



BOARD MEETING  
LOCATION: ADMINISTRATION BUILDING  
[ALSO STREAMED VIRTUALLY ON ZOOM](#)  
MEETING ID: 832 1757 1279  
PASSWORD: 013373

DECEMBER 11, 2024 AT 7:30 PM

#### AGENDA

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. DIRECTOR'S REPORT
4. TREASURER'S REPORT
  - A. Motion to approve the Treasurer's Report dated November 30, 2024.
5. LEGAL
6. APPROVAL OF MINUTES
  - A. Motion to approve the minutes of the November 13, 2024 Board Meeting.
7. PETTY CASH
  - A. October 2024
8. SECRETARY'S REPORT
  - A. Motion to approve payment of November 2024 warrant #772.
  - B. Motion to approve payment of payroll for month ending November 30, 2024.
9. OLD BUSINESS
  - A. Discussion of the Astoria Communications quote to modernize the Community Room's audio/visual equipment.
10. CORRESPONDENCE
11. FYI

12. NEW BUSINESS

A. Motion to approval one of the snow removal proposals for the main library and administration building for the winter season 2024-2025:

- i. Greens Keeper of Nassau Inc.'s proposal as presented.
- ii. Handa Industries Inc.'s proposal as presented.
- iii. JT Masonry & Landscaping Inc.'s proposal as presented.

B. Motion to revise the Seed Library Policy and Liability Waiver (currently known at Policy #52) as presented.

C. Discussion on the Nassau County Civil Service Nassau County residency requirement for librarian titles.

13. COMMUNITY COMMENTS

14. PERSONNEL

15. PROGRAM REPORTS AND STAFF REPORTS

A. Reference Department Report

16. ANTICIPATED EXECUTIVE SESSION

17. FUTURE BOARD MEETING

A. January 15, 2025

18. ADJOURNMENT

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# AIMEE PICHARDO-LLOYD, CPA

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Hicksville Public Library  
169 Jerusalem Avenue  
Hicksville, NY 11801

I have reviewed the accompanying cash basis financial statements of the Governmental Activities, Assets, Liabilities and Fund Balance and Statement of Revenues, Expenditures and change in Fund Balance of the Hicksville Public Library, as of and for the five months ended November 30, 2024 which collectively comprise the Library's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management of the Hicksville Public Library. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements. Accordingly, I do not express such an opinion.

The management of the Hicksville Public Library is responsible for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require me to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. I believe that the results of my procedures provide a reasonable basis for my report.

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the cash basis of accounting as described in Note A.



Aimee Pichardo-Lloyd  
December 6, 2024

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# AIMEE PICHARDO-LLOYD, CPA

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## Library

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HICKSVILLE PUBLIC LIBRARY  
STATEMENT OF GOVERNMENTAL FUND BALANCE SHEET  
**GENERAL FUND**  
November 30, 2024

**ASSETS**

**CURRENT ASSETS**

CASH			
PETTY CASH/REGISTER	\$	780.00	
PAYPAL	\$	860.37	
TD BANK CHECKING	\$	(97,295.58)	
MONEY MARKET	\$	2,515,770.32	
PAYROLL	\$	88,665.77	
MONEY MARKET CD	\$	1,561,854.73	
FNBLI CHECKING	\$	113,487.78	
MONEY MARKET	\$	<u>543,245.21</u>	
TOTAL CASH			\$ 4,727,368.60
OTHER ASSETS			
PREPAID INSURANCE	\$	20,063.00	
OTHER PREPAID	\$	7,445.23	
DUE FROM/TO CAPITAL FUND	\$	<u>116,621.73</u>	
TOTAL OTHER ASSETS			<u>\$ 144,129.96</u>
TOTAL ASSETS			<u><u>\$ 4,871,498.56</u></u>

**LIABILITIES AND FUND BALANCE**

LIABILITIES			
ACCOUNT PAYABLE	\$	(78.46)	
ACCOUNTS PAYABLE - AUDITOR	\$	27,053.78	
PENSION PAYABLE	\$	(1.29)	
DUE TO CAPITAL FUND	\$	12,022.50	
ACCRUED PAYROLL EXPENSE	\$	54,362.32	
ACCRUED NYS RETIREMENT	\$	<u>61,804.00</u>	
TOTAL LIABILITIES			\$ 155,162.85
FUND BALANCE			
FUND BALANCE ASSIGNED NEXT YEAR	\$	268,160.00	
UNAPPROPRIATED FUND BALANCE	\$	4,420,310.50	
FUND BALANCE - NONSPENDDABLE	\$	29,618.20	
CURRENT PERIOD INCREASE	\$	<u>(1,752.99)</u>	
TOTAL FUND BALANCE			<u>4,716,335.71</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$ 4,871,498.56</u></u>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY  
STATEMENT OF GOVERNMENTAL FUND REVENUE AND BUDGETARY COMPARISONS  
**GENERAL FUND**  
FOR THE 5 MONTHS ENDED NOVEMBER 30, 2024

	2024-2025 BUDGET	NOVEMBER 2024	TOTAL TO DATE	BALANCE	% OF BUDGET
TAXES-REAL PROPERTY	\$ 5,135,026.00	\$ 427,918.83	\$ 2,139,594.15	\$ 2,995,431.85	41.67%
PILOT	\$ 124,000.00	\$ -	\$ -	\$ 124,000.00	0.00%
INTEREST INCOME	\$ 6,000.00	\$ 7,371.41	\$ 55,327.34	\$ (49,327.34)	922.12%
FINES & FEES	\$ 7,100.00	\$ 451.46	\$ 4,871.81	\$ 2,228.19	68.62%
PROGRAM FEES	\$ 11,000.00	\$ 52.38	\$ 15,008.37	\$ (4,008.37)	0.00%
SALES TAX VENDOR CREDIT	\$ -	\$ -	\$ 47.48	\$ (47.48)	0.00%
TRANSFERS	\$ -	\$ -	\$ -	\$ -	0.00%
REIMBURSED HEALTH/DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	0.00%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
LLSA STATE AID	\$ -	\$ -	\$ 11,619.90	\$ (11,619.90)	0.00%
ERATE	\$ 1,800.00	\$ -	\$ 5,835.59	\$ (4,035.59)	324.20%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ -	\$ -	\$ -	0.00%
DONATIONS	\$ -	\$ 4.55	\$ 150.40	\$ (150.40)	0.00%
COMMISSIONS	\$ -	\$ -	\$ 119.98	\$ (119.98)	0.00%
APPROPRIATED FUND BALANCE	\$ 123,074.00	\$ -	\$ -	\$ 123,074.00	0.00%
<b>TOTAL REVENUES</b>	<b>\$ 5,408,000.00</b>	<b>\$ 435,798.63</b>	<b>\$ 2,232,575.02</b>	<b>\$ 3,175,424.98</b>	<b>41.28%</b>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY  
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON  
**GENERAL FUND**  
FOR THE 5 MONTHS ENDED NOVEMBER 30, 2024

	2024-2025 BUDGET	NOVEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
<b>PERSONNEL COSTS</b>					
SALARIES & WAGES	\$ 2,345,000.00	\$ 155,521.10	\$ 879,857.96	\$ 1,465,142.04	37.52%
<b>TOTAL SALARIES</b>	<b>\$ 2,345,000.00</b>	<b>\$ 155,521.10</b>	<b>\$ 879,857.96</b>	<b>\$ 1,465,142.04</b>	<b>37.52%</b>
<b>BENEFITS</b>					
EMPLOYEE BENEFITS					
NYS RETIREMENT	\$ 320,000.00	\$ 275,469.00	\$ 275,469.00	\$ 44,531.00	86.08%
SOCIAL SECURITY/MEDICARE	\$ 176,000.00	\$ 11,897.37	\$ 67,286.28	\$ 108,713.72	38.23%
WORKERS COMP	\$ 40,000.00	\$ 21,239.00	\$ 21,239.00	\$ 18,761.00	53.10%
DISABILITY INSURANCE	\$ 1,000.00	\$ (719.94)	\$ (683.01)	\$ 1,683.01	-68.30%
SURVIVOR HEALTH INSURANCE	\$ -	\$ (274.48)	\$ (686.20)	\$ 686.20	0.00%
MEDICARE REIMBURSEMENT	\$ 90,000.00	\$ 45,247.30	\$ 45,247.30	\$ 44,752.70	50.27%
HEALTH INSURANCE	\$ 1,000,000.00	\$ 85,012.01	\$ 429,144.63	\$ 570,855.37	42.91%
GASB SOFTWARE	\$ 3,000.00	\$ -	\$ 365.00	\$ 2,635.00	12.17%
UNEMPLOYMENT INSURANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 1,635,000.00</b>	<b>\$ 437,870.26</b>	<b>\$ 837,382.00</b>	<b>\$ 797,618.00</b>	<b>51.22%</b>
<b>CAPITAL ASSETS</b>					
BUILDING - MAIN LIBRARY	\$ 20,000.00	\$ 12,022.50	\$ -	\$ 20,000.00	0.00%
COMPUTER EQUIPMENT	\$ 24,000.00	\$ -	\$ 2,846.09	\$ 21,153.91	11.86%
FURNITURE & FIXTURES	\$ 10,000.00	\$ -	\$ 729.00	\$ 9,271.00	7.29%
ARCHITECTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL CAPITAL ASSETS</b>	<b>\$ 64,000.00</b>	<b>\$ 12,022.50</b>	<b>\$ 3,575.09</b>	<b>\$ 60,424.91</b>	<b>5.59%</b>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY  
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON  
**GENERAL FUND**  
FOR THE 5 MONTHS ENDED NOVEMBER 30, 2024

	2024-2025 BUDGET	NOVEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
<b>COLLECTION</b>					
ADULT	\$ 90,000.00	\$ 4,327.62	\$ 39,039.66	\$ 50,960.34	43.38%
YOUNG ADULT	\$ 6,000.00	\$ 104.89	\$ 543.01	\$ 5,456.99	9.05%
CHILDREN BOOKS	\$ 20,000.00	\$ 1,158.71	\$ 3,957.47	\$ 16,042.53	19.79%
EBOOKS	\$ 58,000.00	\$ 2,083.02	\$ 20,375.94	\$ 37,624.06	35.13%
LOST BOOK REIMBURSEMENT	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
PERIODICALS & FILMS	\$ 18,000.00	\$ 6,346.53	\$ 7,477.53	\$ 10,522.47	41.54%
MUSIC CD	\$ 2,000.00	\$ 15.43	\$ 338.39	\$ 1,661.61	16.92%
AUDIO BOOKS	\$ 10,000.00	\$ -	\$ 6,077.07	\$ 3,922.93	60.77%
ONLINE DATABASE	\$ 40,000.00	\$ -	\$ 19,783.98	\$ 20,216.02	49.46%
NLS DIRECT ACCESS	\$ 35,000.00	\$ -	\$ 24,990.00	\$ 10,010.00	71.40%
ONLINE INFO - OTHER	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
PROGRAM - ADULT	\$ 80,000.00	\$ 5,369.34	\$ 32,194.07	\$ 47,805.93	40.24%
PROGRAM - TICKETS	\$ 6,000.00	\$ (140.73)	\$ 11,348.27	\$ (5,348.27)	189.14%
PROGRAM EXPENSE - OTHER	\$ -	\$ -	\$ 295.00	\$ (295.00)	0.00%
PROGRAM - MUSEUM PASSES	\$ 10,000.00	\$ 728.00	\$ 6,513.00	\$ 3,487.00	65.13%
PROGRAM - YOUNG ADULT	\$ 20,000.00	\$ 1,841.58	\$ 5,125.08	\$ 14,874.92	25.63%
PROGRAM - CHILDREN	\$ 60,000.00	\$ 2,970.05	\$ 16,131.42	\$ 43,868.58	26.89%
TRIP EXPENSES	\$ 5,000.00	\$ -	\$ 1,145.00	\$ 3,855.00	22.90%
VIDEOS/DVD	\$ 18,000.00	\$ 1,029.77	\$ 10,284.79	\$ 7,715.21	57.14%
LIBRARY OF THINGS	\$ 7,000.00	\$ 292.22	\$ 850.84	\$ 6,149.16	12.15%
<b>TOTAL COLLECTION</b>	<b>\$ 490,600.00</b>	<b>\$ 26,126.43</b>	<b>\$ 206,470.52</b>	<b>\$ 284,129.48</b>	<b>42.09%</b>
<b>LIBRARY OPERATIONS</b>					
LOCAL HISTORY	\$ 5,000.00	\$ -	\$ 829.96	\$ 4,170.04	16.60%
PROFESSIONAL ACTIVITIES	\$ 18,000.00	\$ 1,999.20	\$ 6,967.97	\$ 11,032.03	38.71%
SUPPLIES	\$ 36,000.00	\$ 1,732.56	\$ 10,763.63	\$ 25,236.37	29.90%
PUBLICITY	\$ 30,000.00	\$ 444.77	\$ 1,515.57	\$ 28,484.43	5.05%
TELEPHONE	\$ 15,000.00	\$ 817.28	\$ 4,986.90	\$ 10,013.10	33.25%
TELECOMMUNICATIONS - ALIS	\$ 12,000.00	\$ 800.00	\$ 4,000.00	\$ 8,000.00	33.33%
ALIS EXPENSE	\$ 52,000.00	\$ -	\$ 22,148.42	\$ 29,851.58	42.59%
COMPUTER EXPENSE	\$ 31,000.00	\$ 169.89	\$ 6,367.33	\$ 24,632.67	20.54%
BANK SERVICE CHARGES	\$ -	\$ 13.05	\$ 413.36	\$ (413.36)	0.00%
POSTAGE	\$ 6,000.00	\$ -	\$ 9.68	\$ 5,990.32	0.16%
ELECTION EXPENSE	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
PAYROLL SERVICE	\$ 18,000.00	\$ 1,386.65	\$ 7,343.30	\$ 10,656.70	40.80%
OTHER	\$ 2,000.00	\$ -	\$ 73.85	\$ 1,926.15	3.69%
INSURANCE	\$ 60,000.00	\$ -	\$ 55,787.94	\$ 4,212.06	92.98%
SECURITY	\$ 100,000.00	\$ 7,924.80	\$ 42,005.46	\$ 57,994.54	42.01%
PROFESSIONAL FEES	\$ 81,000.00	\$ 3,254.76	\$ 27,356.36	\$ 53,643.64	33.77%
STAFF DEVELOPMENT	\$ 20,000.00	\$ 77.94	\$ 77.94	\$ 19,922.06	0.39%
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 488,000.00</b>	<b>\$ 18,620.90</b>	<b>\$ 190,647.67</b>	<b>\$ 297,352.33</b>	<b>39.07%</b>

SEE ACCOUNTANT'S REVIEW LETTER



HICKSVILLE PUBLIC LIBRARY  
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON  
**GENERAL FUND**  
FOR THE 5 MONTHS ENDED NOVEMBER 30, 2024

	2024-2025 BUDGET	NOVEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
<b>BUILDING MAINTENANCE</b>					
GAS & ELECTRICITY	\$ 130,000.00	\$ 5,103.55	\$ 44,536.78	\$ 85,463.22	34.26%
WATER	\$ 4,000.00	\$ -	\$ 1,283.20	\$ 2,716.80	32.08%
SUPPLIES	\$ 38,000.00	\$ 2,457.99	\$ 11,315.88	\$ 26,684.12	29.78%
REPAIRS/CLEANING	\$ 90,000.00	\$ 7,600.91	\$ 27,886.35	\$ 62,113.65	30.98%
LANDSCAPER	\$ 26,000.00	\$ 1,710.00	\$ 10,050.00	\$ 15,950.00	38.65%
SNOW REMOVAL	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
ALARM SYSTEM	\$ 18,000.00	\$ -	\$ 7,089.87	\$ 10,910.13	39.39%
MAINTENANCE CONTRACTS	\$ 30,000.00	\$ -	\$ 4,962.00	\$ 25,038.00	16.54%
EQUIPMENT RENTAL	\$ 22,000.00	\$ 1,914.56	\$ 9,037.74	\$ 12,962.26	41.08%
AUTO EXPENSE	\$ 2,400.00	\$ -	\$ 134.17	\$ 2,265.83	5.59%
OTHER OPERATING & MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
BUILDING MAINTENANCE - OTHER	\$ -	\$ -	\$ 98.78	\$ (98.78)	0.00%
<b>TOTAL BUILDING MAINTENANCE</b>	<b>\$ 385,400.00</b>	<b>\$ 18,787.01</b>	<b>\$ 116,394.77</b>	<b>\$ 269,005.23</b>	<b>30.20%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 5,408,000.00</b>	<b>\$ 668,948.20</b>	<b>\$ 2,234,328.01</b>	<b>\$ 3,173,671.99</b>	<b>41.32%</b>

SEE ACCOUNTANT'S REVIEW LETTER

**HICKVILLE PUBLIC LIBRARY  
TREASURER'S REPORT  
FOR THE MONTH ENDED November 30, 2024**

**COLLATERAL ANALYSIS**

**Bank Statement Balances - end of month**

	<b>First National</b>	<b>TD Bank</b>
FN 4661, TD 8291 General Fund	113,487.78	35,808.17
TD 8316 GF Trust & Agency	-	89,170.48
FN 0764, TD 8308 GF Money Market	543,245.21	2,515,770.32
FN 0798, TD 8332 Capital MM	1,396,804.77	101,243.09
FN 4950, TD 8324 Capital CDs	28,794.34 -	40,860.73 1,561,854.73
	<u>\$ 2,082,332.10</u>	<u>\$ 4,344,707.52</u>

TD Bank required Collateral	\$ 2,118,978.74	\$ 4,176,601.67
Collateral Held by 3rd Party - BNY Mellon	-	(4,176,601.67) **
Collateral Held by 3rd Party - M&T	(2,118,978.74) **	-
F.D.I.C. Insurance [ \$250,000 per bank ] - Interest Bearing	-	(250,000.00)
F.D.I.C. Insurance [ \$250,000 per bank ]	(250,000.00)	(250,000.00)
<b>If this Line balance is negative COLLATERAL IS ADEQUATE</b>	<u>\$ (250,000.00)</u>	<u>\$ (500,000.00)</u>

\*\* Collateral Reports not received in time for the board meeting. Will confirm adequate collateral when statements arrive

SEE ACCOUNTANT'S REVIEW LETTER



HICKSVILLE PUBLIC LIBRARY  
NOTES TO FINANCIAL STATEMENTS

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NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

Budgetary Accounting: Formal budgetary accounting is employed as a management control of the general fund. Expenses are appropriated and compared to actual results in the report.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenditures during the period. Actual results could differ from those estimates.

Management Focus, Basis of Accounting and Financial Statement Presentation:

Fund Financial Statements: Governmental fund financial statements are reported using the modified accrual basis of accounting prescribed by the Governmental Accounting Standards Board and the State of New York's Department of Audit and Control, Division of Municipal Affairs. Under this method, revenues are recognized in the period in which they become both measurable and available. The Library considers all revenues reported in the governmental funds to be available if the revenues are collected within a reasonable period of time after fiscal year end, except for real property taxes, which are considered to be available if they are collected within sixty days after the end of the fiscal year. Fees and other income items other than interest income are recorded when received in cash. Expenditures are recognized in the period in which the liability is incurred. However, debt service expenditures, if applicable are recorded only when a payment is due.

The Library reports on the following fund:

General Fund: This fund is established to account for resources devoted to the general services that the Library performs for its taxpayers. General tax revenues and other sources of revenues used to finance the fundamental operation of the Library are included in this fund.

Fund Balance Classifications: The Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* that defines the different types of fund balances that a governmental entity must use for financial reporting purposes. They are as follows:

Nonspendable: This includes amounts that cannot be spent because they are either not in spendable form (i.e. inventories, prepaid expenses, etc.) or they are legally or contractually required to be maintained intact.

Restricted: This includes amounts with constraints placed on the use of resources. These constraints can be externally imposed by creditors, grantors, contributors, or imposed by laws and regulations.

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HICKSVILLE PUBLIC LIBRARY  
NOTES TO FINANCIAL STATEMENTS

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Fund Balance classifications (Continued)

Committed: This includes amounts that can only be used for the specific purposes pursuant to constraints imposed by formal action of the Library's Board. Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

Assigned: This includes amounts that are constrained by the Library's intent to be used for specific purposes, but are neither restricted nor committed. The Library Board is not required to impose or remove the constraint. Assignments of fund balance cannot be made if it would result in a negative unassigned fund balance.

Unassigned: This includes the residual classification for the Library's general fund. This classification represents fund balance that has not been assigned to other funds, assigned for specific purposes, restricted, or committed.

HICKSVILLE PUBLIC LIBRARY  
BALANCE SHEET  
**CAPITAL FUND**  
November 30, 2024

**ASSETS**

<b>CASH</b>		
TD BANK CHECKING	\$	40,860.73
MONEY MARKET	\$	101,243.09
FNBLI CHECKING	\$	6,597.27
MONEY MARKET	\$	<u>1,396,804.77</u>
<b>TOTAL CASH</b>	\$	1,545,505.86
<b>OTHER ASSETS</b>		
DUE FROM GENERAL FUND	\$	<u>12,022.50</u>
<b>TOTAL OTHER ASSETS</b>	\$	12,022.50
<b>FIXED ASSETS</b>		
FURNITURE & FIXTURES	\$	<u>45,626.58</u>
<b>TOTAL FIXED ASSETS</b>	\$	<u>45,626.58</u>
<b>TOTAL ASSETS</b>	\$	<u><u>1,603,154.94</u></u>

**LIABILITIES AND FUND BALANCE**

<b>LIABILITIES</b>		
ACCOUNTS PAYABLE - AUDITOR	\$	11,116.00
DUE TO GENERAL FUND	\$	<u>116,621.73</u>
<b>TOTAL LIABILITIES</b>	\$	127,737.73
<b>FUND BALANCE</b>		
UNAPPROPRIATED FUND BALANCE	\$	1,537,947.51
CURRENT PERIOD INCREASE	\$	<u>(62,530.30)</u>
<b>TOTAL FUND BALANCE</b>		<u>1,475,417.21</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	\$	<u><u>1,603,154.94</u></u>

**STATEMENT OF REVENUE AND EXPENSES**

	NOVEMBER 2024	TOTAL TO DATE 07/01/24-06/30/25
<b>REVENUE</b>		
INTEREST CAPITAL FUND	\$ 4,577.34	\$ 24,839.27
GRANT	\$ -	\$ -
CONSTRUCTION GRANTS	\$ -	\$ -
<b>TOTAL REVENUES</b>	<u>\$ 4,577.34</u>	<u>\$ 24,839.27</u>
<b>EXPENSES</b>		
<b>CAPITAL IMPROVEMENT</b>		
BUILDING - CRC	\$ -	\$ 34,350.00
ROOF	\$ -	\$ 22,197.07
FURNITURE & FIXTURES	\$ -	\$ 12,022.50
ARCHITECTS	\$ -	\$ 18,800.00
<b>TOTAL EXPENSES</b>	<u>\$ -</u>	<u>\$ 87,369.57</u>
<b>NET INCOME</b>	<u>\$ 4,577.34</u>	<u>\$ (62,530.30)</u>

SEE ACCOUNTANT'S REVIEW LETTER

BOARD OF TRUSTEES  
HICKSVILLE PUBLIC LIBRARY  
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, NOVEMBER 13, 2024  
ADMINISTRATION BUILDING  
7:30 P.M.

CALL TO ORDER

The meeting of the Hicksville Public Library Board of Trustees was called to order by President Joanne Curran Perrucci at 7:30 pm. Those present were: Mrs. D'Antonio, Mr. Munozospina, Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Strazzera (recording secretary). Also present was Mr. Joe Gangemella.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

On October 30<sup>th</sup>, Ms. Acosta, along with other Library directors, were invited by Nassau Library System (NLS) to tour two of New York City's prominent public libraries: Brooklyn Public Library's Central Library and Queens Public Library's Flushing branch. Ms. Acosta was appreciative to have attended this tour which provided a unique opportunity to get a behind-the-scenes look at urban libraries and also bring back ideas to Hicksville.

The grand opening of our Interactive Family Room was a huge success. Ms. Acosta was grateful to have Assemblyman Blumencranz and Ms. Curran Perrucci join us in celebrating such an exciting milestone. It was an honor to receive a citation from the Assemblyman in recognition of the room's opening, which has been framed and proudly displayed in the space. We have received positive feedback from patrons and are now looking forward to becoming an official Family Place Library.

The Fall Festival was a great success. Ms. Acosta appreciated all staff who volunteered to work the event and gave a special thanks to the planning committee: Erin Bach, Shannon Jaeger, Juliana Eastment, Jeannine Dillon, Emily Mentzinger, Joe Gangemella, Marie Sutton and Amanda DeLisi. On the day of the event, Janet Hagemann and the circulation staff worked directly with patrons which contributed to make the day a success. Patrons shared their gratefulness for these types of events and are looking forward to future events.

Ms. Acosta informed the board that Mark Design came in to look at moving the air chiller, and realized it's way more intensive than they thought. They will get back to us with a

quote and at that point we have to decide between moving the air chiller or a straight replacement.

The original quotes we received in reference to upgrading and replacing the technology in the community room were not accurate due to the absence of a defined system design. We have requested proposals from each company, including Astoria Communications as suggested by Mr. Munozospina, to create a new system design to meet our needs. Once we have the design, vendors will be able to bid and give us accurate quotes to present to the board.

#### TREASURER'S REPORT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated October 31, 2024. Mr. Munozospina seconded the motion and it was carried unanimously.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves the transfer of \$12,022.50 from TD Bank General Fund owed to First National Capital Fund. Mrs. Guida seconded the motion and it was carried unanimously.

#### LEGAL

#### APPROVAL OF MINUTES

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the minutes of the October 9, 2024 regular board meeting as presented. Mrs. Blitz seconded the motion and it was carried unanimously.

#### PETTY CASH

#### SECRETARY'S REPORT

Mrs. Blitz made the following motion:

BE IT RESOLVED, that the board authorizes the payment of Warrant #771 ending October 31, 2024 in the amount of \$158,120.03 including checks numbered 5694 through 5759, Utilities in the amount of \$7,906.53, Petty Cash in the amount of \$236.42 with a total amount of \$166,262.98 from the TD Bank demand account. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Mrs. Blitz made the following motion:

BE IT RESOLVED, that the board authorizes the Payroll Warrant from the TD Bank of New York, Trust and Agency account with a monthly gross payroll of \$189,663.87, FICA and Medicare \$14,509.29, for a total of \$204,173.16 for the month ending October 31, 2024. Mrs. Guida seconded the motion and it was carried unanimously.



## OLD BUSINESS

The board agreed to have Mark Design start the bidding process on the bathroom project. Mrs. Curran Perrucci requested Ms. Acosta inquire with Mark Design about the sliding door project as well. Ms. Acosta will reach out to Mark Design for a timeline for the bathroom project and also inquire about the two projects running at the same time.

As far as the furniture design, Ms. Acosta stated that W.B. Mason never showed up for their scheduled meeting because they were very busy but she will reach out to them again. Ms. Acosta reached out to Kropp and is waiting for them to send her a quote. Once she receives the quote, she will present it at the next board meeting.

Mrs. Curran Perrucci stated the study carrels are in high demand and more should be added. Ms. Acosta mentioned study boxes that are sound proof and mobile as another option that she will look into.

## CORRESPONDENCE

### FYI

## NEW BUSINESS

### NYS Retirement System

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board approves payment to the New York State Retirement System for 2025 in the amount of \$275,469.00. Mrs. D'Antonio seconded the motion and it was carried unanimously.

### PERMA'S Proposal

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves PERMA's Proposal for Workers Compensation Insurance quote in the amount of \$21,458.00 (Prior year cost was \$22,311.00). Mrs. Guida seconded the motion and it was carried unanimously.

## COMMUNITY COMMENTS

Mr. Gangemella stated the community loves the Library events.

## PERSONNEL

1. Retirements: None
2. Resignations: None
3. Appointments: None
4. Terminations: None

## PROGRAM AND STAFF REPORTS

The board appreciated all the staff reports that were received.

## EXECUTIVE SESSION

Ms. Pichardo-Lloyd, Mr. Gangemella and Mrs. Strazzera exited as the board entered executive session

Mrs. Guida made the following motion at 7:58 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing personnel. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion at 8:14 pm:

BE IT RESOLVED, that the meeting of the board of trustees move out of executive session. Mrs. Guida seconded the motion and it was carried unanimously.

## FUTURE BOARD MEETING

The next board meeting of the board of trustees will be held on Wednesday, December 11, 2024 at 7:30pm

## ADJOURNMENT

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 8:15 pm. Mrs. Guida seconded the motion and it was carried unanimously.

Respectfully submitted:

Carmela Strazzera

HICKSVILLE PUBLIC LIBRARY  
DECEMBER 2024  
NOVEMBER 2024 PETTY CASH

November 4, 2024      JEANNINE DILLON - ADULT PROGRAMMING

DOLLAR TREE - FALL FESTIVAL      \$26.25  
PARTY CITY - SCAVENGER HUNT      \$36.40

TOTAL:      \$62.65

**WARRANT #772**  
**OUTSTANDING BILLS NOVEMBER 30, 2024**

To the Treasurer of UNION FREE SCHOOL DISTRICT, NO 17, Hicksville, New York:

I hereby certify that the above claims numbered 5760 through 5875 in the amount of \$491,364.99, Utilities in the amount of \$4,872.42 and Petty Cash in the amount of \$62.65 from TD BANK DEMAND ACCOUNT in the total amount of \$496,300.06 and 0 through 0 from FIRST NATIONAL BANK CAPITAL ACCOUNT in the amount of \$0.00 were duly audited and ordered paid at a meeting of the Board of Trustees of the Hicksville Public Library held on WEDNESDAY, DECEMBER 11, 2024. You are hereby authorized and directed to pay the claimants certified above the amount of each claim allowed and charge the proper fund.

Secretary \_\_\_\_\_

**Hicksville Public Library**  
**Warrant #772**  
 November 2024

General Warrant		
Checks	5760 - 5875	491,364.99
Utilities		4,872.42
Petty Cash		62.65
<b>Total</b>		<b>496,300.06</b>

Capital Warrant	
Checks	-

Motion Proposed by \_\_\_\_\_ Motion Seconded by \_\_\_\_\_

Motion Passed to Accept Yes No

Finance Officer \_\_\_\_\_

Director: \_\_\_\_\_

Type	Date	Num	Name	Account	Amount
Nov 24					
Check	11/04/2024		Jeannine Dillon	1089 · Petty Cash Fund	(62.65)
Bill Pmt -Check	11/13/2024	5760	AMERICAN RED CROSS	1051 · TD Bank - Demand 8291	(1,481.00)
Bill Pmt -Check	11/13/2024	5761	NYS EMPLOYEES HEALTH INS	1051 · TD Bank - Demand 8291	(85,189.28)
Bill Pmt -Check	11/13/2024	5762	NYS Retirement System	1051 · TD Bank - Demand 8291	(275,469.00)
Bill Pmt -Check	11/13/2024	5763	READY REFRESH BY NESTLE	1051 · TD Bank - Demand 8291	(91.89)
Bill Pmt -Check	11/13/2024	5764	READY REFRESH BY NESTLE	1051 · TD Bank - Demand 8291	(50.94)
Bill Pmt -Check	11/15/2024		NATIONAL GRID	1051 · TD Bank - Demand 8291	(224.91)
Bill Pmt -Check	11/15/2024		NATIONAL GRID	1051 · TD Bank - Demand 8291	(77.96)
Bill Pmt -Check	11/24/2024		PSEGLI	1051 · TD Bank - Demand 8291	(4,569.55)
Bill Pmt -Check	11/30/2024	5765	AUTOMATIC DATA PROCESSING	1051 · TD Bank - Demand 8291	(1,386.65)
Bill Pmt -Check	11/30/2024	5766	CABLEVISION	1051 · TD Bank - Demand 8291	(723.55)
Bill Pmt -Check	11/30/2024	5767	CABLEVISION	1051 · TD Bank - Demand 8291	(15.93)
Bill Pmt -Check	11/30/2024	5768	PERMA	1051 · TD Bank - Demand 8291	(21,239.00)
Bill Pmt -Check	11/30/2024	5769	T-MOBILE	1051 · TD Bank - Demand 8291	(77.80)
Bill	11/30/2024	1124	HICKSVILLE PUBLIC LIBRARY	1089 · Petty Cash Fund	62.65
Bill Pmt -Check	11/30/2024	5770	4 IMPRINT	1051 · TD Bank - Demand 8291	(212.02)
Bill Pmt -Check	11/30/2024	5771	A LIFETIME OF DANCE	1051 · TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	11/30/2024	5772	A SHRED AWAY, INC.	1051 · TD Bank - Demand 8291	(525.00)
Bill Pmt -Check	11/30/2024	5773	A TIME FOR KIDS, INC.	1051 · TD Bank - Demand 8291	(975.00)
Bill Pmt -Check	11/30/2024	5774	ACTION GLASS OF SYOSSET	1051 · TD Bank - Demand 8291	(960.00)
Bill Pmt -Check	11/30/2024	5775	AIMEE PICHARDO-LLOYD	1051 · TD Bank - Demand 8291	(1,350.00)
Bill Pmt -Check	11/30/2024	5776	AMAZON BUSINESS	1051 · TD Bank - Demand 8291	(977.20)
Bill Pmt -Check	11/30/2024	5777	ARRAYSCAPE GAMING, INC.	1051 · TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	11/30/2024	5778	ARROW SECURITY	1051 · TD Bank - Demand 8291	(7,924.80)
Bill Pmt -Check	11/30/2024	5779	BAKER & TAYLOR BOOKS	1051 · TD Bank - Demand 8291	(3,566.29)
Bill Pmt -Check	11/30/2024	5780	BARBARA WEINSTEIN	1051 · TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	11/30/2024	5781	BRIDGING THE GAP IN ESPORTS, L	1051 · TD Bank - Demand 8291	(150.00)
Bill Pmt -Check	11/30/2024	5782	BRODART CO. (BOOKS)	1051 · TD Bank - Demand 8291	(369.23)
Bill Pmt -Check	11/30/2024	5783	CARR BUSINESS SYSTEMS	1051 · TD Bank - Demand 8291	(705.72)
Bill Pmt -Check	11/30/2024	5784	CHECKMATE (MICHAEL CAPUTO)	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	11/30/2024	5785	CSEA EMPLOYEE BENEFIT FUND	1051 · TD Bank - Demand 8291	(5,724.59)
Bill Pmt -Check	11/30/2024	5786	EBSCO ACCOUNTS RECEIVALE	1051 · TD Bank - Demand 8291	(6,346.53)

Type	Date	Num	Name	Account	Amount
Bill Pmt -Check	11/30/2024	5787	EDMER SANITARY SUPPLY CO., INC	1051 · TD Bank - Demand 8291	(1,401.40)
Bill Pmt -Check	11/30/2024	5788	EVERCLEAN, INC.	1051 · TD Bank - Demand 8291	(1,500.00)
Bill Pmt -Check	11/30/2024	5789	FRIENDS OF GARVIES POINT MUSE	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	11/30/2024	5790	GIRL IN A CAMERA PRODUCTIONS,	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	11/30/2024	5791	GRAINGER	1051 · TD Bank - Demand 8291	(407.09)
Bill Pmt -Check	11/30/2024	5792	HANDA INDUSTRIES, INC.	1051 · TD Bank - Demand 8291	(1,710.00)
Bill Pmt -Check	11/30/2024	5793	HEATHER WILLIAMS	1051 · TD Bank - Demand 8291	(275.00)
Bill Pmt -Check	11/30/2024	5794	HICKSVILLE PUBLIC LIBRARY	1051 · TD Bank - Demand 8291	(62.65)
Bill Pmt -Check	11/30/2024	5795	HOOPLA	1051 · TD Bank - Demand 8291	(868.62)
Bill Pmt -Check	11/30/2024	5796	INGRAM LIBRARY SERVICES	1051 · TD Bank - Demand 8291	(1,503.85)
Bill Pmt -Check	11/30/2024	5797	JASPAN SCHLESINGER NARENDRA	1051 · TD Bank - Demand 8291	(1,000.00)
Bill Pmt -Check	11/30/2024	5798	JOHN D. LUCA	1051 · TD Bank - Demand 8291	(175.00)
Bill Pmt -Check	11/30/2024	5799	JOLENE BARTEN-BOSNJAK	1051 · TD Bank - Demand 8291	(320.00)
Bill Pmt -Check	11/30/2024	5800	JOSEPH CILMI	1051 · TD Bank - Demand 8291	(315.00)
Bill Pmt -Check	11/30/2024	5801	JUMP FOR JOY, INC.	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	11/30/2024	5802	JUST A HOBBY INC.	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	11/30/2024	5803	KANOPY, INC.	1051 · TD Bank - Demand 8291	(143.00)
Bill Pmt -Check	11/30/2024	5804	KAPCO	1051 · TD Bank - Demand 8291	(338.77)
Bill Pmt -Check	11/30/2024	5805	KETCHAM PUMP COMPANY, INC.	1051 · TD Bank - Demand 8291	(900.00)
Bill Pmt -Check	11/30/2024	5806	KNOCKOUT PEST CONTROL, INC.	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	11/30/2024	5807	LASHONDRE JARVIS	1051 · TD Bank - Demand 8291	(415.00)
Bill Pmt -Check	11/30/2024	5808	LEAF	1051 · TD Bank - Demand 8291	(199.00)
Bill Pmt -Check	11/30/2024	5809	LINDA G. SICILIANO-CAFIERO	1051 · TD Bank - Demand 8291	(320.00)
Bill Pmt -Check	11/30/2024	5810	LUCAS COLOR CARD	1051 · TD Bank - Demand 8291	(1,027.99)
Bill Pmt -Check	11/30/2024	5811	MACKENZIE NEW MEDIA, INC.	1051 · TD Bank - Demand 8291	(750.00)
Bill Pmt -Check	11/30/2024	5812	MARK DESIGN STUDIOS ARCHITEC	1051 · TD Bank - Demand 8291	(547.80)
Bill Pmt -Check	11/30/2024	5813	MASTER MEDICAL EQUIPMENT	1051 · TD Bank - Demand 8291	(649.50)
Bill Pmt -Check	11/30/2024	5814	MELINDA SPACE	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	11/30/2024	5815	MIDWEST TAPE	1051 · TD Bank - Demand 8291	(15.43)
Bill Pmt -Check	11/30/2024	5816	MINDY D. VASTA	1051 · TD Bank - Demand 8291	(220.00)
Bill Pmt -Check	11/30/2024	5817	NASSAU LIBRARY SYSTEM GENER/	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	11/30/2024	5818	NASSAU LIBRARY SYSTEM ILS SER	1051 · TD Bank - Demand 8291	(800.00)
Bill Pmt -Check	11/30/2024	5819	NED STEVENS GUTTER CLEANING	1051 · TD Bank - Demand 8291	(622.47)
Bill Pmt -Check	11/30/2024	5820	NED STEVENS GUTTER CLEANING	1051 · TD Bank - Demand 8291	(222.47)
Bill Pmt -Check	11/30/2024	5821	NEW YORK LEGAL PUBLISHING CO	1051 · TD Bank - Demand 8291	(170.00)
Bill Pmt -Check	11/30/2024	5822	NORTHEASTERN OFFICE EQUIPME	1051 · TD Bank - Demand 8291	(499.84)
Bill Pmt -Check	11/30/2024	5823	ORIENTAL TRADING COMPANY	1051 · TD Bank - Demand 8291	(125.82)
Bill Pmt -Check	11/30/2024	5824	OVERDRIVE, INC.	1051 · TD Bank - Demand 8291	(2,083.02)
Bill Pmt -Check	11/30/2024	5825	ROBERT G. SCOTT	1051 · TD Bank - Demand 8291	(365.00)
Bill Pmt -Check	11/30/2024	5826	SAMANTHA DIFRONZO	1051 · TD Bank - Demand 8291	(150.00)
Bill Pmt -Check	11/30/2024	5827	SAV MOR MECHANICAL SERVICES,	1051 · TD Bank - Demand 8291	(3,020.97)
Bill Pmt -Check	11/30/2024	5828	STEFANIE PERRETTA	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	11/30/2024	5829	TD CARD SERVICES	1051 · TD Bank - Demand 8291	(1,794.23)
Bill Pmt -Check	11/30/2024	5830	THE COLD SPRING HARBOR FIRE HC	1051 · TD Bank - Demand 8291	(40.00)
Bill Pmt -Check	11/30/2024	5831	VIANNA S. CALDERON LOPEZ	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	11/30/2024	5832	WELLS FARGO FINANCIAL LEASINC	1051 · TD Bank - Demand 8291	(188.00)
Bill Pmt -Check	11/30/2024	5833	WELLS FARGO FINANCIAL LEASINC	1051 · TD Bank - Demand 8291	(322.00)
Bill Pmt -Check	11/30/2024	5834	ALLEN PANETZ	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5835	ANTHONY PASSANTINO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5836	CAROL L. AHRENS	1051 · TD Bank - Demand 8291	(2,096.40)
Bill Pmt -Check	11/30/2024	5837	DEBORAH A. KWAS	1051 · TD Bank - Demand 8291	(524.10)
Bill Pmt -Check	11/30/2024	5838	DEBORAH LEIN	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5839	EDWARD ESCOFFIER	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5840	ELIZABETH GOLDFRANK	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5841	EVELYN M. PUSINELLI	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5842	GEORGE GRAMAGLIA	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5843	HELEN NOTO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5844	HERBERT MALETZ	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5845	JAMES ABBONDONDOLO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5846	JANET VAZQUEZ	1051 · TD Bank - Demand 8291	(2,096.40)
Bill Pmt -Check	11/30/2024	5847	JOAN DIAMOND	1051 · TD Bank - Demand 8291	(1,048.20)

Type	Date	Num	Name	Account	Amount
Bill Pmt -Check	11/30/2024	5848	JOANN WOODARD.	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5849	JOANNE GRAMAGLIA.	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5850	JUDITH MESSLER	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5851	KAREN MALETZ	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5852	KYUNG O. SONE	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5853	LORETTA MCNIERNEY	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5854	LOUIS HOLZAPPLE	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5855	MARGARET CHATTERTON	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5856	MARGARET CROWLEY	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5857	MARGARET SHIN	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5858	MARIE A. TOTH	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5859	MARY MORRISSEY	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5860	MAUREEN HANSEN	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5861	MAUREEN MOLONEY	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5862	MICHAEL MORRISSEY	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5863	PATRICIA ABBONDONDOLO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5864	PATRICIA MASTERSON	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5865	RACHEL DILBERT	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5866	RICHARD KWAS	1051 · TD Bank - Demand 8291	(524.10)
Bill Pmt -Check	11/30/2024	5867	ROBERT TOTH	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5868	ROGER AHRENS	1051 · TD Bank - Demand 8291	(2,096.40)
Bill Pmt -Check	11/30/2024	5869	SALVATORE NOTO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5870	SHARON HOLZAPPLE.	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5871	SHIRLEY SZABO	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5872	SUSAN CHAN.	1051 · TD Bank - Demand 8291	(174.70)
Bill Pmt -Check	11/30/2024	5873	SUSAN SWORDS	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5874	SUZANNE WALSH	1051 · TD Bank - Demand 8291	(1,048.20)
Bill Pmt -Check	11/30/2024	5875	TERENCE LEIN	1051 · TD Bank - Demand 8291	(1,048.20)
					(496,300.06)

Nov 24

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**HICKSVILLE PUBLIC  
LIBRARY**

PAYROLL WARRANT FOR MONTH  
ENDING 11/30/2024

To the Treasurer of UNION FREE SCHOOL DISTRICT NO. 17, HICKSVILLE, N.Y.

I hereby certify that the Hicksville Public Library payroll from the  
TD Bank of New York, Trust and Agency account were issued  
for a monthly gross payroll of \$155,521.10  
and employers share of FICA &  
MEDICARE \$11,897.37

TOTAL \$167,418.47

Secretary \_\_\_\_\_

Date 12/11/2024





**Astoria Communications**

130 Sea Lane  
 Farmingdale, NY 11735  
 631-694-3334

3850 N29th Terrace, #104  
 Hollywood, FL 33020  
 305-728-4280

**Estimate**

**Order Dates/Times:**

Dlvry : 10/29/24 [Tue] Unknown Via Astoria  
 Start : 10/29/24 [Tue] Unknown  
 Ending : 10/29/24 [Tue] Unknown  
 Pick-Up: 10/29/24 [Tue] Unknown Via Astoria

**Bill-To:**

HICKSVILLE PUBLIC LIBRARY  
 169 JERUSALEM AVENUE  
 HICKSVILLE, NY 11801

DAN RUSS [516-931-1417x115]  
 Fax : [516-822-5672]

**Deliver To:**

Ship-To : Same as Bill-To

Show :  
 Booth :  
 DAN RUSS [516-931-1417x115]  
 DRUSS@HICKSVILLELIBRARY.ORG

<b>Order # :</b> 84683-02	<b>Customer #:</b> HI065	<b>Order Date:</b> 10/29/24	<b>Customer PO Number:</b> None	<b>Terms:</b> Net Upon Receipt	<b>Sales Code:</b> CJR/CJR/00/RC
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Qty	Description	ID No.	Rate	Days	Total
<b>----- Equipment Sales -----</b>					
1.00	DALITE 113" DIAGONAL 16:10 SCREEN	00-000	\$1,650.00	1	\$1,650.00
1.00	PANASONIC 6000 LUM PROJECTOR	00-000	\$4,150.00	1	\$4,150.00
1.00	CEILING PROJECTOR BRACKET	00-000	\$275.00	1	\$275.00
1.00	EXTRON SWITCHER	00-000	\$4,400.00	1	\$4,400.00
1.00	EXTRON CONTROL PANEL PROCESSOR	00-000	\$2,500.00	1	\$2,500.00
1.00	EXTRON TOUCH PANEL	00-000	\$1,800.00	1	\$1,800.00
1.00	PoE SWITCH FOR TOUCH PANEL	00-000	\$117.00	1	\$117.00
1.00	PTZ CAMERA	00-000	\$2,450.00	1	\$2,450.00
1.00	PTZ CAMERA MOUNT	00-000	\$250.00	1	\$250.00
1.00	WIRELESS MICROPHONE H/H DUAL UNIT	00-000	\$1,627.00	1	\$1,627.00
1.00	WIRELESS MICROPHONE LAV DUAL UNIT	00-000	\$1,495.00	1	\$1,495.00
2.00	WIRELESS LAV MICS	00-000	\$172.00	1	\$344.00
1.00	AUDIO/VIDEO CONVERTER	00-000	\$325.00	1	\$325.00
1.00	HDMI WALLPLATE	00-000	\$45.00	1	\$45.00
1.00	1/4" CONNECTOR FOR SIDE RACK	00-000	\$45.00	1	\$45.00
1.00	MISC. INSTALLATION HARDWARE & CABLING	00-000	\$300.00	1	\$300.00
<b>----- Labor (Estimated) -----</b>					
1.00	SYSTEM PROGRAMMING FLAT RATE	LI-P00	\$1,500.00	0	\$1,500.00
2.00	INSTALLATION LABOR FLAT RATE	LI-I00	\$1,800.00	0	\$3,600.00
<b>----- Expenses -----</b>					
1.00	ESTIMATED SHIPPING FEES	00-000	\$600.00	1	\$600.00

**Your order was placed with : Chuck Ragona**



**Astoria Communications**

130 Sea Lane  
 Farmingdale, NY 11735  
 631-694-3334

3850 N29th Terrace, #104  
 Hollywood, FL 33020  
 305-728-4280

**Estimate**

**Order Dates/Times:**

Dlvry : 10/29/24 [Tue] Unknown Via Astoria  
 Start : 10/29/24 [Tue] Unknown  
 Ending : 10/29/24 [Tue] Unknown  
 Pick-Up: 10/29/24 [Tue] Unknown Via Astoria

**Bill-To:**

HICKSVILLE PUBLIC LIBRARY  
 169 JERUSALEM AVENUE  
 HICKSVILLE, NY 11801

DAN RUSS [516-931-1417x115]  
 Fax : [516-822-5672]

**Deliver To:**

Ship-To : Same as Bill-To  
 [Page 2]

Show :  
 Booth :  
 DAN RUSS [516-931-1417x115]  
 DRUSS@HICKSVILLELIBRARY.ORG

<b>Order # :</b> 84683-02	<b>Customer #:</b> HI065	<b>Order Date:</b> 10/29/24	<b>Customer PO Number:</b> None	<b>Terms:</b> Net Upon Receipt	<b>Sales Code:</b> CJR/CJR/00/RC
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Qty	Description	ID No.	Rate	Days	Total

**Notes:**  
 CUSTOMER IS RESPONSIBLE FOR RENTAL/PURCHASE PAYMENT,  
 EQUIPMENT CARE/SECURITY, & CHARGED FOR LATE OR DAMAGED  
 RETURNS. CANCELLED RENTAL FEES: LESS THAN 24HRS BEFORE  
 DELIVERY=50% ON EQUIP, AFTER TRUCK LEAVES=DELIVERY  
 CHARGE, AFTER SET UP BEGINS=SET UP CHARGE.

Ordered By: DAN RUSS [516-931-1417x115]

**Customer Signature:** \_\_\_\_\_

**Astoria Signature:** \_\_\_\_\_

Subtotal	\$27,473.00
Total	\$27,473.00



PO Box 301  
Wantagh, NY 11793-0301

Tel: (516) 783-9254  
Fax: (516) 308-3173  
Cell: (516) 250-5661

12Ai

Joe Gangemella  
Hicksville Public Library  
169 Jerusalem Ave  
Hicksville, NY 11801

Jobsite:  
Hicksville Public Library  
169 Jerusalem Ave, Hicksville, NY

**PER SERVICE SNOW REMOVAL PROPOSAL FOR WINTER OF 2024-2025**

**Snow Plowing**

Snow plowing at the above-named location will be provided by Greens Keeper of Nassau, Inc. (Contractor). Plow crews will be dispatched upon one inch (1") of snowfall, and shovel crews will be dispatched towards the end of the weather event. Our crew(s) will plow snow from all accessible roadways, entrances, and available parking areas with a clearance of at least three stalls. Pricing is based on accumulation at time of service.

- \* All areas to be serviced must be clear of vehicles and accessible at start of service. Contractor is not responsible for clearing areas blocked by visitors/clients/tenants/employees.
- \* Due to parking lot layout, there will be parking spaces lost if vehicles are not moved prior to plowing.
- \* Touch-up service is available upon request for stalls cleared of vehicles after service begins and snow left from visitors/clients/employees/etc. cleaning off vehicles. (See below for additional hourly rates)
- \* Additional services related to thawing/refreezing of previously cleared road and walkways are available on request of client. Contractor does not monitor site after completion of snow removal.

<u>1" - 4"</u>	<u>4.1" - 6"</u>	<u>6.1" - 8"</u>	<u>8.1" - 10"</u>	<u>10.1" - 12"</u>
<b>\$425</b>	<b>\$640</b>	<b>\$850</b>	<b>\$1065</b>	<b>\$1275</b>

*Accumulations greater than 12" will be billed at \$250 per inch over the 12" rate.*

**Salt will be applied to lot/drives during service at the rate of : \$300/application  
Additional applications are available upon client request.**

**Sidewalk Shoveling**

Snow shoveling on all accessible sidewalks, walkways, access ramps, and front door entryways at the above-named location will be provided by Greens Keeper of Nassau, Inc. Shovel crews will be dispatched once the snowfall stops accumulating.

<u>1" - 4"</u>	<u>4.1" - 6"</u>	<u>6.1" - 8"</u>	<u>8.1" - 10"</u>	<u>10.1" - 12"</u>
<b>\$600</b>	<b>\$900</b>	<b>\$1200</b>	<b>\$1500</b>	<b>\$1800</b>

*Accumulations greater than 12" will be billed at \$350 per inch over the 12" rate.*

**Calcium Chloride will be applied to walkways during shovel service at the rate of : \$85/bag applied  
Additional applications are available upon client request.**

**Pile Relocation & Touch-Up Service - Available Upon Request (3 Hour Minimum Charge)**

Pay loader w/operator: \$475/Hour	Plow Truck: \$225/Hour
Skid-Steer w/operator: \$275/Hour	Labor: \$65 Man/Hour
Flag person for Loader/Skid-Steer: \$45 Man/Hour	

**Client will be billed at the completion of each storm, with payment due upon receipt of invoice.**

All material is guaranteed to be as specified and all work is to be completed in a workman-like manner and according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders from client and will be added to the next bill. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within 60 days and is void thereafter at the option of the undersigned.

This agreement can be cancelled by either party with 30 days written notice

**ACCEPTANCE OF PROPOSAL**

**THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO PERFORM THE WORK AS SPECIFIED. PAYMENTS WILL BE MADE AS OUTLINED ABOVE.**

Client Name/Title

Donald Schaumloffel  
President, Greens Keeper of Nassau, Inc.

Signature

Date



PO Box 301  
Wantagh, NY 11793-0301  
Tel: (516) 783-9254  
Fax: (516) 308-3173  
info@LIGreenskeeper.com

Business License # H2074330000  
Business DEC REG # 14215  
DEC Certified Technician # C181451

## Reference List

### **Altice USA (formerly Optimum/Cablevision)**

111 New South Rd  
Hicksville, NY  
Carlos Ramos, Facilities  
Cell: (516) 807-3776

### **Total Community Management Cedar Cove Condominiums**

2601 Cedar St  
Seaford, NY  
Josephine Reid, Property Manager  
Office: (516) 526-9700 x276  
jreid@totalmgmt.com

### **Uniondale Public Library**

400 Uniondale Ave  
Uniondale, NY  
Mara Marin, Director  
Office: (516) 489-2220

### **Worth Real Estate Brokerage & Management**

2 Bellmore Rd  
East Meadow, NY  
Linda Pokorny, Assistant Property Manager  
Office: (516) 489-1341  
LPokorny@worthpropertymgmt.com



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[LIGreensKeeper.com](http://LIGreensKeeper.com)



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 **HomeAdvisor**  
Your Home Improvement Connection  
<http://goo.gl/GfnWkr>

*Spring & Fall Clean-ups \* Turf Management Programs \* Property Maintenance Programs \* Gutter Cleaning  
Lawn Dethatching & Power Raking Tree Pruning \* Sprinkler Service: Repairs, Turn-On, Blow-Out & Installation  
Top Soil & Mulch \* Sod & Seeding \* Hedge Trimming \* Design & Planting \* Annuals & Perennials  
Ornamental Flowering & Fruit Bearing Trees \* Rototilling Service \* Soil Testing \* Light Masonry Work  
Drainage & Dry Well Work Retaining Walls \* Fencing \* Lawn Aeration \* Commercial Snow Plowing*



# Proposal

November 25, 2024

Masonry Landscapes Site Construction  
Asphalt Paving Concrete Interiors  
Building & Facilities Maintenance  
138 West Cherry Street  
Hicksville, NY 11801  
516-214-5100  
[anthony@handaindustries.com](mailto:anthony@handaindustries.com)

**Submitted to:**  
Hicksville Public Library  
169 Jerusalem Avenue  
Hicksville, NY 11801

**Project location:**  
169 Jerusalem Avenue  
Hicksville, NY 11801

We hereby propose to perform the following at the above stated location. This proposal, when signed shall constitute a contract and shall be binding upon the parties hereto as of date of execution.

**Snow Plowing Services for 2024-2025 winter season including, but not limited to:**

**Main Library:**

- Parking lot Salting Application- \$125.00
- Walkway Calcium Application-\$75.00
- 1-4" Snowplowing- \$400.00.
- 4-8" Snowplowing- \$750.00.
- 8-12" Snowplowing- \$1050.00.
- 1-4" Walkway Shoveling- \$200.00.
- 4-8" Walkway Shoveling- \$350.00.
- 8-12" Walkway Shoveling- \$500.00.

**120 2<sup>nd</sup> Street:**

- Parking lot Salting Application- \$125.00
- Walkway Calcium Application-\$75.00
- 1-4" Snowplowing- \$50.00
- 4-8" Snowplowing- \$100.00
- 8-12" Snowplowing-\$175.00
- 1-4" Walkway Shoveling- \$75.00.
- 4-8" Walkway Shoveling- \$150.00.
- 8-12" Walkway Shoveling- \$200.00.

**Payment to be made as follows:**

- Invoice monthly.

**ACCEPTANCE OF PROPOSAL**

The price, specifications and terms and conditions stated below are satisfactory and hereby accepted.

\_\_\_\_\_  
Client/Owner

\_\_\_\_\_  
*Anthony Jaeger*  
Contractor

## J.T. MASONRY &amp; LANDSCAPING INC

P.O. BOX 1006  
LEVITTOWN, NY 11756

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 Phone 516-732-5133

 Fax 516-654-9762
 

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PROPOSAL/ACCEPTANCESubmitted to:

Hicksville Public Library  
169 Jerusalem Avenue

Date:

11/30/2024

Phone:

516-931-1417

J.T. Masonry & Landscaping Inc proposes to perform the following work at the above location. This signed proposal, when signed shall constitute a contract and shall be binding upon the parties hereto as of date of execution.

SNOWREMOVALMain Library:

Snow Plow Parking lot each event

- 1-3" \$550.00.
- 3-6" \$850.00
- 6-9" \$1,300.00
- 9-12" \$1,800.00

Shovel all walkways and sidewalks each event

- 1-3" \$350.00.
- 3-6" \$475.00.
- 6-9" \$650.00.
- 9-12" \$800.00

Delcing

- Apply Salt to Parking lot- Each Application \$275.00
- Apply Calcium to Walkways- Each Application-\$300.00

1202<sup>nd</sup> Street:

Snow Plow Parking lot each event

- 1-3" \$150.00.
- 3-6" \$250.00
- 6-9" \$300.00
- 9-12" \$350.00

Shovel all walkways and sidewalks each event

- 1-3" \$185.00.
- 3-6" \$250.00.
- 6-9" \$350.00.
- 9-12" \$400.00

Delcing

- Apply Salt to Parking lot- Each Application \$250.00
- Apply Calcium to Walkways- Each Application-\$150.00

We propose to furnish the above, in accordance with specifications as mentioned herein, for the sum of. **DEPENDS ON OPTIONS CHOOSSEN ABOVE**

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Payment to be made as follows: Invoicie after each storm.

NOTE 1: J.T. Masonry & Landscaping Inc. is not liable for any damage to driveway, lawns, sprinklers, fence, walkways, sidewalks, AC's, curbs, or aprons due to vehicles. . If JT Masonry damages any property due to negligence, JT Masonry will repair that damage free of charge. Any and all preventive measures will be taken to protect property.

1. Customer is responsible for any permits/fees needed in order to complete this job.
2. If customer does project without permits, and JT masonry gets fined, customer is responsible for all fines given to JT Masonry
3. These prices Do Not include engineer fees, testing of soil, or any other tests.
4. Any irrigation repairs needed will be billed out at cost of JT Masonry. Meaning Customer is to pay the cost of the parts, and the cost of the labor, there will be no mark up on either to make the necessary repairs.
5. This price is only valid for 60 days, unless customer signs contract, and leaves deposit
6. Customer is responsible for all electrical work as well as plumbing work.
7. This price is based on the use of a skid steer. Price may vary if needed to be done manually. When using skid steer there will be damage to any lawn area needed to get to the work area, JT Masonry will top-dress and seed for free, if customer wants sod there will be an additional cost
8. New masonry will not match old masonry
9. Not responsible for efflorescence
10. This price does not include any sealing of any type
11. If customer is not present during job for decision making, there will be an additional charge at the end of the job for any changes the customer may want. However, JT Masonry will meet prior to the job as well as anytime during the job to discuss any potential design questions that may arise.
12. Upon Completion of job, customer must notify JT Masonry of any damage. JT Masonry

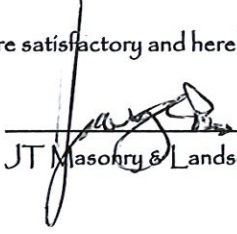
will repair any issues that may have been caused by the construction at an additional expense. If customer decides to use another company, or does not bring to JT Masonry's attention, JT Masonry WILL NOT be responsible

13. JT Masonry will use all precautions to protect any underground utilities. If any utility lines or electrical lines are damaged during excavation, JT Masonry will not be held responsible/liable

### ACCEPTANCE OF PROPOSAL

The price, specifications and terms and conditions stated below are satisfactory and hereby accepted.

\_\_\_\_\_  
Owner/Agent

  
\_\_\_\_\_  
JT Masonry & Landscaping Inc.



## Seed Library Policy

Adopted by the Board of Trustees March 20, 2024

### Purpose

The Seed Library is a free resource that provides seeds to community members for their home gardens. The Hicksville community has expressed an interest in learning about sustainable gardening practices and food cultivation. We intend for this resource to provide a sense of community amongst gardeners. The Seed Library aligns with the Hicksville Public Library's values of sustainability and promoting self-learning.

### Donation of Seeds

Hicksville Public Library will accept seed donations from commercial seed companies and/or community partners. Hicksville Public Library staff reserve the right to refuse donations or dispose of donated seeds at any time.

### Organization of Seeds

Donated seeds will be sorted by library staff and/or volunteers. They will be repacked in smaller quantities with labels. ~~[Remove: containing information pertaining to seed type, suggested growing instructions, and donor information.]~~ Seed packing guidelines will be created and distributed to library staff/volunteers that are repacking the seeds. An inventory list will be maintained by library staff.

### Obtaining Seeds

The Seed Library will be restricted to Hicksville library cardholders only. ~~Seeds will be limited to one cardholder per household each month.~~ Seeds are to be distributed on a first-come, first-served basis. It will be up to the Library's discretion to place limits on the number of seed packets a patron is allowed to borrow based on available inventory. Patrons will be required to ~~fill out a form selecting the types of seeds that they would like and~~ sign a

Liability Waiver. Seeds will be picked up from the Circulation Desk. The Library will not accept returned seeds. Disposal of any unused or unwanted seeds is the responsibility of the patron.

### **Disposal of Seeds**

Hicksville Public Library staff reserve the right to dispose of any portion of its inventory of seeds at any time due to age, contamination, report of problems, etc.

### **Liability**

The Hicksville Public Library is not responsible for any damages, loss, or expense resulting from use or misuse of seeds received from the Seed Library.

## Seed Library Liability Waiver

By obtaining the seeds from the Hicksville Public Library (the "Library"), patrons agree to the following:

I, on behalf of myself and my heirs, executors, administrators, and/or assigns, hereby voluntarily release, discharge, and hold harmless the Hicksville Public Library, together with its parents, subsidiaries, affiliates, predecessors, and successors, past, present, and future, and its and their agents, Board of trustees, employees, officers, attorneys, insurers, and reinsurers, past present, and future, and their heirs, executors, administrators, predecessors, successors and assigns (collectively, the "Releasees") of and from any and all legally waivable claims, causes of actions, suits, lawsuits, debts, and demands whatsoever in law or in equity arising from any loss, damage, or injury to persons or property arising from the Releasees' negligence regarding the seeds or from my or my designees' use of the seeds. In no event shall the library be liable to be for indirect or consequential damages. I agree to indemnify and hold the Releasees harmless from and against any liabilities, claims, actions, proceedings, damages, losses, cost, and expenses, including attorney's fees, for all injuries or death of any person or animal, or damage to any property occurring or connected with directly, or indirectly, my or my designee's possession and use of the seeds.

I am obtaining the seeds as-is. I understand that the Library is not responsible for the growth or non-growth of the seeds. I understand and acknowledge that it is my responsibility to determine whether or not the seeds are safe for myself and my designees. I understand and acknowledge that it is my responsibility to determine if the seeds I borrow from the Library are safe for animals. While there is growing information provided, [remove: on the seed packets] I understand and acknowledge that it is my responsibility to research planting instructions myself and determine the best planting

practices for my garden. I agree to refrain from using the seeds in a manner inconsistent with their intended purpose. The Library is not responsible for any mislabeling or misidentification of seeds or for any incorrect or ineffective planting or growing instruction.

I state that I have fully read and understand this Liability Waiver and the Library's Seed Library Policy. I further understand that failure to comply with these rules may result in revocation of borrowing privileges.