

Massapequa Public Library
Board of Trustees Meeting
Monday, February 13, 2023
7:45 PM
Agenda

The Massapequa Public Library Board Meeting will be held in person in the Kids' Cove at Bar Harbour .

The Massapequa Public Library is inviting you to a scheduled Zoom meeting.

Topic: MPL Board Meeting

Time: Feb 13, 2023 07:45 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81277631300>

Meeting ID: 812 7763 1300

One tap mobile

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Meeting ID: 812 7763 1300

1. **Pledge of Allegiance**
2. **Call to Order by the Chairman, Catherine Reilly**
3. **Approval of the Minutes of the January 9, 2023 Meeting**
4. **Approval of the Minutes of the January 14, 2023 Special Meeting**
5. **Financials**
 - Report of Business Manager
 - Approval of the Monthly Financial Report for January 2023 - **Action**
 - Approval of the Claim of Warrants of checks and vendor payments - **Action**
 - Approval of Treasurer's Report for January 2023 – **Action**
 - Proposed Budget 2023-2024
6. **Director's Report**
 - Old Business**
 - Capital Project Update – Bar Harbour
 - New Business**
 - CCLI Invoice for Approval – **Action**
 - WBG Invoice for Approval – **Action**

2 MDA Invoices for Approval – **Action**

CCLI Change Order #031– **Action**

CCLI Change Order #032 – **Action**

AirStream Quotes for Approval – **Action**

Quote for 3D Printer for Create Lab – **Action**

VOIP Quote for Approval – **Action**

Board Meeting Dates for Approval – **Action**

Vending Machines Quotes for Approval – **Action**

Budget Flyer

7. Assistant Director's Report

Signarama Quote for Approval – **Action**

Olsen's Quote for Approval – **Action**

8. Department Reports

9. Executive Session

10. Personnel

11. Period of Public Expression

12. Adjournment

The next Board Meeting will be Monday, March 13, 2023 at 7:45 PM

**MASSAPEQUA PUBLIC LIBRARY
MINUTES
REGULAR MONTHLY MEETING
MONDAY, JANUARY 9, 2023**

Present: Catherine R. Reilly, Chairman
Rose Castello, Vice Chairman
Gail K. Kubit, Secretary
Michael Meilak, Financial Officer
Sean Bird, Trustee
MaryAnn Tweedy, Director
Michael Matuszewski, Assistant Director
John Carollo, Junior Accountant
David Redmond, IT Specialist
Elana Gronert, Secretary to the Director

Also Present: Elisabeth Martin, MD&A
Toni Intravia

Ms. Reilly called the meeting to order at 7:43 p.m. and opened with the Pledge of Allegiance to the Flag.

Minutes

Ms. Reilly asked if there were any questions or changes on the Minutes for the Board Meeting of November 14, 2022. Mrs. Castello made a motion to approve the Board Meeting Minutes dated November 14, 2022. This was seconded by Mr. Meilak and carried unanimously by the Board.

Ms. Reilly asked if there were any questions or changes on the Minutes for the Board Meeting of December 15, 2022. Mr. Meilak made a motion to approve the Board Meeting Minutes dated December 15, 2022. This was seconded by Mrs. Castello and carried unanimously by the Board.

Period of Public Expression

Ms. Reilly opened the period of public expression and asked if there were any comments or questions for the Board. There were none.

I. Business Manager's Report

A. Financial Reports

After consideration, Mr. Meilak made a motion to approve the Financial Report for November 2022. This was seconded by Mrs. Castello and carried unanimously by the Board.

After consideration, Mr. Meilak made a motion to approve the Financial Report for December 2022. This was seconded by Mrs. Kubit and carried unanimously by the Board.

After consideration, Mr. Meilak made a motion to approve Monthly Treasurer's Report, dated December, 2022, balance \$2,998,181.16. This was seconded by Mrs. Castello and carried unanimously by the Board.

B. Voucher Approval

Ms. Reilly asked for approval of the following Vouchers:

Payroll Summary dated November 30, 2022, \$152,697.77, approved by Mrs. Castello, was reviewed by the Board.

Payroll Voucher No. 2744, dated December 15, 2022, \$7,634.20, approved by Mr. Bird, was reviewed by the Board. Mr. Meilak made a motion to approve Voucher No. 2744. This was seconded by Mrs. Castello and carried unanimously by the Board.

Construction Voucher No. 2745, dated December 16, 2022, \$18,075.52, approved by Mr. Bird, was reviewed by the Board. Mrs. Castello made a motion to approve Voucher No. 2745. This was seconded by Mr. Meilak and carried unanimously by the Board.

Voucher No. 2743, dated December 17, 2022, \$108,703.39, approved by Mr. Bird, was reviewed by the Board. Mrs. Kubit made a motion to approve Voucher No. 2743. This was seconded by Mrs. Castello and carried unanimously by the Board.

II. Director's Report

A. CCLI Invoice

Mr. Meilak made a motion to approve CCLI Invoice in the amount of \$130,653.45. This was seconded by Mrs. Kubit and carried unanimously by the Board.

B. WBG Invoice

Mrs. Castello made a motion to approve a partial payment of the WBG Invoice in the amount of \$20,000 withholding \$14,200 with the agreement that the Library will release the balance when project is completed and have received the remaining furniture. This was seconded by Mr. Bird and carried unanimously by the Board.

C. Exterior Children's Program Room Wall

After discussion, this was tabled. Mrs. Tweedy will contact the vendors to ask for a new proposal breaking it down into two phases, the first being waterproofing and the second to finish the project.

D. 3D Printer for Create Lab

After discussion this was tabled. Mrs. Tweedy will inquire from other libraries and schools how much they pay annually for supplies.

E. VoIP Phone System

After discussion, this was tabled. Mr. Redmond will look into other options and do a comparison.

Executive Session

Mrs. Castello made a motion on behalf of the Board to go into Executive Session for personnel matters at 9:26 p.m.

The Board came out of Executive Session and the public meeting reconvened at 9:42pm.

Mrs. Kubit made a motion to promote Linda Callison to Principal Library Clerk at a salary of \$67,000. This was seconded by Mrs. Castello and carried unanimously by the Board.

Period of Public Expression

Ms. Reilly opened the period of public expression and asked if there were any comments or questions for the Board. There were none.

**Massapequa Public Library Monthly Board of Trustees Meeting
January 9, 2023**

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After consideration, Mrs. Castello made a motion to adjourn the meeting at 9:44 p.m. This was seconded by Mr. Meilak and carried unanimously by the Board.

The next Board of Trustees Regular Monthly Meeting will be held on Monday, February 13, 2023, at 7:45 p.m.

Catherine R. Reilly, Chairman

Gail K. Kubit, Secretary

DRAFT

**MASSAPEQUA PUBLIC LIBRARY
MINUTES
SPECIAL BOARD MEETING
January 14, 2023**

Present: Catherine R. Reilly, Chairman
Rose Castello, Vice Chairman
Gail K. Kubit, Secretary
Michael Meilak, Financial Officer
Sean Bird, Trustee
MaryAnn Tweedy, Director
Michael Matuszewski, Assistant Director

Ms. Reilly called the meeting to order at 12:01 p.m. and opened with the Pledge of Allegiance to the Flag.

Mr. Bird made a motion to approve the C&S Nursery Invoice in the amount of \$5,500.00 to excavate and waterproof the bottom of the existing basement footing along the damaged east wall. This was seconded by Mr. Meilak and carried. Ms. Reilly abstained from voting.

After consideration, Mr. Meilak made a motion to adjourn the meeting at 12:15 p.m. This was seconded by Mrs. Castello and carried by the Board.

Catherine R. Reilly, Chairman

Gail K. Kubit, Secretary

Massapequa Public Library
 Monthly Financial Report
 January 2023

YTD 58.3%

	January 22	January 23	January 2023 Budget	\$ Over/Under Budget	% of Budget	July - January 2022	July - January 2023	July -January Budget	\$ Over/Under Budget	% of Budget	Full Year Budget	\$ Over/Under Budget	% of Budget
Revenue													
4099.01 · Taxes	775,000.00	800,000.00	800,000.00	0.00	100.0%	4,290,000.00	4,389,069.00	4,389,069.00	0.00	100.0%	6,579,069.00	-2,190,000.00	66.71%
4099.02 · Fines	1,730.06	318.30	166.66	151.64	190.99%	5,310.56	4,117.81	1,166.66	2,951.15	352.96%	2,000.00	2,117.81	205.89%
4099.03 · Printing	224.25	205.20	333.34	-128.14	61.56%	2,304.88	2,865.13	2,333.34	531.79	122.79%	4,000.00	-1,134.87	71.63%
4099.05 · Interest Income	147.00	119.16	125.00	-5.84	95.33%	998.39	866.71	875.00	-8.29	99.05%	1,500.00	-633.29	57.78%
4099.08 · Copiers	380.80	501.55	166.67	334.88	300.92%	2,029.75	2,473.55	1,166.67	1,306.88	212.02%	2,000.00	473.55	123.68%
4099.09 · Telephone Rebate	0.00	0.00	0.00	0.00	0.0%	7,034.16	7,034.16	0.00	7,034.16	100.0%	10,000.00	-2,965.84	70.34%
4099.10 · Sale of Equipment	0.00	0.00	0.00	0.00	0.0%	37.80	70.00	0.00	70.00	100.0%	0.00	70.00	100.00%
4099.11 · Book Sales	0.00	0.00	25.00	-25.00	0.0%	278.81	220.10	175.00	45.10	125.77%	300.00	-79.90	73.37%
4099.12 · Insurance Recovery	0.00	548.23	0.00	548.23	100.0%	13,206.63	7,797.58	7,000.00	797.58	111.39%	7,000.00	797.58	111.39%
4099.13 · Lost Items	102.42	91.98	166.67	-74.69	55.19%	1,016.80	922.46	1,166.66	-244.20	79.07%	2,000.00	-1,077.54	46.12%
4099.15 · Donations	8.71	35.00	83.33	-48.33	42.0%	1,775.29	382.36	583.33	-200.97	65.55%	1,000.00	-617.64	38.24%
4099.16 · Restricted Donations	21,000.00	970.70	2,000.00	-1,029.30	48.54%	21,000.00	970.70	2,000.00	-1,029.30	48.54%	2,000.00	-1,029.30	48.54%
4099.18 · State & System Grants	0.00	0.00	0.00	0.00	0.0%	12,991.05	25,000.00	10,000.00	15,000.00	250.0%	14,000.00	11,000.00	178.57%
4099.19 · Miscellaneous	188.50	895.89	291.66	604.23	307.17%	1,682.95	1,651.39	2,041.66	-390.27	80.89%	3,500.00	-1,848.61	47.18%
4099.20 · Transfer & Exchange	810.00	566.04	833.33	-267.29	67.93%	1,360.00	17,835.14	5,833.33	12,001.81	305.75%	10,000.00	7,835.14	178.35%
4099.21 · Cobra Reimbursement	2,805.07	1,345.06	0.00	1,345.06	100.0%	15,307.05	18,010.16	0.00	18,010.16	100.0%	0.00	18,010.16	100.00%
4500.00 · Federal Grants-FEMA	0.00	0.00	0.00	0.00	0.0%	0.00	46,072.73	0.00	46,072.73	100.0%	0.00	46,072.73	100.00%
4550.00 · PILOT(Payment in lieu of Taxes)	0.00	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.00	0.0%	2,381.00	-2,381.00	0.00%
Total Revenue	802,396.81	805,597.11	804,191.66	1,405.45	100.18%	4,376,334.12	4,525,358.98	4,423,410.65	101,948.33	102.31%	6,640,750.00	-2,115,391.02	68.15%
Expense													
5140.00 · Salary													
5141.00 · Professional Services	122,294.45	125,368.68	136,326.49	-10,957.81	91.96%	863,814.43	903,867.51	954,284.95	-50,417.44	94.72%	1,635,917.00	-732,049.49	55.25%
5142.00 · Clerical Services	100,425.68	103,222.51	114,501.83	-11,279.32	90.15%	683,057.86	714,936.82	801,512.81	-86,575.99	89.2%	1,374,022.00	-659,085.18	52.03%
5143.00 · Custodial Services	39,186.68	38,398.24	38,329.25	68.99	100.18%	253,509.21	273,341.47	268,304.75	5,036.72	101.88%	459,951.00	-186,609.53	59.43%
Total 5140.00 · Salary	261,906.81	266,989.43	289,157.57	-22,168.14	92.33%	1,800,381.50	1,892,145.80	2,024,102.51	-131,956.71	93.48%	3,469,890.00	-1,577,744.20	54.53%
5200.00 · Equip.													
5201.00 · Furniture	0.00	0.00	166.66	-166.66	0.0%	854.00	934.39	1,166.66	-232.27	80.09%	2,000.00	-1,065.61	46.72%
5202.00 · Library Equipment	0.00	0.00	666.66	-666.66	0.0%	4,047.75	7,436.32	4,666.66	2,769.66	159.35%	8,000.00	-563.68	92.95%
5203.00 · Building Equipment	227.66	0.00	416.67	-416.67	0.0%	1,189.62	351.63	2,916.67	-2,565.04	12.06%	5,000.00	-4,648.37	7.03%
5205.00 · Computer Equipment	0.00	602.00	1,000.00	-398.00	60.2%	5,580.87	8,185.83	7,000.00	1,185.83	116.94%	12,000.00	-3,814.17	68.22%
Total 5200.00 · Equip.	227.66	602.00	2,249.99	-1,647.99	26.76%	11,672.24	16,908.17	15,749.99	1,158.18	107.35%	27,000.00	-10,091.83	62.62%
5410.00 · Library Books													
5410.01 · Books	14,559.14	10,207.85	16,666.67	-6,458.82	61.25%	108,150.99	108,189.38	116,666.67	-8,477.29	92.73%	200,000.00	-91,810.62	54.10%
5410.02 · Annuals & Continuations	671.99	1,889.97	1,666.66	223.31	113.4%	7,981.51	11,651.22	11,666.66	-15.44	99.87%	20,000.00	-8,348.78	58.26%
5410.04 · eBooks/ Audio Bks/ Periodicals	25,573.40	24,422.67	10,416.67	14,006.00	234.46%	78,824.68	78,888.76	72,916.67	5,972.09	108.19%	125,000.00	-46,111.24	63.11%
5410.05 · Audio Books	1,609.81	817.62	1,500.00	-682.38	54.51%	6,665.91	9,076.69	10,500.00	-1,423.31	86.45%	18,000.00	-8,923.31	50.43%
5410.06 · Jr. Audio Books	0.00	0.00	41.66	-41.66	0.0%	19.99	0.00	291.65	-291.65	0.0%	500.00	-500.00	0.00%
Total 5410.00 · Library Books	42,414.34	37,338.11	30,291.66	7,046.45	123.26%	201,643.08	207,806.05	212,041.65	-4,235.60	98.0%	363,500.00	-155,693.95	57.17%
5411.00 · Serials													
5411.01 · Periodicals	0.00	0.00	1,166.67	-1,166.67	0.0%	6,098.31	6,111.63	8,166.66	-2,055.03	74.84%	14,000.00	-7,888.37	43.66%

Massapequa Public Library
Monthly Financial Report
January 2023

YTD 58.3%

	January 22	January 23	January 2023	January 2022	July - January	July - January 2023	July - January	% of Budget	Full Year Budget	\$ Over/Under	% of Budget
5411.04 - Newspapers	1,080.00	1,080.00	1,333.33	1,333.33	8,080.00	9,333.34	1,253.34	86.57%	16,000.00	-7,920.00	50.50%
5411.05 - Databases On Line	34,345.43	34,684.88	0.00	34,684.88	54,609.60	39,609.60	364.06%	53,000.00	1,609.60	103.04%	
Total 5411.00 - Serials	35,425.43	35,764.88	2,500.00	33,264.88	68,801.23	32,500.00	36,301.23	211.7%	83,000.00	-14,198.77	82.89%
5412.00 - Audio/ Visual/ Digital											
5412.01 - Music CDs/Video Games	373.07	20.98	250.00	-229.02	1,204.91	1,750.00	-545.09	68.85%	3,000.00	-1,795.09	40.16%
5412.04 - Jr.Video Cassettes/DVD'S	306.55	0.00	250.00	-250.00	750.30	1,750.00	-999.70	42.87%	3,000.00	-2,249.70	25.01%
5412.05 - Softw, Licens & Digital Subscr	11.21	745.48	1,250.00	-504.52	8,530.21	8,750.00	-219.79	97.49%	15,000.00	-6,469.79	56.87%
5412.06 - Jr. Music CDs	0.00	20.83	0.00	-20.83	0.00	145.83	-145.83	0.0%	250.00	-250.00	0.00%
5412.07 - Streaming Services	1,595.86	1,205.68	2,083.34	-877.66	14,583.34	14,583.34	-2,497.82	82.87%	25,000.00	-12,914.48	48.34%
5412.08 - DVD'S	2,926.02	1,379.96	2,500.00	-1,120.04	8,964.61	17,500.00	-8,535.39	51.23%	30,000.00	-21,035.39	29.88%
5412.09 - Hotspot Data	0.00	602.00	0.00	602.00	4,118.40	4,118.40	0.00	100.0%	0.00	4,118.40	100.00%
Total 5412.00 - Audio/ Visual/ Digital	5,212.71	3,954.10	6,354.17	-2,400.07	40,409.12	35,653.95	-8,825.22	80.16%	76,250.00	-40,596.05	46.76%
5413.00 - Library of Things											
5413.01 - Things	0.00	0.00	833.33	-833.33	0.00	1,312.09	-4,521.25	22.49%	10,000.00	-8,687.91	13.12%
Total 5413.00 - Library of Things	0.00	0.00	833.33	-833.33	0.00	1,312.09	-4,521.25	22.49%	10,000.00	-8,687.91	13.12%
5415.00 - Pamphlets											
5415.01 - Pamphlets, Maps, Charts	0.00	0.00	20.83	-20.83	172.00	254.79	108.96	174.72%	250.00	4.79	101.92%
Total 5415.00 - Pamphlets	0.00	0.00	20.83	-20.83	172.00	254.79	108.96	174.72%	250.00	4.79	101.92%
5416.00 - Collection Support Service Fee											
5416.01 - Collection Support Service Fee	0.00	13,052.65	14,625.00	-1,572.35	27,705.24	42,300.31	-1,574.69	96.41%	58,500.00	-16,199.69	72.31%
Total 5416.00 - Collection Support Service Fee	0.00	13,052.65	14,625.00	-1,572.35	27,705.24	42,300.31	-1,574.69	96.41%	58,500.00	-16,199.69	72.31%
5430.00 - Supplies											
5430.01 - Library Supplies	811.40	608.26	1,250.00	-641.74	6,162.32	6,550.56	-2,199.44	74.86%	15,000.00	-8,449.44	43.67%
5430.02 - Office Supplies	369.33	446.06	-220.60	666.66	4,357.40	5,295.47	4,666.66	113.48%	8,000.00	-2,704.53	66.19%
5430.03 - Computer Supplies	601.49	1,324.03	1,000.00	324.03	6,734.03	7,109.39	101.56%	12,000.00	-4,890.61	59.25%	
5430.05 - Processing/Related Memberships	1,289.98	1,321.60	833.34	488.26	5,952.11	6,642.21	808.87	113.87%	10,000.00	-3,357.79	66.42%
5430.06 - NLS Delivery Service	0.00	0.00	0.00	0.00	38,562.42	38,528.00	34.42	100.09%	38,528.00	34.42	100.09%
Total 5430.00 - Supplies	3,072.20	3,699.95	3,750.00	-50.05	61,836.84	64,160.05	-617.95	99.05%	83,528.00	-19,367.95	76.81%
5431.00 - Telecommunications											
5431.01 - Telephone	2,341.83	4,204.11	2,666.66	1,537.45	17,184.65	18,686.35	19.69	100.11%	32,000.00	-13,313.65	58.40%
5431.03 - Internet Services	628.00	578.00	666.67	-88.67	4,246.09	4,046.00	-620.68	86.7%	8,000.00	-3,954.00	50.58%
Total 5431.00 - Telecommunications	2,969.83	4,782.11	3,333.33	1,448.78	21,430.74	22,732.35	-23,333.34	97.42%	40,000.00	-17,267.65	56.83%
5433.00 - Postage											
5433.01 - Pitney Bowes	1,417.44	0.00	0.00	0.00	7,528.31	0.00	0.00	0.0%	0.00	0.00	0.00%
5433.02 - Post Office	0.00	0.00	0.00	0.00	357.69	0.00	0.00	0.0%	0.00	0.00	0.00%
5433.00 - Postage - Other	0.00	0.00	1,166.67	-1,166.67	0.00	6,295.10	-1,871.56	77.08%	14,000.00	-7,704.90	44.97%
Total 5433.00 - Postage	1,417.44	0.00	1,166.67	-1,166.67	7,886.00	6,295.10	-1,871.56	77.08%	14,000.00	-7,704.90	44.97%
5434.00 - Information Service											
5434.01 - Newsletter	2,989.00	3,347.00	1,375.00	1,972.00	8,621.00	13,030.00	9,625.00	135.38%	16,500.00	-3,470.00	78.97%
5434.03 - Budget Flyer	0.00	0.00	250.00	-250.00	0.00	1,750.00	-1,750.00	0.0%	3,000.00	-3,000.00	0.00%
5434.04 - Printing & Forms	0.00	0.00	166.67	-166.67	0.00	1,166.66	-1,166.66	0.0%	2,000.00	-2,000.00	0.00%
5434.05 - Public Relations/Reading Club	121.60	1,166.67	1,166.67	-1,166.67	2,187.72	8,633.89	467.23	105.72%	14,000.00	-5,366.11	61.67%
5434.99 - Miscellaneous	2,147.50	99.95	166.66	-66.71	2,147.50	599.70	-566.96	51.4%	2,000.00	-1,400.30	29.99%
5434.00 - Information Service - Other	0.00	0.00	0.00	0.00	0.00	0.00	-7.59	100.0%	-	-7.59	100.00%
Total 5434.00 - Information Service	5,258.10	3,446.95	3,125.00	321.95	13,631.54	22,256.00	21,874.98	101.74%	37,500.00	-15,244.00	59.35%

Massapequa Public Library
 Monthly Financial Report
 January 2023

YTD 58.3%

	January 22	January 23	January 2023 Budget	\$ Over/Under Budget	% of Budget	July - January 2022	July - January 2023	July -January Budget	\$ Over/Under Budget	% of Budget	Full Year Budget	\$ Over/Under Budget	% of Budget
5435.00 · Conference Expense													
5435.01 · Conf.Ala,NYLA,NCLA,CLSI,NLS	0.00	0.00	208.33	-208.33	0.0%	164.00	350.00	1,458.34	-1,108.34	24.0%	2,500.00	-2,150.00	14.00%
5435.02 · Travel Expense	0.00	0.00	83.34	-83.34	0.0%	71.50	173.67	583.34	-409.67	29.77%	1,000.00	-826.33	17.37%
5435.03 · Membership Exp.	0.00	130.00	450.00	-320.00	28.89%	965.00	965.00	1,700.00	-735.00	56.77%	3,000.00	-2,035.00	32.17%
5435.04 · Local Conf./Workshop	0.00	0.00				0.00	0.00	500.00	-500.00	0.0%	500.00	-500.00	0.00%
Total 5435.00 · Conference Expense	0.00	130.00	741.67	-611.67	17.53%	1,200.50	1,488.67	4,241.68	-2,753.01	35.1%	7,000.00	-5,511.33	21.27%
5437.00 · Professional Fees													
5437.01 · Accounting Fees	950.00	0.00	200.00	-200.00	0.0%	16,735.00	14,120.00	15,000.00	-880.00	94.13%	15,000.00	-880.00	94.13%
5437.02 · Legal Fees	0.00	0.00	800.00	-800.00	0.0%	4,537.33	3,750.00	11,000.00	-7,250.00	34.09%	15,000.00	-11,250.00	25.00%
5437.03 · Consultant Fees	1,000.00	7,920.44	833.33	7,087.11	950.46%	4,165.00	18,951.69	5,833.34	13,118.35	324.89%	10,000.00	8,951.69	189.52%
5437.04 · Payroll Fees/HR Fees	1,465.42	1,776.55	1,083.34	693.21	163.99%	6,705.30	13,276.65	7,583.34	5,693.31	175.08%	13,000.00	276.65	102.13%
Total 5437.00 · Professional Fees	3,415.42	9,696.99	2,916.67	6,780.32	332.47%	32,142.63	50,098.34	39,416.68	10,681.66	127.1%	53,000.00	-2,901.66	94.53%
5439.00 · Office Equipment - R&M													
5439.01 · Typewriter/Calculator/Fax	0.00	0.00				0.00	0.00						
5439.02 · Pitney Bowes Rep. & Maint.	0.00	0.00	0.00	0.00	0.0%	1,257.57	1,116.66	1,000.00	116.66	111.67%	2,000.00	-883.34	55.83%
5439.99 · Copiers	750.00	1,330.94	1,333.34	-2.40	99.82%	7,034.55	7,161.78	9,333.34	-2,171.56	76.73%	16,000.00	-8,838.22	44.76%
Total 5439.00 · Office Equipment - R&M	750.00	1,330.94	1,333.34	-2.40	99.82%	8,292.12	8,278.44	10,333.34	-2,054.90	80.11%	18,000.00	-9,721.56	45.99%
5440.00 · Library Equip-R&M													
5440.02 · Computer R&M	0.00	0.00	83.33	-83.33	0.0%	0.00	210.00	583.33	-373.33	36.0%	1,000.00	-790.00	21.00%
5440.04 · A.V.Projectors/Gaming/Piano	0.00	0.00	108.34	-108.34	0.0%	1,885.00	160.00	758.35	-598.35	21.1%	1,300.00	-1,140.00	12.31%
5440.99 · Miscellaneous Lib.Equip.R&M	0.00	0.00	416.67	-416.67	0.0%	4,223.94	0.00	2,916.67	-2,916.67	0.0%	5,000.00	-5,000.00	0.00%
Total 5440.00 · Library Equip-R&M	0.00	0.00	608.34	-608.34	0.0%	6,108.94	370.00	4,258.35	-3,888.35	8.69%	7,300.00	-6,930.00	5.07%
5441.00 · Building Equipment-R&M													
5441.01 · Air Conditioning/Heat Contracts	0.00	1,579.05	0.00	1,579.05	100.0%	2,979.36	4,737.15	3,500.00	1,237.15	135.35%	7,000.00	-2,262.85	67.67%
5441.03 · Security & Fire Prevention	0.00	1,190.00	175.00	1,015.00	680.0%	3,499.25	3,645.03	2,525.00	1,120.03	144.36%	5,000.00	-1,354.97	72.90%
5441.04 · Water Filtration Sys/Windows	0.00	0.00	0.00	0.00	0.0%	1,000.00	1,100.00	1,500.00	-400.00	73.33%	2,500.00	-1,400.00	44.00%
5441.05 · Telephone Equip Lease/Maint	1,750.00	1,750.00	1,900.00	-150.00	92.11%	2,149.00	2,642.50	2,500.00	142.50	105.7%	3,000.00	-357.50	88.08%
5441.06 · Cleaning Service	11,250.00	0.00	833.33	-833.33	0.0%	11,250.00	0.00	5,833.33	-5,833.33	0.0%	10,000.00	-10,000.00	0.00%
5441.07 · Elevator/Auto Doors R&M	264.00	271.92	264.00	7.92	103.0%	5,633.00	5,758.44	5,680.00	78.44	101.38%	7,000.00	-1,241.56	82.26%
5441.99 · Miscellaneous Bldg.Equip.R&M	0.00	0.00	83.34	-83.34	0.0%	331.51	10.00	583.33	-573.33	1.71%	1,000.00	-990.00	1.00%
5441.00 · Building Equipment-R&M - Other	0.00	0.00	0.00	0.00	0.0%	0.00	415.74	0.00	415.74	100.0%	-	415.74	100.00%
Total 5441.00 · Building Equipment-R&M	13,264.00	4,790.97	3,255.67	1,535.30	147.16%	26,842.12	18,308.86	22,121.66	-3,812.80	82.76%	35,500.00	-17,191.14	51.57%
5450.00 · Utilities													
5450.02 · Gas	2,818.43	3,071.53	3,000.00	71.53	102.38%	7,689.91	8,522.69	8,100.00	422.69	105.22%	18,000.00	-9,477.31	47.35%
5450.03 · Electric	7,751.67	7,723.52	10,000.00	-2,276.48	77.24%	63,124.99	71,584.18	79,500.00	-7,915.82	90.04%	137,500.00	-65,915.82	52.06%
5450.04 · Water	0.00	0.00	0.00	0.00	0.0%	363.72	428.98	800.00	-371.02	53.62%	2,000.00	-1,571.02	21.45%
Total 5450.00 · Utilities	10,570.10	10,795.05	13,000.00	-2,204.95	83.04%	71,178.62	80,535.85	88,400.00	-7,864.15	91.1%	157,500.00	-76,964.15	51.13%
5451.00 · Custodial Expense													
5451.01 · Cleaning Supplies	60.19	87.76	125.00	-37.24	70.21%	588.94	953.54	875.00	78.54	108.98%	1,500.00	-546.46	63.57%
5451.02 · Building Supplies	1,771.68	550.90	583.34	-32.44	94.44%	4,396.16	4,396.14	4,083.34	312.80	107.66%	7,000.00	-2,603.86	62.80%
5451.03 · Electrical Supplies	236.96	55.98	166.66	-110.68	33.59%	555.72	247.43	1,166.66	-919.23	21.21%	2,000.00	-1,752.57	12.37%
5451.04 · Hardware Supplies	0.00	47.98	83.34	-35.36	57.57%	30.41	476.96	583.34	-106.38	81.76%	1,000.00	-523.04	47.70%
5451.99 · Miscellaneous Cust. Supplies	57.70	107.89	416.66	-308.77	25.89%	2,937.99	4,030.12	2,916.66	1,113.46	138.18%	5,000.00	-969.88	80.60%
Total 5451.00 · Custodial Expense	2,126.53	850.51	1,375.00	-524.49	61.86%	8,509.22	10,104.19	9,625.00	479.19	104.98%	16,500.00	-6,395.81	61.24%

Massapequa Public Library
Monthly Financial Report
January 2023

YTD 58.3%

	January 22	January 23	January 2023	January 2023	July - 2022	July - 2023	July - January	\$	% of Budget	Full Year Budget	\$ Over/Under	% of Budget
5452.00 - Building R&M	88.92	10.79	166.67	-155.88	6.47%	732.26	219.28	1,166.66	18.8%	2,000.00	-1,780.72	10.96%
5452.01 - Electrical R&M												
5452.02 - Air Cond/Heating R&M	739.10	1,280.02	1,250.00	30.02	102.4%	1,627.24	10,485.52	8,750.00	119.84%	15,000.00	-4,514.48	69.90%
5452.03 - Plumbing R&M	49.96	0.00	83.33	-83.33	0.0%	135.94	16.18	583.33	2.77%	1,000.00	-983.82	1.62%
5452.04 - Floors, Drapes, Etc.	0.00	0.00	166.67	-166.67	0.0%	800.87	441.34	1,166.67	37.83%	2,000.00	-1,558.66	22.07%
5452.05 - Emergency Repairs	0.00	0.00	166.67	-166.67	0.0%	148.44	0.00	1,166.67	-1,166.67	2,000.00	-2,000.00	0.00%
5452.99 - Miscellaneous R&M	0.00	57.48	166.66	-109.18	34.49%	993.06	1,378.60	1,166.66	118.17%	1,999.99	-621.39	68.93%
Total 5452.00 - Building R&M	877.98	1,348.29	2,000.00	-651.71	67.42%	4,437.81	12,540.92	13,999.99	-1,459.07	23,999.99	-11,459.07	52.25%
5454.00 - Insurance	0.00	0.00	0.00	0.00	0.0%	74,016.99	76,947.60	77,000.00	-52.40	77,000.00	-52.40	99.93%
5454.01 - Insurance	0.00	0.00	0.00	0.00	0.0%	74,016.99	76,947.60	77,000.00	-52.40	77,000.00	-52.40	99.93%
Total 5454.00 - Insurance	0.00	0.00	0.00	0.00	0.0%	74,016.99	76,947.60	77,000.00	-52.40	77,000.00	-52.40	99.93%
5469.00 - Grounds-R&M												
5469.01 - Sprinkler/Water Testing	0.00	0.00	83.33	-83.33	0.0%	0.00	255.00	583.33	-328.33	1,000.00	-745.00	25.50%
5469.02 - Garbage Removal	200.64	220.15	216.67	3.48	101.61%	1,559.48	2,037.65	1,516.67	520.98	2,600.00	-562.35	78.37%
5469.03 - Snow Removal/Landscaping	3,989.20	0.00	400.00	-400.00	0.0%	14,498.32	2,946.51	4,400.00	-1,453.49	16,000.00	-13,053.49	18.42%
5469.04 - Repairs - Grounds	0.00	0.00	166.67	-166.67	0.0%	488.49	26.94	1,166.66	-1,139.72	2,000.00	-1,973.06	1.35%
Total 5469.00 - Grounds-R&M	4,189.84	220.15	866.67	-646.52	25.4%	16,546.29	5,266.10	7,666.66	-2,400.56	21,600.00	-16,333.90	24.38%
5474.00 - Motor Vehicle												
5474.01 - BH Van/Gas	141.20	146.61	83.33	63.28	175.94%	837.14	1,144.19	583.33	560.86	1,000.00	144.19	114.42%
5474.02 - CA Van/Gas	97.76	106.61	64.94	64.94	255.84%	392.01	567.28	291.67	194.49%	500.00	67.28	113.46%
5474.03 - BH Van R&M	0.00	0.00	125.00	-125.00	0.0%	1,014.46	0.00	875.00	-875.00	1,500.00	-1,500.00	0.00%
5474.04 - CA Van R&M	1.99	0.00	83.34	-83.34	0.0%	107.18	540.23	583.34	-43.11	1,000.00	-459.77	54.02%
Total 5474.00 - Motor Vehicle	240.95	253.22	333.34	-80.12	75.96%	2,350.79	2,251.70	2,333.34	-81.64	4,000.00	-1,748.30	56.29%
5489.00 - Programs												
5489.01 - Adult Programs	1,715.00	3,120.00	2,500.00	620.00	124.8%	16,330.07	19,230.10	17,500.00	1,730.10	30,000.00	-10,769.90	64.10%
5489.02 - Children's Programs	2,560.00	4,205.99	4,166.67	39.32	100.94%	18,389.84	31,994.18	29,166.67	2,827.51	50,000.00	-18,005.82	63.99%
5489.03 - Concerts	55.19	375.00	666.67	-291.67	56.25%	3,131.57	7,367.16	4,666.66	2,700.50	8,000.00	-632.84	92.09%
5489.04 - Video Showings	0.00	0.00	166.66	-166.66	0.0%	994.00	994.00	1,166.66	-172.66	2,000.00	-1,006.00	49.70%
5489.05 - Transfer & Exchange	810.00	800.00	833.33	-33.33	96.0%	1,960.00	18,965.00	5,833.34	13,131.66	10,000.00	8,965.00	189.65%
5489.06 - YA Programs	958.73	1,523.46	2,500.00	-976.54	60.94%	13,946.50	13,163.88	17,500.00	-4,336.12	30,000.00	-16,836.12	43.88%
5489.07 - Senior Programs	250.00	125.00	583.34	-458.34	21.43%	1,900.00	1,850.00	4,083.34	-2,233.34	7,000.00	-5,150.00	26.43%
5489.08 - Computer Programs	480.00	480.00	833.33	-353.33	57.6%	3,780.00	3,840.00	5,833.33	-1,993.33	10,000.00	-6,160.00	38.40%
5489.09 - Museum Passes	0.00	3,575.00	1,333.33	2,241.67	268.13%	8,140.00	11,040.00	9,333.33	1,706.67	16,000.00	-4,960.00	69.00%
5489.00 - Programs - Other	0.00	0.00	0.00	-350.00	100.0%	0.00	-350.00	0.00	-350.00	0.00	-350.00	0.00%
Total 5489.00 - Programs	6,828.92	13,854.45	13,583.33	271.12	102.0%	67,371.98	108,094.32	95,083.33	13,010.99	163,000.00	-54,905.68	66.32%

Massapequa Public Library
 Monthly Financial Report
 January 2023

YTD 58.3%

	January 22	January 23	January 2023 Budget	\$ Over/Under Budget	% of Budget	July - January 2022	July - January 2023	July -January Budget	\$ Over/Under Budget	% of Budget	Full Year Budget	\$ Over/Under Budget	% of Budget
5490.00 · Misc.													
5490.01 · Medical Supplies	379.57	0.00	125.00	-125.00	0.0%	991.54	45.15	875.00	-829.85	5.16%	1,500.00	-1,454.85	3.01%
5490.02 · Display Mat'ls & Decorations	63.84	36.62	250.00	-213.38	14.65%	1,789.51	837.97	1,750.00	-912.03	47.88%	3,000.00	-2,162.03	27.93%
5490.03 · Refreshments	22.00	121.79	83.34	38.45	146.14%	321.57	1,592.49	583.34	1,009.15	273.0%	1,000.00	592.49	159.25%
5490.04 · Signs	0.00	0.00	41.66	-41.66	0.0%	0.00	0.00	291.66	-291.66	0.0%	500.00	-500.00	0.00%
5490.05 · Advertising	0.00	0.00	41.67	-41.67	0.0%	0.00	0.00	291.67	-291.67	0.0%	500.00	-500.00	0.00%
5490.07 · Employee Recognition	0.00	0.00	83.34	-83.34	0.0%	211.90	0.00	583.34	-583.34	0.0%	1,000.00	-1,000.00	0.00%
5490.99 · Sundries	0.00	0.00	48.79	-48.79	0.0%	259.95	60.00	341.50	-281.50	17.57%	585.42	-525.42	10.25%
Total 5490.00 · Misc.	465.41	158.41	673.80	-515.39	23.51%	3,574.47	2,535.61	4,716.51	-2,180.90	53.76%	8,085.42	-5,549.81	31.36%
5800.00 · Special Expense													
5800.01 · NYS Retirement	0.00	0.00	0.00	0.00	0.0%	485,768.00	352,310.00	355,000.00	-2,690.00	99.24%	355,000.00	-2,690.00	99.24%
5800.02 · Social Security	16,084.33	16,407.34	17,927.76	-1,520.42	91.52%	110,081.97	115,672.98	125,494.35	-9,821.37	92.17%	215,133.18	-99,460.20	53.77%
5800.03 · Workers Compensation	0.00	0.00	3,333.33	-3,333.33	0.0%	39,521.00	44,638.00	23,333.34	21,304.66	191.31%	40,000.00	4,638.00	111.60%
5800.04 · Health Insurance	60,524.47	71,503.32	61,250.00	10,253.32	116.74%	397,960.22	440,160.28	428,750.00	11,410.28	102.66%	735,000.00	-294,839.72	59.89%
5800.08 · Dental Insurance	1,361.46	1,317.10	1,416.67	-99.57	92.97%	9,488.34	9,227.42	9,916.66	-689.24	93.05%	17,000.00	-7,772.58	54.28%
5800.09 · Disability Insurance	366.73	403.84	700.00	-296.16	57.69%	4,382.01	4,528.40	4,900.00	-371.60	92.42%	8,400.00	-3,871.60	53.91%
5800.12 · Medicare	3,761.69	3,837.19	4,192.78	-355.59	91.52%	25,745.20	27,052.49	29,349.49	-2,297.00	92.17%	50,313.41	-23,260.92	53.77%
Total 5800.00 · Special Expense	82,098.68	93,468.79	88,820.54	4,648.25	105.23%	1,072,946.74	993,589.57	976,743.84	16,845.73	101.73%	1,420,846.59	-427,257.02	69.93%
5900.02 · Capital Fund	2,930.07	171,005.45	30,333.33	140,672.12	563.75%	86,350.61	1,009,257.16	212,333.34	796,923.82	475.32%	364,000.00	645,257.16	277.27%
6120.01 · Credit Card Svc Fee	0.00	0.00	0.00	0.00	0.0%	0.00	7.89	0.00	7.89	100.0%	0.00	7.89	100.00%
Total Expense	485,662.42	677,533.40	517,249.25	160,284.15	130.99%	3,734,060.18	4,760,301.11	4,065,154.19	695,146.92	117.1%	6,640,750.00	-1,880,448.89	71.68%
Net Revenue in Excess of Expenses	316,734.39	128,063.71	286,942.41	-158,878.70	44.63%	642,273.94	-234,942.13	358,256.46	-593,198.59	-65.58%	0.00	-234,942.13	100.00%

**Massapequa Public Library
Monthly Treasurer's Report - January 2023**

		ASSETS		Prior Year (For Comparison Purposes)			
CASH ON HAND AND IN BANKS-Beginning July 1, 2022				CASH ON HAND AND IN BANKS-Beginning July 1, 2021			
	Chase Bank - Operating Checking			\$176,987.41	Chase Bank - Operating Checking		\$56,817.79
	Chase Bank - Operating Savings			\$1,336,676.97	Chase Bank - Operating Savings		\$1,683,150.42
	Chase Bank - Payroll Account			\$4,172.36	Chase Bank - Payroll Account		\$1,611.93
	Chase Bank - Capital Fund			\$1,842,749.39	Chase Bank - Capital Fund		\$1,450,144.08
	Petty Cash			\$750.00	Petty Cash		\$750.00
				\$3,361,336.13			\$3,192,474.22
General Fund		January 2023	Cumulative from	January 2022		Cumulative from	
		Receipts	July 1, 2022	Receipts		July 1, 2021	
99.01	Taxes	\$800,000.00	\$4,389,069.00	\$775,000.00	\$3,515,000.00	\$4,290,000.00	
99.02	Fines	\$318.30	\$4,117.81	\$1,730.06	\$3,580.50	\$5,310.56	
99.03	Printing	\$205.20	\$2,865.13	\$224.25	\$2,080.63	\$2,304.88	
99.06	Interest Earned on Accounts	\$119.16	\$866.71	\$147.00	\$851.39	\$998.39	
99.08	Copier	\$501.55	\$2,473.55	\$380.80	\$1,648.95	\$2,029.75	
99.09	Telephone Rebate	\$0.00	\$7,034.16	\$0.00	\$7,034.16	\$7,034.16	
99.10	Sale of Equipment	\$0.00	\$70.00	\$0.00	\$37.80	\$37.80	
99.11	Book Sales	\$0.00	\$220.10	\$0.00	\$278.81	\$278.81	
99.12	Insurance Recovery	\$548.23	\$7,797.58	\$0.00	\$13,206.63	\$13,206.63	
99.13	Lost Items	\$91.98	\$922.46	\$102.42	\$914.38	\$1,016.80	
99.15	Donations	\$35.00	\$382.36	\$8.71	\$1,766.58	\$1,775.29	
99.16	Restricted Donations	\$970.70	\$970.70	\$21,000.00	\$0.00	\$21,000.00	
99.18	State & Systems Cash Grants	\$0.00	\$25,000.00	\$0.00	\$12,991.05	\$12,991.05	
99.19	Miscellaneous	\$895.89	\$1,651.39	\$188.50	\$1,368.45	\$1,556.95	
99.20	Transfer & Exchange Acct.	\$566.04	\$17,835.14	\$810.00	\$676.00	\$1,486.00	
99.21	Cobra Reimbursement	\$2,690.12	\$18,019.20	\$2,805.07	\$12,461.85	\$15,266.92	
2125.00	Flexible Spending Account	\$966.62	\$5,833.14	\$824.96	\$3,310.73	\$4,135.69	
4500.00	Federal Grants - FEMA	\$0.00	\$46,072.73	\$0.00	\$654.12	\$654.12	
4550.00	PILOT (Payment in lieu of Taxes)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Receipts		\$807,908.79	\$4,531,201.16	\$803,221.77	\$3,577,862.03	\$4,381,083.80	
		Disbursements		Disbursements			
100.00	Personnel Services	\$266,989.43	\$1,892,145.80	\$261,906.81	\$1,538,474.69	\$1,800,238.55	
200.00	Equipment	\$602.00	\$16,908.17	\$227.66	\$11,444.58	\$11,672.24	
400.00	Contractual Expense	\$144,667.73	\$829,436.66	\$137,689.20	\$623,659.89	\$761,349.09	
489.05	Transfer & Exchange	\$800.00	\$18,965.00	\$810.00	\$550.00	\$1,360.00	
800.01	N.Y.S. Retirement	\$0.00	\$352,310.00	\$0.00	\$485,768.00	\$485,768.00	
800.02	Social Security Taxes	\$16,407.34	\$115,672.98	\$16,084.33	\$93,997.64	\$110,081.97	
800.03	Workers Compensation	\$0.00	\$44,638.00	\$0.00	\$39,521.00	\$39,521.00	
800.04	Health Insurance	\$72,820.42	\$449,387.70	\$61,885.93	\$345,562.63	\$407,448.56	
800.09	Disability Insurance	\$403.84	\$4,528.40	\$366.73	\$4,015.28	\$4,382.01	
800.12	Medicare Taxes	\$3,837.19	\$27,052.49	\$3,761.69	\$21,983.51	\$25,745.20	
900.02	Capital Fund	\$171,005.45	\$1,009,257.16	\$2,930.07	\$83,420.54	\$86,350.61	
6120.01	Credit Card Service Fee	\$0.00	\$7.89	\$0.00	\$15.00	\$15.00	
2125.00	Flexible Spending Account	\$3,947.35	\$9,193.50	\$1,503.39	\$2,830.22	\$4,333.61	
Total Disbursements		\$681,480.75	\$4,769,503.75	\$487,165.81	\$3,251,242.98	\$3,738,265.84	
CASH ON HAND AND IN BANKS							
	Chase Bank - Operating Checking			\$383,051.47	Chase Bank - Operating Checking		\$331,075.45
	Chase Bank - Operating Savings			\$1,524,824.57	Chase Bank - Operating Savings		\$1,363,809.50
	Chase Bank - Payroll Account			\$1,012.39	Chase Bank - Payroll Account		\$2,028.00
	Chase Bank - Capital Fund			\$1,213,395.11	Chase Bank - Capital Fund		\$2,137,629.23
	Chase Bank - Credit Card Receipts			\$0.00			
	Petty Cash			\$750.00	Petty Cash		\$750.00
				\$3,123,033.54			\$3,835,292.18
Net Cash Provided / (Used) by Operations				(\$238,302.59)			\$642,817.96
			\$-238,302.59				
		\$126,428.04					

Construction 1 & 3

Currently Contracted / Expected		CCLI	Checkmate	Enviroscience Consultants, Inc	FPM Group (Construction Admin)	FPM Group (FAS)	MDA Designgroup	National Library Recocations	The Whalen Berez Group	Total
		Contract		1,462,000.00	7,300.00	27,570.00	19,025.00	9,500.00	42,000.00	39,229.00
Change order	#002	16,040.22							2,154.24	
Change order	#003	9,301.16								
Change order	#004	3,350.04								
Change order	#007	9,250.00								
Change order	#008 (PCCO#005)	5,964.24								
Change order	#009	2,252.25								
Change order	#011(PCCO#006)	-2,156.89								
Change order	#013	397.85								
Change order	#002								546.00	
Change order	#003								1,639.00	
Change order	#010	16,521.33								
Change order	#019	39,282.10								
Change order	#020	12,071.17								
Change order	#021	23,161.26								
Change order	#022	2,286.53								
Change order	#023	3,467.84								
Change order	#024	2,812.12								
Change order	#025	4,609.78								
MDA Proposal	#6						5,000.00			
MDA Proposal	#7						12,600.00			
		1,610,611.00	7,300.00	27,570.00	19,025.00	9,500.00	59,600.00	39,229.00	232,339.24	2,005,174.24

Construction 1 & 3

	CCLI	Checkmate	Enviroscience Consultants, Inc	FPM Group (Construction Admin)	FPM Group (FAS)	MDA Designgroup	National Library Recocations	The Whalen Berez Group	Total
Currently Contracted / Expected									
Paid									
2/28/22					8,000.00			57,000.00	
3/10/22							19,100.00		
3/15/22				1,916.74					
3/30/22		4,000.00							
4/14/22					1,500.00			47,754.24	
4/19/22	132,240.00		11,089.00						
5/10/22				5,599.74		10,366.75		45,600.00	
6/14/22	116,686.60			2,843.45					
7/12/22	102,658.90			1,746.59		9,972.80		45,600.00	
8/10/22						10,031.85			
9/13/22	307,018.62						8,500.00	2,185.00	
10/18/2022	132,847.71			2,563.75		9,972.80	9,940.00		
11/14/2022	72,815.37			1,246.50		5,843.90		370.00	
12/16/2022			8,916.00	1,971.62		7,187.90			
1/4/2023	12,500.00								
1/10/2023	130,653.45							20,000.00	
1/16/2023								775.00	
1/30/23							1,100.00		
	<u>1,007,420.65</u>	<u>4,000.00</u>	<u>20,005.00</u>	<u>17,888.39</u>	<u>9,500.00</u>	<u>53,376.00</u>	<u>38,640.00</u>	<u>219,284.24</u>	<u>1,370,114.28</u>
Balance	<u>603,190.35</u>	<u>3,300.00</u>	<u>7,565.00</u>	<u>1,136.61</u>	<u>0.00</u>	<u>6,224.00</u>	<u>589.00</u>	<u>13,055.00</u>	<u>635,059.96</u>

Capital Projects

Paid to Date (Level 1&3)

CCLI	\$ (1,007,420.65)
CITI BOCES -	(7,700.00)
Checkmate	(4,000.00)
Enviroscience Consultants, Inc	(27,205.00)
FPM Group	(67,635.47)
MDA designgroup	(132,203.00)
R&W/Engineers	(11,782.50)
The Whalen Berez Group	(222,164.24)
Van Norstrand & Martin	(640.00)
W.J Northridge	(3,200.00)
National Library Relocations	(38,640.00)
	<u>\$ (1,522,590.86)</u>

Paid to Date (Parking Lot)

R&W/Engineers	(18,925.00)
---------------	-------------

Total Paid to Date

\$ (1,541,515.86)

Budget:

Current Capital Fund Balance (January 31, 2023)	\$ 1,023,720.58
Budgeted Capital Fund Transfer 2022/2023	364,000.00
Estimated budget excess 2022/2023	-
	<u>\$ 1,387,720.58</u>

Estimated Expenses(Level 1&3):

Construction	\$ 508,497.86
Engineer Construction Admin	1,136.61
Architect Construction Admin	(11,376.00)
Owner's Rep	10,695.00
Hazmat Monitoring and Admin	7,565.00
Fire Alarm	3,300.00
Furniture and Shelving	13,055.00
Moving	19,029.00
Signage	30,000.00
	<u>\$ 581,902.47</u>
15% Contingency	87,285.37
	<u>\$669,187.84</u>

Used High Range from MDA + FPM's
Estimated Total Cost of Construction Schedule

Estimated Expenses(Parking Lot): 300,000.00

Estimated Expenses(HVAC):

TAG#1	30,000.00
TAG#2	30,000.00
TAG# 3CU	60,000.00
TAG# 3AH	125,000.00
TAG#5	25,000.00
TAG#6	100,000.00
TAG# 7AH	30,000.00
TAG#7CU	20,000.00
TAG# 8AH	30,000.00
TAG# 8CU	20,000.00

Based on 2018 estimate

CA Unit	Done 10/20/22	-
		<u>\$ 470,000.00</u>

Total Projected Costs \$ 1,439,187.84

Excess/(Deficit) \$ (51,467.26)

STAFF REPORT AS OF JANUARY 2023

	<u>JAN. 23</u>		<u>DEC. 22</u>		C H A N G E	<u>JAN. 21</u>		C H A N G E	<u>POSITIONS BUDG 1/23 OPN</u>		
		Hours Worked		Hours Worked			Hours Worked				
Professional											
Full Time	14	1,996	14	2,011	0	13	1,886	+1	15	14	-1
Hourly Paid	<u>10</u>	<u>449</u>	<u>10</u>	<u>431</u>	<u>0</u>	<u>10</u>	<u>398</u>	<u>0</u>	<u>14</u>	<u>10</u>	<u>-4</u>
	24	2,445	24	2,442	0	23	2,284	+1	29	24	-5

7 Mo Total 16,757 16,211

Clerical

Full Time	15	2,142	15	2,145	0	16	2,294	-1	15	15	0
Hourly Paid	<u>17</u>	<u>937</u>	<u>17</u>	<u>939</u>	<u>0</u>	<u>18</u>	<u>1,075</u>	<u>-1</u>	<u>19</u>	<u>17</u>	<u>-2</u>
	32	3,079	32	3,084	0	34	3,369	-2	34	32	-2

7 Mo Total 22,030 22,889

Custodial

Full Time	5	847	5	861	0	5	895	0	5	5	0
Hourly Paid	<u>3</u>	<u>159</u>	<u>3</u>	<u>170</u>	<u>0</u>	<u>3</u>	<u>162</u>	<u>0</u>	<u>4</u>	<u>3</u>	<u>-1</u>
	8	1,006	8	1,031	0	8	1,057	0	9	8	-1

7 Mo Total 7,036 7,020

TOTALS

Full Time	34	4,985	34	5,017	0	34	6,075	0	35	34	-1
Hourly Paid	<u>30</u>	<u>545</u>	<u>30</u>	<u>1,540</u>	<u>0</u>	<u>31</u>	<u>1,635</u>	<u>-1</u>	<u>37</u>	<u>30</u>	<u>-7</u>
	64	6,530	64	6,557	0	65	6,710	-1	72	64	-8

7 Mo Total 45,823 46,120

STAFF REPORT AS OF JANUARY 2023

NEW EMPLOYEES:

NONE

RESIGNATIONS AND TERMINATIONS AND TRANSFERS:

NONE

RETIREMENTS:

NONE

WORKERS COMPENSATION ABSENCE:

NONE

CHANGES:

Marijean Toutoulis	F/T Account Clerk to F/T Sr. Account Clerk	1/1/2023
Linda Callison	F/T Sr. Library Clerk to F/T Principal Library Clerk	1/16/2023

OPEN POSITIONS:

4 P/T Librarian I
1 P/T Page
1 P/T Cleaner
1 P/T Typist Clerk
1 F/T Librarian I

MUSEUM STATS - 12 months																	
	# of	ANNUAL														12 month	COST PER
	passes	COST	Feb 22	Mar 22	Apr 22	May 22	Jun 22	July 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	CIRC	CIRC	
BROOKLYN BOTANIC GARDEN	2	\$175	1	2	12	10	6	2	6	0	3	1	5	2	50	\$3.50	
COLD SPRING HARBOR FISH HATCHERY	2	\$1,000	2	4	17	10	7	13	20	4	4	7	3	1	92	\$10.87	
CRADLE OF AVIATION MUSEUM	2	\$1,500	20	18	19	13	17	25	24	8	10	13	21	27	215	\$6.98	
FIRE ISLAND LIGHTHOUSE	2	\$300	4	2	9	7	11	11	11	7	8	2	1	3	76	\$3.95	
THE FRICK COLLECTION	2	\$400	0	1	1	0	0	0	0	0	1	1	0	2	6	\$66.67	
GARVIES POINT	2	\$175	2	2	8	3	1	2	7	2	1	1	2	3	34	\$5.15	
GUGGENHEIM MUSEUM	2	\$500	5	3	0	1	1	4	8	3	2	4	6	9	46	\$10.87	
HOLOCAUST MEMORIAL AND TOLERANCE CENTER	1	\$275	1	0	0	0	0	3	2	0	0	2	0	1	9	\$30.56	
INTREPID	2	\$1,000	1	3	5	5	6	3	9	7	2	0	4	3	48	\$20.83	
LONG ISLAND CHILDREN'S MUSEUM (closed mid-Sept 2022)	2	\$2,600	12	15	16	13	13	11	19	6	14	14	13	12	158	\$16.46	
LONG ISLAND MUSEUM	2	\$550	1	0	1	0	3	2	3	3	0	1	0	0	14	\$39.29	
MUSEUM OF MODERN ART	2	\$1,500	3	4	8	3	6	5	9	3	4	5	4	6	60	\$25.00	
NASSAU COUNTY FIREFIGHTERS MUSEUM	2	\$500	9	15	13	6	4	10	18	10	7	8	13	7	120	\$4.17	
NASSAU COUNTY MUSEUM OF ART	2	\$500	9	10	5	5	11	7	13	4	6	7	4	9	90	\$5.56	
NEW YORK HALL OF SCIENCE	2	\$1,200	1	6	13	0	5	6	2	1	0	5	8	10	57	\$21.05	
NEW YORK HISTORICAL SOCIETY	2	\$160	0	0	0	0	2	3	0	0	4	0	3	6	18	\$8.89	
NEW YORK TRANSIT MUSEUM	2	\$200	1	0	3	1	1	0	0	0	1	2	4	0	13	\$15.38	
NYS EMPIRE PASS	2	\$130	0	1	7	8	11	11	12	11	8	4	0	0	73	\$1.78	
OLD BETHPAGE VILLAGE (closed every Dec-Mar)	2	\$700	0	0	15	4	1	6	13	9	10	8	0	0	66	\$10.61	
OLD WESTBURY GARDENS (closed every Dec-Mar)	2	\$350	0	0	16	35	38	24	38	18	17	7	0	0	193	\$1.81	
VANDERBILT (closed Winter 21/22 due to Covid)	2	\$1,100	11	6	12	9	8	25	21	11	8	13	11	13	148	\$7.43	

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January 2023 Monthly Report

Department: Children's

From: Germaine Booth and Mary McGrath

To: Board of Trustees

January was another month of well attended programs for all ages. We continue to offer Family 'Block' Party sessions on Saturdays, alternating building, where families can drop in during the two hours to build with LEGOs, Mega Blocks and other fun. Another popular program that doesn't require registration is Open Play. While the caregivers chat with each other, the kids play with different and bigger toys than we usually have out; everyone loves it!

All our registered programs continue to fill quickly and are also well attended. Some different classes we offered this month were Babies Boogie (ages 2-17 months), Toddlers Tango (18-36 months), Winter 'Cake' Sculpture (grades 1-5) and Forensic Anthropology (grades 3-5). Of course, there were plenty of other classes for all ages too.

Respectfully submitted,
Germaine Booth and Mary McGrath

Program Name	Day of Week	Month	Date	Year	Time of Program	Bldg	Presenter	Staff	Program Type	Staff Programmer	Cost to Library	Cost to Patron	Program Length	Hourly Rate	Registration	Max.	Registered	Attendance	Signed In	Part of Series	Residents	Non Residents	Cost Per Attendee
Big Hands, Little Hands	Friday	1	6	2023	10am	CA	Kelly Baroltti	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	23	23	No	23	0	0
Big Hands, Little Hands	Friday	1	6	2023	11am	CA	Kelly Baroltti	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	22	22	No	22	0	0
Block Party	Saturday	1	7	2023	2:00pm	CA	Librarians	Yes	Children's	Librarians	N/A	N/A	2 hours	N/A	No	N/A	N/A	19	19	No	19	0	0
Babies Boogie	Tuesday	1	10	2023	10:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	30	15	Yes	30	0	\$6.00
Babies Boogie	Tuesday	1	10	2023	11:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	31	31	Yes	31	0	\$6.00
Play Hooray for Tots	Wednesday	1	11	2023	10:00am	BH	Play Hooray	No	Children's	Librarians	\$155.00	N/A	45 minutes	\$155	Yes	15	15	31	31	No	31	0	\$5.00
Play Hooray for Tots	Wednesday	1	11	2023	11:00am	BH	Play Hooray	No	Children's	Librarians	\$155.00	N/A	45 minutes	\$155	Yes	15	15	30	30	No	30	0	\$5.00
Movement and Mindfulness	Friday	1	13	2023	10:00am	CA	Kalm Services	No	Children's	Librarians	\$180.00	N/A	30 minutes	\$180	Yes	15	15	24	24	No	24	0	\$7.00
Movement and Mindfulness	Friday	1	13	2023	11:00am	CA	Kalm Services	No	Children's	Librarians	\$180.00	N/A	30 minutes	\$180	Yes	15	15	29	29	No	29	0	\$6.00
Babies Boogie	Tuesday	1	17	2023	10:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	26	26	Yes	26	0	\$7.00
Babies Boogie	Tuesday	1	17	2023	11:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	20	20	Yes	20	0	\$9.00
Preschool Storytime	Wednesday	1	18	2023	10:30am	CA	Kelly Baroltti	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	19	19	Yes	19	0	0
Fanny Cakes / Polar Bear Cupcakes	Wednesday	1	18	2023	Pick up		Fanny Cakes	No	Children's	Librarians	\$910.00	N/A			Yes	70	70	70	70	No	70	0	\$13.00
Big Hands, Little Hands	Thursday	1	19	2023	10:00am	BH	Mary McGrath	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	28	28	No	28	0	\$0
Big Hands, Little Hands	Thursday	1	19	2023	11:00am	BH	Mary McGrath	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	36	36	No	36	0	\$0
Open Play	Friday	1	20	2023	10:00am	CA	KB/GB	Yes	Children's	Librarians	N/A	N/A	2 hours	N/A	No	N/A	N/A	28	28	No	28	0	\$0
Baby Smart	Saturday	1	21	2023	9:30am	BH	Time for Kids	No	Children's	Librarians	\$135.00	N/A	30 minutes	\$135	Yes	15	15	22	22	No	22	0	\$6
Baby Smart	Saturday	1	21	2023	10:15am	BH	Time for Kids	No	Children's	Librarians	\$135.00	N/A	30 minutes	\$135	Yes	15	15	22	22	No	22	0	\$6
Toddler Tango	Tuesday	1	24	2023	10:00 AM	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	25	25	Yes	25	0	\$7
Toddler Tango	Tuesday	1	24	2023	11:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	35	35	Yes	35	0	\$5
Preschool Storytime	Wednesday	1	25	2023	10:30am	CA	Kelly Baroltti	Yes	Children's	Librarians	N/A	N/A	30 minutes	N/A	Yes	15	15	25	25	Yes	25	0	\$0
Forensic Anthropology	Thursday	1	26	2023	4:00pm	CA	LJ Science Center	No	Children's	Librarians	\$350.00	N/A	1 hour	\$350	Yes	20	20	17	17	No	17	0	\$20
Play Hooray for Tots	Friday	1	27	2023	10:00am	BH	Play Hooray	No	Children's	Librarians	\$155.00	N/A	45 minutes	\$155	Yes	15	15	36	36	No	36	0	\$4
Play Hooray for Tots	Friday	1	27	2023	11:00am	BH	Play Hooray	No	Children's	Librarians	\$155.00	N/A	45 minutes	\$155	Yes	15	15	32	32	No	32	0	\$5
Tot Time	Saturday	1	28	2023	10:00am	CA	Time for Kids	No	Children's	Librarians	\$150.00	N/A	45 minutes	\$155	Yes	15	15	33	33	No	33	0	\$5
Baby Smart	Monday	1	30	2023	9:30am	BH	Time for Kids	No	Children's	Librarians	\$135.00	N/A	30 minutes	\$135	Yes	15	15	30	30	No	30	0	\$5
Baby Smart	Monday	1	30	2023	10:15am	BH	Time for Kids	No	Children's	Librarians	\$135.00	N/A	30 minutes	\$135	Yes	15	15	32	32	No	32	0	\$4
Toddler Tango	Tuesday	1	31	2023	10:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	29	29	Yes	29	0	\$6
Toddler Tango	Tuesday	1	31	2023	11:00am	CA	Nicole S. Sparling	No	Children's	Librarians	\$185.00	N/A	45 minutes	\$185	Yes	15	15	33	33	Yes	33	0	\$5



Date: February 6th, 2023

Department: Young Adult Services

From: Gary Mannino

To: Board of Trustees

The new year has just begun, but we're already looking to the future here in the young adult department. Believe it or not, preparations for the summer reading program have already begun. We're lining up some really interesting programs for the spring as well.

We had a lot of great programs this January, and we've started testing the waters for different types of events. The multi-session comic book workshop has been very popular so far, and the teens in the class are really enjoying creating their own stories. We'll likely offer more multi-session programs like this in the future.

Sharper Training Solutions came for a Virtual Reality night, which was well attended. The teens had a lot of fun playing a variety of VR games, and they got to learn a bit about the technology that makes it all work. We're going to continue offering more computer and technology classes in the spring as well.

As always, the take-and-make craft kits are big hit. Our usual monthly programs like Dungeons & Dragons and the Teen Advisory board are also doing well. We had a really fun Stranger Things themed escape room early in the month that was very popular. We'll look into doing more escape room programs in the future.

Looking ahead to the rest of February and the spring, we'll be offering a variety of new programs. I'm personally looking forward to the first meeting of the Tinker's Guild, a club for teens that enjoy science and technology. Lorraine will be facilitating a Blackout Poetry class in April that should be very interesting. We're also having a comedy trio teach a stand-up comedy class for teens throughout March. I expect the spring to be a very exciting time for our department.

Respectfully submitted,

Gary Mannino

Central Avenue									
WALK IN STATISTICS									
January-23									
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday			
1	2	3	4	5	6	7			
closed	closed	259	255	291	264	212		1281	
8	9	10	11	12	13	14			
114	319	300	304	232	238	253		1760	
15	16	17	18	19	20	21			
147	closed	302	319	281	307	228		1584	
22	23	24	25	26	27	28			
171	236	303	285	317	284	294		1890	
29	30	31							
131	333	303						767	
Monthly Total	7,282		Days of the Week Average Totals						
Average Weekly Total	1,456		Sunday		141				
Average Daily Total	250		Monday		222				
			Tuesday		293				
			Wednesday		227				
			Thursday		280				
			Friday		273				
			Saturday		247				

Bar Harbour							
WALK IN STATISTICS							
January-23							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1	2	3	4	5	6	7	
closed	closed	332	314	317	235	273	1471
8	9	10	11	12	13	14	
167	335	280	373	333	236	271	1995
15	16	17	18	19	20	21	
156	closed	397	372	333	258	358	1874
22	23	24	25	26	27	28	
184	355	388	325	358	338	250	2198
29	30	31					
170	325	265					760
Monthly Total		8,298	Days of the Week Average Totals				
Average Weekly Total		1,660		Sunday		169	
Average Daily Total		287		Monday		254	
				Tuesday		332	
				Wednesday		268	
				Thursday		335	
				Friday		267	
				Saturday		288	



Social Media Statistics – January 2023

Facebook Statistics – January 2023

Page Follows as of 2/6/23: 1,946 (-18 since 12/2022)

***I suspect this figure is incorrect: Facebook recently updated, and now suddenly this total has somehow decreased.**

Instagram Statistics – January 2023

General Account Followers as of 2/6/23: 1,318 (+15 since 12/2022)

Children's Account Followers as of 2/6/23: 998 (+8 since 12/2022)

Twitter Statistics – January 2023

Followers as of 2/6/23: 674 (+6 since 12/2022)

Program Name	Day of Week	Month	Date	Year	Time of Program	Bldg.	Presenter	Staff	Program Type	Staff Programmer	Cost to Library	Cost to Patrons	Program Length	Registration	Max.	Registered	Attendance	Part of Series	Cost Per Attendee
Dungeons & Dragons Group #4	Tuesday	1	3	2023	6:15 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	8	canceled	Yes	\$0.00
Dungeons & Dragons Group #1	Tuesday	1	3	2023	7:30 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	7	canceled	Yes	\$0.00
Teen Comic Book Workshop	Thursday	1	5	2023	7:00 PM	CA	Kelly Gordon	No	Teen	Gary Mannino	\$750.00	\$0.00	1.5 hours	Yes	8	7	7	Yes	\$107.14
Stranger Things Escape Room	Friday	1	6	2023	4:00 PM	CA	Brian Maritato	No	Teen	Gary Mannino	\$250.00	\$0.00	1 hour	Yes	12	12	13	No	\$19.23
Dungeons & Dragons Group #3	Tuesday	1	10	2023	6:15 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	7	6	Yes	\$0.00
Dungeons & Dragons Group #2	Tuesday	1	10	2023	7:30 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	6	5	Yes	\$0.00
Little Shop of Improv	Wednesday	1	11	2023	7:00 PM	CA	Tara Burns	No	Teen	Gary Mannino	\$250.00	\$0.00	1.5 hours	Yes	8	5	4	No	\$62.50
Teen VR Night	Thursday	1	12	2023	6:30 PM	CA	Sharper Training Solutions	No	Teen	YA Staff	\$250.00	\$0.00	2 hours	Yes	12	9	9	No	\$27.78
Dungeons & Dragons Group #4	Tuesday	1	17	2023	6:15 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	8	6	Yes	\$0.00
Dungeons & Dragons Group #1	Tuesday	1	17	2023	7:30 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	7	7	Yes	\$0.00
Teen Book Club	Wednesday	1	18	2023	7:00 PM	BH	Lorraine Kataria	Yes	Teen	Kayla Spurrell	\$0.00	\$0.00	1 hour	Yes	8	0	canceled	Yes	\$0.00
Teen Comic Book Workshop	Thursday	1	19	2023	7:00 PM	CA	Kelly Gordon	No	Teen	Gary Mannino	\$750.00	\$0.00	1.5 hours	Yes	8	7	3	Yes	n/a
Teen Advisory Board	Friday	1	20	2023	4:00 PM	CA	Gary Mannino	Yes	Teen	Lorraine Kataria	\$0.00	\$0.00	1 hour	Yes	8	5	5	Yes	\$0.00
Dungeons & Dragons Group #3	Tuesday	1	24	2023	6:15 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	7	5	Yes	\$0.00
Dungeons & Dragons Group #2	Tuesday	1	24	2023	7:30 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	6	4	Yes	\$0.00
Teen Graphic Novel Book Club	Wednesday	1	25	2023	7:00 PM	BH	Lorraine Kataria	Yes	Teen	Kayla Spurrell	\$0.00	\$0.00	1 hour	Yes	8	1	canceled	Yes	\$0.00
Teen Comic Book Workshop	Thursday	1	26	2023	7:00 PM	CA	Kelly Gordon	No	Teen	Gary Mannino	\$750.00	\$0.00	1.5 hours	Yes	8	7	3	Yes	n/a
Upcycled Yarn Bottle Craft	Friday	1	27	2023	4:00 PM	CA	Leslie Sattler	No	Teen	Gary Mannino	\$250.00	\$0.00	1 hour	Yes	12	10	7	No	\$35.71
Dungeons & Dragons Group #4	Tuesday	1	31	2023	6:15 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	8	7	Yes	\$0.00
Dungeons & Dragons Group #1	Tuesday	1	31	2023	7:30 PM	CA	Gary Mannino	Yes	Teen	Gary Mannino	\$0.00	\$0.00	1 hour	Yes	8	7	6	Yes	\$0.00
Craft Kit: Snack Around the World		1		2023	Available for Pickup	Virtual	Staff	Yes	Teen	YA Staff	\$35.00	\$0.00	N/A	Yes	20	20		No	\$1.75
Craft Kit: Cherry Blossom Paintings		1		2023	Available for Pickup	Virtual	Theresa Maritato	Yes	Teen	YA Staff	\$325.00	\$0.00	N/A	Yes	20	20		No	\$16.25
Craft Kit: Clay Penguin Necklaces		1		2023	Available for Pickup	Virtual	Kristen Duer	No	Teen	YA Staff	\$295.00	\$0.00	N/A	Yes	20	20		No	\$14.75
Video Program: Introduction to Child Care (comm service)		1		2023	Always Available	Virtual	Michelle Vamos	No	Teen	Kayla Spurrell		\$0.00	N/A	Yes	N/A	N/A		No	



Date: February 6, 2023

Department: Reference, Senior and Web Services

From: Lee Gundel

To: The Board of Trustees

Reference Services

The Reference Librarians continue to provide readers advisory, book checks, computer assistance, notary services, homebound delivery, research assistance, etc.

Lisa and Suzanne have started to compile information for the annual report.

Peter has been weeding in the 100's and 200's in the adult book collection. He is also weeding the DVDs in the TV section of the Media Room.

Website and Electronic Resources

Suzanne reports that she viewed a webinar from NLS about marketing the Library's databases.

For January's website usage statistics, we had 5,828 users, 17,643 page views, and 11,420 sessions. For our Evanced online calendar we had 2,426 users, 31,763 page views, and 6,178 sessions.

Displays

At Bar Harbour, Lisa created a book display featuring New Year's Resolutions (financial, weight loss, decluttering) as well as a display of wintry reads.

At Central Avenue, Gary did a display on New Year, New You, and on Biographies.

Programming

Both live and virtual programs are taking place through our Adult Services Department, and although there is positive feedback about live programs, virtual programming continues to be popular.

We've had some nice live programs including some crafts. There continues to be a strong positive response to our Defensive Driving classes. We also had a cooking demo, and the hybrid Writing Our Stories continues to go well.

Our craft programs continue to go well, and we had a popular winter craft with Doris Benter. In addition to this we had strong positive feedback for the Extreme Beginners Charcoal Drawing class. We have had some community feedback that we should increase the amount of crafting and cooking programs, so I am exploring our options with this.

We've had a fun January concert with Les Degen that was enjoyed by both a live and a virtual audience, with 59 seeing the show online since it was published.

We're also having income tax preparation from AARP, and registration for the service has been going well. It is always nice working with AARP, and it is a great community based program.

Virtual Program Attendance Breakdown

Below is a breakdown of attendance at various virtual programs based on geography and School District Residence.

Based on Registration

Battle of the Bands

43 Total Registrants

(29 Massapequa/Massapequa Park, 11 Nassau Residents (Farmingdale-2, Plainview-2, Mineola, Plainedge, Levittown, Baldwin, Wantagh) 3 Suffolk Residents (Half Hollow Hills, West Islip, Elwood)

Chair Yoga

87 Total Registrants

(66 Massapequa/Massapequa Park, 16 Nassau Residents (Farmingdale-3, Baldwin-2, East Meadow-2, Merrick-2, Wantagh- 2, Levittown, Floral Park, Plainview, Oceanside,

Plainedge) 3 Suffolk Residents (Shirley, Amityville, West Islip) 2 Off Island (Lakeview PA and Castleton NY)

The MPL Book Club

13 Total Registrants

(11 Massapequa/Massapequa Park, 2 Other)

Strength Training

107 Total Registrants

(84 Massapequa/Massapequa Park, 15 Nassau Residents (East Meadow-3, Levittown-2, Plainview-2, Wantagh-2 Rockville Centre, Mineola, Jericho, Baldwin, Hewlett, Bethpage) 7 Suffolk Residents (Amityville-2, Smithtown-2, West Islip, Half Hollow Hills, Elwood) 1 Off Island- (Greenbush, NY)

Tai Chi

65 Total Registrants

(52 Massapequa/Massapequa Park – East Meadow (1), Farmingdale (3), Floral Park (1), Other (5), Rockville Center (1), Wantagh (1), West Islip (1)

Total Body Workout

58 Total Registrants

(45 Massapequans, 9 Nassau Residents (Plainview-2, Farmingdale, Mineola, Plainedge, Bethpage, Jericho, Wantagh, Roosevelt) 4 Suffolk Residents (Smithtown, Half Hollow Hills, West Islip, Shirley)

Yoga

76 Total Registrants

(64 Massapequa/Massapequa Park, 11 Nassau Residents (Seaford-2, Farmingdale-2, Plainedge-2, Plainview, Levittown, Wantagh, Mineola, Floral Park) 2 Suffolk Residents (Amityville, West Islip) 1 off island (Castleton NY)

Program Name	Day of Week	Date	Time of Program	Bldg	Presenter	Staff	Program Type	Staff Programmer	Cost to Library	Program Length	Registration	Registered	Attendance	Part of Series	Cost Per Attendee
Battle of the The Bands: Resistance Training (Virtual)	Tues	1/3/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	James Daley	\$50	1 hour	no	43	21	Yes	\$2
Total Body Workout (Virtual)	Wed	1/4/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	Yes	Adult	James Daley	\$50	1 hour	yes	58	22	Yes	\$2
Let's Talk [Live and in-person]	Fri	1/6/2023	1:00 PM	CA	Diane Weisman	No	Adult	Lee Gundel	\$0	2 hours	yes		17	No	\$0
Mah Jongg for All! [Live and in-person]	Sat	1/7/2023	9:30 AM	CA	Anne Bass	No	Adult	Lee Gundel	\$110	2 hours	no	20	17	Yes	\$6
Strength Training (Virtual)	Mon	1/9/2023	9:45 AM	Virtual	Marilyn Bunger	No	Adult	James Daley	\$80	1 hour	no	107	69	Yes	\$1
Library Jam Session [Live and in-person]	Mon	1/9/2023	7:00 PM	CA	Lee Gundel	No	Senior	Lee Gundel	\$0	2 hours	yes	6	12	No	\$0
Yoga (Virtual)	Tues	1/10/2023	9:30 AM	Virtual	Debra Monaco	No	Adult	James Daley	\$85	1 hour	yes	76	57	Yes	\$1
Battle of the The Bands: Resistance Training (Virtual)	Tues	1/10/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	James Daley	\$50	1 hour	yes	43	21	Yes	\$2
Defensive Driving Class [Live and in-person]	Wed	1/11/2023	7:00 PM	Virtual	Empire Safety Council	No	Adult	James Daley	\$570	1.5 hours	yes	19	19	Yes	\$30
Tai Chi [Virtual]	Wed	1/11/2023	10:00 AM	Virtual	Denise Snyder	No	Adult	Lee Gundel	\$80	5 hours	yes	65	42	Yes	\$2
Bohemian Style Earring Craft [Live and in-person]	Tues	1/11/2023	6:00 PM	CA	Donna Irvine	No	Adult	Lee Gundel	\$325	1 hour	yes	15	15	Yes	\$22
Total Body Workout (Virtual)	Tues	1/11/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	Lee Gundel	\$50	3 hours	yes	58	16	Yes	\$3
Chair Yoga (Virtual)	Wed	1/12/2023	10:30 AM	Virtual	Debra Monaco	No	Adult	Lee Gundel	\$85	1 hour	yes	87	54	Yes	\$2
Let's Talk [Live and in-person]	Thurs	1/13/2023	1:00 PM	CA	Diane Weisman	No	Adult	James Daley	\$0	1 hour	yes		18	Yes	\$0
Mah Jongg for All! [Live and in-person]	Sat	1/14/2023	9:30 AM	Virtual	Anne Bass	No	Senior	Lee Gundel	\$110	1 hour	yes	20	18	Yes	\$6
An Afternoon with Singer/Entertainer Les Degen	Sat	1/14/2023	2:00 PM	CA/Hybrid	Les Degen	No	Adult	James Daley	\$375	1.5 hours	yes	20	25	Yes	\$15
Yoga (Virtual)	Tues	1/17/2023	9:30 AM	Virtual	Debra Monaco	No	Adult	Lee Gundel	\$0	1 hours	yes	76	41	Yes	\$0
Defensive Driving (Virtual)	Tues	1/17/2023	6:00 PM	Virtual	Empire Safety Council	No	Adult	James Daley	\$225	1 hour	yes	8	8	Yes	\$28
Battle of the The Bands: Resistance Training (Virtual)	Tues	1/17/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	Lee Gundel	\$50	1 hour	yes	43	20	Yes	\$3
The MPL Book Club - The Measure [Virtual]	Tues	1/17/2023	7:00 PM	CA	Sarah Siegel	No	Adult	Lee Gundel	\$200	1 hour	yes	13	17	Yes	\$12
Tai Chi [Virtual]	Wed	1/18/2023	10:00 AM	Virtual	Denise Snyder	No	Adult	Lee Gundel	\$80	1 hour	yes	65	37	Yes	\$2
Total Body Workout (Virtual)	Wed	1/18/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	James Daley	\$50	1 hour	yes	58	20	Yes	\$3
Winter Squash Soup [Live and in-person]	Wed	1/18/2023	7:00 PM	CA	Cornell Cooperative Extension of Nassau County	No	Adult	Lee Gundel	\$225	1 hour	yes	15	10	Yes	\$23
Chair Yoga (Virtual)	Thurs	1/19/2023	10:30 AM	CA	Debra Monaco	No	Adult	Lee Gundel	\$85	1 hour	yes	87	48	Yes	\$2
Writing Our Stories [Live and in-person]	Thurs	1/19/2023	7:00 PM	CA	Donald Allen	No	Adult	Lee Gundel	\$125	1.5 hours	no		14	Yes	\$9
Defensive Driving (Virtual)	Thurs	1/19/2023	10:00 AM	Virtual	Empire Safety Council	No	Adult	Lee Gundel	\$225	1 hour	no	8	8	Yes	\$28
Edward Hopper's New York [Live and in-person]	Thurs	1/19/2023	7:00 PM	CA	Thomas Germano	No	Adult	Lee Gundel	\$300	1.5 hours	no	14	7	Yes	\$43
Let's Talk [Live and in-person]	Fri	1/20/2023	1:00 PM	CA	Diane Weisman	No	Adult	James Daley	\$0	2 hours	yes		16	Yes	\$0
Mah Jongg for All! [Live and in-person]	Sat	1/21/2023	9:30 AM	Virtual	Anne Bass	No	Adult	James Daley	\$110	1 hour	no	20	17	Yes	\$6
Strength Training (Virtual)	Mon	1/23/2023	9:45 AM	Virtual	Marilyn Bunger	Yes	Adult	James Daley	\$80	1.5 hours	101	107	65	Yes	\$1
""Help, I can't find my floor!"" - An entertaining presentation [Live and in-person]	Mon	1/23/2023	7:00 PM	CA	Debra Viniar	No	Adult	Lee Gundel	\$80	1 hour	yes	20	19	Yes	\$4
Yoga (Virtual)	Tues	1/24/2023	10:30 AM	Virtual	Debra Monaco	No	Adult	James Daley	\$325	1 hour	yes	76	50		\$7
Battle of the The Bands: Resistance Training (Virtual)	Tues	1/24/2023	7:00 PM	Virtual	Karen Echeverria-Pinna	No	Adult	Lee Gundel	\$100	2 hours	yes	43	13	Yes	\$8
Tai Chi [Virtual]	Wed	1/25/2023	10:00 AM	Virtual	Denise Snyder	No	Adult	James Daley	\$50	1 hour	no	65	37	Yes	\$1
Total Body Workout (Virtual)	Wed	1/25/2023	7:00 PM	Virtual	Karen Echeverria-Pinna		Adult	Lee Gundel	\$250	1.5 hours	yes	59	15	Yes	\$17
Chair Yoga (Virtual)	Thurs	1/26/2023	10:30 AM	Virtual	Debra Monaco	No	Adult	Lee Gundel	\$125	1.5 hours	no	87	44	Yes	\$3
Let's Talk [Live and in-person]	Fri	1/27/2023	1:00 PM	CA	Diane Weisman	No	Adult	Lee Gundel	\$0	1.5 hours	Yes		17		\$0
Mah Jongg for All! [Live and in-person]	Sat	1/28/2023	9:30 AM	CA	Anne Bass	No	Adult	Lee Gundel	\$110	2 hours	Yes	20	16		\$7
Strength Training (Virtual)	Mon	1/30/2023	9:45 AM	Virtual	Marilyn Bunger	No	Adult	James Daley	\$80	1 hour	Yes	107	62		\$1
Yoga (Virtual)	Tues	1/31/2023	10:30 AM	Virtual	Debra Monaco			James Daley	\$50	1 hour	Yes	76	51		\$1
Battle of the The Bands: Resistance Training (Virtual)	Tues	1/31/2023	7:00 PM	Virtual	Karen Echeverria-Pinna			James Daley	\$50	1 hour	Yes	43	11		\$5



Date: February 2023
Department: Information Technology
From: David Redmond
To: Board of Trustees

The 75 inch Promethean Board for the Kids Cove has been installed. An additional WiFi Access Point has been installed at Central Avenue to provide better coverage on the North side of the property. The payment terminal on the Children's Self Check had to be reconfigured with Comprise to get it back in service for February.

Statistics for the virtual technology programs are as follows:

01/05/23 – Introduction to Windows 11	18 registered – 16 attended	\$160
01/12/23 – Intermediate Microsoft Word	06 registered – 05 attended	\$160
01/26/23 – Introduction to Microsoft Excel	17 registered – 17 attended	\$160

Self-check statistics from libraryConnect – January 2023

Self-check: Bar Harbour -

Level 2 (Circulation) - Checkouts – **1,669** Payments – **20**

Level 3 (Children's) - Checkouts – **851** Payments – **0**

Self-check: Central Ave -

Checkouts – **411** Payments – **5**

Respectfully submitted,

David Redmond