

BOARD MEETING – WEDNESDAY, DECEMBER 17, 2025
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, December 17, 2025 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, Wednesday, November 19, 2025
5. FINANCIAL MATTERS:
 - A. Presentation of the 2024-2025 Audit by Al Coster of Baldessari & Coster, LLP
 - B. Schedule of Bills
 - C. Investments
 - D. Financial Chairperson's Report
6. COMMUNICATIONS:
 1. SCLS Minutes and Memorandum (emailed to Board members)
 2. Thank you letter from Mr. Stu Horowitz
7. REPORTS:
 1. Director's Report
 2. Assistant Director's Report
 3. Building and Grounds Report
 4. NYLA Reports by Georgia Protan and Jen Conlon
8. OLD BUSINESS:
 1. Signage Proposal
9. NEW BUSINESS:
 1. Obsolete Equipment
 2. SHPL 2026-2027 Budget Draft (to be handed out at meeting)
 3. Policy Review – Notification and Dissemination of Sex Offenders Placed Within the Community (Megan's Law)
 4. Installation of Cabinetry and Countertop
10. STATISTICAL REPORTS:
 1. Statistics and Program Attendance
11. PERIOD OF PUBLIC EXPRESSION
12. EXECUTIVE SESSION – To discuss a legal matter
13. ADJOURNMENT

BOARD MEETING MINUTES – WEDNESDAY, NOVEMBER 19, 2025
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, November 19, 2025, at 6:30 p.m. in the Conference Room.

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

STAFF: Mrs. Janet Scherer, Director
Mrs. Doreen Kilkenny, Business Manager
Mrs. Jamie Gholson, Recording Secretary

EXCUSED: Mr. Nick Tanzi, Assistant Director

CALL TO ORDER: The meeting was called to order by the president at 6:35 p.m.

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

ADOPTION OF THE
AGENDA: Motion by Mrs. Dillon, seconded by Mrs. Sullivan, and carried unanimously to accept the agenda as amended:

- Add Holiday Party Raffle to New Business
- Add Signage Proposal to New Business

EXECUTIVE SESSION: Motion by Mrs. Dillon, seconded by Mrs. Sullivan to go into executive session at 6:36 p.m. to discuss the performance review of the library director.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz to come out of executive session at 7:39 p.m.

**DISPOSITION OF
MINUTES -**

OCTOBER 15, 2025: Motion by Mrs. Dillon, seconded by Mrs. Ferrante, and carried unanimously to accept the minutes of the regular meeting of October 15, 2025.

**FINANCIAL MATTERS
2025-2026:**

Motion by Mrs. Dillon, seconded by Mr. Horowitz, and carried unanimously to authorize payment of Warrant #11 Fund L in the amount of \$15,744.38, Warrant #13 Fund L in the amount of \$679,451.71; Warrant #10/9 PR Fund L in the amount of \$121,138.55; Warrant #10/23 PR Fund L in the amount of \$136,141.92.

Motion by Mrs. Sullivan, seconded by Mrs. Dillon, and carried unanimously to authorize payment of Warrant #8 Fund TA in the amount of \$47,167.05; Warrant #9 Fund TA in the amount of \$59,760.00.

Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to authorize payment of Warrant #4 Fund H in the amount of \$469.50.

Motion by Mrs. Ferrante, seconded by Mr. Horowitz, and carried unanimously to approve the American Express statement for October, in the amount of \$2,380.42.

Motion by Mrs. Dillon, seconded by Mrs. Sullivan, and carried unanimously to approve the Amazon/Capital Services Monthly Statement for September 20, 2025 – October 19, 2025 in the amount of \$3,548.85.

**FINANCIAL
CHAIRPERSON'S
REPORT
2025-2026:**

Mrs. Ferrante reported that she selected at random and reviewed original purchase orders, invoices, and check requisitions, for the month of November. She compared them to the original warrants, and found the vendors' names, check amounts, and authorizations to be in order.

DIRECTOR'S REPORT:

Mrs. Scherer reported on the following:

- Our annual Fall Book Sale took place on Saturday, November 1st and Sunday, November 2nd. Members of the Friends of the Library volunteered their time to set up the sale on Friday and, along with the Teen Advisory Board members, ran the sale on the weekend. We were able to keep the tables up for an additional two days. All proceeds benefit the Friends who report a profit \$1,283.37 for the sale.
- Our annual Veterans Day concert took place on Saturday, November 1st. As always, it was huge success. Our community never tires of hearing the wonderful music made popular during the Big Band era and our veterans appreciate the recognition.
- We are currently collecting items for Project Toy in our lobby to benefit Tri-CYA. The collection will run from now until December 5th.
- Our Shredding Day was once again popular with our patrons with 360 cars passing through. There was one unusual mishap that occurred when the contents of the truck caught fire. Apparently, someone had mistakenly thrown away a battery along with their paper shredding. However, our maintenance staff took care of it with an old-fashioned bucket brigade out to the truck, as anything else could have destroyed the shredding mechanism in the truck. The fire was extinguished and the shredding resumed. Due to the delay, there were some patrons that weren't served, but they were given information about other shredding events that they could attend.
- Our annual Holiday Party will take place on Sunday, December 7th, 5:30 p.m. at Ruvo in Greenlawn at a cost of \$60.00. RSVPs and funds (cash or check made out to cash) are due by December 1st.
- Our community AARP volunteer organization, which meets at the library each month, put out flags in front of our building to celebrate Veterans Day.

ASSISTANT
DIRECTOR'S
REPORT:

The board thanked Mr. Tanzi for his report.

STAFF REPORTS:

The Board thanked Ray Capone, Howard Spiegelglass, Jen O' Connor, Mary Courtemanche, Ryann Riggs, and Hannah Grenier for their reports.

OLD BUSINESS -

FINANCIAL

CONTROLS:

The board discussed financial controls.

OLD BUSINESS -

LONG RANGE

PLANNING

The board discussed long range planning.

OLD BUSINESS –

BOARD RETREAT

The board discussed planning an upcoming board retreat.

NEW BUSINESS-

OBSOLETE

EQUIPMENT:

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

NEW BUSINESS –

SCLS BUDGET

VOTE:

Motion by Mr. Horowitz, seconded by Mrs. Dillon, and carried unanimously that the board of trustees approves the SCLS proposed budget for 2026.

NEW BUSINESS –

CARPET

REPLACEMENT:

Motion by Mr. Horowitz, seconded by Mrs. Sullivan, and carried unanimously that the board of trustees approves an expenditure of \$17,410.00 to have Country Carpet remove and dispose of the old carpeting in the Conference Room, Business Office, and Staff Office, and to install new carpeting in its place.

NEW BUSINESS –

TREE WORK:

Motion by Mr. Horowitz, seconded by Mrs. Dillon, and carried unanimously that the board of trustees approves an expenditure of \$3,900.00 to have Anderson Tree Service, Inc. perform tree trimming and tree removal on the library grounds.

NEW BUSINESS –

HOLIDAY PARTY

RAFFLE:

Motion by Mrs. Dillon, seconded by Mrs. Ferrante, and carried unanimously to issue six half-day off gift certificates to be awarded at the staff holiday party on December 7, 2025.

NEW BUSINESS –

SIGNAGE PROPOSAL: Motion by Mrs. Ferrante, seconded by Mrs. Sullivan, and carried unanimously to table the signage proposal by Thirdway, Inc.

ADJOURNMENT: Motion by Mrs. Ferrante to adjourn the regular meeting at 8:37 p.m.

Respectfully submitted by,

Eileen Sullivan, Board Secretary

FINANCIAL SCHEDULES

<u>Page #</u>	<u>Warrant #</u>	<u>Fund</u>	<u>Amount</u>
10	15	L	13,787.37
12	16	L	176,153.12
16	11/06 PR	L	120,326.23
18	11/20 PR	L	116,229.11
22	10	TA	46,885.10
24	11	TA	44,877.18
26	5	H	626.00
27	AMEX		5,710.33
27	Amazon Capital Services		4,639.05
44	Investment Report		
45	Financial Chairperson Report		

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

December 17, 2025

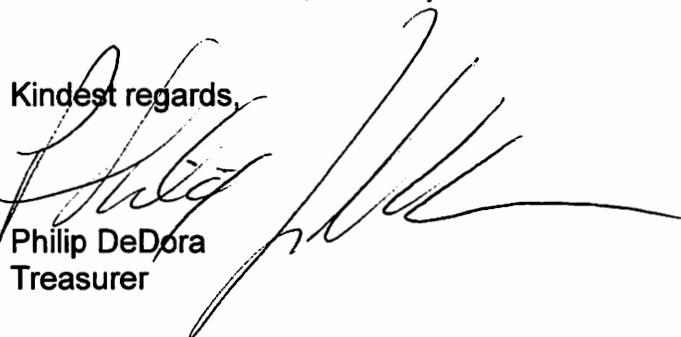
President, Board of Trustees
South Huntington Public Library
145 Pidgeon Hill Road
Huntington Station, NY 11746

I have reviewed the warrants through December 17, 2025.

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

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

Kindest regards,


Philip DeDora
Treasurer

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #15 Fund L - November 2025 Schedule of Bills

Checks #61738 - 61739, 61837-61841

Total warrant: \$13,787.37

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY**Check Warrant Report For L - 15: CD - UTILITIES - 11/2025 For Dates 11/1/2025 - 11/30/2025**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
61738	11/06/2025	2555 OPTIMUM			48.44 ↗
61739	11/06/2025	1419	VERIZON SELECT SERVICES		10.18 ↗
61837	11/07/2025	20 PSEG	L		10,024.15 ↗
61838	11/21/2025	690	NATIONAL GRID		1,255.81 ↗
61839	11/21/2025	2400	NATIONAL GRID (SVC & GENR)		96.77 ↗
61840	11/21/2025	152 SO.	HUNTINGTON WATER DISTRICT		1,423.68 ↗
61841	11/21/2025	15	VERIZON		928.34 ↗

Number of Transactions: 7**Warrant Total: 13,787.37**
Vendor Portion: 13,787.37**Certification of Warrant**

To The Board of Trustees: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$ 13,787.37. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

12/9/25

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 13,787.37. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

11/21/25

Date

Janet Schen

Library Director

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #16 Fund L - December 17, 2025 Schedule of Bills

Checks #61842 - 61936
Voided Check# 61386, 61902

Total warrant: \$176,153.12

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For L - 16: CD - GENERAL - 12/2025 For Dates 12/17/2025 - 12/17/2025

Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
61386	12/17/2025	1626 **VOID** CORNELL COOPERATIVE	250038	-235.00
61842	12/17/2025	131 A TIME FOR KIDS	*See Detail Report	900.00
61843	12/17/2025	2152 AERUS ELECTROLUX -		249.97
61844	12/17/2025	2396 AMAZON		4,519.91
61845	12/17/2025	2396 AMAZON		119.14
61846	12/17/2025	2274 AMERICAN AIRPOWER MUSEUM	250265	700.00
61847	12/17/2025	720 AMERICAN EXPRESS		5,710.33
61848	12/17/2025	2040 AMERIFLEX		169.60
61849	12/17/2025	2706 BARBARA AZZARA		2,220.00
61850	12/17/2025	23 BAKER & TAYLOR		53.20
61851	12/17/2025	2520 KATHRYN BARI-PETRITIS	250270	375.00
61852	12/17/2025	1305 BLACKSTONE PUBLISHING.		38.91
61853	12/17/2025	3046 BLUM, LAUREN	*See Detail Report	1,050.00
61854	12/17/2025	1189 BRODART CO.		559.50
61855	12/17/2025	603 STEPHEN CHO		1,110.00
61856	12/17/2025	3281 CONCERTANT CLASSICS	250283	1,200.00
61857	12/17/2025	3279 DIANA CONKLIN	250276	610.00
61858	12/17/2025	1916 JENNIFER CONLON		345.28
61859	12/17/2025	2633 CONNECTION, INC		2,026.00
61860	12/17/2025	1626 CORNELL COOPERATIVE	250038	235.00
61861	12/17/2025	2679 CORNELL COOPERATIVE EXTENSION	250264	35.00
61862	12/17/2025	3217 MARY COURTEMANCHE		41.66
61863	12/17/2025	3210 COVE DELIVERY, INC.		746.80
61864	12/17/2025	2444 MARIA D'ANDREA	250280	200.00
61865	12/17/2025	794 PHILIP DE DORA	250001	410.00
61866	12/17/2025	1745 DEMAREST, JANET	250279	250.00
61867	12/17/2025	3251 KAREN DIBIASE		2,220.00
61868	12/17/2025	45 EBSCO		9,177.30
61869	12/17/2025	1665 EDMER SANITARY SUPPLY		736.70
61870	12/17/2025	2467 ELM USA	250266	144.45
61871	12/17/2025	2022 EnvisionWare, Inc.		603.75
61872	12/17/2025	3185 FANNY CAKES	*See Detail Report	900.00
61873	12/17/2025	923 FIRST UNUM LIFE INSURANCE CO.		700.74
61874	12/17/2025	3203 FREE TO BE YOGA INC.	250274	300.00
61875	12/17/2025	2505 GENSERVE INC		485.00
61876	12/17/2025	3094 GEOVANNY & SONS	250003	925.00
61877	12/17/2025	2490 KATHLEEN GIERALTOWSKI		86.52
61878	12/17/2025	552 PAMELA GIGLIO		2,220.00
61879	12/17/2025	781 CECILILA GORELLICK		1,110.00
61880	12/17/2025	225 GRAINGER, INC.		18.21
61881	12/17/2025	254 GREY HOUSE PUBLISHING		265.50
61882	12/17/2025	3276 HABA USA	250204	91.00
61883	12/17/2025	3230 HARRIS, MARGOT	*See Detail Report	1,450.00

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 16: CD - GENERAL - 12/2025 For Dates 12/17/2025 - 12/17/2025



Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
61884	12/17/2025	2504 INGRAM LIBRARY SERVICES LLC		4,985.44 ✓
61885	12/17/2025	1955 ISLAND HILLS CHORUS	250282	600.00 ✓
61886	12/17/2025	3275 ISR STARS INC.	250202	200.00 ✓
61887	12/17/2025	2973 ELAINE JAGUDEN		1,110.001 ✓
61888	12/17/2025	3053 JIN, ELIZABETH	250268	350.00 ✓
61889	12/17/2025	1802 MARTHA KAHN		1,554.00 ✓
61890	12/17/2025	2717 KANOPIY LLC		426.00 ✓
61891	12/17/2025	1716 DIANE KENTROS		1,920.00 ✓
61892	12/17/2025	2459 KONICA MINOLTA BUSINESS SOLUTN		1,484.83 ✓
61893	12/17/2025	110 CAROL ANN LEACH		2,220.00 ✓
61894	12/17/2025	133 LILRC		1,741.00 ✓
61895	12/17/2025	2621 LONG ISLAND MUSEUM	250267	300.00 ✓
61896	12/17/2025	1568 LONG ISLAND WASTE SERVICES		243.05 ✓
61897	12/17/2025	1594 MICHAEL J'S LANDSCAPING	250067	2,050.00 ✓
61898	12/17/2025	27 MIDWEST TAPE		2,486.23 ✓
61899	12/17/2025	2517 MIDWEST TAPE		1,301.50 ✓
61900	12/17/2025	1814 PATRICIA NOVAK	250273	125.00 ✓
61901	12/17/2025	3039 PATRICIA J NOVAK		1,110.00 ✓
61902	12/17/2025	127 NYS EMPLOYEES HEALTH INSURANCE		54,929.87 ✓
61902	12/17/2025	127 **VOID** NYS EMPLOYEES HEALTH INSURANCE		-54,929.87 ✓
61903	12/17/2025	2424 JENNIFER O'CONNOR		30.00 ✓
61904	12/17/2025	1201 OCLC		611.21 ✓
61905	12/17/2025	240 MARIE PAGLIARO		1,110.00 ✓
61906	12/17/2025	1731 PITNEY BOWES BANK INC PURCHASE POWER		300.00 ✓
61907	12/17/2025	12 POSTMASTER - BULK PERMIT 39		1,800.00 ✓
61908	12/17/2025	2760 GEORGIA PROTAN		401.06 ✓
61909	12/17/2025	3061 QUATELA CHIMERI PLLC		1,066.00 ✓
61910	12/17/2025	3184 EVELYN REGAN	250278	340.00 ✓
61911	12/17/2025	602 DONNA M ROCHE		1,110.00 ✓
61912	12/17/2025	3213 MADDALENA ROMANO	250275	375.00 ✓
61913	12/17/2025	3280 DEBORAH S. ROOD GOLDMAN	250277	475.00 ✓
61914	12/17/2025	869 DIANNE ROONEY		1,110.00 ✓
61915	12/17/2025	2982 REGINA R. RUSSO	250269	1,575.00 ✓
61916	12/17/2025	3056 SCHOENHOFEN, KAREN	250255	120.00 ✓
61917	12/17/2025	3079 BONNIE SCHWARTZ	250272	370.00 ✓
61918	12/17/2025	51 SCLS	250245	270.00 ✓
61919	12/17/2025	2238 ROBERT SCOTT	250271	299.00 ✓
61920	12/17/2025	3140 SECURITAS SECURITY SERVICES USA, INC.		9,236.50 ✓
61921	12/17/2025	11 SHPL - PETTY CASH		88.68 ✓
61922	12/17/2025	3083 SPROUTS & FRIENDS, INC.		810.00 ✓
61923	12/17/2025	3167 STAPLES ADVANTAGE		132.99 ✓
61924	12/17/2025	2106 STERLING NORTH AMERICA INC.		8,845.00 ✓
61925	12/17/2025	2855 CATHY TROTTER		2,220.00 ✓
61926	12/17/2025	378 UTICA NATIONAL INSURANCE GROUP		15,887.00 ✓

SOUTH HUNTINGTON LIBRARY**Check Warrant Report For L - 16: CD - GENERAL - 12/2025 For Dates 12/17/2025 - 12/17/2025**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
61927	12/17/2025	1788	ANNA MARIE VERSACIO		1,110.00
61928	12/17/2025	33	LYNN VITTERS		1,110.00
61929	12/17/2025	2211	WALT WHITMAN BIRTHPLACE	250281	560.00
61930	12/17/2025	111	KENNETH WEIL		2,885.40
61931	12/17/2025	61	DIANE WELLS		2,220.00
61932	12/17/2025	3028	WERNER, CATHY-ANN		1,110.00
61933	12/17/2025	2613	TAMI WOOD	250257	240.00
61936	12/17/2025	127	NYS EMPLOYEES HEALTH INSURANCE		49,053.76

Number of Transactions: 95**Warrant Total: 176,153.12****Vendor Portion: 176,153.12**

*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, 95 in number, in the total amount of \$ 176,153.12. 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.

12/9/25

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 176,153.12. 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.

12/9/25

Date

Assistant Director

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #20 Fund L - November 2025 Schedule of Bills

Checks #61937
Voided Check# 61799

Total warrant: \$0.00

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY

Check Warrant Report For L - 20: CD - GENERAL VOID/REISSUE 12/2025 For Dates 12/17/2025 - 12/17/2025



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
61799	12/17/2025	2693	**VOID** KALINA MRMEVSKA	250241	-1,000.00
61937	12/17/2025	2693	KALINA MRMEVSKA	250241	1,000.00
Number of Transactions: 2				Warrant Total:	0.00
				Vendor Portion:	0.00

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 0. 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.

12/9/25

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 1,000.00. 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.

12/9/25

Date

Library Director

Janet Scherer
0 98cher

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Payroll date: November 6, 2025

Gross Total: \$120,326.23

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

Payroll Transaction Totals

Gross Wages	120,326.23
Non Cash Earnings	0.00
Reimbursed Expenses	0.00
FICA Wages	110,689.24
FICA Withholding - Employee *	6,862.76
FICA Withholding - Employer *	6,862.76
Medicare Wages	110,689.24
Medicare Withholding - Employee *	1,605.00
Excess Medicare Wages	0.00
Excess Medicare Withholdings	0.00
Medicare Withholding - Employer *	1,605.00
Federal Wages	104,593.15
Federal Withholding *	10,838.49
State Wages	106,376.94
State Withholding **	4,815.33
City Wages	0.00
City Withholding ***	0.00
Annuities	4,658.77
Flexible Spending	9,636.99
Retirement	1,783.79
Roth 403(b) Annuity	0.00
Roth 457(b) Annuity	0.00
All Other Deductions	390.00
Net Pay	79,735.10

Payment Distribution Methods

Normal Distributed Amount	3,220.13
Direct Deposit Amount	76,514.97
Direct Deposit Entries	60

Tax Deposit Information

Federal Tax Deposit *	27,774.01
State Tax Deposit **	4,815.33
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	62
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	0

Employee Types On This Journal

Employee Count	62
Active Payroll Employees	62
Inactive Payroll Employees	0

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Payroll date: November 20, 2025

Gross Total: \$116,229.11

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

Payroll Transaction Totals

Gross Wages	116,229.11
Non Cash Earnings	0.00
Reimbursed Expenses	0.00
FICA Wages	113,771.10
FICA Withholding - Employee *	7,053.79
FICA Withholding - Employer *	7,053.79
Medicare Wages	113,771.10
Medicare Withholding - Employee *	1,649.66
Excess Medicare Wages	0.00
Excess Medicare Withholdings	0.00
Medicare Withholding - Employer *	1,649.66
Federal Wages	107,885.26
Federal Withholding *	11,173.28
State Wages	109,486.51
State Withholding **	5,033.48
City Wages	0.00
City Withholding ***	0.00
Annuities	4,640.47
Flexible Spending	2,458.01
Retirement	1,601.25
Roth 403(b) Annuity	0.00
Roth 457(b) Annuity	0.00
All Other Deductions	390.00
Net Pay	82,229.17

Payment Distribution Methods

Normal Distributed Amount	3,869.00
Direct Deposit Amount	78,360.17
Direct Deposit Entries	60

Tax Deposit Information

Federal Tax Deposit *	28,580.18
State Tax Deposit **	5,033.48
City Tax Deposit - New York City ***	0.00
City Tax Deposit - Yonkers ***	0.00

Document Types On This Journal

Regular Checks	62
Manual / Hand Drawn Checks	0
Payroll Earning Transfers	0
Voided Checks	1

Employee Types On This Journal

Employee Count	62
Active Payroll Employees	62
Inactive Payroll Employees	0

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #10 Fund TA - November 6, 2025 Schedule of Bills

Check #7928

Wires #994534 - 994537

Total warrant: \$46,885.10

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY**Check Warrant Report For TA - 10: CD - Trust & Agency 11/6/2025 #6324 For Dates 11/6/2025 - 11/6/2025**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7928	11/06/2025	127	NYS EMPLOYEES HEALTH INSURANCE		9,636.99
994534	11/06/2025	198	NEWPORT TRUST CO. FBO #22258#		1,895.15
994535	11/06/2025	371	NYS INCOME TAX		4,815.33
994536	11/06/2025	909	INTERNAL REVENUE SERVICE		27,774.01
994537	11/06/2025	1345	NEW YORK STATE DEFERRED COMP		2,763.62
Number of Transactions: 5				Warrant Total:	46,885.10
				Vendor Portion:	46,885.10

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 \$ 46,885.10. 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.

12/9/25

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 46,885.10. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

11/4/25

Date

Assistant Director

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #11 Fund TA - November 20, 2025 Schedule of Bills

Check #7929-7930

Wires #994538 - 994542

Total warrant: \$44,877.18

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For TA - 11: CD - Trust & Agency - 11/20/25 #6324 For Dates 11/1/2025 - 11/30/2025

Check #	Check Date	Vendor ID Vendor Name	PO Number	Check Amount
7929	11/19/2025	1267 AMERIFLEX, LLC.		675.84
7930	11/19/2025	3252 GUARDIAN LIFE INSURANCE COMPANY OF AMERICA		1,782.17
994538	11/19/2025	198 NEWPORT TRUST CO. FBO #22258#		1,914.80
994539	11/19/2025	202 NYS & LOCAL RETIREMENT SYSTEM		4,165.04
994540	11/19/2025	371 NYS INCOME TAX		5,033.48
994541	11/19/2025	909 INTERNAL REVENUE SERVICE		28,580.18
994542	11/19/2025	1345 NEW YORK STATE DEFERRED COMP		2,725.67
Number of Transactions: 7			Warrant Total:	44,877.18
			Vendor Portion:	44,877.18

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 7 in number, in the total amount of \$ 44,877.18. 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.

12/9/25

Date

Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 44,877.18. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

11/19/25

Date

Library Director

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

December 17, 2025

FROM: Board of Trustees
RE: Authorization - Payment of checks

Warrant #5 Fund H - December 17, 2025 Schedule of Bills

Checks #10040

Total warrant: \$626.00

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

Stella Fox _____
President, Board of trustees

Stuart Horowitz _____
Vice President, Board of trustees

Eleanora Ferrante _____
Financial Chairperson

SOUTH HUNTINGTON LIBRARY



Check Warrant Report For H - 5: CD - RESERVE - 12/2025 For Dates 12/17/2025 - 12/17/2025

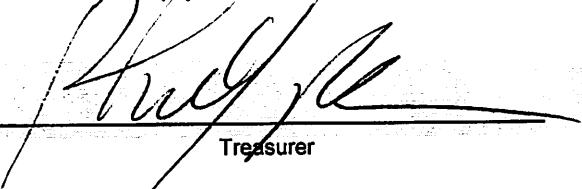
Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
10040	12/17/2025	230 BEATTY HARVEY COCO, LLP.			626.00
Number of Transactions: 1				Warrant Total:	626.00
				Vendor Portion:	626.00

Certification of Warrant

To The Board of Trustees: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 626.00. 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.

12/9/25

Date



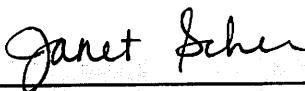
Treasurer

Certification of Warrant

To The District Treasurer: I hereby certify that I have audited the above claims in the total amount of \$ 626.00. 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.

12/5/25

Date



Library Director

American Express Monthly Statement -November 2025 purchases			
Name	Item(s) Purchased	Purchase \$	Account
Janet Scherer	Wheatfields - NYLA expense	169.18	L7430.435-31
	Wheatfields - NYLA expense	42.29	L7430.435-32
	Starbucks - NYLA expense	9.63	L7430.435-31
	Uncommon Ground - NYLA expense	7.49	L7430.435-31
	Pizza Hut - NYLA expense	35.00	L7430.435-31
	Compton's Restaurant - NYLA expense	38.00	L7430.435-31
	Hampton Inn - NYLA Expense	722.76	L7430.435-31
	Hampton Inn - NYLA Expense	722.76	L7430.435-31
	Hampton Inn - NYLA Expense	706.36	L7430.435-32
	Hampton Inn - NYLA Expense	674.61	L7430.435-31
	Hampton Inn - NYLA Expense	674.61	L7430.435-31
	Hummel-Hummel - staff training	48.20	L7430.435-31
	Dix Hills Diner - staff training	85.70	L7430.435-31
	Suffolk County Library Association - J. Conlon YASD Luncheon	55.00	L7430.435-31
	Suffolk County Library Association - E. Klein YASD Luncheon	55.00	L7430.435-31
	USPS - passport mailing	33.40	L7430.433
	Google (shpl.info e-mail service)	687.62	L7430.431
	Imprint Now - Adult Winter Reading Program	401.09	L7430.442-11S
Nick Tanzi			
	Checkr, Inc. - Background check	103.79	L7430.437-46
	Milk Street Magazine	44.95	L7420.413-11
	Paddle.net - Google Calendar	96.79	L7420.429
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.429
	Zoom.US (Teleconferencing)	115.96	L7430.431
	Bambulab - 3D Printing YS Winter Reading	55.96	L4730.442-12S
	Bambulab - 3D Printing	63.57	L7430.430-22
	NoviSign Ltd. - Library Signage (Recurring payment)	10.00	L7430.429
	Matterport - Virtual Tour Fee (Recurring payment)	15.22	L7430.429
	Bluesnap - NoviSign Ltd. - Library Signage (Recurring payment)	20.00	L7430.429
	Uncle Giuseppe's - staff training	5.39	L7430.435-31
	Total	\$5,710.33	

Amazon Capital Services Statement - 10/20/2025-11/19/2025		
Account	Description	Purchase \$
L7420.410-11	ADULT BOOKS	\$1,143.46
L7420.410-12	CHILDRENS BOOKS	\$153.06
L7420.411-12	DVD - CHILDREN	\$206.32
L7430.200	EQUIPMENT	\$1,170.74
L7430.430-21	SUPPLIES - OFFICE	\$199.93
L7430.430-22	SUPPLIES - LIBRARY	\$471.71
L7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	\$210.74
L7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	\$165.82
L7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	\$256.26
L7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	\$25.99
L7440.451	CUSTODIAL SUPPLIES	\$515.88
L7440.452-70	BUILDING EQUIPMENT & REPAIR	\$119.14
	Total	\$4,639.05

Amazon-EQUIPMENT

Product Category	Title	Item Qty.	Item Net Total
Art and Craft Supplies	Sooez Weeding Tools for Vinyl, 6PCS Basic Tools Set fits Cricut, Precision Cra	1	8.98
Personal Computers	Lenovo 2024 IdeaCentre 27" Business All-in-One, FHD 100Hz Touchscreen, A	1	840.51
Speakers	CyberPower CP1000PFCLCD PFC Sinewave UPS Battery Backup and Surge Pr	1	154.94
CE	GOLDENMATE 1000VA/600W Lithium UPS Battery Backup & Surge Protecto	1	166.31
	TOTAL		1170.74

Amazon-CUSTODIAL SUPPLIES

Product Category	Title	Item Qty.	Item Net Total
Business, Industrial	Pacific Blue Basic Standard Roll Embossed 2-Ply Toilet Paper by GP PRO (Gen	1	68.99
Kitchen	Dial Professional Basics MP Free Liquid Hand Soap, Honeysuckle, 3.78 L Refi	1	22.55
Business, Industrial	Pacific Blue Basic Standard Roll Embossed 2-Ply Toilet Paper by GP PRO (Gen	2	137.98
Kitchen	KARAT EARTH Bagasse Compostable Plates - Biodegradable, Natural, Microw	1	48.89
Business, Industrial	Dart 9FBRP1 9 in. Diameter ProPlanet Seal Compostable Fiber Dinnerware P	1	51.99
Business, Industrial	Pacific Blue Basic Standard Roll Embossed 2-Ply Toilet Paper by GP PRO (Gen	2	129.98
Business, Industrial	PURELL Foodservice Surface Sanitizer, Fragrance Free, 1 Gallon Surface Sani	1	55.50
	TOTAL		515.88

Cash Receipt Schedule Report For L -9 : CR - DAILY FINES - 11/2025		SOUTH HUNTINGTON LIBRARY	
Account	Account Description	Sum of DEBITS	Sum of CREDITS
Account	Description	G/L Debits	Sub/Led Credits
L 200	CHECKING - VALLEY NATIONAL BANK	1,022.83	0.00
L 2082.4	COPY MACHINES	0.00	140.10
L 2082.42	PRINT VEND MACHINES	0.00	336.20
L 2082.6	COMPUTER PAPER/DISCS	0.00	62.93
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	356.00
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	4.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	13.60
L 2770.5	MISC. INCOME - HOTSPOT FINES	0.00	5.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	105.00
		1,022.83	1,022.83
Cash Receipt Schedule Report For L - 10: CR -GENERAL - 11/2025		SOUTH HUNTINGTON LIBRARY	
Account	Account Description	Sum of DEBITS	Sum of CREDITS
L 200	CHECKING - VALLEY NATIONAL BANK	4,128.68	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	1,141.88	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	106.88	0.00
L 211	MM - FLUSHING BANK	9,571.84	0.00
L 2082.2	LOST LIBRARY MATERIALS	0.00	102.99
L 2082.42	PRINT VEND MACHINES	0.00	162.35
L 2082.6	COMPUTER PAPER/DISCS	0.00	51.35
L 2082.7	LAPTOP FINES	0.00	7.00
L 2401.204	INTEREST - MM- VALLEY NAT'L BANK	0.00	1,141.88
L 2401.206	INTEREST - CKING - VALLEY NAT'L BANK	0.00	1,351.03
L 2401.207	INTEREST - PAYROLL- VALLEY NAT'L BANK	0.00	106.88
L 2401.211	INTEREST - MM FLUSHING BANK	0.00	9,571.84
L 2670	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	77.50
L 2770.2	MISC. INCOME - EAR BUD SALES	0.00	1.00
L 2770.4	MISC. INCOME - FAX CHARGES	0.00	1.00
L 2770.8	MISC. INCOME - PASSPORTS	0.00	416.40
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	0.00	268.00
L 7430.442-11	COMMUNITY ACTIVITIES-ADULT PROGRAMS	0.00	1,610.00
L 7440.450-61	UTILITIES - ELECTRIC	0.00	80.06
Fund L Totals:		14,949.28	14,949.28

SOUTH HUNTINGTON PUBLIC LIBRARY

REVENUE BUDGET STATUS

PERIOD COVERED: July 1, 2025 - November 30, 2025

ACCOUNT	BUDGET	REVENUE EARNED	EST. REVENUE BASED ON 5.00 MONTHS	VARIANCE		UNEARNED REVENUE YTD.
				FAVORABLE (\$)	(UNFAVORABLE) %	
REAL PROPERTY TAXES	\$6,367,917.00	3,183,958.50	2,653,298.75	530,659.75	20.00	\$3,183,958.50
BOOK FINES	\$0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
LOST LIBRARY MATERIALS	\$2,500.00	1,185.07	1,041.67	143.40	13.77	\$1,314.93
COPY MACHINES	\$3,000.00	873.75	1,250.00	(376.25)	(30.10)	\$2,126.25
PRINT VEND MACHINES	\$9,000.00	3,175.75	3,750.00	(574.25)	(15.31)	\$5,824.25
DVD FINES	\$0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
IWIN - DVDs	\$0.00	0.00	0.00	0.00	#DIV/0!	\$0.00
COMPUTER PAPER/DISCS	\$1,000.00	461.91	416.67	45.24	10.86	\$538.09
LAPTOP FINES	0.00	47.00	0.00	47.00	#DIV/0!	(\$47.00)
LATE FINES - MUSEUM PASSES	\$0.00	10.00	0.00	10.00	#DIV/0!	(\$10.00)
INTEREST - MM- VALLEY NAT'L BANK	\$9,000.00	5,453.73	3,750.00	1,703.73	45.43	\$3,546.27
INTEREST - CKING - VALLEY NAT'L BANK	\$5,000.00	3,734.17	2,083.33	1,650.84	79.24	\$1,265.83
INTEREST - PAYROLL- VALLEY NAT'L BANK	\$1,000.00	473.41	416.67	56.74	13.62	\$526.59
INTEREST - MM FLUSHING BANK	\$85,000.00	44,786.41	35,416.67	9,369.74	26.46	\$40,213.59
SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	\$0.00	94.40	0.00	94.40	#DIV/0!	(\$94.40)
MISC. INCOME - EAR BUD SALES	\$0.00	11.00	0.00	11.00	#DIV/0!	(\$11.00)
MISC. INCOME - FAX CHARGES	\$0.00	92.00	0.00	92.00	#DIV/0!	(\$92.00)
MISC. INCOME - HOTSPOT FINES	\$0.00	45.00	0.00	45.00	#DIV/0!	(\$45.00)
MISC. INCOME	\$2,000.00	300.00	833.33	(533.33)	(64.00)	\$1,700.00
MISC. INCOME - PASSPORTS	\$13,000.00	4,336.40	5,416.67	(1,080.27)	(19.94)	\$8,663.60
STATE INCENTIVE AID	\$20,000.00	11,188.80	8,333.33	2,855.47	34.27	\$8,811.20
APPROPRIATED FUND BALANCE	\$100,000.00	0.00	41,666.67	(41,666.67)	(100.00)	\$100,000.00
TOTALS	\$6,618,417.00	3,260,227.30	2,757,673.75	502,553.55	18.22	\$3,358,189.70

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>L 1001</u>	REAL PROPERTY TAXES	6,367,917.00	0.00	6,367,917.00	3,183,958.50	3,183,958.50
<u>L 2082.2</u>	LOST LIBRARY MATERIALS	2,500.00	0.00	2,500.00	1,185.07	1,314.93
<u>L 2082.4</u>	COPY MACHINES	3,000.00	0.00	3,000.00	873.75	2,126.25
<u>L 2082.42</u>	PRINT VEND MACHINES	9,000.00	0.00	9,000.00	3,175.75	5,824.25
<u>L 2082.6</u>	COMPUTER PAPER/DISCS	1,000.00	0.00	1,000.00	461.91	538.09
<u>L 2082.7</u>	LAPTOP FINES	0.00	0.00	0.00	47.00	-47.00
<u>L 2082.9</u>	LATE FINES - MUSEUM PASSES	0.00	0.00	0.00	10.00	-10.00
<u>L 2401.204</u>	INTEREST - MM- VALLEY NAT'L BANK	9,000.00	0.00	9,000.00	5,453.73	3,546.27
<u>L 2401.206</u>	INTEREST - CKING - VALLEY NAT'L BANK	5,000.00	0.00	5,000.00	3,734.17	1,265.83
<u>L 2401.207</u>	INTEREST - PAYROLL- VALLEY NAT'L BANK	1,000.00	0.00	1,000.00	473.41	526.59
<u>L 2401.211</u>	INTEREST - MM FLUSHING BANK	85,000.00	0.00	85,000.00	44,786.41	40,213.59
<u>L 2670</u>	SALE/INSTRUCTIONAL SUPPLIES/SURPLUS BKS.	0.00	0.00	0.00	94.40	-94.40
<u>L 2770.2</u>	MISC. INCOME - EAR BUD SALES	0.00	0.00	0.00	11.00	-11.00
<u>L 2770.4</u>	MISC. INCOME - FAX CHARGES	0.00	0.00	0.00	92.00	-92.00
<u>L 2770.5</u>	MISC. INCOME - HOTSPOT FINES	0.00	0.00	0.00	45.00	-45.00
<u>L 2770.6</u>	MISC. INCOME	2,000.00	0.00	2,000.00	300.00	1,700.00
<u>L 2770.8</u>	MISC. INCOME - PASSPORTS	13,000.00	0.00	13,000.00	4,336.40	8,663.60
<u>L 3840</u>	STATE INCENTIVE AID	20,000.00	0.00	20,000.00	11,188.80	8,811.20
<u>L 3841</u>	APPROPRIATED FUND BALANCE	100,000.00	0.00	100,000.00	0.00	100,000.00
L Totals:		6,618,417.00	0.00	6,618,417.00	3,260,227.30	3,358,189.70
Grand Totals:		6,618,417.00	0.00	6,618,417.00	3,260,227.30	3,358,189.70

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 5 MONTHS	VARIANCE		AVAILABLE	
						FAVORABLE (UNFAVORABLE)			
						\$	%		
SALARIES-PROF. FT & PT	\$2,081,626.31	864,423.44		864,423.44	880,688.05	16264.61	1.85	\$1,217,202.87	
SALARIES-PROF. FT	\$1,549,921.37	662,876.62	0.00	662,876.62	655,735.96	(7140.66)	(1.09)	\$887,044.75	
SALARIES - PROF. PT	\$531,704.94	201,546.82	0.00	201,546.82	224,952.09	23405.27	10.40	\$330,158.12	
SALARIES-CLERICAL FT & PT	\$553,532.81	234,837.55		234,837.55	234,186.96	(650.59)	(0.28)	\$318,695.26	
SALARIES-CLERICAL FT	\$348,743.45	144,261.33	0.00	144,261.33	147,545.31	3283.98	2.23	\$204,482.12	
SALARIES-CLERICAL PT	\$204,789.36	90,576.22	0.00	90,576.22	86,641.65	(3934.57)	(4.54)	\$114,213.14	
SALARIES-PAGE	\$100,072.47	37,995.60	0.00	37,995.60	42,338.35	4342.75	10.26	\$62,076.87	
SALARIES-CUSTODIAL FT & PT	\$334,188.70	147,092.89		147,092.89	141,387.53	(5705.36)	(4.04)	\$187,095.81	
SALARIES-CUSTODIAL FT	\$279,549.96	122,750.33	0.00	122,750.33	118,271.14	(4479.19)	(3.79)	\$156,799.63	
SALARIES-CUSTODIAL PT	\$54,638.74	24,342.56	0.00	24,342.56	23,116.39	(1226.17)	(5.30)	\$30,296.18	
SALARIES-SUNDAY-PROF.	\$64,321.97	15,466.32	0.00	15,466.32	20,861.18	5394.86	25.86	\$48,855.65	
SALARIES-SUNDAY-CLERICAL	\$25,162.67	5,582.52	0.00	5,582.52	8,160.87	2578.35	31.59	\$19,580.15	
SALARIES-SUNDAY-PAGE	\$10,911.85	2,751.75	0.00	2,751.75	3,538.98	787.23	22.24	\$8,160.10	
SALARIES-SUNDAY-CUSTODIAL	\$41,604.64	7,627.74	0.00	7,627.74	13,493.40	5865.66	43.47	\$33,976.90	
TEMPORARY SUMMER HELP	\$14,345.58	11,542.84	0.00	11,542.84	31,560.28	20017.44	63.43	\$2,802.74	
	\$3,225,767.00	\$1,327,320.65	\$0.00	\$1,327,320.65	\$1,376,215.59	48894.94	194.76	\$1,898,446.35	
ADULT BOOKS	\$100,000.00	24,218.64	0.00	24,218.64	41,666.67	17448.03	41.88	\$75,781.36	
CHILDRENS BOOKS	\$75,000.00	15,847.89	0.00	15,847.89	31,250.00	15402.11	49.29	\$59,152.11	
YOUNG ADULT BOOKS	\$10,000.00	479.62	0.00	479.62	4,166.67	3687.05	88.49	\$9,520.38	
REFERENCE - ELECTRONIC	\$45,000.00	20,408.96	0.00	20,408.96	18,750.00	(1658.96)	(8.85)	\$24,591.04	
AUDIO BOOKS - ADULT	\$1,000.00	526.75	0.00	526.75	416.67	(110.08)	(26.42)	\$473.25	
AUDIO BOOKS - CHILDREN	\$2,000.00	69.99	268.14	338.13	833.33	495.20	59.42	\$1,661.87	
DIGITAL SUBSCRIPTIONS	\$220,500.00	113,144.00	0.00	113,144.00	91,875.00	(21269.00)	(23.15)	\$107,356.00	
MUSEUM PASSES	\$24,000.00	3,075.00	1,270.00	4,345.00	10,000.00	5655.00	56.55	\$19,655.00	
DVD - ADULT	\$18,000.00	5,537.27	0.00	5,537.27	7,500.00	1962.73	26.17	\$12,462.73	
DVD - CHILDREN	\$3,000.00	1,554.73	0.00	1,554.73	1,250.00	(304.73)	(24.38)	\$1,445.27	
MUSIC CD'S - ADULT	\$2,500.00	685.73	0.00	685.73	1,041.67	355.94	34.17	\$1,814.27	
MUSIC CD'S - CHILDREN	\$400.00	0.00	0.00	0.00	166.67	166.67	100.00	\$400.00	
PERIODICALS - ADULTS	\$10,500.00	216.58	0.00	216.58	4,375.00	4158.42	95.05	\$10,283.42	
PERIODICALS - CHILDREN	\$1,000.00	0.00	0.00	0.00	416.67	416.67	100.00	\$1,000.00	
PERIODICALS - YA	\$400.00	0.00	0.00	0.00	166.67	166.67	100.00	\$400.00	
PERIODICALS - NEWSPAPERS	\$4,600.00	2,277.96	0.00	2,277.96	1,916.67	(361.29)	(18.85)	\$2,322.04	
COMPUTER SOFTWARE-CIRC.-ADULTS	\$2,500.00	238.97	0.00	238.97	1,041.67	802.70	77.06	\$2,261.03	
COMPUTER SOFTWARE-CIRC.-CHILDRE	\$4,000.00	1,402.20	0.00	1,402.20	1,666.67	264.47	15.87	\$2,597.80	
MATERIALS PROCESSING	\$35,000.00	7,047.28	0.00	7,047.28	14,583.33	7536.05	51.68	\$27,952.72	
COMPUTER SOFTWARE - NON-CIRC.	\$55,000.00	15,217.63	0.00	15,217.63	22,916.67	7699.04	33.60	\$39,782.37	
	\$614,400.00	211,949.20	1,538.14	213,487.34	256,000.00	42512.66	16.61	\$400,912.66	
EQUIPMENT	\$54,000.00	16,707.90	0.00	16,707.90	22,500.00	5792.10	25.74	\$37,292.10	
EQUIPMENT - LIBRARY OF THINGS	\$1,000.00	216.50	0.00	216.50	416.67	200.17	48.04	\$783.50	
EQUIPMENT MAINTENANCE	\$10,000.00	250.00	0.00	250.00	4,166.67	3916.67	94.00	\$9,732.00	

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 5 MONTHS	VARIANCE		AVAILABLE	
						FAVORABLE (UNFAVORABLE)			
						\$	%		
FURNITURE & FIXTURES	\$30,000.00	3,555.66	0.00	3,555.66	12,500.00	8944.34	71.55	\$26,444.34	
SUPPLIES - OFFICE	\$20,000.00	2,742.53	144.45	2,886.98	8,333.33	5446.35	65.36	\$17,113.02	
SUPPLIES - LIBRARY	\$20,000.00	3,337.26	0.00	3,337.26	8,333.33	4996.07	59.95	\$16,662.74	
TELECOMMUNICATIONS	\$40,000.00	8,584.19	0.00	8,584.19	16,666.67	8082.48	48.49	\$31,415.81	
SCLS SERVICES / CIRCULATION CONTR	\$95,000.00	14,922.87	0.00	14,922.87	39,583.33	24660.46	62.30	\$80,077.13	
POSTAGE	\$30,000.00	11,575.20	0.00	11,575.20	12,500.00	924.80	7.40	\$18,424.80	
PUBLICITY-PRINTING/NEWSLETTER	\$110,000.00	24,205.14	0.00	24,205.14	45,833.33	21628.19	47.19	\$85,794.86	
CONTINUING ED/MILEAGE REIMB/STAFF	\$30,000.00	3,971.82	0.00	3,971.82	12,500.00	8528.18	68.23	\$26,028.18	
CONTINUING ED/MILEAGE REIMB/BOA	\$5,000.00	808.00	0.00	808.00	2,083.33	1275.33	61.22	\$4,192.00	
LIBRARY VEHICLE	\$1,000.00	217.48	0.00	217.48	416.67	199.19	47.80	\$782.52	
PROFESSIONAL FEES - AUDITOR	\$17,500.00	16,375.00	3,000.00	19,375.00	7,291.67	(12083.33)	(165.71)	(\$1,875.00)	
PROFESSIONAL FEES - LEGAL	\$10,000.00	936.00	0.00	936.00	4,166.67	3230.67	77.54	\$9,064.00	
PROFESSIONAL FEES - TREASURER	\$7,000.00	2,050.00	2,870.00	4,920.00	2,916.67	(2003.33)	(68.69)	\$2,080.00	
PROF. FEES- ART & MUSIC	\$9,500.00	1,120.00	5,230.00	6,350.00	3,958.33	(2391.67)	(60.42)	\$3,150.00	
PROF. FEES - MISC. CONSULTANTS	\$3,000.00	960.07	0.00	960.07	1,250.00	289.93	23.19	\$2,039.93	
PROFESSIONAL FEES - SECURITY SERV	\$140,000.00	43,998.50	0.00	43,998.50	58,333.33	14334.83	24.57	\$96,001.50	
PROFESSIONAL FEES - SOCIAL WORKER	\$15,000.00	0.00	0.00	0.00	6,250.00	6250.00	100.00	\$15,000.00	
MEMBERSHIP DUES	\$6,000.00	1,751.79	0.00	1,751.79	2,500.00	748.21	29.93	\$4,248.21	
OFFICE EQUIPMENT - COPIER RENTAL	\$5,000.00	2,000.27	0.00	2,000.27	2,083.33	83.06	3.99	\$2,999.73	
OFFICE EQUIPMENT - SERVICE CONTRA	\$10,000.00	3,135.00	0.00	3,135.00	4,166.67	1031.67	24.76	\$6,865.00	
OFFICE EQUIPMENT - REPAIR/MAINTEN/	\$250.00	0.00	0.00	0.00	104.17	104.17	100.00	\$250.00	
MISC. EXPENSES	\$1,000.00	71.32	0.00	71.32	416.67	345.35	82.88	\$928.68	
COST OF VOTE	\$3,000.00	0.00	0.00	0.00	1,250.00	1250.00	100.00	\$3,000.00	
COMMUNITY ACTIVITIES-ADULT PROGR	\$90,000.00	27,293.29	350.00	27,643.29	37,500.00	9856.71	26.28	\$62,356.71	
COMMUNITY ACTIVITIES - ADULT READIN	\$2,400.00	0.00	0.00	0.00	1,000.00	1000.00	100.00	\$2,400.00	
COMMUNITY ACTIVITIES-CHILDRENS PR	\$75,000.00	31,398.71	6,351.00	37,749.71	31,250.00	(6499.71)	(20.80)	\$37,250.29	
COMMUNITY ACTIVITIES - CHILDRENS - REA	\$2,400.00	799.68	0.00	799.68	1,000.00	200.32	20.03	\$1,600.32	
COMMUNITY ACTIVITY-CHILDRENS FAMI	\$3,500.00	621.70	1,457.79	2,079.49	1,458.33	(621.16)	(42.59)	\$1,420.51	
COMMUNITY ACTIVITIES-YA PROGRAMS	\$15,000.00	7,515.49	360.00	7,875.49	6,250.00	(1625.49)	(26.01)	\$7,124.51	
COMMUNITY ACTIVITIES-OUTREACH PR	\$5,000.00	1,276.97	0.00	1,276.97	2,083.33	806.36	38.71	\$3,723.03	
COMMUNITY ACTIVITIES - MUSIC/RECITA	\$8,500.00	2,400.00	0.00	2,400.00	3,541.67	1141.67	32.24	\$6,100.00	
CREDIT MERCHANT FEES	\$3,200.00	1,333.90	0.00	1,333.90	1,333.33	(0.57)	(0.04)	\$1,866.10	
	\$878,250.00	236,132.24	19,763.24	255,895.48	365,937.50	110042.02	30.07	\$622,354.52	
UTILITIES - ELECTRIC	\$145,000.00	77,830.89	0.00	77,830.89	60,416.67	(17414.22)	(28.82)	\$67,169.11	
UTILITIES - WATER	\$5,000.00	1,985.46	0.00	1,985.46	2,083.33	97.87	4.70	\$3,014.54	
UTILITIES - GAS	\$20,000.00	2,644.25	0.00	2,644.25	8,333.33	5689.08	68.27	\$17,355.75	
CUSTODIAL SUPPLIES	\$15,000.00	3,664.03	0.00	3,664.03	6,250.00	2585.97	41.38	\$11,335.97	
BUILDING EQUIPMENT & REPAIR	\$7,000.00	469.81	0.00	469.81	2,916.67	2446.86	83.89	\$6,530.19	
BUILDING MAINTENANCE & REPAIR	\$45,000.00	12,136.44	17,410.00	29,546.44	18,750.00	(10796.44)	(57.58)	\$15,453.56	
BUILDING SERVICE CONTRACTS	\$41,000.00	11,465.25	18,450.00	29,915.25	17,083.33	(12831.92)	(75.11)	\$11,084.75	
INSURANCE	\$61,500.00	15,327.32	0.00	15,327.32	25,625.00	10297.68	40.19	\$46,172.68	
GROUNDS MAINTENANCE	\$30,000.00	14,381.58	4,625.00	19,006.58	12,500.00	(6506.58)	(52.05)	\$10,908.42	

DESCRIPTION	BUDGET	APPROP. EXPENSE	ENCUM.	ACTUAL \$ SPENT	EST. EXPEND 5 MONTHS	VARIANCE		AVAILABLE	
						FAVORABLE (UNFAVORABLE)			
						\$	%		
	\$369,500.00	139,905.03	40,485.00	180,390.03	153,958.33	(26431.70)	(17.17)	\$189,109.97	
NYS RETIREMENT SYSTEM	\$485,000.00	507,861.00	0.00	507,861.00	202,083.33	(305777.67)	(151.31)	(\$22,861.00)	
FICA EXPENSE	\$247,000.00	95,485.16	0.00	95,485.16	104,500.00	9014.84	8.63	\$151,514.84	
WORKERS' COMPENSATION	\$25,000.00	0.00	0.00	0.00	10,416.67	10416.67	100.00	\$25,000.00	
DISABILITY INSURANCE	\$4,000.00	2,720.36	0.00	2,720.36	1,666.67	(1053.69)	(63.22)	\$1,279.64	
LONG-TERM DISABILITY INS.	\$8,500.00	1,454.72	0.00	1,454.72	3,541.67	2086.95	58.93	\$7,045.28	
UNEMPLOYMENT INSURANCE	\$1,000.00	0.00	0.00	0.00	416.67	416.67	100.00	\$1,000.00	
HEALTH INSURANCE	\$685,000.00	233,068.01	0.00	233,068.01	285,416.67	52348.66	18.34	\$451,931.99	
MEDICARE REIMBURSEMENT	\$75,000.00	0.00	0.00	0.00	31,250.00	31250.00	100.00	\$75,000.00	
	\$1,530,500.00	840,589.25	0.00	840,589.25	639,291.67	(201297.58)	(31.49)	\$689,910.75	
TOTAL	6,618,417.00	2,755,896.37	61,786.38	2,817,682.75	2,791,403.09	(26279.66)	(0.94)	\$3,800,734.25	

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7410.141-01	SALARIES-PROF. FT	1,549,921.37	0.00	1,549,921.37	662,876.62	0.00	887,044.75
L 7410.141-01-P	SALARIES - PROF. PT	531,704.94	0.00	531,704.94	201,546.82	0.00	330,158.12
L 7410.142-02	SALARIES-CLERICAL FT	348,743.45	0.00	348,743.45	144,261.33	0.00	204,482.12
L 7410.142-02-P	SALARIES-CLERICAL PT	204,789.36	0.00	204,789.36	90,576.22	0.00	114,213.14
L 7410.142-03	SALARIES-PAGE	100,072.47	0.00	100,072.47	37,995.60	0.00	62,076.87
L 7410.142-04	SALARIES-CUSTODIAL FT	279,549.96	0.00	279,549.96	122,750.33	0.00	156,799.63
L 7410.142-04-P	SALARIES-CUSTODIAL PT	54,638.74	0.00	54,638.74	24,342.56	0.00	30,296.18
L 7410.143-01	SALARIES-SUNDAY-PROF.	64,321.97	0.00	64,321.97	15,466.32	0.00	48,855.65
L 7410.143-02	SALARIES-SUNDAY-CLERICAL	25,162.67	0.00	25,162.67	5,582.52	0.00	19,580.15
L 7410.143-03	SALARIES-SUNDAY-PAGE	10,911.85	0.00	10,911.85	2,751.75	0.00	8,160.10
L 7410.143-04	SALARIES-SUNDAY-CUSTODIAL	41,604.64	0.00	41,604.64	7,627.74	0.00	33,976.90
L 7410.143-05	TEMPORARY SUMMER HELP	14,345.58	0.00	14,345.58	11,542.84	0.00	2,802.74
7410	*	3,225,767.00	0.00	3,225,767.00	1,327,320.65	0.00	1,898,446.35
L 7420.410-11	ADULT BOOKS	100,000.00	0.00	100,000.00	24,218.64	0.00	75,781.36
L 7420.410-12	CHILDRENS BOOKS	75,000.00	0.00	75,000.00	15,847.89	0.00	59,152.11
L 7420.410-13	YOUNG ADULT BOOKS	10,000.00	0.00	10,000.00	479.62	0.00	9,520.38
L 7420.410-14-2	REFERENCE - ELECTRONIC	45,000.00	0.00	45,000.00	20,408.96	0.00	24,591.04
L 7420.410-15	AUDIO BOOKS - ADULT	1,000.00	0.00	1,000.00	526.75	0.00	473.25
L 7420.410-15-C	AUDIO BOOKS - CHILDREN	2,000.00	0.00	2,000.00	69.99	268.14	1,661.87
L 7420.410-16-S	DIGITAL SUBSCRIPTIONS	220,500.00	0.00	220,500.00	113,144.00	0.00	107,356.00
L 7420.410-17	MUSEUM PASSES	24,000.00	0.00	24,000.00	3,075.00	1,270.00	19,655.00
L 7420.411-11	DVD - ADULT	18,000.00	0.00	18,000.00	5,537.27	0.00	12,462.73
L 7420.411-12	DVD - CHILDREN	3,000.00	0.00	3,000.00	1,554.73	0.00	1,445.27
L 7420.412-11	MUSIC CD'S - ADULT	2,500.00	0.00	2,500.00	685.73	0.00	1,814.27
L 7420.412-12	MUSIC CD'S - CHILDREN	400.00	0.00	400.00	0.00	0.00	400.00
L 7420.413-11	PERIODICALS - ADULTS	10,500.00	0.00	10,500.00	216.58	0.00	10,283.42
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	2,277.96	0.00	2,322.04
L 7420.415-11	COMPUTER SOFTWARE-CIRC.-ADULTS	2,500.00	0.00	2,500.00	238.97	0.00	2,261.03
L 7420.415-12	COMPUTER SOFTWARE-CIRC.-CHILDREN	4,000.00	0.00	4,000.00	1,402.20	0.00	2,597.80
L 7420.419	MATERIALS PROCESSING	35,000.00	0.00	35,000.00	7,047.28	0.00	27,952.72
L 7420.429	COMPUTER SOFTWARE - NON-CIRC.	55,000.00	0.00	55,000.00	15,217.63	0.00	39,782.37

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
7420	*	614,400.00	0.00	614,400.00	211,949.20	1,538.14	400,912.66
L 7430.200	EQUIPMENT	54,000.00	0.00	54,000.00	16,707.90	0.00	37,292.10
L 7430.200-1	EQUIPMENT - LIBRARY OF THINGS	1,000.00	0.00	1,000.00	216.50	0.00	783.50
L 7430.200-5	EQUIPMENT MAINTENANCE	10,000.00	0.00	10,000.00	250.00	0.00	9,750.00
L 7430.201	FURNITURE & FIXTURES	30,000.00	0.00	30,000.00	3,555.66	0.00	26,444.34
L 7430.430-21	SUPPLIES - OFFICE	20,000.00	0.00	20,000.00	2,742.53	144.45	17,113.02
L 7430.430-22	SUPPLIES - LIBRARY	20,000.00	0.00	20,000.00	3,337.26	0.00	16,662.74
L 7430.431	TELECOMMUNICATIONS	40,000.00	0.00	40,000.00	8,584.19	0.00	31,415.81
L 7430.432	SCLS SERVICES / CIRCULATION CONTROL	95,000.00	0.00	95,000.00	14,922.87	0.00	80,077.13
L 7430.433	POSTAGE	30,000.00	0.00	30,000.00	11,575.20	0.00	18,424.80
L 7430.434	PUBLICITY-PRINTING/NEWSLETTER	110,000.00	0.00	110,000.00	24,205.14	0.00	85,794.86
L 7430.435-31	CONTINUING ED/MILEAGE REIMB/STAFF	30,000.00	0.00	30,000.00	3,971.82	0.00	26,028.18
L 7430.435-32	CONTINUING ED/MILEAGE REIMB/BOA	5,000.00	0.00	5,000.00	808.00	0.00	4,192.00
L 7430.435-33	LIBRARY VEHICLE	1,000.00	0.00	1,000.00	217.48	0.00	782.52
L 7430.437-41	PROFESSIONAL FEES - AUDITOR	17,500.00	0.00	17,500.00	16,375.00	3,000.00	-1,875.00
L 7430.437-42	PROFESSIONAL FEES - LEGAL	10,000.00	0.00	10,000.00	936.00	0.00	9,064.00
L 7430.437-44	PROFESSIONAL FEES - TREASURER	7,000.00	0.00	7,000.00	2,050.00	2,870.00	2,080.00
L 7430.437-45	PROF. FEES- ART & MUSIC	9,500.00	0.00	9,500.00	1,120.00	5,230.00	3,150.00
L 7430.437-46	PROF. FEES - MISC. CONSULTANTS	3,000.00	0.00	3,000.00	960.07	0.00	2,039.93
L 7430.437-47	PROFESSIONAL FEES - SECURITY SERVICES	140,000.00	0.00	140,000.00	43,998.50	0.00	96,001.50
L 7430.437-48	PROFESSIONAL FEES - SOCIAL WORKER	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
L 7430.438	MEMBERSHIP DUES	6,000.00	0.00	6,000.00	1,751.79	0.00	4,248.21
L 7430.439-51	OFFICE EQUIPMENT - COPIER RENTAL	5,000.00	0.00	5,000.00	2,000.27	0.00	2,999.73
L 7430.439-52	OFFICE EQUIPMENT - SERVICE CONTRACTS	10,000.00	0.00	10,000.00	3,135.00	0.00	6,865.00
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	71.32	0.00	928.68
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	90,000.00	0.00	90,000.00	27,293.29	350.00	62,356.71
L 7430.442-11-S	COMMUNITY ACTIVITIES - ADULT READING PGM	2,400.00	0.00	2,400.00	0.00	0.00	2,400.00
L 7430.442-12	COMMUNITY ACTIVITIES-CHILDRENS PROGRAMS	75,000.00	0.00	75,000.00	31,398.71	6,351.00	37,250.29

SOUTH HUNTINGTON LIBRARY



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Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
L 7430.442-12-E	COMMUNITY ACTIVITY-CHILDRENS FAMILY PGM	3,500.00	0.00	3,500.00	621.70	1,457.79	1,420.51
L 7430.442-12-S	COMMUNITY ACTIVITIES - CHILDRENS - READING CLUB	2,400.00	0.00	2,400.00	799.68	0.00	1,600.32
L 7430.442-13	COMMUNITY ACTIVITIES-YA PROGRAMS	15,000.00	0.00	15,000.00	7,515.49	360.00	7,124.51
L 7430.442-14	COMMUNITY ACTIVITIES - MUSIC/RECITALS	8,500.00	0.00	8,500.00	2,400.00	0.00	6,100.00
L 7430.442-15	CREDIT MERCHANT FEES	3,200.00	0.00	3,200.00	1,333.90	0.00	1,866.10
L 7430.442-16	COMMUNITY ACTIVITIES-OUTREACH PROGRAMS	5,000.00	0.00	5,000.00	1,276.97	0.00	3,723.03
7430	*	878,250.00	0.00	878,250.00	236,132.24	19,763.24	622,354.52
L 7440.450-61	UTILITIES - ELECTRIC	145,000.00	0.00	145,000.00	77,830.89	0.00	67,169.11
L 7440.450-62	UTILITIES - WATER	5,000.00	0.00	5,000.00	1,985.46	0.00	3,014.54
L 7440.450-63	UTILITIES - GAS	20,000.00	0.00	20,000.00	2,644.25	0.00	17,355.75
L 7440.451	CUSTODIAL SUPPLIES	15,000.00	0.00	15,000.00	3,664.03	0.00	11,335.97
L 7440.452-70	BUILDING EQUIPMENT & REPAIR	7,000.00	0.00	7,000.00	469.81	0.00	6,530.19
L 7440.452-71	BUILDING MAINTENANCE & REPAIR	45,000.00	0.00	45,000.00	12,136.44	17,410.00	15,453.56
L 7440.452-73	BUILDING SERVICE CONTRACTS	41,000.00	0.00	41,000.00	11,465.25	18,450.00	11,084.75
L 7440.454	INSURANCE	61,500.00	0.00	61,500.00	15,327.32	0.00	46,172.68
L 7440.469-81	GROUNDS MAINTENANCE	30,000.00	0.00	30,000.00	14,381.58	4,625.00	10,993.42
7440	*	369,500.00	0.00	369,500.00	139,905.03	40,485.00	189,109.97
74	**	5,087,917.00	0.00	5,087,917.00	1,915,307.12	61,786.38	3,110,823.50
7	***	5,087,917.00	0.00	5,087,917.00	1,915,307.12	61,786.38	3,110,823.50
L 9000.901-0	NYS RETIREMENT SYSTEM	485,000.00	0.00	485,000.00	507,861.00	0.00	-22,861.00
L 9000.903-0	FICA EXPENSE	247,000.00	0.00	247,000.00	95,485.16	0.00	151,514.84
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	2,720.36	0.00	1,279.64
L 9000.905-6	LONG-TERM DISABILITY INS.	8,500.00	0.00	8,500.00	1,454.72	0.00	7,045.28
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	233,068.01	0.00	451,931.99
L 9000.906-1	MEDICARE REIMBURSEMENT	75,000.00	0.00	75,000.00	0.00	0.00	75,000.00
9000	*	1,530,500.00	0.00	1,530,500.00	840,589.25	0.00	689,910.75
90	**	1,530,500.00	0.00	1,530,500.00	840,589.25	0.00	689,910.75
9	***	1,530,500.00	0.00	1,530,500.00	840,589.25	0.00	689,910.75
Fund LTotals:		6,618,417.00	0.00	6,618,417.00	2,755,896.37	61,786.38	3,800,734.25

SOUTH HUNTINGTON LIBRARY**Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025**

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
Grand Totals:		6,618,417.00	0.00	6,618,417.00	2,755,896.37	61,786.38	3,800,734.25

SOUTH HUNTINGTON LIBRARY

Trial Balance Report From 7/1/2025 - 11/30/2025



Account	Description	Debits	Credits
L 200	CHECKING - VALLEY NATIONAL BANK	129,610.13	0.00
L 204	MONEY MARKET - VALLEY NATIONAL BANK	146,664.74	0.00
L 208	PAYROLL CHECKING - VALLEY NAT'L BAN	18,145.56	0.00
L 210	PETTY CASH	1,070.00	0.00
L 211	MM - FLUSHING BANK	3,012,518.48	0.00
L 250	PREPAID INSURANCE	26,020.39	0.00
L 252	PREPAID EXPENSES	17,600.00	0.00
L 391	DUE FROM OTHER FUNDS	22,415.56	0.00
L 401	ACCRUED PAYROLL	0.00	141,546.80
L 402	ACCRUED NYS RETIREMENT	0.00	120,532.50
L 405	ACCOUNTS PAYABLE	0.00	22,798.92
L 510	ESTIMATED REVENUE	6,618,417.00	0.00
L 521	ENCUMBRANCES	61,786.38	0.00
L 522	EXPENDITURES	2,755,896.37	0.00
L 821	RESERVE FOR ENCUMBRANCES	0.00	61,786.38
L 902	RESERVE FOR ACCRUED SICK/VACATION	0.00	623,476.61
L 908	FUND BALANCE NONSPENDABLE	0.00	43,620.39
L 909	FUND BALANCE, UNRESERVED	0.00	1,817,738.71
L 910	ASSIGNED FOR BUDGET	0.00	100,000.00
L 960	APPROPRIATIONS	0.00	6,618,417.00
L 980	REVENUES	0.00	3,260,227.30
L Fund Totals:		12,810,144.61	12,810,144.61
Grand Totals:		12,810,144.61	12,810,144.61

SOUTH HUNTINGTON LIBRARY

Revenue Status Report By Function From 7/1/2025 To 11/30/2025



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
H 2401	INTEREST	0.00	0.00	0.00	28,542.20	-28,542.20
	H Totals:	0.00	0.00	0.00	28,542.20	-28,542.20
	Grand Totals:	0.00	0.00	0.00	28,542.20	-28,542.20

SOUTH HUNTINGTON LIBRARY**Trial Balance Report From 7/1/2025 - 11/30/2025**

Account	Description	Debits	Credits
H 200	VALLEY RESERVE CHECKING ACCT	160,209.47	0.00
H 210	FLUSHING M/M	1,562,151.01	0.00
H 230	GRANTS RECEIVABLE	21,000.00	0.00
H 522	EXPENDITURES	69,631.05	0.00
H 599	APPROPRIATED FUND BALANCE	1,691,835.66	0.00
H 600	Accounts Payable	0.00	102,254.80
H 909	FUND BALANCE, UNRESERVED	0.00	1,403,584.62
H 960	APPROPRIATIONS	0.00	1,691,835.66
H 980	REVENUES	0.00	28,542.20
H 990	COMMITTED FOR REPAIRS & IMPROVEMENTS	0.00	278,609.91
H Fund Totals:		3,504,827.19	3,504,827.19
Grand Totals:		3,504,827.19	3,504,827.19

SOUTH HUNTINGTON LIBRARY



Appropriation Status Detail Report By Function From 7/1/2025 To 11/30/2025

Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>H 7430.200-1</u>	EMERGENCY REPAIR/REPLACEMENT	1,234,828.75	0.00	1,234,828.75	0.00	0.00	1,234,828.75
<u>H 7430.200-5</u>	HVAC REPLACEMENT - 2022/2023 (BHC PROJECT# 10183)	250,903.13	0.00	250,903.13	2,504.00	0.00	248,399.13
<u>H 7430.200-6</u>	CAPITAL IMPROVEMENT FEASIBILITY STUDY	2,649.74	0.00	2,649.74	15,263.05	0.00	-12,613.31
<u>H 7430.200-7</u>	EV CHARGING STATIONS	124,350.00	0.00	124,350.00	51,864.00	0.00	72,486.00
<u>H 7430.220</u>	COMPUTER/TELECOMM/EQUIPMENT	79,104.04	0.00	79,104.04	0.00	0.00	79,104.04
7430	*	1,691,835.66	0.00	1,691,835.66	69,631.05	0.00	1,622,204.61
74	**	1,691,835.66	0.00	1,691,835.66	69,631.05	0.00	1,622,204.61
7	***	1,691,835.66	0.00	1,691,835.66	69,631.05	0.00	1,622,204.61
Fund HTotals:		1,691,835.66	0.00	1,691,835.66	69,631.05	0.00	1,622,204.61
Grand Totals:		1,691,835.66	0.00	1,691,835.66	69,631.05	0.00	1,622,204.61

SOUTH HUNTINGTON LIBRARY**Trial Balance Report From 7/1/2025 - 11/30/2025**

Account	Description	Debits	Credits
TA 18	NYSERS	0.00	7.68
TA 200	T/A CHECKING - VALLEY NAT'L BANK	23,069.90	0.00
TA 25	FLEXIBLE SPENDING A/C	384.17	0.00
TA 32	DEP FLEX	0.00	384.17
TA 456	INTEREST	0.00	646.66
TA 630	DUE TO/FROM OTHER FUNDS	0.00	22,415.56
TA Fund Totals:		23,454.07	23,454.07
Grand Totals:		23,454.07	23,454.07

Investment Report

General Fund

Flushing Bank

The current balance in this account is **\$3,012,518.48** and the account is earning interest at **3.65%**.

Capital Reserve Fund

Capital Reserve Projects

Flushing Bank

The money market account balance of **\$1,562,151.01** is earning interest at **3.65%**.

12/2/2025

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

TO: Board of Trustees

FROM: Eleanora Ferrante
2025/26 Finance Chairperson

DATE: December 17, 2025

RE: Monthly check requisition review

I have reviewed the following check requisitions and have found the vendor's name, invoice number, invoice date, invoice amount, and supporting documentation to be in order:

Payable to Vendor	Invoice Date	Invoice Amount	Invoice/P.O./Expense Reimbursement
PSEG LI	11/25/2025	6560.41	10/29-11/25/25
Aerus Electrolux	10/9/2025	249.97	Invoice # 2438461
Stephen Cho	01/01/2025	1110.00	Medicare Reimbursement verified w/SS Benefit Ltr
Jennifer Conlon	11/14/2025	345.28	Expense Reimbursement
Edmer Sanitary Supply	11/26/2025	253.45	Invoice # 130637
Envisionware, Inc.	12/1/2025	603.75	Invoice # INV-US-79257
Haba, USA	10/21/2025	91.00	Invoice # SO578690
Diane Kentros	11/24/2025	810.00	Defensive Driving 10/21/25
	11/24/2025	1110.00	Defensive Driving 11/22/25
Long Island Library Resources Council	11/24/2025	1741.00	Invoice #16055
Securitas	11/6/2025	2502.50	Invoice # 12361161
	11/13/2025	2147.60	Invoice # 12366648
	11/20/2025	2475.20	Invoice # 12371092
	11/27/2025	2111.20	Invoice # 12379374

FINANCIAL CHAIRPERSON INVOICE REVIEW Selected Invoices from December meeting warrants			
Payable to Vendor	Invoice Date	Invoice Amount	Invoice #/P.O./Expense Reimbursement
PSEG LI	11/12/2025	\$6560.41	10/29 - 11/12/2025
Aerus Electrolux	10/09/2025	\$249.97	Inv # 2438461
Stephen Cho	10/01/2025	\$1110.00	Medicare Reimbursement note: verified valid SS Benefit Verification Letter
Jennifer Conlon	11/14/2025	\$345.28	Exp. Reimbursement
Edmer Sanitary Supply	11/26/2025	\$253.45	Inv # 130637
Enviroware, Inc	12/11/2025	\$603.75	Inv # INV-US-79287
Harca USA	10/21/2025	\$91.00	Inv # SG578690
Diane Kientros	11/24/2025 11/24/2025	\$8110.00 \$1110.00	Defensive Driving 10/21/25 + 11/22/25
Long Island Library Resources Council	11/24/2025	\$1741.00	Inv # 16055
Securitas	11/16, 11/13, 11/20, 11/27	\$2502.50 \$2147.60 \$2475.20 \$2111.20	Inv # 12361161, 12366648, 12371092, 12379374

Reviewed by:



Eleanora Ferrante, Financial Chairperson

12/05/2025

Date

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

TO: Board of Trustees
FROM: Eleanora Ferrante
2025/26 Finance Chairperson
DATE: December 17, 2025
RE: Monthly payroll review

I have reviewed the following employees' earnings and timesheets for the month of November and have found the names, earnings, number of hours and supporting documentation to be in order:

FINANCIAL CHAIRPERSON PAYROLL REVIEW NOVEMBER 2025 PAYROLL REVIEW	
Employee Name	
Michael Bartolomeo	
Virginia Delle	
Elizabeth Ghee-Pereira	
Jamie Lynne Gholson	
Doreen Kilkenny	
Jean King	
Sharon Layburn	
Janet Scherer	
Nick Tanzi	
Gabrielle Trimboli	

FINANCIAL CHAIRPERSON PAYROLL REVIEW
NOVEMBER 2025 PAYROLL REVIEW

Employee Name

Bartolommeo, Michael

Delle, Virginia

Ghee-Pereira, Elizabeth

Gholson, Jamie Lynn

Kilkenny, Doreen

King, Jean

Layborn, Sharon M

Schierer, Janet B

Tanzi, Michael J

Trimboli, Gabrielle

Reviewed by:



Eleanora Ferrante, Financial Chairperson

12/05/2025

Date

STUART D. HOROWITZ
29 ALDRICH STREET
HUNTINGTON STATION, NEW YORK 11746

10/30

Dear Janet,

I still cannot tell you how surprised I was at the honor I received at the board meeting. I want to make sure that you and the other board members, and indeed the South Huntington community, truly understand how grateful I am, not just for the proclamation, but for the opportunity I have had to work alongside so many colleagues dedicated to the irreplaceable past that our lib plays in our lives.

Many (many!) years ago I had a grade school assignment to choose a newspaper columnist, read a week of columns, and write a review. I chose Richard Stearns of (later)

the World Telegram and Sun, and unbeknownst to me my father sent him a copy of my appreciative commentary. Mr. Stearns graciously wrote back to thank me. I still have the letter and long ago committed his closing words to memory. "Letters like yours are always wonderful to get. They make the dead cats easier to bear."

These are tempestuous times for libraries, freedom of expression, and civil liberties in general. Many days, simply scanning the news takes an effort of will. From now on, when I approach that breaking point, I will look up from my desk and read the proclamation hanging on the wall -- and it will make the dead cats easier to bear.

Thank you, the members of the board, and the South Huntington community we have had the privilege to serve.

Winter Concert Series

Friday, January 9 – Come Together, '60s & '70s hits
 Friday, January 16 – The Tribunes, A Capella doowop
 Friday, January 23 – HooDoo Loungers, soul, rock and bayou funk
 Friday, January 30 – Buddy Merriam & Back Roads, bluegrass
 Saturday, February 7 @ 2 p.m. – Magic, Laughs & More with John Reid, family show
 Friday, February 13 – The Karpenteers, Carpenters tribute
 Friday, February 20 – The Hambones, classic country, rock & roll
 Friday, February 27 – Sweet Ride, rock & roll, country, blues, Motown and more
 Saturday, March 7 @ 2 p.m. – The BenAnna Band – family show
 Friday, March 13 – Salute to America with the Paul Effman Band

Meetings

November 1	Saturday	1:00 p.m.	Veterans Concert and Book Sale
November 3	Monday	1:00 p.m.	Personnel Policy Committee Meeting
November 4	Tuesday	10:00 a.m.	SLI Marketing & PR Committee
November 4	Tuesday	1:30 p.m.	Department Head Meeting
November 5-8			NYLA Annual Conference
November 12	Wednesday	9:00 a.m.	Staff Meeting
November 18	Tuesday	2:00 p.m.	Long Range Planning
November 19	Wednesday	9:00 a.m.	Staff Book Discussion Facilitation
November 19	Wednesday	10:00 a.m.	Huntington Zone Director Meeting
November 19	Wednesday	1:30 p.m.	SLI Advisory Board Meeting
November 21	Friday	1:00 p.m.	PLDA Scholarship Committee Meeting
November 24	Monday	10:00 a.m.	PLDA Meeting
November 24	Monday	1:00 p.m.	Personnel Policy Committee Meeting
November 26	Wednesday	9:00 a.m.	Adult Department Departmental Meeting

Important Dates:

Concert Series – begins Friday, January 9 @ 7:00 p.m.
 SHPL Board Meeting – Wednesday, January 21 @ 7:00 p.m.

Telecom Changes

The library is a digital access hub, providing both internet-connected devices and Wi-Fi access for our public. In a time of distance learning and remote work, this access has only grown increasingly valuable for our patrons.

Since 2020, the Suffolk Cooperative Library System (SCLS) has acted as a passthrough for Crown Castle providing SHPL with ever-increasing bandwidth at extremely competitive pricing. For example, in 2021, we received 10 times the internet speed, while also saving over \$3,000 annually! **Separately, the library's current firewall was** purchased through, and configured by the Partnership of Automated Libraries in Suffolk (PALS). With the Crown Castle contract coming to an end, we are required to find a new internet service provider, and to configure a new firewall.

On November 24, Scott Kalogris, Ryan Nieves, and myself attended an all-day meeting at SCLS with our library counterparts from across the county to review next steps. I am happy to say we all left the meeting reassured and with good news! In short, we will continue to receive a 2GB internet connection through Lightpath and replace our aging firewall with a new Meraki model, all while saving \$300 annually. The firewall will duplicate our existing configuration, minimizing the potential for disruption. As we have an experienced IT team at our library, we will proceed with a co-managed firewall, meaning Scott and his team can make changes to settings without the need for an intermediary.

We appreciate the groundwork done by Roger and the team at SCLS, and the quality of communication leading up to this change.

Meetings — November

Monday, November 3	1:00 p.m.	Personnel Policy Committee
Tuesday, November 4	1:00 p.m.	David Vinjamuri re: Space Planning
Tuesday, November 4	1:30 p.m.	Department Head Meeting
Wednesday, November 12	9:00 a.m.	Staff Meeting
November 18-21	---	Library Association of Ireland Public Library Section Annual Conference
Monday, November 24	All day	Telecom Meeting at SCLS
Tuesday, November 25	2:00 p.m.	Public Library Association Transformative Technologies Taskforce
Wednesday, November 26	9:00 a.m.	Adult Department Meeting

Building & Grounds Report

Compiled by Ray Capone

1. We had National Grid on site to replace a faulty regulator, which was causing low gas pressure to rooftop unit #3. While we had to chase them for some time before acknowledging the issue was on their end, the fix has finally taken place!
2. We marked out the parking lot this month for the snow plows to identify and avoid the curbs and flowerbeds during snow removal.
3. We fixed the light by the stairs in the school lot, removing the ballast and converting it to LED.
4. We changed a light in the lobby. Tricky, since it was only accessible via a hatch by the Circulation Desk. We used our later Wednesday opening to perform the work without impacting operations.
5. We took all the snowblowers out, gassed them up, and checked their oil to make sure they're ready for snow season.
6. We replaced a bulb in one of the lights that illuminates the South Huntington Library sign on the building façade.
7. The generator company was here this month to perform the "Routine B" of our service contract; a visual inspection and testing of the generator. They identified a starter and batteries needing replacement. We are getting a quote for preventative maintenance.
8. All the public bathrooms have been scrubbed with the floor machine, getting the grout newly clean again.
9. We had a small leak on the roof and around one window in the mezzanine. I patched and sealed both, and the fix has held after a period of heavy rain.
10. We replaced the 9-volt batteries in our elevators that provide backup power to the emergency phones.
11. We replaced an emergency and regular ballast in the Program Room above the story time area.
12. We replaced T5 lightbulbs in both the staff and public men's restrooms.

13. One of the partition doors in the downstairs men's room was not lining up with a damaged floor bolt. We replaced the old bolt and cemented a new one in its place, and the door is functioning correctly once more.
14. I resecured a piece of trim on the handle of one of our quiet study booths.
15. We are looking to do some upgrades in the YA room, such as doors, shelving, and counterspace. We are currently taking measurements and exploring some vendor solutions.

NYLA Conference 2025

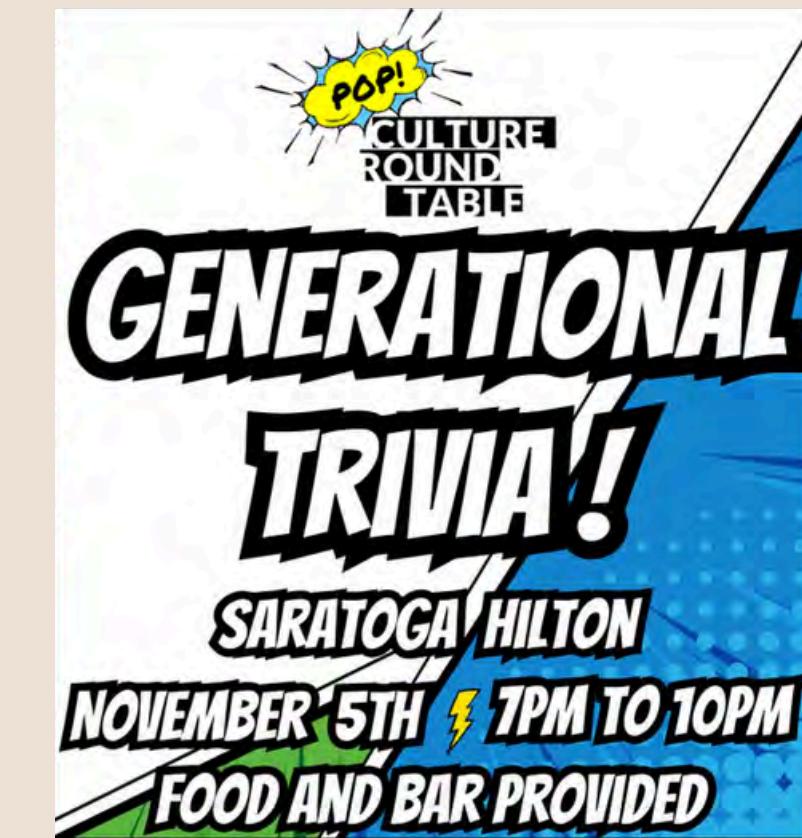
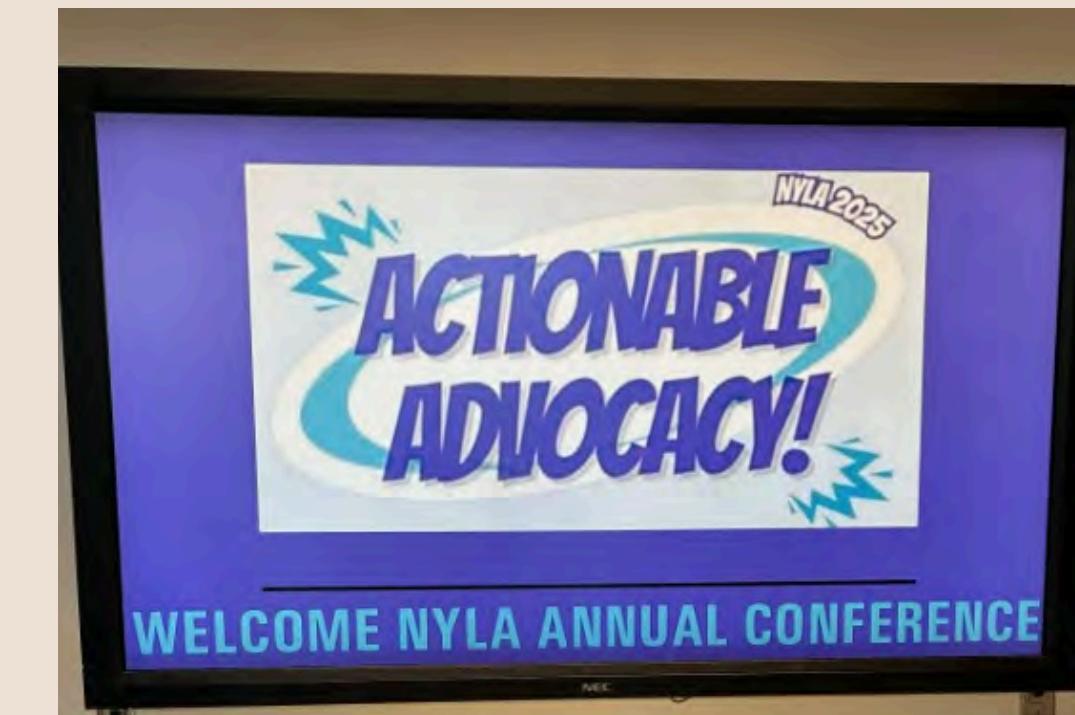
Georgia Protan - SHPL Children's Librarian

To Janet Scherer, SHPL Director and the SHPL Board of Trustees:

Thank you very much for the opportunity to attend the 2025 New York Library Association Conference, from November 5th to November 8th. The theme of this year's conference was actionable advocacy, which can be put into practice in many ways.

According to the NYLA website, "advocacy is about more than meeting with your legislators. It is about telling stories, stories that show how your library can help your patrons. Marketing is the key to telling these stories. All library staff are involved in marketing whether aware of it or not. Everyone has stories they can tell and relationships they can build, whether you are working at a circulation desk, an information desk, or meeting with the local chamber of commerce. Any interaction is an opportunity to promote the library and build relationships. All these activities are actionable advocacy".

This conference, more than any other, felt more meaningful to me and provided me with an abundance of valuable information and resources. For that reason, I would like to include a little more detail than usual about the sessions that I attended, along with some photos, so that I may share what I learned about being an advocate for the library.



I played trivia with my team and we won the third round!

Keynote Speaker Micaela Blei, Ph.D.

MICAELO BLEI, PH.D., is an award-winning storyteller, educator and story editor based in Portland, Maine. I enjoyed her speech so much, and found her to be very witty. Although one may question why a professional storyteller is the keynote speaker at a conference about library advocacy, it eventually made sense to me.

Micaela explained that, in order to advocate effectively, one must be able to tell a story with impact. Micaela emphasized that storytelling is a way to create impact and thereby implement change. Here are some takeaways from her presentation:

- Stories are about change (i.e. Something was true, something happened, then something new was true).
- A story works because words get us into experiences in a way that numbers cannot. When telling a story for impact, describe a person rather than a statistic, describe a moment as opposed to a fiscal year.
- Stories allow people to come to the conclusion themselves, so they become part of the fight with you.
- Describe, promise or warn about change through your storytelling. For example, if you stop funding this, the following will be true... Childhood hunger as a concept is terrible but when you're telling a specific story it's helpful to show how terrible it is.
- If you're rambling while telling a story and giving too much information, simply tell parts of the story. Tiny moments can be turned into something with a significant impact. On the other hand, if you believe that data is better than stories in convincing people, that's a different method.



Keynote Speaker Micaela Blei, Ph.D.

- There's a right story for the right moment. Tailor what you are saying to a specific person, context, message.
- With regard to libraries, we need to ask what communities stand to lose/gain with a certain program. Read what your audience needs.
- What does your audience need when telling a story:
 - **Context**- what else is happening in listener's context. Ex., if listener is up for reelection tell them how popular the program is and that they should help fund or sponsor it.
 - **Stakes**- what's in it for them? What are they afraid of?
 - **Change**- what change are they hoping for and how can you pull them in?
 - **Structure**- Use the "story spine" method by Kenn Adams. He was a teacher who created very simple prompts to make sure students stayed on track.
 - Once upon a time/every day...
 - One day...
 - Because of that... (keeps you from rambling; maybe add a meanwhile but makes story longer)
 - Until finally... (demonstrate danger)
 - And ever since then... (this is what the impact is if you don't react)
- Aesthetic Darwinism- the "most beautiful" survives. Your brain does that when you practice your speech out loud. You end up with the most important information as you rehearse.
- Ambient narrative-stories that float around. Different narratives exist in different communities, in your town, state, family, company. Ex.: Within our workplace, we know not to bother Edward on Fridays. Regarding libraries, the trick is to make these ambient narratives visible in order to counter them. Ex.: I know we think that this is a space we can't improve, but here's how I think we can.

Keynote Speaker Micaela Blei, Ph.D.

- Hierarchy of audience - instead of feeling you need to get the message across to "everyone", make people feel like you're just talking to them, ex: funders in nonprofit.
- Think about change: when was the first time you did home delivery. I had no idea how it would go, here's how it went.
- If you don't have a splashy ending throw in statistics like "I later found out that home deliveries also helped new mothers who couldn't leave the house very easily".
- Fundraising - use the "narnia effect". Reframe when asking for money by getting people to be part of something, ex., we start Narnia books in wartime and then we open the wardrobe and then we begin the journey.
- Help people walk through with you to share the journey, ex., "I didn't always know this and here's how I discovered it".
- They need to put that money someplace and you're helping them not stress out about where they're putting money. Use your own story like "I also thought church was not for me... but then..."
- Grant writing:
 - opening statement - anecdote level and giving examples
 - message level - entire grant can have a story arc
 - end - "if this happens, this is what the grant will do".

Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

Jacqueline Leone & Z Baird, sustainable programming librarians from the Yonkers Public Library System, shared information about how they began funding and implementing their library's sustainable initiatives.

Funding of sustainable initiatives was through:

- various community partners
- Friends of Crestwood Library
- prizes (experiences rather than swag)
- ConEd Grant
- Westchester County Board of Legislators and local politician donations
- allocating a portion of lib. budget to sustainable initiatives

They shared innovative programming ideas, such as:

- prom dress swap
- sports equipment swap
- puzzle swap
- book swap
- dance costume swap
- clothing swap - volunteers and fellow staff sourced clothing, accessories, and shoe donations from community members and friends, as well as solicited coffee and treats from local businesses and the Friends of the Library. All remaining items that weren't swapped were donated to local thrift stores and charity shops.



Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

- Repair Cafe -

- created branded flyers and social media posts to promote repair cafe, reached out to local businesses and handymen to solicit volunteers, and requested donations for coffee from a nearby coffee shop.
- on the day of the event, a table was set up for different craftspeople and patrons waited on line to have them repair their items or troubleshoot the problem.
- Read book called "Repair Revolution"
- Planned obsolescence- companies give their products a planned expiration date so they cannot be repaired. "Phoebus Cartel". "Death dating".



**NEW
FAVORITE
MANTRA:**

**Reduce,
Reuse,
Recycle,
Repair,
Renew**

Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

- Repair Cafe:
 - Bring your broken items to the library
 - Check-in at the Welcome Table
 - Be paired with an expert or technician
 - Observe the simple repair process
 - Go home and feel empowered
- Organizing Your Repair Cafe:
 - Make a list of repair stations to serve patrons
 - Reach out to store owners, patrons, Boy Scout leaders, Girl Scout leaders, part-timers, or any neighbor who is handy
 - Create a spreadsheet to keep track of commitments
 - Buy snacks and get free coffee from local cafe
 - Secure the location
 - Get tables and chairs
 - Decide whether you will provide tools or coaches bring their own
 - Write a press release
- Follow-up Programs:
 - Clothing Swap
 - Mini-Bike Repair Cafe
 - Mini-Clothing Mending
 - Dance Studio Clothing Swap
 - Tool Library
 - Kids Take-It-Apart Table
 - Recycling Drive

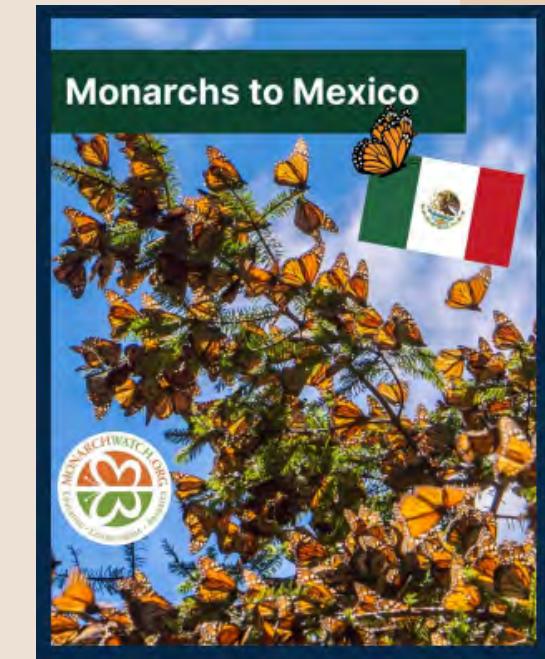


Repair Café brings a community together for mutual benefit. Technicians and experts help to fix items and products that were made to break

Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

Themed sustainable programs were tied to literacy:

- Celebrating Bat Week - books on bats and coloring sheets were displayed, bat cupcake program.
- Monarchs to Mexico for Hispanic Heritage Month
 - Monarchwatch.org
- Pollinator Garden partnership with City of Yonkers and local landscapers
- Earth Day Cleanup Program
- Lunar New Year Soup Bowls
- Pride cereal bracelets
- Bird feeder craft
- Trips with patrons to the local recycling center
- host patron walks at local gardens.
- book donations or weeded books- blind date with a book.
- prize options - experiences, local businesses and shops can give freebies instead, ex., movie tickets, local art associations can donate tickets to art shows to support local artists
- Have informational programs rather than just have programs about making stuff. For ex.: Disaster Preparedness program - have national guard come in to learn to deal with disasters.



Hygge & Repair Cafe Intro.



Pride Cereal Bracelets

Lunar New Year DIY Soup Mix

Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

Additional tips and tricks:

- rinse plastics, take off tape from cardboard boxes before recycling
- plant clover instead of grass
- create a butterfly garden
- stop using foam, googly eyes, plastic straws for crafts, avoid oriental trading crafts
- art programs- use felt, biodegradable glitter
- help, watch, learn how to repair yourself
- find experts in community to volunteer for repairs.
- if you're planning a program, include everyone like custodial staff, etc.
- plant clover rather than grass
- offsite programming: Materials Recovery Facility trip, patron walks at local gardens
- do supply swaps with other libraries
- use wax paper bags instead of plastic ziploc bags
- programs with water conservation themes, solar power themes
- Little Library and Public Schools receiving discarded books
- partner with friends of library
- reference book: "Simply Living Well" (basic recipes for cleaners, etc., using beeswax, mineral oil, white and apple cider vinegar, lemons)
- www.bulkapotheчary.com sells natural ingredients in bulk
- www.brambleberry.com sells soap making supplies



Nov. 6 - Sustainable Programming: Repair Cafe, DIY Crafts, and Eco-friendly Swaps

Important Resources:

- Long Range Planning-include goals and activities in your plan
- Repair Cafe- use book "Repair Revolution" for reference purposes
- **TERRACYCLE**- turns leftover supplies into plastic goods.
- Plant trees (white pine is fire resistant)
 - Neighborhood Forest (neighborhoodforest.org gives away free trees for kids)
 - NYS DEC gives away trees
- Sustainable Libraries Initiative:
 - the Sustainable Library Certification Program and the SLI community of practice focuses your leadership to enable your library, and ultimately your community, to become more environmentally sound, socially equitable and economically feasible." (Sustainable Libraries Initiative, <https://www.sustainablelibrariesinitiative.org/>)
- SLI Exhibitor- free membership, free resources at <https://www.sustainablelibrariesinitiative.org/available-resources>
- Sustainable Librarianship Degree
- **START** Program

neighborhoodforest.org



Nov. 6 - Integrating Makerspace Technologies for Library Business

This presentation consisted of a panel of librarians who explored how libraries can leverage makerspace technologies and using in-house resources, such as 3D printers, laser cutters, and digital design tools, to create custom items like signage, display materials, and promotional content, significantly reducing costs. Chris DeCristofaro, Half Hollow Hills Library Assistant Director, was especially helpful. Here are a few takeaways:

- Survey the community and ask what they want in a makerspace.
- Bring tech toys to outreach events.
- Use makerspace for group projects or DIY times.
- Combine sustainable initiative programs, like Repair Cafe, with use of the makerspace.
- Getting started on a makerspace:
 - be cautious and deliberate about what you do and purchase for your makerspace.
 - budget for the maintenance and possible repair of the devices
 - ask- do you have staff for the makerspace; will it be by appointment or will you staff it during designated hours.
 - have books in the makerspace for reference purposes, ex., cricket, sublimation, etc.
- Check out "Jennifer Maker" tutorials at <https://jennifermaker.com/> for great project ideas.
- Go on "tour" and check out what other library makerspaces have.
- Techmobile Library - The Techmobile is a state of the art library on wheels, bringing digital access, tech help, and library services to residents anywhere they are. Libraries can work with community organizations to schedule events all over the county.
- use in-house tech for programs, ex., if you have turntables, do a listening club, laminator, digital video converter.
- create a Tech Wish List with a cost benefit analysis if you need to ask for funding. Explain how equipment can help the library, employees and community.

Nov. 6 - Integrating Makerspace Technologies for Library Business

- Is there a better way to do something that we need for the library using in-house equipment to defray the cost?
Can makerspace help patrons? For ex.:
 - button maker for swag and giveaways, publicity items and outreach tools, buttons with QR codes, buttons for library concert bands. Poster printing-upfront cost is high but can be used for displays, promotion, to decorate end caps, for signage, art replication, seasonal decor, programming, outreach, wallpaper, displays, shelf paper, banners.
 - photos, slides and negatives preservation- local history, decor, preservation, use with poster printer. LILRC has a regional scan center. Use for old photos of library to be blown up. Outsourcing digitization is expensive.
 - use Cricut- signage, branded swag, apparel, decor, privacy glass, displays, end cap design, use vinyl to decorate old carts, special event apparel, library team jerseys, branded hats, staff patches. Research Cricut grants.
 - sublimation printer and heat press.
 - embroidery and sewing, ex., jumbo scrunchy program.
 - use 3d printer for repairs, to make parts, new items, replacements, bookends, tools, signage, swag, 3d models.
 - use laser engraving for signage, name badges, end caps, decor, awards, branded swag, safe wood cutting.
 - both staff and patrons can use audio recording equipment to record oral histories, library podcasting, video voice overs, narration, music production.
 - use video production equipment for instructional videos, publicity videos, outreach, virtual tours of library, in house programming, take and make classes, marketing materials, professional development.
 - green screen holiday photos program. Remove background on Canva and add specific background.
 - Carpentry and hand tools- in house building and programming, set building, repairs, lunch and learns, supplement building maintenance.

Nov. 6 - Integrating Makerspace Technologies for Library Business

Types of Technology

01

3D Printing

Develop ideas, create items

02

Green Screen

Innovative photography or videography

03

Laser Engraving

Creating unique items with wood, glass or acrylic

04

Sound Recording

Music, podcasts, oral histories

05

Button Making

Help with promotions!

Types of Technology

06

Video/Film Digitization

Breathing new life into family memories

07

Photo Preservation

Digitizing physical photos for future generations

08

Poster Printing

Creating art, celebrating, memorializing

9

T-Shirt Printing Press

Creating unique designs for apparel

10

Cricut

Designing unique items for friends and family

11

Embroidery & Sewing

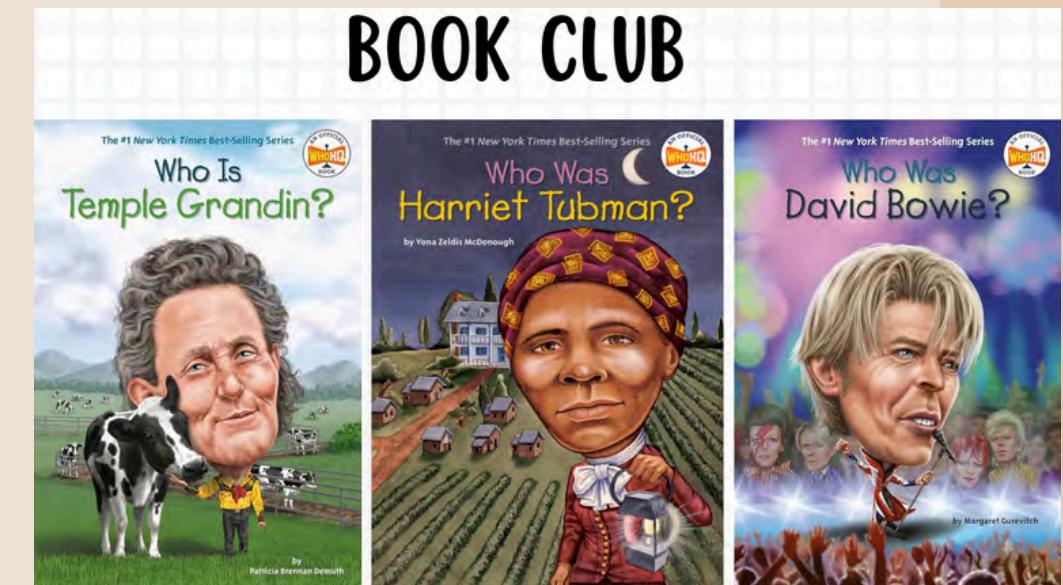
Giving affordable access to create designs for blankets, apparel or hats

Nov. 7 - All Abilities Programming Fun For All

This presentation was given by Christine Alexander, Librarian at Smithtown Library. She runs the ALL ABILITIES programs, designed for people 18 or older, or who have graduated from a high school program, with mental, physical disabilities and those on the autism spectrum. Due to cuts in funding, day habilitation groups are looking for low cost places to visit. Christine welcomes patrons from any library and has developed quite a following throughout Long Island. The following are some of her suggestions and program ideas for ALL ABILITIES participants:

- Sensory movie
- Game Day
- Craft programs
- Food programs
- Bingo (letsplaybingo.io)
- Book club- read a pop book with group over several sessions. Use Who is/was books. Small groups. Max 8 participants.
- Combine garden club with ALL ABILITIES. Use modular raised beds. Make it Accessible. Make seed pancakes. Initial planting in May. Meet once a week. Harvest the lot in August. Get take out containers. Friends of library donated to get hydroponic garden. Donate what is grown.
- Research **LI Native Plant Initiative** for grant opportunities.
- Activity Boxes- in house craft kits. Coloring sheets, word searches, etc.
- Volunteer boxes:
 - all abilities patrons can check them out, ex: make cat toys using kit materials
 - when they check back in, return to reference desk and restock.

BOOK CLUB



GARDEN CLUB



VOLUNTEER BOX

All Abilities Kits provide an opportunity for patrons to give back to their community by working on projects that will be donated to various organizations.



Nov. 7 - All Abilities Programming

Fun For All

(continued)

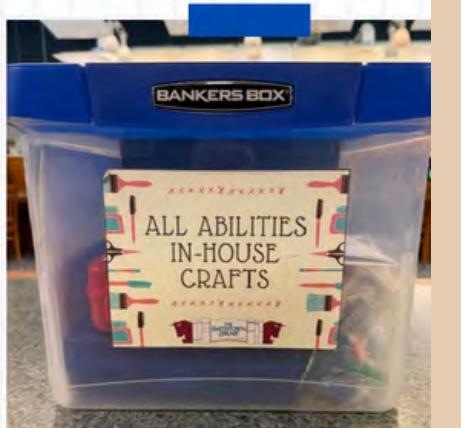
- Use ALL ABILITIES before title of any program
- Make library a welcoming space:
 - Residency is not a requirement
 - Everyone can come if in district or not
 - Does not require library card to register
 - No fees for programs
 - Multiple registrations per sign up
 - Standard once a month registration
 - Easily searchable on website

FOOD PROGRAMS

All Abilities Gingerbread House
Thursday, December 11 • 10:00-11:00am
Decorate a delicious gingerbread house from Fanny Cakes. You will have your choice of a variety of candies and go home with your own decorated gingerbread house to share. Please note: This program may not be suitable for those with food allergies. This program is geared towards patrons 18 years and older with sensory issues, those on the autism spectrum or those who have other specific needs. Registration required,



ACTIVITY BOX



- Create relationships with local groups and day habilitation programs. Start with one group and then expand through word of mouth. It can take a long time to get this started. Took presenter 7 months to get this going.
- Outreach- go to facilities, sort of like assisted living or homebound visits. Bring books, games.
- 10-11 am seems to be a good time that works for most all abilities patrons. Night programs have less attendance.
- Talk to dayhabs when you want to get started. If certain groups come in a lot, ask if they want to come in for programs.
- System outreach coordinator- talk to them so they could help.
- Create a volunteer program for all abilities patrons where they can come in and clean rooms once a week or month, clean books, toys, etc.
- Christine Alexander- calexander@smithlib.org

Nov. 7 - Amazing Animators: Bringing the Art of Animation to Your Library

Presenter, Brittany Georganas (pokeprof_britt), Children's Librarian at North Merrick Public Library, shared her "Amazing Animators" program information to help librarians develop a monthly animation workshop for children, teens and adults in a library setting. Animation programs are an opportunity for children to experience technology and film equipment at no cost to families, and exposes patrons to the basics of the whole animation process. Brittany also had a sample thaumotrope optical illusion activity for all attendees. Here are some resources and information:

- Research grant opportunities:
 - North Merrick was awarded the Long Island Library Resource Council (LILRC) Innovation Grant
 - Certain companies, like Canva, have free resources for non-profits. Allow the purchase of film, drawing, and digital equipment and software to expand programming.
- Structure of Amazing Animators Program:
 - Monthly 1 - 1.5 hour class
 - - Monthly registration. About 12 kids per program.
 - Each class focuses on a different type of animation technique
 - January- simple animation devices like thaumatropes and flipbooks.
 - February- Pixel Art Animation, www.piskelapp.com
 - March- learn about an analog form of animation using drawing. Use lightboxes, pegboard and animation paper to create cycle animations
 - April- learn about early animation devices. Make a zoetrope from household materials. Colored animation paper strips to create their own animations for their zoetropes. https://rimstar.org/science_electronics_projects/how-to-make-a-zoetrope.htm
 - May- Paper Stop Motion. Create paper animation puppets by cutting and coloring construction paper. The puppets were placed under a table mounted camera for kids to film their own 2-D animation.
 - June- PIxelation - Stop Motion. Kids work together to film animations using each other as puppets. Frames are captured as kids moved slightly.
 - July/August- Summer Stop Motion Animation Camp. 15 members who worked together to create a stop motion animation project based on the Summer reading theme. The film had a premiere event at the library in August with over 70 people in attendance.
 - October- Connected Line Drawn Animation.
 - November/December- Character Design & Rigging. Draw and color characters that are uploaded to a computer and rigged for animation using a free AI software.
 - Best starter animation programs: flipbooks, thaumotropes, stop motion, zoetropes.
 - <https://sketch.metademolab.com/canvas> - create your own animated drawings

Nov. 7 - Small Spaces, Big Opportunities

David Vinjamuri (our space audit consultant) is an Associate Professor of Marketing at NYU, and author of the book "Library Space Planning". He discussed reorganizing library space to increase circulation and serve patrons better.

- Understand basic merchandising techniques for library displays
- Understand how to create daypart maps to evaluate zones
- Learn how to create heat maps to measure circulation efficiency of the collection
- Tips & Tricks:
 - Map different zones based on time of day.
 - Problem-study spaces in traffic areas. Zone conflict. Front of library is not quiet.
 - Merchandising basics- things facing out. Symmetrical balance. Rule of three (in horizontal space you want three items, easy to replace with understock).
 - Windowing- anchors shelf. Reminds patron what is on the shelf. Creates sight line for patrons and staff.
 - See Garden City Public Library
 - Building a marketplace. Color code sections.
 - Large signs made by staff above easels.
 - Put high demand items toward back of room.
 - Which shelf holds more? Look at collection capacity not how many items it holds.
 - Creating a great space doesn't require a lot of money- reimagine the space.

The slide has a blue header bar with the text 'Circulation efficiency is influenced by three factors:' and a small graphic of three green squares. The main content area is white with black text. It lists three factors: Quality of Merchandising, Pathway Placement, and Zone Placement, each with a brief description.

Circulation efficiency is influenced by three factors:

- **Quality of Merchandising** – this is the strongest correlation to increased circulation. Just putting titles face out immediately increases circulation. Using well-merchandised displays (following symmetric balance, the rule of 3 and other merchandising techniques) helps even more.
- **Pathway Placement** – Circulation is strongest on active pathways. Ensuring that active pathways touch more of the library is an excellent means to boost circulation.
- **Zone Placement** – For pathways to be effective, they must connect active and useful zones for patrons.

Nov. 7 - Enhance Library Programming Using Community Members

Presenter, Tony Iovino, Retired Assistant Director of Oceanside Library discussed how to develop informative and entertaining programming, at little to no cost, using members of your community as presenters. He also discussed how to successfully partner with businesses, non-profits, health care providers, hobbyists, colleges, and others to create innovative, cost-effective programming, while increasing your library's reach and reputation in the community at large. Real-life examples were shared, which resulted in an increase in program attendance without any additional budgetary expenditures.

Why are programs important? To be our community's leader in literacy, culture, early & continuing education, discerning entertainment and to serve as its center.

Here are several takeaways from this program:

- Best outreach is face to face, next by formal email (interested in your area of expertise, we do programs...)
- Contact community partners, etc., Ask them...would you be willing to...?
- A library is a concept, not a building. Try to run a program outside of building once or twice a month.
- "Always be closing". Staff, board, everyone should be selling.
- Educate your staff and Board.
- Send Promotional Materials.
- Send thank you notes after event.
- Follow up with partner about their experience.

Nov. 7 - Enhance Library Programming Using Community Members

Sample programs:

- Project Extra (invention convention)
- Special Needs Art Reception
- Community art project
- Human Library
- Volunteer fair (Reach out to charities and nonprofits. They set up tables and invite community to attend).



Nov. 7 - Enhance Library Programming Using Community Members

Where do we find community partners?

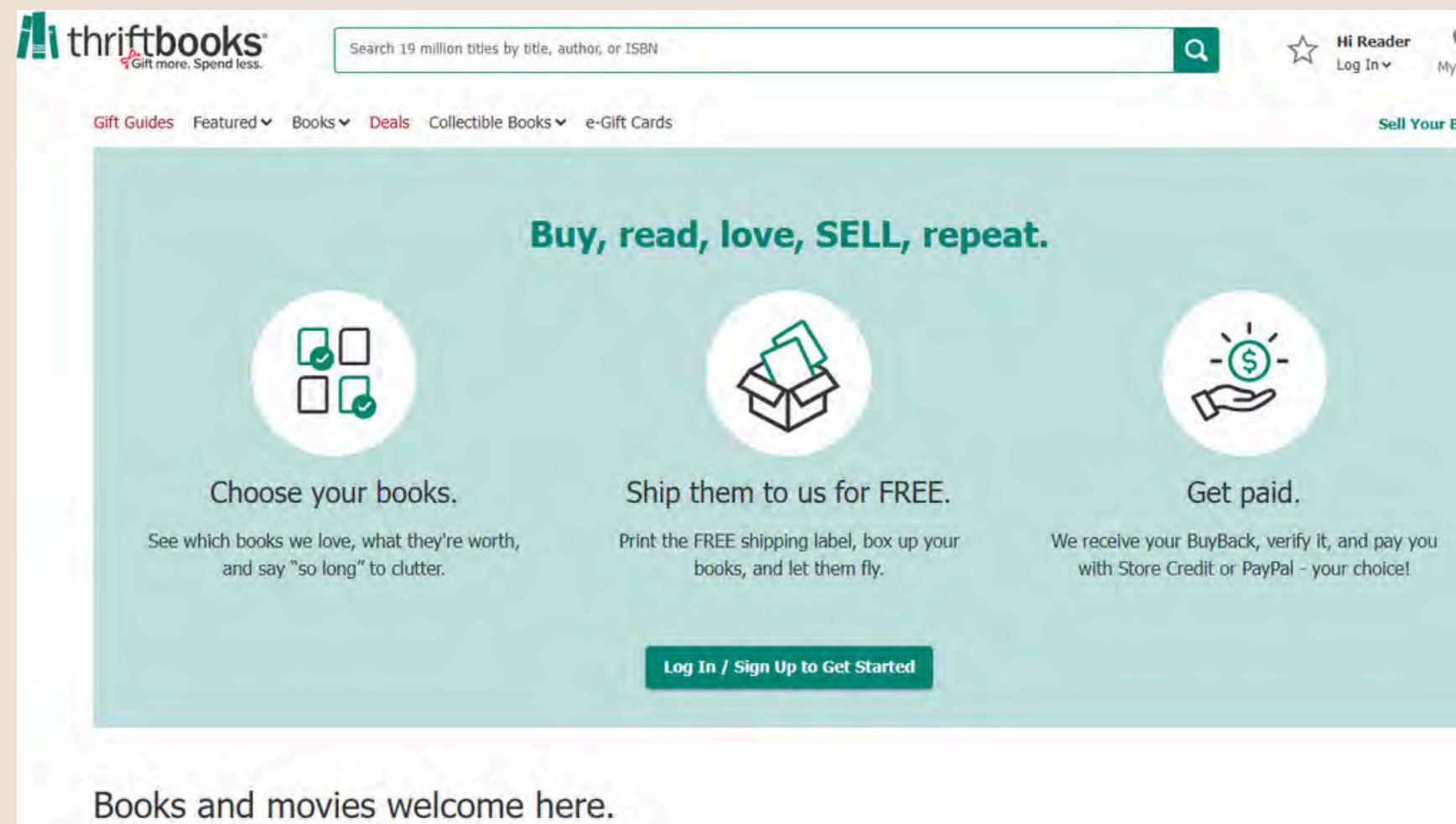
- Government agencies
- Health Care Professionals
- Universities
- Schools
- Non-Profits
- Businesses
- Community members and organizations
- Scouts
- Hobbyists
- Artists/musicians
- Garden Club, Hadassah
- Crafters, woodworkers
- Home Schoolers
- Service Clubs & Organizations
- Local Newspapers & Magazines
- Radio & Local TV
- Billboards & Transit Ads
- Community Bulletins
- Google Ads & Search Marketing
- Social Media Ads
- Local Business Directories
- Community Blogs & News Sites
- Library, School, or PTA Newsletters
- Local Events & Festivals
- Sports Teams & Clubs
- Flyers & Direct Mail
- Business Cross-Promotion
- Networking Groups
- Chambers of Commerce
- Charity & Nonprofit Partnerships
- Bulletins
- Newspaper stories

Nov. 8 - Friends of the Library FLS Showcase

Key Takeaways:

- Thriftbooks and Better World Books sell discarded books
- Little free library
 - www.littlefreelibrary.org

thriftbooks.com



betterworldbooks.com



Nov. 8 - Multilingual Storytimes

A panel of presenters shared the origins of the multilingual story-time and their response to the needs of multicultural patrons at the Howell Public Library. The development of the multilingual storytime program was aided by a group of committed volunteer families from all around the world-from Peru to Mexico to Japan. The collaboration with these families allowed the library to showcase over 12 different languages. Since January of 2024, this library-community partnership has been working towards 3 main goals:

- offering a multilingual story-time for young children (0-5 years-old)
- diversifying the collection by purchasing books in the multiple languages spoken in the community
- creating a multilingual display. In short, this program strives to model curiosity and respect about diversity

Initial Steps:

- see your collection through a new lens
- look to library system for bilingual resources
- seek information with agencies that serve multicultural patrons

Important Resources:

- ALA White Paper has ideas for library offerings to new Americans
 - <https://newamericans.ala.org/white-paper/>
- I'm Your Neighbor Books cultivates welcoming behaviors and builds a sense of belonging with Immigrant and New Generation children's literature
 - <https://imyourneighborbooks.org/>
- STLS DEI Committee- The member libraries of the Southern Tier Library System serve their region by ensuring all residents have access to cultural, economic, educational, and social opportunities
 - <https://www.stls.org/public-statements/>

Nov. 8 - Multilingual Storytimes

Important Resources (continued):

- CUNY-Initiative on Immigration & Education:
 - Initiative on Immigration and Education (CUNY-IIE) creates opportunities for educational stakeholders to learn from immigrant students, families, and educators directly impacted by restrictive immigration policies and educational inequality.
 - cuny-iie.org
- Global Tales on YouTube
 - Channel that brings together a diverse collection of stories from around the world.
 - <https://www.youtube.com/@modelxxx2405>
- Alfred Box of Books
- Hornell Library obtained two grants:
 - STLS DEI Micro-grant
 - ALE Building Library Capacities Grant to Serve New Americans
- Language Lizard

Tips for storytime:

- Program is about 45 minutes, including hangout time afterwards
- Hello song-introduce yourselves in English and other language
- Birth to 5 years
- Do a related craft
- Go around circle in storytime and ask kids to make animal sounds in their language
- snack during storytime seems to work better than after the book
- allow kids to take stage
- See Dr. Yisid Ortega YouTube videos on storytime.
- Get volunteers to host this like parents, teens, etc.
- Incorporate props
- Bilingual books incorporating food- Gato Taco. Saudade. Ten Blocks to the Big Wok.

Nov. 8 - Strengthening Community Connections: Friends Groups in Library Advocacy

This panel from the Brooklyn Public Library discussed:

- actionable advocacy strategies and practical methods to strengthen the efforts of Friends groups
- how to cultivate valuable partnerships with local organizations, businesses, and government entities to support library advocacy efforts.
- how to mobilize Friends Groups for Impact: Activating, Energizing, and Fundraising to Drive Change for Libraries.
- Function of Friends Groups:
 - **Support**
 - Assist with programs, services, and special projects
 - Provide extra capacity for staff initiatives
 - Serve as library ambassadors
 - **Advocate**
 - Speak up for libraries with decision-makers and the community
 - Share impact stories and library needs
 - Champion funding and policy support
 - **Fundraise**
 - Generate funds for programs, collections, and services
 - Seek sponsorships, grants, and donations
 - Host creative fundraising events
 - **Engage**
 - Connect the library with the wider community
 - Host programs, events, and outreach
 - Bring in new supporters and volunteers

Nov. 8 - Strengthening Community Connections: Friends Groups in Library Advocacy

Examples of fundraising events held by Friends of Brooklyn PL:

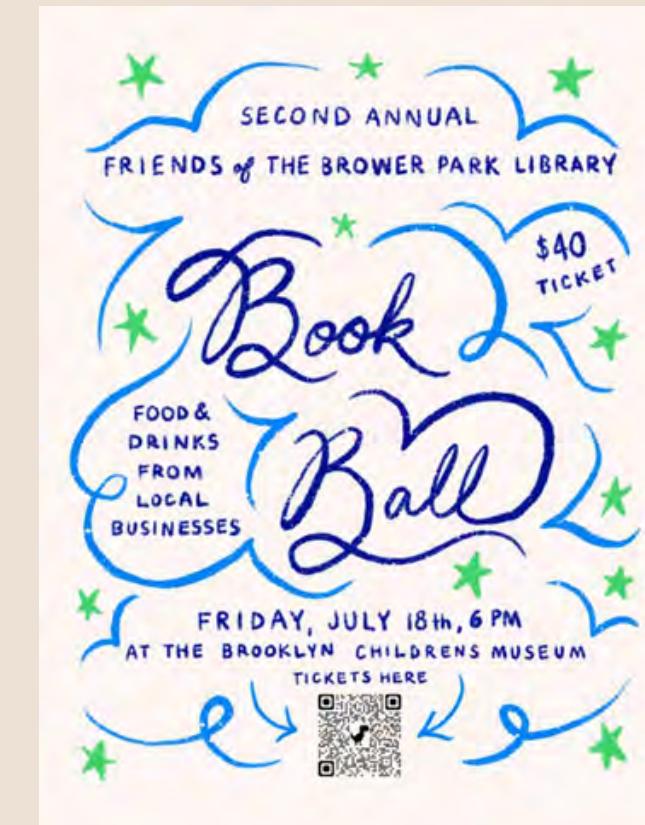
- Storytime in the Park concerts
- Nintendo Switch drum controllers
- Popcorn Machine to sell at events
- Back-to-School backpacks
- Annual Book Ball event
- Book Sales
- Sell wired headphones for children's music programs
- Building Beats masterclasses for kids
- Tools for Brower Beats- Bandama App, Soundtrap App

Co-hosted Community Events:

- Juneteenth celebration
- tree lighting ceremony
- Easter egg hunt

Friends led program:

- Book Chat
- Bring Your Own Craft Night
- Open Mic Poetry Night
- Ice cream sale
- Bake Sale
- Plant giveaway

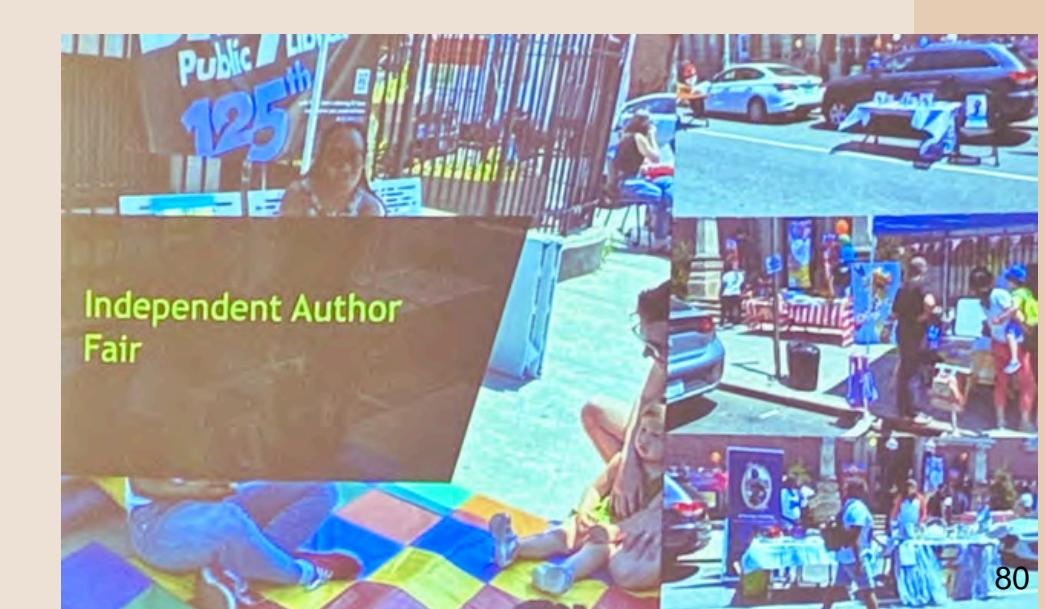


Washington Irving Bake Sale



Washington Irving Friends: Winter Grab-N-Go

Masquerade on Macon Street Halloween Event



Visit to Saratoga Public Library

FRIENDS OF SARATOGA LIBRARY BOOK SHOP

Designated weekly hours
Books and materials are sold
Staffed by Friends of Library



Visit to Saratoga Public Library

Signage



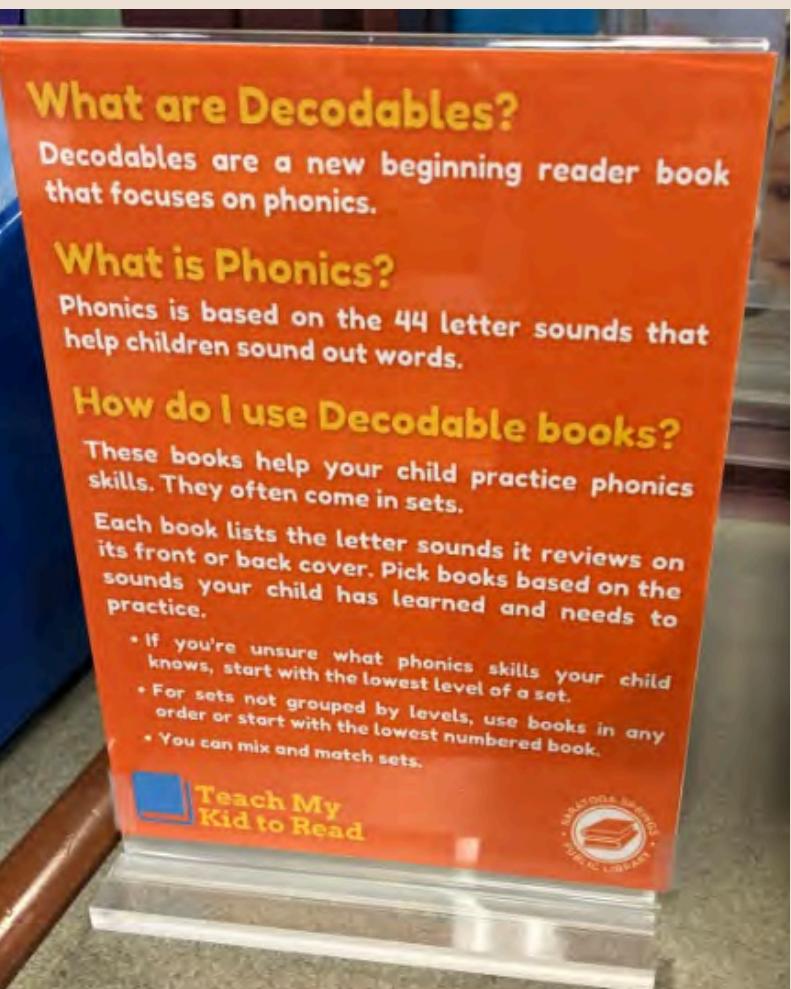
Visit to Saratoga Public Library

Children's Room



Visit to Saratoga Public Library

Children's Room



Visit to Saratoga Public Library

Children's Room



Tradeshow Expo

Notable Vendors



**Help Protect
SNAP & WIC!**

SNAP and WIC help millions of New Yorkers afford groceries and stay healthy, yet some lawmakers want to cut funding.

Tell us why these programs matter to you and how cuts would affect your family and community.

With your permission, we will share responses with lawmakers to help them understand the importance of SNAP and WIC for New Yorkers. You do not have to use your name—anonymous responses are welcome!

Scan the QR codes below to share your thoughts.

Share your SNAP story

Share your WIC story

Hosted by Hunger Solutions New York

Hosted by WIC Association of NYS

HUNGER SOLUTIONS NEW YORK **WIC**

BETTER WORLD BOOKS

Is Your Book Full?

Request Service

DO GOOD

REPORT UNIT AS FULL

Please let us know!
Mention unit #
P: 678.646.5157
E: unitfull@betterworldbooks.com
T: Text
to 574-387-3378

Your Representative—
Chris Zinman
Director, Procurement and Quality
202-720-2100



PBS

New York's Largest Classroom

WCNY PBS
WLIW PBS
WPBS PBS
wmht PBS
WSKG PBS

Public Media
Public Libraries

SUBSCRIBE!

WNET EDUCATION NEWSLETTER

WCNY PBS
WLIW PBS
WPBS PBS
wmht PBS
WSKG PBS



Board Report: NYLA Annual Conference & Trade Show (November 6-8, 2025)

To: The Board of Trustees

From: Jennifer Conlon, Head of Young Adult Services

Date: December 1, 2025

Subject: Post-Conference Report on the 2025 NYLA Annual Conference & Trade Show

Thank you for the opportunity to attend the Annual NYLA Conference & Trade Show from November 6-8, 2025, in Saratoga Springs, NY. I was able to participate in a variety of sessions that directly aligned with current library trends and the conference's overall theme, yielding several valuable takeaways for our library.

Day 1: Storytelling and Community Engagement

- **Opening Keynote: Micaela Blei**
 - Focused on the fundamental structure of compelling narratives, including essential elements like context, stakes, change, and theme. The presentation offered practical "formulas" to empower anyone to become an effective storyteller.
 - **Actionable Insight:** Provides a systematic approach to crafting more engaging presentations, program descriptions, and advocacy messaging.
- **Aging at Work: Strategies for Embracing Becoming a "Work Elder"**
 - Strategies for multi-generational workplace dynamics and leveraging the experience of long-term staff.
 - **Actionable Insight:** Ideas for promoting professional development and staff mentorship.
- **Program with Rizz: Engaging with Teens**
 - Techniques and innovative ideas for increasing meaningful participation among young adults.
 - **Actionable Insight:** Yielded new approaches for teen engagement and strategies for effective community event outreach.

Day 2: Innovative Programming and Recognition

- **All Abilities Programming: Fun for All**
 - Presented by a colleague from the Smithtown Library, this session detailed the development and implementation of programming designed for individuals with mental and physical disabilities, including those on the autism spectrum. While

- the immediate focus was on after high school adults, the presentation was highly informative.
- **Actionable Insight:** This provides a strong model for future program development aimed at increasing inclusivity and accessibility for all members of our community.
- **Amazing Animators**
 - This program offered practical instructions and examples for incorporating the art of animation into youth programming. The presenter covered the basics of animation and provided a variety of program concepts.
 - **Actionable Insight:** The concepts are easily transferable and can be integrated into our current youth services calendar.
- **Awards and Recognition**
 - **Empire State Awards Luncheon:** Attended the presentation of the award to prolific author Chris Grabenstein. His engaging presentation outlined his journey, including his background in radio and television commercial writing.
 - **NYLAS Awards Reception:** A networking event that recognized the achievements of fellow librarians, serving as an uplifting conclusion to the day.

Day 3: Intellectual Freedom and Strategic Partnerships

- **Judged by the Covers: Organize, Advocate and Overcome**
 - This was a critical and sobering program that addressed the current challenges facing libraries, including book challenges, outright bans, and targeted board infiltrations. The presenters shared strategies and essential steps for advocacy and overcoming these situations.
 - **Key Takeaway:** This session underscored the necessity of preparing for and upholding the core principles of intellectual freedom and the freedom of information for all.
- **Level up! Public Library + High School Connection = Teen Readers**
 - Presented by partners from the Yonkers Public Library and school district, this session explored successful models for collaboration between public and school libraries to boost teen readership.
 - **Actionable Insight:** The strategies presented were somewhat relevant and will be instrumental as we plan to develop our own collaborative programs with our soon-to-be neighboring school next year.

Conclusion

The 2025 NYLA Conference offered valuable professional development opportunities that delivered concrete, actionable ideas for enhancing our programming, improving community outreach, and strengthening our commitment to intellectual freedom.

Thank you once again for your support in allowing me to further my education and bring these insights back to the library.

Signage Proposal

Information

Clear consistent signage ensures effective wayfinding, accessibility, and safety, helping patrons locate resources independently while maintaining a professional, welcoming environment.

A consultant offers an objective and fresh approach to the library's operations and helps to ensure that our signage is designed from the user's perspective, not staff's. In addition, a consultant offers a vast understanding of best practices, technology, and new design principles from a wide range of public spaces.

Recommendation

That the Board of Trustees authorizes the director to enter into an agreement with Thirdway, Inc. to perform a signage audit of the South Huntington Public Library at a cost of \$18,000.00.

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
30652002677385		Desktop PC	C02VR80KHX87	Apple	iMac Pro MQ2Y2LL/A	03/01/2018	EOL

Policy Review: Notification and Dissemination of Sex Offenders Placed Within the Community (Megan's Law)

Information

The library continuously reviews and updates its policies to ensure they are effective and relevant. Attached is our current “*Notification and Dissemination of Sex Offenders Placed Within the Community (Megan's Law)*”, followed by a draft revised policy. The Suffolk County Police Department no longer sends us sex offender notifications, so the library has signed up to receive notifications from the national not-for-profit 501(c)(3) organization Parents for Megan's Law.

The draft revised policy acknowledges this new source of notifications and the addition of security guards. It has also been edited for brevity.

Recommendation

That the Board of Trustees adopts the revised “Notification and Dissemination of Sex Offenders Placed Within the Community (Megan's Law).”

**SOUTH HUNTINGTON PUBLIC LIBRARY
NOTIFICATION and DISSEMINATION OF INFORMATION
ON SEX OFFENDERS PLACED WITHIN THE COMMUNITY
(Megan's Law) – Adopted March 16, 1998**

The South Huntington Public Library recognizes one of its significant responsibilities is the protection of the health and safety of patrons and their children who receive services or participate in programs or events sponsored by the Library. As the Suffolk County Police Department has determined that it will notify the South Huntington Public Library when a "sex-offender" is to be released to a residence within the geographical area served by the Library, it is determined by the Board of Trustees that it is incumbent upon it that this information be disseminated in a manner that will provide, to the greatest degree possible, the protection of the Library's patrons and their children who participate in Library programs or utilize Library property.

Under the terms of the applicable statute, and the policy of the Suffolk County Police Department, the Library will receive notification of (dependent upon the "class" of offender) information which may include the offender's exact address; a photograph of the offender; background information including the offender's crime of conviction, modus of operation, type of victim targeted and a description of special conditions imposed on the offender.

It is the Library's understanding that the purpose of this notification is to provide for, to the extent possible, the safety of its patrons and their children.

In order that the information received by the Library can be most effectively utilized to secure, to the greatest extent possible, the protection of the Library's patrons and their children utilizing the Library programs and facilities, The Library Director will immediately relay information received within the "Notification" received by the Library to all Library administrators, full time professional staff and custodial personnel.

DISCLAIMER

With respect to the attached documents made available by the Suffolk County Police Department, neither the Library nor its Trustees nor any of its employees assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information disclosed, or represents that its use would not infringe rights of privacy.

**DRAFT---Notification and Dissemination of Information on Sex Offenders Placed within the
Community (Megan's Law)**

The South Huntington Public Library recognizes one of its significant responsibilities is the protection of the health and safety of patrons using our library.

Parents For Megan's Law, Inc. (PFML) is a national not-for-profit 501(c)(3) organization dedicated to the prevention and treatment of childhood sexual abuse through education, advocacy, counseling, and policy and legislative initiatives. The library participates in the PFML Alert System, receiving e-mail notifications whenever a moderate- or high-risk sex offender relocates into the library's service area. These notifications include a photo and description of the offender, and information regarding their crimes.

It is the determination of the Board of Trustees that, upon receipt, this information shall be disseminated by the Library Director or Assistant Director to security personnel, maintenance, and all administrators, who will, in turn, notify their respective staff.

DISCLAIMER

With respect to the notifications made available by Parents For Megan's Law, Inc., neither the Library nor its Trustees nor any of its employees assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information disclosed, or represents that its use would not infringe rights of privacy.

Installation of Cabinetry and Countertops

Information

We are currently assessing and updating library spaces to meet the changing needs of our community. As part of this process, we plan to install lockable cabinetry in our Young Adult Department housing a collection of program kits. We would also install a floating countertop in the gallery, opposite the marketplace, to create additional seating.

The following quotes were received:

MDI Engineered Environments	Daly Designs	Kingdom Woodworking
\$9,693	\$9,700	\$9,500

The recommendation is to use MID Engineered Environments. With all quotes being comparable, we were impressed by their detailed specs and their reputation based on work performed at other Suffolk County libraries. Their insurance has been approved by the library's insurer.

Recommendation

That the Board of Trustees approves an expenditure of \$9,693.00 to be paid to *MDI Engineered Environments* to install lockable cabinetry in the Young Adult Department, and a floating countertop in the Gallery.

Title	Event Start Date	People in Attendance
Friends Fall Book Sale	11/01/2025 @ 9:00am	N/A
Full Body Strength Training	11/01/2025 @ 9:30am	25
Veterans Big Band Tribute	11/01/2025 @ 2:00pm	120
Friends Fall Book Sale	11/02/2025 @ 1:00pm	N/A
Kids Flick: Elio	11/02/2025 @ 2:00pm	14
Adult Take & Bake: Thanksgiving Sweet Potato Muffins	11/03/2025 @ 9:15am	25
Beginner Tai Chi	11/03/2025 @ 9:30am	25
Monday Yoga	11/03/2025 @ 11:00am	25
Movie: The Love Punch	11/03/2025 @ 2:00pm	77
General Election Voting	11/04/2025 @ 6:00am	50+
SCORE	11/05/2025 @ 10:00am	11
SCORE	11/05/2025 @ 12:00pm	6
Adult Take & Make: Yarn-Wrapped Pumpkins (V)	11/06/2025 @ 9:15am	36
Thursday Yoga	11/06/2025 @ 9:30am	26
Genealogy Drop-in	11/06/2025 @ 10:00am	1
Yoga 2nd Session	11/06/2025 @ 11:00am	21
Caregiver Support Group	11/06/2025 @ 2:00pm	2
Writing Workshop (V)	11/06/2025 @ 4:00pm	5
North Shore Civil War Roundtable	11/06/2025 @ 6:30pm	14
Smarter Social Security	11/06/2025 @ 6:30pm	6
Clase de ComputaciÃ³n y BÃ³squeda de Empleo	11/06/2025 @ 7:00pm	1
Darn It: Stitch Your Way to Sustainability	11/07/2025 @ 10:00am	8
Full Body Strength Training	11/08/2025 @ 9:30am	25
Folk Music Society of Huntington	11/09/2025 @ 1:00pm	16
Beginner Tai Chi	11/10/2025 @ 9:30am	25
Monday Yoga	11/10/2025 @ 11:00am	25
Movie: Superman (2025)	11/10/2025 @ 2:00pm	47
Judy's Cucina: Italian Wedding Soup	11/10/2025 @ 6:30pm	9
Non-Fiction Book Discussion	11/12/2025 @ 11:00am	9
Vaccination Clinic	11/12/2025 @ 2:00pm	9
Adult Craft: String Art Snowflake	11/12/2025 @ 6:30pm	15
Thursday Yoga	11/13/2025 @ 9:30am	26
Huntington AARP	11/13/2025 @ 10:00am	30
Yoga 2nd Session	11/13/2025 @ 11:00am	21
Nuclear Tensions & Shadow Wars: US, Iran & Israel Today	11/13/2025 @ 2:00pm	2
Writing Workshop (V)	11/13/2025 @ 4:00pm	5
The Wild Harvest: Grow, Catch, Cook	11/13/2025 @ 6:30pm	4
Medicare: What You Need to Know	11/13/2025 @ 7:00pm	24
Clase de ComputaciÃ³n y BÃ³squeda de Empleo	11/13/2025 @ 7:00pm	2
Full Body Strength Training	11/15/2025 @ 9:30am	25
Board Game Day	11/15/2025 @ 1:00pm	20
Classical Sundays: Pianist Kalina Mrmevska	11/16/2025 @ 2:30pm	62
Beginner Tai Chi	11/17/2025 @ 9:30am	25

Medicare Counseling One-on-One	11/17/2025 @ 10:00am	5
Monday Yoga	11/17/2025 @ 11:00am	25
Movie: Mission Impossible - The Final Reckoning	11/17/2025 @ 2:00pm	47
Adult Craft: Embroidered Tea Towel	11/17/2025 @ 6:30pm	15
Digitize It! How to Save Old Photos and Documents	11/17/2025 @ 7:00pm	13
Virtual Chair Yoga (V)	11/18/2025 @ 9:00am	18
Tai Chi Level 2	11/18/2025 @ 9:30am	23
Game Day	11/18/2025 @ 11:00am	7
Adult Craft: Harvest Shell Decor	11/18/2025 @ 7:00pm	12
Re-Thinking Thanksgiving: A Native American Perspective	11/18/2025 @ 7:00pm	8
Navigating Our Digital Services	11/19/2025 @ 11:00am	3
Outreach - Pop Up Library at Sunrise	11/19/2025 @ 2:30pm	N/A
Library Board of Trustees Meeting	11/19/2025 @ 6:30pm	8
Beyond the Book @ the Whaling Museum	11/19/2025 @ 6:30pm	4
Evening Book Discussion	11/19/2025 @ 7:00pm	10
Thursday Yoga	11/20/2025 @ 9:30am	26
Yoga 2nd Session	11/20/2025 @ 11:00am	21
Cover to Cover Book Discussion	11/20/2025 @ 11:00am	11
Cooking Class: Pasta Fagioli - Elevated and Earthy	11/20/2025 @ 1:30pm	15
LI Library Pride Alliance	11/20/2025 @ 3:00pm	Cancelled
Writing Workshop (V)	11/20/2025 @ 4:00pm	5
NAACP Huntington	11/20/2025 @ 6:00pm	14
Adult Craft: Hand Painted Woodland Scene	11/20/2025 @ 6:30pm	13
NAACP Huntington	11/20/2025 @ 7:00pm	19
Clase de Computacion y Busqueda de Empleo	11/20/2025 @ 7:00pm	2
Defensive Driving	11/22/2025 @ 9:00am	36
Full Body Strength Training	11/22/2025 @ 9:30am	25
Beginner Tai Chi	11/24/2025 @ 9:30am	25
Monday Yoga	11/24/2025 @ 11:00am	25
Movie: The Last Rodeo	11/24/2025 @ 2:00pm	43
Adult Craft: Grapevine Wreath	11/24/2025 @ 6:30pm	20
All About Joint Replacement Surgery (V)	11/24/2025 @ 7:00pm	12
Virtual Chair Yoga (V)	11/25/2025 @ 9:00am	18
Tai Chi Level 2	11/25/2025 @ 9:30am	23
Game Day	11/25/2025 @ 11:00am	7
Tech Byte: Using Our New Online Catalog	11/25/2025 @ 11:00am	5
Small Business Counseling	11/25/2025 @ 4:30pm	1
Small Business Counseling	11/25/2025 @ 5:30pm	1
Small Business Counseling	11/25/2025 @ 6:30pm	1
20s & 30s Book Club at Six Harbors Brewing Co.	11/25/2025 @ 7:00pm	7
Full Body Strength Training	11/29/2025 @ 9:30am	25
Kids Flick: Bad Guys 2	11/29/2025 @ 2:00pm	12

Title	Event Start Date	People in Attendance
Friends Fall Book Sale	11/01/2025 @ 9:00am	N/A
Lego Club	11/01/2025 @ 10:30am	15+
Friends Fall Book Sale	11/02/2025 @ 1:00pm	N/A
Kids Flick: Elio	11/02/2025 @ 2:00pm	14
CLASS VISIT: MW 3RD GRADE	11/03/2025 @ 9:30am	44
1,2,3 Play with Me	11/03/2025 @ 10:00am	18
Story-Time Yoga	11/03/2025 @ 11:30am	16
Homework Help at the South Huntington Public Library	11/03/2025 @ 4:30pm	4
CLASS VISIT: MW 3RD GRADE	11/05/2025 @ 9:30am	48
Baby Bundle Take & Make / Paquete Para Bebes un Take & Make	11/05/2025 @ 10:15am	18
Baby Time!	11/05/2025 @ 10:30am	12
Baby Time!	11/05/2025 @ 11:15am	19
Picture Book Time	11/05/2025 @ 3:00pm	6
Yoga Kids	11/05/2025 @ 4:30pm	14
CLASS VISIT: MW 3RD GRADE	11/06/2025 @ 9:30am	42
Zumbini	11/06/2025 @ 10:30am	23
Zumbini	11/06/2025 @ 11:30am	17
Time for Kids	11/07/2025 @ 10:00am	18
Time for Kids	11/07/2025 @ 11:00am	17
GSSC Troop 103	11/07/2025 @ 6:30pm	9
Music & Movement	11/08/2025 @ 10:00am	18
Library Arts Presents: Mini Clay Donut Painting	11/08/2025 @ 2:30pm	20
CLASS VISIT: MW 3RD GRADE	11/10/2025 @ 9:30am	44
1,2,3 Play with Me	11/10/2025 @ 10:00am	20
Story-Time Yoga	11/10/2025 @ 11:30am	16
Homework Help at the South Huntington Public Library	11/10/2025 @ 4:30pm	3
CLASS VISIT: MW 3RD GRADE	11/12/2025 @ 9:30am	N/A
Baby Time!	11/12/2025 @ 10:30am	10
Baby Time!	11/12/2025 @ 11:15am	14
Picture Book Time	11/12/2025 @ 3:00pm	9
Yoga Kids	11/12/2025 @ 4:30pm	11
Zumbini	11/13/2025 @ 10:30am	22
Zumbini	11/13/2025 @ 11:30am	18
Learn to Draw with Art Teacher Amy	11/13/2025 @ 4:30pm	17
Time for Kids	11/14/2025 @ 10:00am	12
Time for Kids	11/14/2025 @ 11:00am	9
Art Club: Katsushika Hokusai	11/14/2025 @ 4:30pm	11
Lil' Athletes Toddler	11/15/2025 @ 10:00am	8
Lil' Athletes	11/15/2025 @ 11:00am	11
Family Game Day	11/15/2025 @ 1:00pm	50
Out of This World Escape Room	11/15/2025 @ 1:30pm	4
Out of This World Escape Room	11/15/2025 @ 2:00pm	4
Out of This World Escape Room	11/15/2025 @ 2:30pm	7

Out of This World Escape Room	11/15/2025 @ 3:00pm	7
Lego Club	11/16/2025 @ 2:30pm	20
1,2,3 Play with Me	11/17/2025 @ 10:00am	21
Story-Time Yoga	11/17/2025 @ 11:30am	14
Homework Help at the South Huntington Public Library	11/17/2025 @ 4:30pm	6
Adventures in Art: All That Jazz	11/17/2025 @ 4:30pm	0
Sprouts & Friends	11/18/2025 @ 10:00am	18
Sprouts & Friends	11/18/2025 @ 11:00am	20
Preschool Pals	11/18/2025 @ 3:00pm	18
Baby Time!	11/19/2025 @ 10:30am	20
Baby Time!	11/19/2025 @ 11:15am	8
Picture Book Time	11/19/2025 @ 3:00pm	9
Yoga Kids	11/19/2025 @ 4:30pm	12
CLASS VISIT: MW 5th Grade (Gruttadauria)	11/20/2025 @ 9:30am	21
Zumbini	11/20/2025 @ 10:30am	20
Zumbini	11/20/2025 @ 11:30am	12
Miss Georgina's Bilingue Explorers	11/20/2025 @ 4:30pm	7
Time for Kids	11/21/2025 @ 10:00am	17
Time for Kids	11/21/2025 @ 11:00am	9
Tweens Night Out: Lovely Leaf Paint Night	11/21/2025 @ 7:00pm	3
PlayHooray Babies & Kids	11/22/2025 @ 10:00am	16
It's Corn!	11/22/2025 @ 2:30pm	16
Chess Nuts	11/23/2025 @ 2:30pm	6
1,2,3 Play with Me	11/24/2025 @ 10:00am	14
Story-Time Yoga	11/24/2025 @ 11:30am	11
Homework Help at the South Huntington Public Library	11/24/2025 @ 4:30pm	3
Sprouts & Friends	11/25/2025 @ 10:00am	18
Sprouts & Friends	11/25/2025 @ 11:00am	14
Preschool Pals	11/25/2025 @ 3:00pm	13
Baby Time!	11/26/2025 @ 10:30am	13
Baby Time!	11/26/2025 @ 11:15am	11
Picture Book Time	11/26/2025 @ 3:00pm	4
Yoga Kids	11/26/2025 @ 4:30pm	8
Art Club: Anni Albers	11/28/2025 @ 2:30pm	7
Kids Flick: Bad Guys 2	11/29/2025 @ 2:00pm	12

Title	Event Start Date	People in Attendance
Friends Fall Book Sale	11/01/2025 @ 9:00am	N/A
Friends Fall Book Sale	11/02/2025 @ 1:00pm	N/A
Kids Flick: Elio	11/02/2025 @ 2:00pm	14
Homework Help at the South Huntington Public Library	11/03/2025 @ 4:30pm	4
Teen Volunteers - Homework Help at the South Huntington Publi	11/03/2025 @ 4:30pm	2
Executive Teen Advisory Board	11/04/2025 @ 7:00pm	4
Outreach: School visit at WWHS	11/05/2025 @ 9:45am	175
Operation Cheer Cards & Ornaments for Soldiers: a Community	11/05/2025 @ 7:00pm	9
Journal Decorating	11/06/2025 @ 7:00pm	12
Murder Mystery	11/07/2025 @ 7:00pm	14
Homework Help at the South Huntington Public Library	11/10/2025 @ 4:30pm	3
Teen Volunteers - Homework Help at the South Huntington Publi	11/10/2025 @ 4:30pm	4
Vets + Pets: a Community Service Program	11/10/2025 @ 7:00pm	17
Cards for Cops: TAB exclusive Community Service	11/12/2025 @ 7:00pm	5
Trivia Night	11/14/2025 @ 7:00pm	10
Board Game Day	11/15/2025 @ 1:00pm	20
International Games Month	11/15/2025 @ 1:00pm	19
Homework Help at the South Huntington Public Library	11/17/2025 @ 4:30pm	6
Teen Volunteers - Homework Help at the South Huntington Publi	11/17/2025 @ 4:30pm	4
Teen Advisory Board	11/18/2025 @ 7:00pm	30
Themed Trivia Thursday: Food	11/20/2025 @ 7:00pm	2
Board Game Night	11/21/2025 @ 6:30pm	5
Inspiration Cards: a Community Service Program	11/23/2025 @ 2:00pm	20
Homework Help at the South Huntington Public Library	11/24/2025 @ 4:30pm	3
Teen Volunteers - Homework Help at the South Huntington Publi	11/24/2025 @ 4:30pm	6
TAB Volunteer Training	11/25/2025 @ 7:00pm	7
Charlie Brown Thanksgiving Viewing Party	11/26/2025 @ 7:00pm	3
TAB Exclusive: Wrap Our Heroes in Gratitude	11/28/2025 @ 2:00pm	2
Joy Jars	11/28/2025 @ 7:00pm	11
Kids Flick: Bad Guys 2	11/29/2025 @ 2:00pm	12

NOVEMBER 2025

NOVEMBER 2025

JUVENILE PRINT		NOV 25	NOV 24	% CHANGE	NOV 23	% CHANGE
Nonfiction	520	725	-28.28%	853	-39.04%	
Picture Books	1,150	1,200	-4.17%	1,333	-13.73%	
Fiction	269	274	-1.82%	572	-52.97%	
Easy Readers	501	548	-8.58%	649	-22.80%	
Biographies	66	87	-24.14%	178	-62.92%	
Paperbacks	89	187	-52.41%	262	-66.03%	
Board Books	377	396	-4.80%	418	-9.81%	
Graphic Novels	371	326	13.80%	428	-13.32%	
Early Chapters	280	230	21.74%	N.A.	N.M.	
World Languages	119	151	-21.19%	155	-23.23%	
Parents Collection	19	15	26.67%	19	0.00%	
Magazines	7	11	-36.36%	0	#DIV/0!	
Total	3,768	4,150	-9.20%	4,867	-22.58%	
JUVENILE MEDIA						
DVD	142	283	-49.82%	218	-34.86%	
Blu-ray Disc	33	19	73.68%	31	6.45%	
Video Games	119	189	-37.04%	213	-44.13%	
Compact Discs	7	9	-22.22%	24	-70.83%	
CD/Book Kits/Vox	48	102	-52.94%	51	-5.88%	
Books on Disc	0	1	-100.00%	1	-100.00%	
Total	349	603	-42.12%	538	-35.13%	
YOUNG ADULT						
Magazines	0	9	-100.00%	0	N.M.	
Fiction	57	72	-20.83%	63	-9.52%	
Graphic Novel	22	45	-51.11%	58	-62.07%	
Paperbacks	45	39	15.38%	19	136.84%	
Large Type	1	0	N.M.	0	N.M.	
Test Books	3	7	-57.14%	2	50.00%	
World Languages	0	0	N.M.	1	-100.00%	
Total	128	172	-25.58%	143	-10.49%	
LIBRARY OF THINGS						
Hotspots	22	23	-4.35%	29	-24.14%	
Chromebooks	5	3	66.67%	3	66.67%	
Laptops	6	5	20.00%	4	50.00%	
Blood Pressure Kits	3	1	200.00%	1	200.00%	
Museum Passes	131	131	0.00%	138	-5.07%	
Launchpads	22	11	100.00%	5	340.00%	
Birdwatching Kit	0	0	N.M.	0	N.M.	
Electronics	4	2	100.00%	0	N.M.	
Total	193	176	9.66%	180	7.22%	

SOUTH HUNTINGTON PUBLIC LIBRARY
COLLECTION

NOVEMBER 2025

	ADDED	DISCARDED	NOV 25
ADULT/YA			
FICTION	230	367	43166
NONFICTION	127	922	50576
SERIALS	94	305	4676
VIDEO	72	0	18252
AUDIO	20	0	11143
VIDEOGAMES	0	0	246
LEASED	53	23	298
TOTAL	596	1617	128357
CHILDRENS			
FICTION	102	209	41273
NONFICTION	17	763	33736
SERIALS	9	0	305
VIDEO	20	1	6864
AUDIO	2	6	1824
VIDEOGAMES	0	1	655
TOTAL	150	980	84657
TOTAL	746	2597	213014

Circulation Statistics

	November 2025	October 2025	November 2024
SHPL Material Check-Outs (ALL Libraries)	7,314	8,103	7,851
Self Checkouts (Kiosks)	1,193	1,297	1,518
YA Laptop Checkouts	0	0	0
Circulating Chromebook Checkouts	5	5	3
Circulating Laptop Checkouts	6	9	5
Hotspot Checkouts	22	24	23

Percent of all checkouts using SHPL Self-Check Kiosks

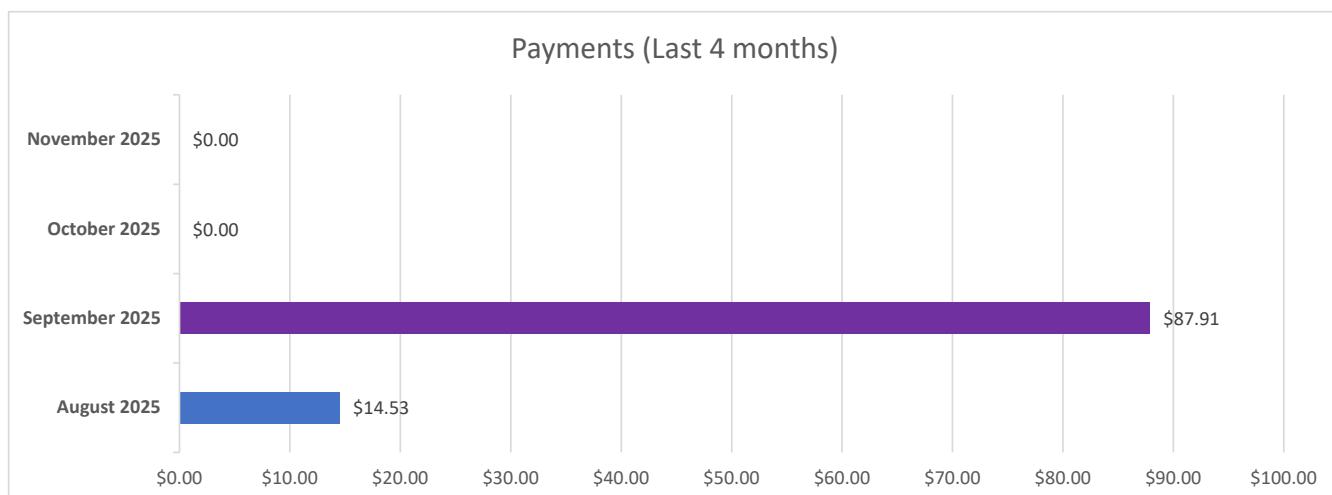
November 2025	16.3%
October 2025	16.0%
November 2024	19.3%

Laptop Checkouts (Combined)

November 2025	11	⬇️	-21.4%	Change since last month
October 2025	14			
November 2024	8	{last year} ⬆️	37.5%	Change since last year

e-Commerce Payments (released quarterly)

November 2025	October 2025	September 2025	August 2025	November 2024
\$0.00	\$0.00	\$87.91	\$14.53	\$33.20



Subscription Statistics

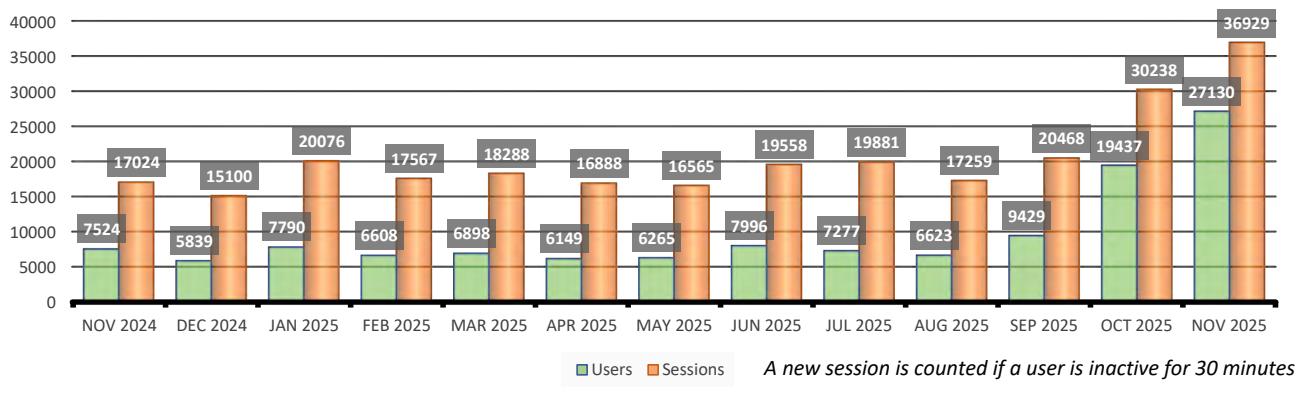
	November 2025	October 2025	Change (last month)	November 2024	Change (last year)
EBSCO	251	204	↑ 23%	260	↓ -3%
OCLC / First Search	293	271	↑ 8%	170	↑ 72%
Homework Help	10	20	↓ -50%	41	↓ -76%
LinkedIn Learning	10	9	↑ 11%	7	↑ 43%
Overdrive	8506	9050	↓ -6%	8639	↓ -2%
Pronunciator	3	5	↓ -40%	3	↑ 0%
WAM Consortium Databases	6171	9149	↓ -33%	3336	↑ 85%

Gate Count Statistics



WebSite Statistics

13 Months	Users	Sessions	Total Page Views	Home Page Views
Nov 2025	27130	36929	68119	15259
Oct 2025	19437	30238	68032	13304
Sep 2025	9429	20468	53613	12612
Aug 2025	6623	17259	45067	12659
Jul 2025	7277	19881	56999	13856
Jun 2025	7996	19558	52037	12796
May 2025	6265	16565	45099	11989
Apr 2025	6149	16888	49100	12529
Mar 2025	6898	18288	52547	13063
Feb 2025	6608	17567	54491	13229
Jan 2025	7790	20076	61217	14987
Dec 2024	5839	15100	42308	11267
Nov 2024	7524	17024	44752	11978



39.6%

Change in website users compared to **last month**

260.6%

Change in website users compared to **last year**

182.2%

Compared to the **average monthly users**::

9,613

WiFi Usage

13 Months	Wireless devices connected
Nov 2025	8825
Oct 2025	10390
Sep 2025	8548
Aug 2025	8535
Jul 2025	8878
Jun 2025	9317
May 2025	10286
Apr 2025	8704
Mar 2025	10155
Feb 2025	8056
Jan 2025	8165
Dec 2024	7156
Nov 2024	7854



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



-15.1%

Change in wireless users compared to **last month**

12.4%

Change in wireless users compared to **last year**

-0.1%

Compared to the **average monthly connections**::

8836

Public Printing

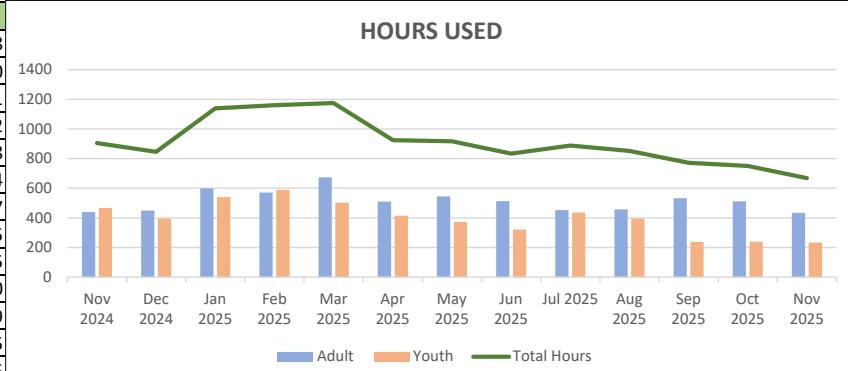
13 Months	Adult	Youth	# of mobile
Nov 2025	5692	300	1332
Oct 2025	5878	462	1829
Sep 2025	6064	437	1570
Aug 2025	4941	470	1210
Jul 2025	4512	850	1211
Jun 2025	7368	986	1582
May 2025	5497	822	1212
Apr 2025	5502	496	1462
Mar 2025	4895	630	2360
Feb 2025	4373	892	1866
Jan 2025	4622	771	1513
Dec 2024	3643	785	1152
Nov 2024	3996	985	954



Pages submitted using **This month** 22%
 mobile printing service **Last month** 29%
 "Princh" **12 month period** 26%

Public Computer Usage

13 Months	Adult	Youth	Total Hours
Nov 2025	435	233	668
Oct 2025	511	239	750
Sep 2025	533	238	771
Aug 2025	457	395	852
Jul 2025	452	436	888
Jun 2025	513	321	834
May 2025	545	372	917
Apr 2025	510	415	925
Mar 2025	673	502	1175
Feb 2025	571	589	1160
Jan 2025	599	540	1139
Dec 2024	450	395	845
Nov 2024	439	466	905



⬇️ -14.9% **Adult Reference**

Change compared to **last month**

⬇️ -2.5% **Youth Services**

⬇️ -0.9% **Adult Reference**

Change compared to **last year**

⬇️ -50.0% **Youth Services**

Patron Services

Nov 2025 Monthly average (past year)

One-on-One Tech Help Sessions	20	26
3D Models Printed	84	62
Posters Printed	12	13
Text-a-Librarian (conversations)	42	42
Makerspace Use (Patron Crafts)	7	6

EV Charging

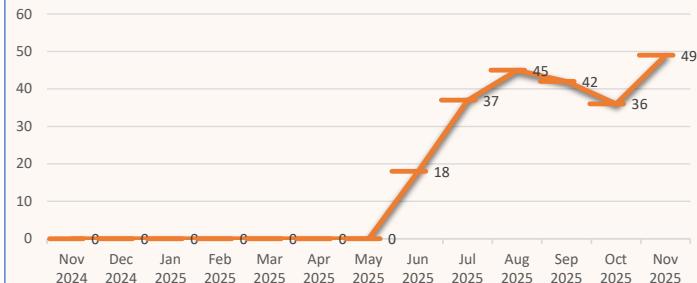
13 Months	Charging Sessions	Unique Drivers	Fees Collected
Nov 2025	49	10	\$182.87
Oct 2025	36	8	\$88.95
Sep 2025	42	9	\$98.30
Aug 2025	45	8	\$104.44
Jul 2025	37	6	\$59.50
Jun 2025	18	8	\$28.18
May 2025	0	0	\$0.00
Apr 2025	0	0	\$0.00
Mar 2025	0	0	\$0.00
Feb 2025	0	0	\$0.00
Jan 2025	0	0	\$0.00
Dec 2024	0	0	\$0.00
Nov 2024	0	0	\$0.00



Unique Drivers



Total Charging Sessions



Fees Collected

