024 @ 9:00am	17
Tai Chi Level 2	09/10/2024 @ 9:30am	19
Game Day	09/10/2024 @ 11:00am	4
Tech Byte: Computer Buying Guide	09/10/2024 @ 11:00am	1
Non-Fiction Book Discussion	09/11/2024 @ 12:00pm	10
Small Business Counseling	09/11/2024 @ 4:30pm	0
Small Business Counseling	09/11/2024 @ 5:30pm	0
Small Business Counseling	09/11/2024 @ 6:30pm	0
South Huntington District Restructuring Discussion Group	09/11/2024 @ 7:00pm	9
Thursday Yoga	09/12/2024 @ 9:30am	25
Huntington AARP	09/12/2024 @ 10:00am	30
Yoga 2nd Session	09/12/2024 @ 11:00am	25
Writing Workshop (V)	09/12/2024 @ 6:30pm	8
Adult Take & Make: Fall Picture Frame Wreath (V)	09/12/2024 @ 7:00pm	35
Literacy Tutor Training	09/13/2024 @ 10:00am	8
Walk2TheBeat Virtual Fitness (V)	09/14/2024 @ 9:30am	7
Pilates	09/14/2024 @ 9:30am	20
Beginner Tai Chi	09/16/2024 @ 9:30am	23
Medicare Counseling One-on-One	09/16/2024 @ 10:00am	1
Monday Yoga	09/16/2024 @ 11:00am	25
Movie: Ezra	09/16/2024 @ 2:00pm	56
Adult Craft: Quilled Autumn Tree	09/16/2024 @ 6:30pm	19
Virtual Chair Yoga (V)	09/17/2024 @ 9:00am	17
Tai Chi Level 2	09/17/2024 @ 9:30am	19
Game Day	09/17/2024 @ 11:00am	4
Learn to Knit & Make a Hat	09/17/2024 @ 7:00pm	13
Evening Book Discussion	09/18/2024 @ 7:00pm	8
Library Board of Trustees Meeting	09/18/2024 @ 7:00pm	9
Thursday Yoga	09/19/2024 @ 9:30am	25
Yoga 2nd Session	09/19/2024 @ 11:00am	25
Navigating Our Digital Services	09/19/2024 @ 11:00am	6
Cooking Class: Versatile Peanut Sauce	09/19/2024 @ 1:30pm	14
NAACP Huntington	09/19/2024 @ 6:30pm	16
Writing Workshop (V)	09/19/2024 @ 6:30pm	8
Literacy Tutor Training	09/20/2024 @ 10:00am	8
Walk2TheBeat Virtual Fitness (V)	09/21/2024 @ 9:30am	8

Adult Programs - September 2024

Pilates	09/21/2024 @ 9:30am	20
Long Island Rose Society	09/21/2024 @ 1:00pm	27
Folk Music Society of Huntington	09/22/2024 @ 1:00pm	15
Women of Rock	09/22/2024 @ 2:30pm	87
Beginner Tai Chi	09/23/2024 @ 9:30am	23
Creative Club: Paper Beads	09/23/2024 @ 10:00am	10
Monday Yoga	09/23/2024 @ 11:00am	25
Movie: Civil War	09/23/2024 @ 2:00pm	36
HEARTSAVER CPR AED TRAINING	09/23/2024 @ 6:00pm	17
Caring for the Caregiver (V)	09/23/2024 @ 6:30pm	1
Virtual Chair Yoga (V)	09/24/2024 @ 9:00am	17
Tai Chi Level 2	09/24/2024 @ 9:30am	19
Game Day	09/24/2024 @ 11:00am	5
Learn to Knit & Make a Hat	09/24/2024 @ 7:00pm	11
What the Heck are Whole Grains? (V)	09/24/2024 @ 7:00pm	4
20s & 30s Book Club at Six Harbors Brewing Co.	09/24/2024 @ 7:00pm	5
How to Live a Long, Healthy and Purposeful Life	09/25/2024 @ 11:00am	24
New Therapies for Men and Woman with Osteopenia and Osteoporosis	09/25/2024 @ 11:00am	14
Small Business Counseling	09/25/2024 @ 4:30pm	0
Small Business Counseling	09/25/2024 @ 5:30pm	1
Citizen Preparedness Training	09/25/2024 @ 6:00pm	40
Beyond the Book @ the Whaling Museum	09/25/2024 @ 6:30pm	N/A
Small Business Counseling	09/25/2024 @ 6:30pm	0
Thursday Yoga	09/26/2024 @ 9:30am	25
Huntington Zone Meeting for YA Librarians	09/26/2024 @ 10:00am	13
Yoga 2nd Session	09/26/2024 @ 11:00am	25
Cover to Cover Book Discussion	09/26/2024 @ 11:00am	7
Autumn Tile Art	09/26/2024 @ 6:30pm	14
Writing Workshop (V)	09/26/2024 @ 6:30pm	8
Literacy Tutor Training	09/27/2024 @ 10:00am	8
Preventing the Financial Exploitation of Seniors	09/27/2024 @ 11:00am	5
Defensive Driving	09/28/2024 @ 9:00am	54
Walk2TheBeat Virtual Fitness (V)	09/28/2024 @ 9:30am	8
Pilates	09/28/2024 @ 9:30am	20
Adult Craft: Beaded Wire Bookmark	09/29/2024 @ 2:00pm	9
Beginner Tai Chi	09/30/2024 @ 9:30am	23
Monday Yoga	09/30/2024 @ 11:00am	25
Movie: The Fall Guy	09/30/2024 @ 2:00pm	46
Managing Your Digital Footprint	09/30/2024 @ 7:00pm	7
Indian Cooking Class	09/30/2024 @ 7:00pm	10

September 2024-Children's Programs

Title	Event Start Date	People in Attendance
Baby Bundle Take & Make / Paquete Para Bebés un Take & Make	09/04/2024 @ 10:15am	11
A Time for Kids	09/06/2024 @ 10:00am	19
A Time for Kids	09/06/2024 @ 11:00am	14
Art Club: Akeen Kidder	09/06/2024 @ 4:30pm	14
Lego Club	09/07/2024 @ 10:30am	11
Bilingual BANANAS Bilingues	09/09/2024 @ 10:00am	10
Sprouts & Friends	09/10/2024 @ 10:00am	17
Sprouts & Friends	09/10/2024 @ 11:00am	14
Picture Book Time	09/11/2024 @ 3:00pm	4
Yoga Kids	09/11/2024 @ 4:30pm	13
OUTREACH: 1st & 2nd Grade Curriculum Night Oakwood	09/12/2024 @ 7:00pm	17
OUTREACH: 1st & 2nd Grade Curriculum Night Countrywood	09/12/2024 @ 7:00pm	37
A Time for Kids	09/13/2024 @ 10:00am	20
A Time for Kids	09/13/2024 @ 11:00am	18
Music & Movement	09/14/2024 @ 10:00am	11
Learn to Draw with Art Teacher Amy	09/14/2024 @ 2:00pm	19
Bilingual BANANAS Bilingues	09/16/2024 @ 10:00am	11
SPARKS Learning Homeschool Co-op	09/16/2024 @ 1:00pm	9
Sprouts & Friends	09/17/2024 @ 10:00am	15
Sprouts & Friends	09/17/2024 @ 11:00am	18
Preschool Pals	09/17/2024 @ 3:00pm	8
OUTREACH: 3rd, 4th, 5th Grade Curriculum Night Birchwood	09/17/2024 @ 6:00pm	39
OUTREACH: 3rd, 4th, 5th Grade Curriculum Night Maplewood	09/17/2024 @ 6:00pm	11
Picture Book Time	09/18/2024 @ 3:00pm	5
Yoga Kids	09/18/2024 @ 4:30pm	11
Zumbini	09/19/2024 @ 10:30am	19
Zumbini	09/19/2024 @ 11:30am	12
It's a Hoot Cupcakes	09/19/2024 @ 4:30pm	22
OUTREACH: Kindergarten Curriculum Night Oakwood	09/19/2024 @ 7:00pm	16
OUTREACH: Kindergarten Curriculum Night Countrywood	09/19/2024 @ 7:00pm	5
A Time for Kids	09/20/2024 @ 10:00am	14
A Time for Kids	09/20/2024 @ 11:00am	15
Art Club: Morgana Wallace	09/20/2024 @ 4:30pm	11
PlayHooray Babies & Kids	09/21/2024 @ 10:00am	14
Swiftie Glow Fiesta	09/21/2024 @ 2:30pm	14
Bilingual BANANAS Bilingues	09/23/2024 @ 10:00am	4
Adventures in Art: Mini Masters	09/23/2024 @ 3:00pm	6
Lego Club	09/23/2024 @ 4:30pm	10
Sprouts & Friends	09/24/2024 @ 10:00am	18
Sprouts & Friends	09/24/2024 @ 11:00am	19
Preschool Pals	09/24/2024 @ 3:00pm	12
Adventures in Art: Selfie Sculptures	09/24/2024 @ 4:30pm	10
Baby Time!	09/25/2024 @ 10:30am	12
Baby Time!	09/25/2024 @ 11:15am	9
Picture Book Time	09/25/2024 @ 3:00pm	6
Yoga Kids	09/25/2024 @ 4:30pm	5

September 2024-Children's Programs

Zumbini	09/26/2024 @ 10:30am	18
Zumbini	09/26/2024 @ 11:30am	9
A Time for Kids	09/27/2024 @ 10:00am	10
A Time for Kids	09/27/2024 @ 11:00am	13
Tweens Night Out: Create a Claw Grabber	09/27/2024 @ 7:00pm	9
Lil' Athletes Toddler	09/28/2024 @ 10:00am	12
Lil' Athletes	09/28/2024 @ 11:00am	12
Library Arts Presents: Textured Seagull Painting	09/28/2024 @ 2:30pm	16
Chess Nuts	09/29/2024 @ 2:30pm	0
Girl Scout Troop 103 Meeting	09/29/2024 @ 3:30pm	20
Bilingual BANANAS Bilingues	09/30/2024 @ 10:00am	8
Adventures in Art: Mini Masters	09/30/2024 @ 3:00pm	8

September 2024 - YA Programs

Title	Event Start Date	People in Attendance
Tech Toy Petting Zoo	09/06/2024 @ 7:00pm	24
Outreach: Silas Wood Sixth Grade Center Curriculum Night	09/09/2024 @ 6:00pm	31
YA Movie : The Princess Bride	09/13/2024 @ 6:30pm	11
Outreach: Stimson Middle School Curriculum Night	09/16/2024 @ 6:00pm	27
Teen Advisory Board	09/17/2024 @ 7:00pm	16
Outreach: Walt Whitman High School Curriculum Night	09/19/2024 @ 6:00pm	21
Huntington Manor Fire Department Thank You Goodie Bags: a	09/19/2024 @ 7:00pm	16
Young Adult Photography Contest Reception	09/20/2024 @ 7:00pm	10+
Halloween Cards for Hospitalized Kids: a Community Service Pr	09/22/2024 @ 2:00pm	19
Hispanic Heritage Month Celebration	09/27/2024 @ 6:00pm	Cancelled
EMS Thank You Goodie Bags: a Community Service Program	09/28/2024 @ 1:00pm	19

SEPTEMBER 2024

ADULT PRINT	SEP 24	SEP 23	% CHANGE	SEP 22	% CHANGE
Nonfiction	705	890	-20.79%	739	-4.60%
New Books	942	893	5.49%	861	9.41%
Fiction	1,171	1,141	2.63%	926	26.46%
Paperbacks	98	140	-30.00%	193	-49.22%
Mysteries	225	224	0.45%	214	5.14%
Large Type	277	231	19.91%	262	5.73%
Magazines	80	77	3.90%	114	-29.82%
Biographies	68	88	-22.73%	80	-15.00%
Test Books	12	19	-36.84%	7	71.43%
Science Fiction	29	24	20.83%	38	-23.68%
World Languages	19	14	35.71%	16	18.75%
Graphic Novel	40	17	135.29%	26	53.85%
ESL Collection	9	3	200.00%	2	350.00%
Oversized Books	4	2	100.00%	6	-33.33%
Short Stories	1	0	N.M.	10	-90.00%
Adult Learner	6	0	N.M.	2	200.00%
Auto Repair	3	2	50.00%	1	200.00%
Total	3,689	3,765	-2.02%	3,497	5.49%
ADULT MEDIA					
DVD	1,038	1,392	-25.43%	1,449	-28.36%
Blu-ray Disc	311	380	-18.16%	309	0.65%
Compact Discs	277	253	9.49%	326	-15.03%
Books on Disc	113	142	-20.42%	125	-9.60%
Video Games	20	12	66.67%	19	5.26%
Language Media	3	4	-25.00%	5	-40.00%
Total	1,762	2,183	-19.29%	2,233	-21.09%
ELECTRONIC RESOURCES					
Live-brary E-Books	4,963	5,205	-4.65%	4,620	7.42%
Live-brary Audiobooks	3,882	3,150	23.24%	2,629	47.66%
Flipster	315	308	2.27%	381	-17.32%
New York Times	421	292	44.18%	351	19.94%
Hoopla	459	391	17.39%	343	33.82%
Kanopy	368	755	-51.26%	274	34.31%
Total	10,408	10,101	3.04%	8,598	21.05%
INTERLIBRARY LOAN					
Items Sent	1,652	1,559	5.97%	1,650	0.12%
Items Borrowed	821	1,069	-23.20%	1,007	-18.47%
NEW PATRONS	228	230	-0.87%	369	-38.21%

SEPTEMBER 2024

JUVENILE PRINT	SEP 24	SEP 23	% CHANGE	SEP 22	% CHANGE
Nonfiction	700	728	-3.85%	723	-3.18%
Picture Books	1,357	1,508	-10.01%	1,235	9.88%
Fiction	422	661	-36.16%	649	-34.98%
Easy Readers	528	707	-25.32%	504	4.76%
Biographies	86	90	-4.44%	69	24.64%
Paperbacks	190	255	-25.49%	201	-5.47%
Board Books	330	403	-18.11%	341	-3.23%
Graphic Novels	318	369	-13.82%	345	-7.83%
Early Chapters	282	N.A.	N.M.	N.A.	N.M.
World Languages	201	199	1.01%	110	82.73%
Parents Collection	12	25	-52.00%	49	-75.51%
Magazines	4	3	33.33%	3	33.33%
Story Collection	20	5	300.00%	4	400.00%
Total	4,450	4,953	-10.16%	4,233	5.13%
JUVENILE MEDIA					
DVD	228	263	-13.31%	348	-34.48%
Blu-ray Disc	21	31	-32.26%	44	-52.27%
Video Games	149	190	-21.58%	144	3.47%
Compact Discs	33	17	94.12%	11	200.00%
CD/Book Kits	57	46	23.91%	40	42.50%
Books on Disc	3	2	50.00%	6	-50.00%
Total	491	549	-10.56%	593	-17.20%
YOUNG ADULT					
Magazines	0	3	-100.00%	2	-100.00%
Fiction	41	66	-37.88%	84	-51.19%
Nonfiction	4	3	33.33%	1	300.00%
Graphic Novel	42	73	-42.47%	52	-19.23%
Paperbacks	67	90	-25.56%	82	-18.29%
Large Type	1	1	0.00%	1	0.00%
Test Books	16	6	166.67%	11	45.45%
World Languages	0	0	N.M.	3	-100.00%
Total	171	242	-29.34%	236	-27.54%
LIBRARY OF THINGS					
Hotspots	21	24	-12.50%	27	-22.22%
Chromebooks	0	5	-100.00%	N.A.	N.M.
Laptops	1	4	-75.00%	2	-50.00%
Blood Pressure Kits	2	4	-50.00%	N.A.	N.M.
Museum Passes	170	150	13.33%	146	16.44%
Launchpads	9	5	80.00%	9	0.00%
Birdwatching Kit	0	N.A.	N.M.	N.A.	N.M.
Electronics	4	N.A.	N.M.	N.A.	N.M.
Total	207	192	7.81%	155	33.55%

SOUTH HUNTINGTON PUBLIC LIBRARY
RESOURCES WORKSHEET

SEPTEMBER 2024

	ADDED	DISCARDED	SEP 24
ADULT / YA			
Books, Fiction	280	217	45,179
Books, Nonfiction	172	336	59,736
Paperbacks	5	41	9,961
Compact Discs	21	4	7,261
DVDs	48	12	15,079
Blu-ray Disc	24	3	2,642
Books-on-CD	9	78	3,978
Videogames	7	2	95
Total	566	693	143,931
CHILDRENS			
Books, Fiction	247	135	44,496
Books, Nonfiction	70	719	39,348
Paperbacks	4	13	3,165
Videogames	8	0	1,321
Compact Discs	5	0	1,477
DVDs	19	5	7,819
Blu-ray Disc	5	0	601
Books-on-CD	1	94	459
CD/Book Kits	0	0	551
Launchpads	0	0	40
Total	359	966	99,277
TOTAL	925	1,659	243,208



Monthly Recovery Statistics: South Huntington Public Library

10/2023 Through 9/2024

Month	Cash	Material	Waives	Total	Assets Only	Invoice Amount
September-24	\$29.00	\$0.00	\$0.00	\$29.00	\$29.00	\$7.95
August-24	\$198.97	\$0.00	\$0.00	\$198.97	\$198.97	\$7.95
July-24	\$417.93	\$0.00	\$0.00	\$417.93	\$417.93	\$7.95
June-24	\$152.99	\$0.00	\$0.00	\$152.99	\$152.99	\$15.90
May-24	\$116.95	\$0.00	\$0.00	\$116.95	\$116.95	\$0.00
April-24	\$41.90	\$0.00	\$0.00	\$41.90	\$41.90	\$7.95
March-24	\$202.97	\$0.00	\$0.00	\$202.97	\$202.97	\$7.95
February-24	\$39.95	\$0.00	\$0.00	\$39.95	\$39.95	\$0.00
January-24	\$121.92	\$0.00	\$0.00	\$121.92	\$121.92	\$0.00
December-23	\$175.86	\$0.00	\$0.00	\$175.86	\$175.86	\$0.00
November-23	\$52.98	\$0.00	\$0.00	\$52.98	\$52.98	\$7.95
October-23	\$167.98	\$0.00	\$0.00	\$167.98	\$167.98	\$7.95
Total	\$1,719.40	\$0.00	\$0.00	\$1,719.40	\$1,719.40	\$71.55
Average	\$143.28	\$0.00	\$0.00	\$143.28	\$143.28	\$5.96
Total ROI: \$24:1						

