



BOARD MEETING
LOCATION: ADMINISTRATION BUILDING

JANUARY 15, 2025 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 December 31, 2024.
5. LEGAL
6. APPROVAL OF MINUTES
 - A. Motion to approve the minutes of the December 11, 2024 Board Meeting.
7. PETTY CASH
8. SECRETARY'S REPORT
 - A. Motion to approve payment of December 2024 warrant #773.
 - B. Motion to approve payment of payroll for month ending December 31, 2024.
9. OLD BUSINESS
 - A. Motion to sign on to the letter to Nassau County Civil Service requesting residency requirement waivers for librarian positions.
10. CORRESPONDENCE
 - A. Incident Report dated 12/19/24
 - B. Incident Report dated 1/2/25
 - C. Incident Report dated 1/8/25
11. FYI
 - A. The IRS has increased the standard mileage rate for business travel to 70 cents per mile effective January 1, 2025.

- B. Newsday Article
- C. NLS 2024 in Brief

12. NEW BUSINESS

- A. Al Coster from Baldessari & Coster, LLP will attend the meeting to discuss the financial report at 7:45 p.m.
- B. Motion to approve Otis Maintenance Service from 1/1/2025 to 12/31/2025 in the amount of \$8,882.64 in accordance with Contract 35424.
- C. Discussion of BBS Architects proposal as presented.
- D. Motion to accept the anonymous donation of Lakeshore Learning gift cards in the amount of \$1,000 to be used towards the purchase items for the Family Space.
- E. Discussion and approval to onboard [Stripe/Braintree/Authorize.net] as an online payment provider.

13. COMMUNITY COMMENTS

14. PERSONNEL

- A. Motion to approve Dorothy Nisbett's longevity in the amount of \$1,100 for 25 years of service, effective February 5, 2025.
- B. Motion to approve Roseann Acosta's longevity in the amount of \$700 for 14 years of service, effective April 4, 2025.

15. PROGRAM REPORTS AND STAFF REPORTS

- A. Youth Services Department Report
- B. Public Relations Department Report

16. EXECUTIVE SESSION

- A. Motion to enter Executive Session
- B. Motion to exit Executive Session

17. FUTURE BOARD MEETING

- A. Thursday, February 13, 2024 at 7:30 p.m.

18. ADJOURNMENT

- A. Motion to adjourn



BOARD MEETING
LOCATION: ADMINISTRATION BUILDING

JANUARY 15, 2025 AT 7:30 PM

ADDENDUM

10. CORRESPONDENCE

D. Incident Report dated 12/13/24

E. Suspension of Library Privileges dated 12/13/24

AIMEE PICHARDO-LLOYD, CPA

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 six months ended December 31, 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
January 10, 2025

AIMEE PICHARDO-LLOYD, CPA

Library

TABLE OF CONTENTS

	<u>Pages</u>
Review Report	1
Statement of Governmental Fund Balance Sheet	2
Statement of Governmental Fund Revenue, Expenditures, and Budgetary Comparison	3 – 6
Collateral Analysis Current and Prior Month	7 – 8
Notes to Financial Statement	9 – 10
Capital Fund Balance Sheet and Statement of Revenue & Expenses	11

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND BALANCE SHEET
GENERAL FUND
December 31, 2024

ASSETS

CURRENT ASSETS

CASH			
PETTY CASH/REGISTER	\$	780.00	
PAYPAL	\$	884.01	
TD BANK CHECKING	\$	(46,396.60)	
MONEY MARKET	\$	2,598,944.31	
PAYROLL	\$	16,415.63	
MONEY MARKET CD	\$	1,561,854.73	
FNBLI CHECKING	\$	113,487.78	
MONEY MARKET	\$	<u>544,938.47</u>	
TOTAL CASH			\$ 4,790,908.33
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>\$ 4,935,038.29</u></u>

LIABILITIES AND FUND BALANCE

LIABILITIES			
ACCOUNT PAYABLE	\$	330.89	
ACCOUNTS PAYABLE - AUDITOR	\$	27,053.78	
PENSION PAYABLE	\$	6,948.20	
PAYROLL EXCHANGE	\$	6,040.28	
ACCRUED PAYROLL EXPENSE	\$	54,362.32	
ACCRUED NYS RETIREMENT	\$	<u>61,804.00</u>	
TOTAL LIABILITIES			\$ 156,539.47
FUND BALANCE			
FUND BALANCE ASSIGNED NEXT YEAR	\$	268,160.00	
UNAPPROPRIATED FUND BALANCE	\$	4,408,288.00	
FUND BALANCE - NONSPENDDABLE	\$	29,618.20	
CURRENT PERIOD INCREASE	\$	<u>72,432.62</u>	
TOTAL FUND BALANCE			<u>4,778,498.82</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$ 4,935,038.29</u></u>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND REVENUE AND BUDGETARY COMPARISONS
GENERAL FUND
FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

	2024-2025 BUDGET	DECEMBER 2024	TOTAL TO DATE	BALANCE	% OF BUDGET
TAXES-REAL PROPERTY	\$ 5,135,026.00	\$ 427,918.83	\$ 2,567,512.98	\$ 2,567,513.02	50.00%
PILOT	\$ 124,000.00	\$ -	\$ -	\$ 124,000.00	0.00%
INTEREST INCOME	\$ 6,000.00	\$ 7,250.76	\$ 62,578.10	\$ (56,578.10)	1042.97%
FINES & FEES	\$ 7,100.00	\$ 932.23	\$ 5,804.04	\$ 1,295.96	81.75%
PROGRAM FEES	\$ 11,000.00	\$ 1,002.71	\$ 16,011.08	\$ (5,011.08)	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	\$ -	\$ 1,291.10	\$ 12,911.00	\$ (12,911.00)	0.00%
ERATE	\$ 1,800.00	\$ -	\$ 5,835.59	\$ (4,035.59)	324.20%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ 78,886.00	\$ 78,886.00	\$ (78,886.00)	0.00%
DONATIONS	\$ -	\$ 17.50	\$ 167.90	\$ (167.90)	0.00%
COMMISSIONS	\$ -	\$ -	\$ 119.98	\$ (119.98)	0.00%
APPROPRIATED FUND BALANCE	\$ 123,074.00	\$ -	\$ -	\$ 123,074.00	0.00%
TOTAL REVENUES	\$ 5,408,000.00	\$ 517,299.13	\$ 2,749,874.15	\$ 2,658,125.85	50.85%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

	2024-2025 BUDGET	DECEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
PERSONNEL COSTS					
SALARIES & WAGES	\$ 2,345,000.00	\$ 257,671.82	\$ 1,137,529.78	\$ 1,207,470.22	48.51%
TOTAL SALARIES	\$ 2,345,000.00	\$ 257,671.82	\$ 1,137,529.78	\$ 1,207,470.22	48.51%
BENEFITS					
EMPLOYEE BENEFITS					
NYS RETIREMENT	\$ 320,000.00	\$ -	\$ 275,469.00	\$ 44,531.00	86.08%
SOCIAL SECURITY/MEDICARE	\$ 176,000.00	\$ 19,711.89	\$ 86,998.17	\$ 89,001.83	49.43%
WORKERS COMP	\$ 40,000.00	\$ -	\$ 21,239.00	\$ 18,761.00	53.10%
DISABILITY INSURANCE	\$ 1,000.00	\$ 335.28	\$ (347.73)	\$ 1,347.73	-34.77%
SURVIVOR HEALTH INSURANCE	\$ -	\$ (137.24)	\$ (823.44)	\$ 823.44	0.00%
MEDICARE REIMBURSEMENT	\$ 90,000.00	\$ -	\$ 45,247.30	\$ 44,752.70	50.27%
HEALTH INSURANCE	\$ 1,000,000.00	\$ 82,180.55	\$ 511,325.18	\$ 488,674.82	51.13%
GASB SOFTWARE	\$ 3,000.00	\$ -	\$ 365.00	\$ 2,635.00	12.17%
UNEMPLOYMENT INSURANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
TOTAL EMPLOYEE BENEFITS	\$ 1,635,000.00	\$ 102,090.48	\$ 939,472.48	\$ 695,527.52	57.46%
CAPITAL ASSETS					
BUILDING - MAIN LIBRARY	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
COMPUTER EQUIPMENT	\$ 24,000.00	\$ 47.80	\$ 2,893.89	\$ 21,106.11	12.06%
FURNITURE & FIXTURES	\$ 10,000.00	\$ -	\$ 729.00	\$ 9,271.00	7.29%
ARCHITECTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL CAPITAL ASSETS	\$ 64,000.00	\$ 47.80	\$ 3,622.89	\$ 60,377.11	5.66%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

	2024-2025 BUDGET	DECEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
COLLECTION					
ADULT	\$ 90,000.00	\$ 4,503.77	\$ 43,543.43	\$ 46,456.57	48.38%
YOUNG ADULT	\$ 6,000.00	\$ 35.02	\$ 578.03	\$ 5,421.97	9.63%
CHILDREN BOOKS	\$ 20,000.00	\$ 146.82	\$ 4,104.29	\$ 15,895.71	20.52%
EBOOKS	\$ 58,000.00	\$ 975.84	\$ 22,432.20	\$ 35,567.80	38.68%
LOST BOOK REIMBURSEMENT	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
PERIODICALS & FILMS	\$ 18,000.00	\$ 191.92	\$ 7,669.45	\$ 10,330.55	42.61%
MUSIC CD	\$ 2,000.00	\$ -	\$ 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	\$ -	\$ 18,703.56	\$ 21,296.44	46.76%
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	\$ 6,047.93	\$ 38,242.00	\$ 41,758.00	47.80%
PROGRAM - TICKETS	\$ 6,000.00	\$ -	\$ 11,348.27	\$ (5,348.27)	189.14%
PROGRAM EXPENSE - OTHER	\$ -	\$ -	\$ 295.00	\$ (295.00)	0.00%
PROGRAM - MUSEUM PASSES	\$ 10,000.00	\$ 1,625.00	\$ 8,138.00	\$ 1,862.00	81.38%
PROGRAM - YOUNG ADULT	\$ 20,000.00	\$ 1,136.69	\$ 6,261.77	\$ 13,738.23	31.31%
PROGRAM - CHILDREN	\$ 60,000.00	\$ 3,538.14	\$ 19,669.56	\$ 40,330.44	32.78%
TRIP EXPENSES	\$ 5,000.00	\$ -	\$ 1,145.00	\$ 3,855.00	22.90%
VIDEOS/DVD	\$ 18,000.00	\$ 2,018.74	\$ 12,303.53	\$ 5,696.47	68.35%
LIBRARY OF THINGS	\$ 7,000.00	\$ 125.88	\$ 976.72	\$ 6,023.28	13.95%
TOTAL COLLECTION	\$ 490,600.00	\$ 20,345.75	\$ 226,816.27	\$ 263,783.73	46.23%
LIBRARY OPERATIONS					
LOCAL HISTORY	\$ 5,000.00	\$ -	\$ 829.96	\$ 4,170.04	16.60%
PROFESSIONAL ACTIVITIES	\$ 18,000.00	\$ 117.00	\$ 7,084.97	\$ 10,915.03	39.36%
SUPPLIES	\$ 36,000.00	\$ 2,612.68	\$ 13,376.31	\$ 22,623.69	37.16%
PUBLICITY	\$ 30,000.00	\$ 232.75	\$ 1,748.32	\$ 28,251.68	5.83%
TELEPHONE	\$ 15,000.00	\$ 1,170.64	\$ 6,157.54	\$ 8,842.46	41.05%
TELECOMMUNICATIONS - ALIS	\$ 12,000.00	\$ 800.00	\$ 4,800.00	\$ 7,200.00	40.00%
ALIS EXPENSE	\$ 52,000.00	\$ -	\$ 22,148.42	\$ 29,851.58	42.59%
COMPUTER EXPENSE	\$ 31,000.00	\$ 1,235.36	\$ 7,602.69	\$ 23,397.31	24.52%
BANK SERVICE CHARGES	\$ -	\$ 29.58	\$ 442.94	\$ (442.94)	0.00%
POSTAGE	\$ 6,000.00	\$ -	\$ 9.68	\$ 5,990.32	0.16%
ELECTION EXPENSE	\$ 2,000.00	\$ 1,529.20	\$ 1,529.20	\$ 470.80	76.46%
PAYROLL SERVICE	\$ 18,000.00	\$ 1,432.25	\$ 8,775.55	\$ 9,224.45	48.75%
OTHER	\$ 2,000.00	\$ 300.00	\$ 373.85	\$ 1,626.15	18.69%
INSURANCE	\$ 60,000.00	\$ -	\$ 55,787.94	\$ 4,212.06	92.98%
SECURITY	\$ 100,000.00	\$ 8,991.60	\$ 50,997.06	\$ 49,002.94	51.00%
PROFESSIONAL FEES	\$ 81,000.00	\$ 15,893.55	\$ 43,249.91	\$ 37,750.09	53.39%
STAFF DEVELOPMENT	\$ 20,000.00	\$ 263.13	\$ 341.07	\$ 19,658.93	1.71%
TOTAL GENERAL OPERATIONS	\$ 488,000.00	\$ 34,607.74	\$ 225,255.41	\$ 262,744.59	46.16%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 6 MONTHS ENDED DECEMBER 31, 2024

	2024-2025 BUDGET	DECEMBER 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
BUILDING MAINTENANCE					
GAS & ELECTRICITY	\$ 130,000.00	\$ 6,181.74	\$ 50,718.52	\$ 79,281.48	39.01%
WATER	\$ 4,000.00	\$ -	\$ 1,283.20	\$ 2,716.80	32.08%
SUPPLIES	\$ 38,000.00	\$ 171.16	\$ 11,487.04	\$ 26,512.96	30.23%
REPAIRS/CLEANING	\$ 90,000.00	\$ 5,356.00	\$ 33,242.35	\$ 56,757.65	36.94%
LANDSCAPER	\$ 26,000.00	\$ 1,710.00	\$ 11,760.00	\$ 14,240.00	45.23%
SNOW REMOVAL	\$ 15,000.00	\$ 2,495.00	\$ 2,495.00	\$ 12,505.00	16.63%
ALARM SYSTEM	\$ 18,000.00	\$ 1,044.87	\$ 8,134.74	\$ 9,865.26	45.19%
MAINTENANCE CONTRACTS	\$ 30,000.00	\$ 8,882.64	\$ 13,844.64	\$ 16,155.36	46.15%
EQUIPMENT RENTAL	\$ 22,000.00	\$ 2,396.56	\$ 11,434.30	\$ 10,565.70	51.97%
AUTO EXPENSE	\$ 2,400.00	\$ 20.00	\$ 154.17	\$ 2,245.83	6.42%
OTHER OPERATING & MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
BUILDING MAINTENANCE - OTHER	\$ -	\$ 91.96	\$ 190.74	\$ (190.74)	0.00%
TOTAL BUILDING MAINTENANCE	\$ 385,400.00	\$ 28,349.93	\$ 144,744.70	\$ 240,655.30	37.56%
TOTAL EXPENSES	\$ 5,408,000.00	\$ 443,113.52	\$ 2,677,441.53	\$ 2,730,558.47	49.51%

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

	First National	TD Bank
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	28,794.34	40,860.73
CDs	-	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	-	(4,299,802.58)
Collateral Held by 3rd Party - M&T	(1,923,948.82)	-
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)
If this Line balance is negative COLLATERAL IS ADEQUATE	<u>\$ (54,970.08)</u>	<u>\$ (623,200.91)</u>

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

SEE ACCOUNTANT'S REVIEW LETTER

HICKVILLE PUBLIC LIBRARY
TREASURER'S REPORT
FOR THE MONTH ENDED December 31, 2024

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank
FN 4661, TD 8291 General Fund	113,487.78	58,229.45
TD 8316 Trust & Agency	-	20,542.46
FN 0764, TD 8308 Money Market	544,938.47	2,598,944.31
FN 0798, TD 8332 Capital MM	1,401,158.53	101,461.07
FN 4950, TD 8324 Capital	40,816.84	40,948.70
CDs	-	1,557,373.23
	<u>\$ 2,100,401.62</u>	<u>\$ 4,377,499.22</u>

TD Bank required Collateral	\$ 2,137,409.65	\$ 4,210,049.20
Collateral Held by 3rd Party - BNY Mellon	-	(4,210,049.20) **
Collateral Held by 3rd Party - M&T	(2,137,409.65) **	-
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)
If this Line balance is negative COLLATERAL IS ADEQUATE	<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

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS

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.

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS

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
December 31, 2024

ASSETS

CASH		
TD BANK CHECKING	\$	40,948.70
MONEY MARKET	\$	101,461.07
FNBLI CHECKING	\$	18,619.77
MONEY MARKET	\$	<u>1,401,158.53</u>
TOTAL CASH		\$ 1,562,188.07
FIXED ASSETS		
FURNITURE & FIXTURES	\$	<u>45,626.58</u>
TOTAL FIXED ASSETS		<u>\$ 45,626.58</u>
TOTAL ASSETS		<u><u>\$ 1,607,814.65</u></u>

LIABILITIES AND FUND BALANCE

LIABILITIES		
ACCOUNTS PAYABLE - AUDITOR	\$	11,116.00
DUE TO GENERAL FUND	\$	<u>116,621.73</u>
TOTAL LIABILITIES		\$ 127,737.73
FUND BALANCE		
UNAPPROPRIATED FUND BALANCE	\$	1,525,925.01
CURRENT PERIOD INCREASE	\$	<u>(45,848.09)</u>
TOTAL FUND BALANCE		<u>1,480,076.92</u>
TOTAL LIABILITIES AND FUND BALANCE		<u><u>\$ 1,607,814.65</u></u>

STATEMENT OF REVENUE AND EXPENSES

	NOVEMBER 2024	TOTAL TO DATE 07/01/24-06/30/25
REVENUE		
INTEREST CAPITAL FUND	\$ 4,659.71	\$ 29,498.98
GRANT	\$ -	\$ -
CONSTRUCTION GRANTS	\$ -	\$ -
TOTAL REVENUES	<u>\$ 4,659.71</u>	<u>\$ 29,498.98</u>
EXPENSES		
CAPITAL IMPROVEMENT		
BUILDING - CRC	\$ -	\$ -
ROOF	\$ -	\$ 22,197.07
FURNITURE & FIXTURES	\$ -	\$ 34,350.00
ARCHITECTS	\$ -	\$ 18,800.00
TOTAL EXPENSES	<u>\$ -</u>	<u>\$ 75,347.07</u>
NET INCOME	<u>\$ 4,659.71</u>	<u>\$ (45,848.09)</u>

SEE ACCOUNTANT'S REVIEW LETTER

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, DECEMBER 11, 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 7:31 pm. Those present were: Mrs. D'Antonio (virtually) Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Strazzera (recording secretary). Mr. Munozospina was absent with prior notice.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Ms. Acosta informed the board that the audit for the fiscal year ending 2024 has been completed. Mr. Coster will be at the January 15, 2025 board meeting to present the findings. Ms. Acosta also thanked Ms. Pichardo-Lloyd for her meticulous work in reviewing the audit before it was finalized.

Ms. Acosta shared that with the increased use of digital resources, patrons feel there needs to be improvement in the long wait times, shorter lending periods, and a larger collection size, reinforcing the need to allocate more money in the budget to accommodate the increase in usage.

The New York State Health Insurance Program rates were released, and the increase was nominal, below the projected increase for this year. Ms. Acosta stated in past years, we have seen much larger increases, so there is a continued need to budget conservatively.

The protective glass has been removed from the rest of the library, and the overall response has been positive. Patrons appreciate the increased ability to communicate without the glass.

An alarm has been installed on the Sterling Place emergency exit door of the administrative building, and permissions to use that door have been removed from all badges.

The main entrance inside door in front of the circulation desk will need to be replaced due to a broken ricket. Ms. Acosta is waiting for quotes to replace the current door with a sliding door.

The repair for the Community room partition has been rescheduled for the week of December 16.

Due to issues with the initial plans for the restroom, the opening bid has been delayed from the beginning of January to the beginning of February. Mark Designs will be in this week to double check the dimensions and location of pipes, and then update the drawings. The board requested that Ms. Acosta look into other architects to work on some of the other projects that need to be started.

Ms. Acosta is waiting to receive quotes from some furniture companies. In the meantime, Mrs. Curran Perrucci suggested reaching out to the manufactures that make the furniture to see which companies are actively using them.

The library would like to implement an online payment platform called Braintree, a PayPal company, to make it easier for patrons to sign up for programs. Mr. Tenenbaum suggested a resolution be made authorizing the use of Braintree as a form of payment.

Ms. Acosta attended the NLS Annual Meeting, where she met the newly elected NLS trustee, Joshua Smith, for our Area 9, and also had the chance to hear David Vinjamuri speak briefly on how to analyze library space. This was the third time she's seen his presentation and takes away something new each time. Mr. Vinjamuri's approach to marketing libraries and space planning comes from his retail merchandising background. He does offer libraries consultation and staff training, at a cost. The board asked Ms. Acosta to look into whether other libraries have used him and whether they found his services beneficial.

TREASURER'S REPORT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated November 30, 2024. Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the transfer of \$34,350.00 from the First National Capital Account to the TD Bank General Account retroactive to October 3, 2024. Mrs. Blitz seconded the motion and it was carried unanimously.

LEGAL

Item to be discussed in executive session.

APPROVAL OF MINUTES

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves the minutes of the November 13, 2024 regular board meeting as presented. Mrs. Guida 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 #772 ending November 30, 2024 in the amount of \$491,364.99 including checks numbered 5760 through 5875, Utilities in the amount of \$4,872.42, Petty Cash in the amount of \$62.65 with a total amount of \$496,300.06 from the TD Bank demand account. Mrs. Guida 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 \$155,521.10, FICA and Medicare \$11,897.37, for a total of \$167,418.47 for the month ending November 30, 2024. Mrs. Guida seconded the motion and it was carried unanimously.

OLD BUSINESS

The board packet contained an estimate for the equipment needed to update the Community Room's audio/visual equipment from Astoria Communication. They suggested we get comparative quotes in order to move forward on the project.

CORRESPONDENCE

NEW BUSINESS

Snow Removal

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves Greens Keepers of Nassau Inc.'s snow removal proposal for the main library and the administration building for the winter season 2024-2025. Mrs. Blitz seconded the motion and it was carried unanimously.

Seed Library Policy

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the revision of the Seed Library Policy and Liability Waiver (currently known as Policy #52) as presented. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Nassau County Civil Service N.C Residency Requirement

Ms. Acosta discussed the challenges of hiring librarians in Nassau County due to a shrinking pool of candidates and difficulty filling positions. The Nassau Library System (NLS) and local library directors have met with the Civil Service Commission to propose eliminating the residency requirement for professional library titles (librarians, assistant directors, and directors). The board agrees to support the proposal to help streamline the hiring process and attract a broader range of candidates.

COMMUNITY COMMENTS

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 and Mrs. Strazzera exited as the board entered executive session.

Mrs. Curran Perrucci made the following motion at 8:15 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing legal matters pertaining to collective bargaining and matters pertaining to a particular employee. Mrs. Guida seconded the motion and it was carried unanimously.

Mrs. Curran Perrucci made the following motion at 9:02 pm:

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

FUTURE BOARD MEETINGS

Mrs. Guida made the following motion:

BE IT RESOLVED, that the January meeting of the board of trustees be moved to Wednesday, January 15, 2025 at 7:30 pm. Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. Guida made the following motion:

BE IT RESOLVED, that the February meeting of the board of trustees be moved to Thursday, February 13, 2025 at 7:30 pm, since Wednesday, February 12, 2025 is a holiday. Mrs. Blitz seconded the motion and it was carried unanimously.

ADJOURNMENT

Mrs. Guida made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 9:06 pm. Mrs. Blitz seconded the motion and it was carried unanimously.

Respectfully submitted:

Carmela Strazzera

HICKSVILLE PUBLIC LIBRARY
JANUARY 2025
DECEMBER 2024 PETTY CASH

December 1, 2024	JULIANA EASTMENT - ENVELOPES FOR SANTA PROGRAM	\$6.51
December 5, 2024	JOE GANGEMELLA - WREATHS FOR THE LIBRARY	\$300.00
December 11, 2024	AMANDA DELISI - SPICES	\$70.48
December 16, 2024	JOE GANGEMELLA - GAS FOR THE VAN	\$20.00
	TOTAL:	<u>\$396.99</u>

WARRANT #773
OUTSTANDING BILLS DECEMBER 31, 2024

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

I hereby certify that the above claims numbered 5876 through 5953 in the amount of \$182,971.14, Utilities in the amount of \$6,103.28 and Petty Cash in the amount of \$396.99 from TD BANK DEMAND ACCOUNT in the total amount of \$189,471.41 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, JANUARY 15, 2025. 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 #773

December 2024

General Warrant		
Checks	5876 - 5953	182,971.14
Utilities		6,103.28
Petty Cash		396.99
Total		189,471.41

Capital Warrant	
Checks	-

Motion Proposed by _____

Motion Seconded by _____

Motion Passed to Accept Yes No

Finance Officer _____

Director: _____

Type	Date	Num	Name	Account	Amount
Dec 24					
Check	12/01/2024		Juliana Eastment	1089 - Petty Cash Fund	(6.51)
Bill Pmt -Check	12/05/2024	5876	HICKSVILLE PUBLIC LIBRARY	1051 - TD Bank - Demand 8291	(12,022.50)
Bill Pmt -Check	12/05/2024	5877	INDIA FOR EVERYONE	1051 - TD Bank - Demand 8291	(2,040.22)
Check	12/05/2024		JOE GANGAMELLA	1089 - Petty Cash Fund	(300.00)
Bill Pmt -Check	12/11/2024	5878	CMOM	1051 - TD Bank - Demand 8291	(400.00)
Bill Pmt -Check	12/11/2024	5879	NYS EMPLOYEES HEALTH INS	1051 - TD Bank - Demand 8291	(85,720.92)
Bill Pmt -Check	12/11/2024	5880	READY REFRESH BY NESTLE	1051 - TD Bank - Demand 8291	(91.89)
Check	12/11/2024		Amanda DeLisi	1089 - Petty Cash Fund	(70.48)
Bill Pmt -Check	12/12/2024	5881	GARY JANSEN	1051 - TD Bank - Demand 8291	(85.00)
Bill Pmt -Check	12/17/2024	5882	CARLA GUTIERREZ	1051 - TD Bank - Demand 8291	(65.00)
Bill Pmt -Check	12/18/2024		NATIONAL GRID	1051 - TD Bank - Demand 8291	(1,717.61)
Bill Pmt -Check	12/18/2024		NATIONAL GRID	1051 - TD Bank - Demand 8291	(183.66)
Bill Pmt -Check	12/23/2024		PSEGLI	1051 - TD Bank - Demand 8291	(4,082.89)
Bill Pmt -Check	12/23/2024		PSEGLI	1051 - TD Bank - Demand 8291	(119.12)
Check	12/26/2024		JOE GANGAMELLA	1089 - Petty Cash Fund	(20.00)
General Journal	12/26/2024	2024-Adj 11	DEPARTMENT OF TAXATION AND FINANCE	1051 - TD Bank - Demand 8291	(90.30)
Bill Pmt -Check	12/27/2024	5883	AUTOMATIC DATA PROCESSING	1051 - TD Bank - Demand 8291	(1,432.25)
Bill Pmt -Check	12/27/2024	5884	GUARDIAN LIFE INS. CO.	1051 - TD Bank - Demand 8291	(479.70)
Bill Pmt -Check	12/27/2024	5885	T-MOBILE	1051 - TD Bank - Demand 8291	(77.80)
Bill	12/31/2024	1224	HICKSVILLE PUBLIC LIBRARY	1089 - Petty Cash Fund	396.99
Bill Pmt -Check	12/31/2024	5886	ACL CONSTRUCTION	1051 - TD Bank - Demand 8291	(2,800.00)
Bill Pmt -Check	12/31/2024	5887	AIMEE PICHARDO-LLOYD	1051 - TD Bank - Demand 8291	(1,350.00)
Bill Pmt -Check	12/31/2024	5888	AMAZON BUSINESS	1051 - TD Bank - Demand 8291	(1,343.11)
Bill Pmt -Check	12/31/2024	5889	ARROW SECURITY	1051 - TD Bank - Demand 8291	(8,991.60)
Bill Pmt -Check	12/31/2024	5890	BAKER & TAYLOR BOOKS	1051 - TD Bank - Demand 8291	(2,377.11)
Bill Pmt -Check	12/31/2024	5891	BALDESSARI & COSTER, LLP	1051 - TD Bank - Demand 8291	(13,312.55)
Bill Pmt -Check	12/31/2024	5892	BJ WHOLESALERS	1051 - TD Bank - Demand 8291	(120.00)
Bill Pmt -Check	12/31/2024	5893	BOTTO BROS. ACE HARDWARE	1051 - TD Bank - Demand 8291	(51.16)
Bill Pmt -Check	12/31/2024	5894	BRODART CO. (BOOKS)	1051 - TD Bank - Demand 8291	(177.84)
Bill Pmt -Check	12/31/2024	5895	BRODART CO. (SUPPLIES)	1051 - TD Bank - Demand 8291	(57.51)
Bill Pmt -Check	12/31/2024	5896	CABLEVISION	1051 - TD Bank - Demand 8291	(806.59)
Bill Pmt -Check	12/31/2024	5897	CARR BUSINESS SYSTEMS	1051 - TD Bank - Demand 8291	(451.50)
Bill Pmt -Check	12/31/2024	5898	CARR BUSINESS SYSTEMS	1051 - TD Bank - Demand 8291	(962.28)
Bill Pmt -Check	12/31/2024	5899	CRADLE OF AVIATION MUSEUM	1051 - TD Bank - Demand 8291	(1,000.00)
Bill Pmt -Check	12/31/2024	5900	CSEA EMPLOYEE BENEFIT FUND	1051 - TD Bank - Demand 8291	(5,724.59)
Bill Pmt -Check	12/31/2024	5901	DEMCO, INC.	1051 - TD Bank - Demand 8291	(199.31)
Bill Pmt -Check	12/31/2024	5902	ELECTRONIX SYSTEMS C.S.A. INC.	1051 - TD Bank - Demand 8291	(1,044.87)
Bill Pmt -Check	12/31/2024	5903	GREENS-KEEPER OF NASSAU, INC.	1051 - TD Bank - Demand 8291	(2,495.00)
Bill Pmt -Check	12/31/2024	5904	HANDA INDUSTRIES, INC.	1051 - TD Bank - Demand 8291	(1,710.00)
Bill Pmt -Check	12/31/2024	5905	HICKSVILLE CHAMBER OF COMMERCE INC	1051 - TD Bank - Demand 8291	(135.00)
Bill Pmt -Check	12/31/2024	5906	HICKSVILLE PUBLIC LIBRARY	1051 - TD Bank - Demand 8291	(396.99)

Type	Date	Num	Name	Account	Amount
Bill Pmt -Check	12/31/2024	5907	HOOPLA	1051 · TD Bank - Demand 8291	(917.82)
Bill Pmt -Check	12/31/2024	5908	INGRAM LIBRARY SERVICES	1051 · TD Bank - Demand 8291	(2,174.47)
Bill Pmt -Check	12/31/2024	5909	JANWAY COMPANY USA, INC.	1051 · TD Bank - Demand 8291	(1,264.85)
Bill Pmt -Check	12/31/2024	5910	JULIANA EASTMENT.	1051 · TD Bank - Demand 8291	(117.00)
Bill Pmt -Check	12/31/2024	5911	KANOPY, INC.	1051 · TD Bank - Demand 8291	(202.00)
Bill Pmt -Check	12/31/2024	5912	KAPCO	1051 · TD Bank - Demand 8291	(201.63)
Bill Pmt -Check	12/31/2024	5913	KNOCKOUT PEST CONTROL, INC.	1051 · TD Bank - Demand 8291	(125.00)
Bill Pmt -Check	12/31/2024	5914	KNOCKOUT PEST CONTROL, INC.	1051 · TD Bank - Demand 8291	(75.00)
Bill Pmt -Check	12/31/2024	5915	LABELCITY, INC.	1051 · TD Bank - Demand 8291	(484.10)
Bill Pmt -Check	12/31/2024	5916	LEAF	1051 · TD Bank - Demand 8291	(199.00)
Bill Pmt -Check	12/31/2024	5917	LITMOR PUBLICATIONS	1051 · TD Bank - Demand 8291	(1,529.20)
Bill Pmt -Check	12/31/2024	5918	MIDWEST TAPE	1051 · TD Bank - Demand 8291	(730.44)
Bill Pmt -Check	12/31/2024	5919	NASSAU LIBRARY SYSTEM GENERAL FUND	1051 · TD Bank - Demand 8291	(225.00)
Bill Pmt -Check	12/31/2024	5920	NASSAU LIBRARY SYSTEM ILS SERVICES O	1051 · TD Bank - Demand 8291	(800.00)
Bill Pmt -Check	12/31/2024	5921	NEWSDAY	1051 · TD Bank - Demand 8291	(191.92)
Bill Pmt -Check	12/31/2024	5922	OTIS ELEVATOR CO.	1051 · TD Bank - Demand 8291	(8,882.64)
Bill Pmt -Check	12/31/2024	5923	OVERDRIVE, INC.	1051 · TD Bank - Demand 8291	(975.84)
Bill Pmt -Check	12/31/2024	5924	PITNEY BOWES	1051 · TD Bank - Demand 8291	(273.78)
Bill Pmt -Check	12/31/2024	5925	RAY BLOCK STATIONERY CO., INC.	1051 · TD Bank - Demand 8291	(84.99)
Bill Pmt -Check	12/31/2024	5926	SAV MOR MECHANICAL SERVICES, INC.	1051 · TD Bank - Demand 8291	(2,356.00)
Bill Pmt -Check	12/31/2024	5927	TD CARD SERVICES	1051 · TD Bank - Demand 8291	(1,953.94)
Bill Pmt -Check	12/31/2024	5928	THOMAS KLISE/CRIMSON MULTIMEDIA	1051 · TD Bank - Demand 8291	(124.67)
Bill Pmt -Check	12/31/2024	5929	VOLLI COMMUNICATIONS, INC.	1051 · TD Bank - Demand 8291	(286.25)
Bill Pmt -Check	12/31/2024	5930	WELLS FARGO FINANCIAL LEASING, INC.	1051 · TD Bank - Demand 8291	Void
Bill Pmt -Check	12/31/2024	5931	WELLS FARGO FINANCIAL LEASING, INC.	1051 · TD Bank - Demand 8291	(188.00)
Bill Pmt -Check	12/31/2024	5932	WELLS FARGO FINANCIAL LEASING, INC.	1051 · TD Bank - Demand 8291	(322.00)
Bill Pmt -Check	12/31/2024	5933	A TIME FOR KIDS, INC.	1051 · TD Bank - Demand 8291	(975.00)
Bill Pmt -Check	12/31/2024	5934	ALL STAR PARTY LI	1051 · TD Bank - Demand 8291	(499.00)
Bill Pmt -Check	12/31/2024	5935	BALLET LONG ISLAND	1051 · TD Bank - Demand 8291	(1,000.00)
Bill Pmt -Check	12/31/2024	5936	CHECKMATE (MICHAEL CAPUTO)	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	12/31/2024	5937	CREATE PROGRAMS	1051 · TD Bank - Demand 8291	(350.00)
Bill Pmt -Check	12/31/2024	5938	FANNY CAKES	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	12/31/2024	5939	JASPAN SCHLESINGER NARENDRAN LLP	1051 · TD Bank - Demand 8291	(1,096.00)
Bill Pmt -Check	12/31/2024	5940	JOHN KOURI	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	12/31/2024	5941	JOHN PIZZICAROLA	1051 · TD Bank - Demand 8291	(300.00)
Bill Pmt -Check	12/31/2024	5942	JOLENE BARTEN-BOSNJAK	1051 · TD Bank - Demand 8291	(240.00)
Bill Pmt -Check	12/31/2024	5943	JOSEPH CILMI	1051 · TD Bank - Demand 8291	(315.00)
Bill Pmt -Check	12/31/2024	5944	JUMP FOR JOY, INC.	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	12/31/2024	5945	JUST A HOBBY INC.	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	12/31/2024	5946	LINDA G. SICILIANO-CAFIERO	1051 · TD Bank - Demand 8291	(400.00)
Bill Pmt -Check	12/31/2024	5947	MELINDA SPACE	1051 · TD Bank - Demand 8291	(650.00)
Bill Pmt -Check	12/31/2024	5948	MINDY D. VASTA	1051 · TD Bank - Demand 8291	(330.00)
Bill Pmt -Check	12/31/2024	5949	PARTY ART STUDIO	1051 · TD Bank - Demand 8291	(650.00)
Bill Pmt -Check	12/31/2024	5950	QWICK CRAFT, LLC	1051 · TD Bank - Demand 8291	(390.00)
Bill Pmt -Check	12/31/2024	5951	ROBERT G. SCOTT	1051 · TD Bank - Demand 8291	(565.00)
Bill Pmt -Check	12/31/2024	5952	STEFANIE PERRETTA	1051 · TD Bank - Demand 8291	(360.00)
Bill Pmt -Check	12/31/2024	5953	VIANNA S. CALDERON LOPEZ	1051 · TD Bank - Demand 8291	(200.00)
					<u>(189,471.41)</u>

Dec 24

**HICKSVILLE PUBLIC
LIBRARY**

PAYROLL WARRANT FOR MONTH
ENDING 12/31/2024

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 \$183,106.29
and employers share of FICA &
MEDICARE \$14,007.63

TOTAL \$197,113.92

Secretary _____

Date 1/15/2025



LONG ISLAND

Long Island's most popular library book checkouts of 2024



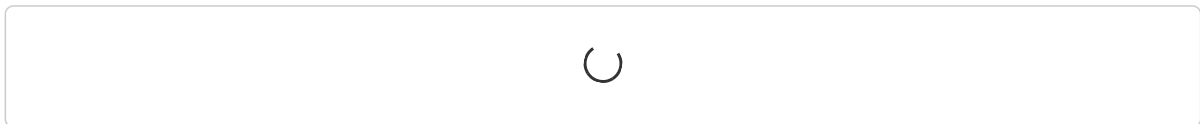
Hardcovers are ready to be checked out at Hicksville Public Library earlier this month. Credit: Morgan Campbell

By Maureen Mullarkey

maureen.mullarkey@newsday.com

Updated December 25, 2024 10:07 am

[SHARE](#)



Bookworms of Long Island — does your 2024 reading list measure up?

The Nassau Library System and the Suffolk Cooperative Library System released their topmost borrowed books of the year.

"The Women," a novel by Kristin Hannah, took the No. 1 slot for both counties, with a total of 19,650 checkouts in Nassau and 25,018 in Suffolk. Lisa Zuena, Nassau Library System communications and marketing specialist, said she wasn't surprised to see that it was the most popular novel of the year, as Hannah's historical fiction books are generally loved by a large audience.

Advertisement

But this year, the number of checkouts for "The Women" surpassed Nassau's No. 1 book of 2023, "Lessons in Chemistry," by Bonnie Garmus, by 5,299 checkouts.

"Seeing that number, I pulled the stats a second time. I was convinced it was wrong," Zuena said. "It was just so high. But no, it's correct."

Sign up for the NewsdayTV newsletter

From breaking news to special features and documentaries, the NewsdayTV team is covering the issues that matter to you.

SIGN UP

By clicking Sign up, you agree to our [privacy policy](#).

Published in February, "The Women" is a work of historical fiction that tells the story of Frances "Frankie" McGrath, a young nurse who serves in the United States Army Nurse Corps during the Vietnam War.

It was no surprise that the top 10 books were all novels, said both Zuena and Samantha Alberts, administrator for member services at the Suffolk Cooperative Library System. Aside from Prince Harry's memoir, "Spare," making Nassau's top 10 last year, fiction is generally the norm, Zuena said.

But both systems also noticed the popularity of a rising genre of romance and fantasy, or "romantasy," especially in e-books.

"Our patrons are engaging with the story, but in different formats," Alberts said.

For example, Rebecca Yarros' "Fourth Wing," published in 2023, placed on both 2024 lists and ranked higher in e-book checkouts than print.

Advertisement

As of Monday, Alberts said the "romantasy" book had 1,019 print checkouts this year, with 6,306 in e-books and 3,558 in audiobooks. It ranked in the top five of Suffolk's most checked-out books. Its sequel, "Iron Flame," placed eighth in overall books, fifth in e-books and 10th in audiobooks.

Zuena said "Fourth Wing" ranked 56th or had a little more than 1,000 checkouts of its print books for Nassau, but the "romantasy" had over 7,000 checkouts in e-books, boosting it up to seventh place in overall most checked-out books.

"A Court of Thorns and Roses," a novel by Sarah Maas published in 2015, also ranked fifth on Suffolk's most requested audiobooks.

Other books that made both lists included "The Heaven & Earth Grocery Store" by James McBride, "None of This Is True," by Lisa Jewell and "First Lie Wins," by Ashley Elston.

Alberts said the requests for e-books and audiobooks overall almost match the requests for print books in the library system.

Advertisement

This can be challenging because e-books must be licensed and aren't as easily accessible as a print book. "Not all books are always available in those different formats," Alberts said. "It's not because the library won't do it, it's a lot of times because they can't get those same e-books that you can buy personally."

Zuena said she expects to see a significant number of checkouts for sequels next year, as the third book in the "Fourth Wing" series is set to be published January.

Whichever genre you read, and whether you're an e-book fan or favor a print book, be sure to request your books soon.

"Definitely get your hold on it," Zuena said.

Top 10 Nassau checkouts

1. "The Women," by Kristin Hannah – 19,686
2. "The Heaven & Earth Grocery Store," by James McBride – 10,747
3. "First Lie Wins," by Ashley Elston – 10,177
4. "Funny Story," by Emily Henry – 9,166
5. "None of This is True," by Lisa Jewell – 8,959
6. "Tom Lake," by Ann Patchett – 8,859
7. "Fourth Wing," by Rebecca Yarros – 8,152
8. "Long Island," by Colm Tóibín – 6,963
9. "The Five Star Weekend," by Elin Hilderbrand – 6,638
10. "The Covenant of Water," by Abraham Verghese – 6,295

Top 10 Suffolk checkouts

1. "The Women" – 25,018
2. "First Lie Wins" – 15,302
3. "None of This is True" – 12,045
4. "The Heaven & Earth Grocery" – 11,666
5. "Forth Wing" – 10,883
6. "Tom Lake" – 10,283
7. "Funny Story" – 9,807
8. "Iron Flame" – 9,481
9. "Remarkable Bright Creatures" – 9,206
10. "Lessons in Chemistry" – 8,750

By Maureen Mullarkey

maureen.mullarkey@newsday.com

Maureen Mullarkey is a breaking news reporter at Newsday. She previously worked as a reporter for Patch, where she covered a range of Long Island stories on topics such as the Diocese of Rockville Centre bankruptcy and the Babylon School District abuse scandals.

MORE ON THIS TOPIC



2024 In Brief



The NLS Team

Library Advocacy Day



NLS Staff Development



Libraries are shining examples of collaboration and teamwork. When we come together for outreach and advocacy, our impact magnifies. At each library, too, the sum is always much greater than its parts - the value of each staff member, service offered, and space made available is boosted as all the pieces come together to benefit our communities. It's a privilege to work alongside all of you who make libraries the brightest stars in Nassau.

 **Caroline Ashby, Director**

Efficiencies & Savings

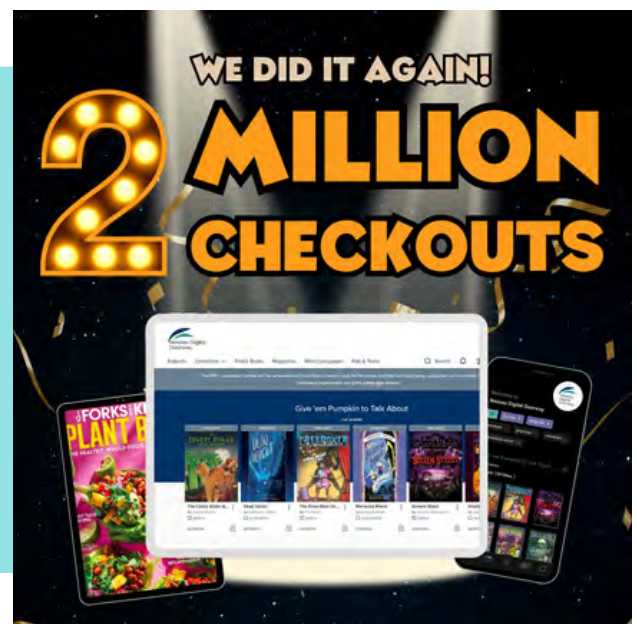
Over **1.2 million items** were transported to and from member libraries, with an average of **over 5,600 materials moved per day**.

NYS Construction Aid totaling over \$2.5M was recommended by NLS this year for applications from **19 member libraries** to improve local library facilities.

NLS coordinated advocacy efforts that resulted in **\$435,000 in Bullet Aid** from Nassau State Senators and Assemblymembers to 23 member libraries.

NLS obtained over **\$208,213 in E-rate reimbursements** for member libraries.

Nassau Digital Doorway reached two-million digital book/magazine checkouts for the 2024 calendar year on October 14. This is the second time the digital consortium of 53 participating libraries has achieved this milestone, doing so 47 days earlier than the previous year. Nassau readers borrow digital items at a rate of 4.8 checkouts per minute, or one checkout every 12 seconds!



Resources & Discovery

186,000 items - ebooks, audiobooks, and digital magazines - were added to the Nassau Digital Doorway collection.

57,000 new titles were cataloged for the ILS that is shared by 51 member libraries.

NLS staff processed **5,300 interlibrary loan requests** for items not owned by member libraries or available via LILink.

Over **1,500 database subscription orders** were coordinated, resulting in significant savings for member libraries.

Technology

Over **3,500 IT helpdesk** queries for support were answered by NLS staff.

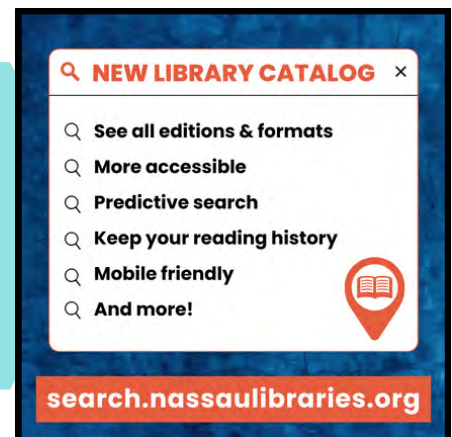
NLS hosts and maintains over **3,570 email accounts** for member libraries and their staff. **Over 270 new accounts** have been added this year to date.

NLS staff enhanced, maintained, or upgraded **48 library websites**, and **1 new one** was also developed and launched this year.

Patron Point, the automated email messaging platform connected to the ILS, sent over **1.5M automated alerts and reminders** to library patrons.

The **Techmobile** was featured in **24 library and community events**, connecting over 1,400 people with digital literacy support and library information.

Vega, our new catalog, was released earlier this year. It includes improved accessibility features, roll-up records that combine multiple format types, reading level information, and other features to improve findability.



Communications & Outreach

Staff at NLS exchanged **20,000 consultations with library staff and trustees** on topics including management, finance, public service, planning, technology, facilities and more.

NLS staff continued weekly service to the **Nassau Correctional Center**, facilitating a **book club for women in recovery, delivering over 1,154 books**, and working with club members to complete a long-needed refurbishment of the jail library collection.

Seven member libraries worked with **Adelphi University social work interns** in an NLS pilot partnership.

NLS worked intensively with 6 member libraries on the creation of **new strategic plans**.

NLS and member library staff warmed up the crowd at **two Jones Beach concerts** where staff handed out information about what libraries offer, thanks to an MLDxNLS initiative.

Stay Sharp kits were added to the NLS equipment lending library to help member libraries enhance their services to people with memory issues and their caretakers.

Professional Development



Analyzing Library Spaces

NYU Associate Professor and author of PLA's Library Space Planning guide, **David Vinjamuri**, described analytic techniques derived from retail and the hospitality industry to help understand library spaces and how to maximize circulation in a half-day presentation.



How to Talk to Bosses

Sunnie Scarpa, Director of the Wallingford Public Library in CT, gave two presentations on ways library staff can better communicate with bosses, and how library administrators can work more cohesively with their boards.

NLS staff facilitated or hosted **370 continuing education workshops**, meetings, and product trainings online, in-house, and offsite, **attended by over 8,700 member library staff and trustees**.

The **NYLA Annual Conference** featured **NLS staff presentations** on resilient customer service, the history of the partnership between NLS and the Nassau County Correctional Center, and the NYS Climate Smart initiative.

The NLS Director and Assistant Director facilitated **10 workshops** on library governance best practices, and intellectual freedom in public libraries, helping **191 trustees** meet New York State standards for continuing education.

During **March Desk Madness**, 18 member libraries competed in an NLS social media competition that pitted fun and interesting items on member library staff's desks against each other. It was a hit! NLS social media saw impressive gains: 2.4K (+133.5%) accounts reached, 2.7K (+1.1K%) profile visits, and 143 (+393.1%) new followers.



Youth Services

Member libraries were able to facilitate **Summer Reading Programs** for over **119,800 children and teens**, an increase of over 15,000 young people, with the help of NLS trainings and support. This is the biggest year-over-year increase since the pandemic.

NLS loaned over **550 items from its youth and outreach equipment collections** to support member library programming, outreach, and engagement activities.

Forty-seven member libraries participated in The Great Give Back, a statewide initiative that gives library users the opportunity to enrich their communities. Volunteers made over 1,000 snack bags for the INN at Baldwin and collected over 130 pounds of crayons for the Crayon Initiative at Syosset.

HICKSVILLE PUBLIC LIBRARY

**FINANCIAL REPORT
WITH
ADDITIONAL INFORMATION**

JUNE 30, 2024

HICKSVILLE PUBLIC LIBRARY

TABLE OF CONTENTS

	<u>PAGE</u>
Independent Auditor's Report	3-4
Management's Discussion and Analysis	5-9
Basic Financial Statements	
Statement of Net Position and Governmental Fund Balance Sheet	10-11
Statement of Activities and Governmental Fund Revenues, Expenditures, and Changes in Fund Balance	12-13
Notes to Financial Statements	14-35
Required Supplementary Information	
Budgetary Comparison Schedule- General Fund	36-38
Schedule of Proportionate Share of the Net Pension Liability	39
Schedule of Library Pension Contributions	40
Schedule of Changes in the Library's Total OPEB Liability And Related Ratios	41

BALDESSARI & COSTER LLP

Certified Public Accountants
84 Covert Avenue
Stewart Manor, New York 11530

MEMBERS OF
THE AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

THE NEW YORK STATE SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

Kevin Baldessari, C.P.A.
Albert Coster, C.P.A.
Edward Schlomann, C.P.A.

(516) 326-2582
Fax # (516) 358-7626

INDEPENDENT AUDITOR'S REPORT

The Board of Trustees and the Director
Hicksville Public Library
169 Jerusalem Avenue
Hicksville, New York 11801

Opinions

We have audited the accompanying basic financial statements of the governmental activities and each major fund of Hicksville Public Library (the "Library") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Hicksville Public Library, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Hicksville Public Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Hicksville Public Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists.

INDEPENDENT AUDITOR'S REPORT
(Continued)

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

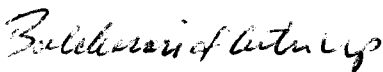
In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Hicksville Public Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about Hicksville Public Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, the schedule of proportionate share of the net pension liability, the schedule of library pension contributions and the schedule of changes in the Library's total OPEB liability and related ratios be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Certified Public Accountants
Stewart Manor, New York
December 5, 2024

MANAGEMENT'S DISCUSSION AND ANALYSIS

Using This Annual Report

This annual report consists of three parts- *management's discussion and analysis* (this section), the *basic financial statements*, and *required supplementary information*. The basic financial statements include information that presents two different views of the Library:

- The first three columns of the financial statements include information on the Library's funds under the modified accrual method. These *Fund Financial Statements* focus on current financial resources and provide a more detailed view about the accountability of the Library's sources and uses of funds.

The adjustment column of the financial statements represents adjustments necessary to convert the fund financial statements to the government-wide financial statements under the full-accrual method.

- The *government-wide financial statement* columns provide both long-term and short-term information about the Library's overall financial status. The statement of net position and the statement of activities provide information about the activities of the Library as a whole and present a longer-term view of the Library's finances. These statements tell how these services were financed in the short term as well as what remains for future spending.

The financial statements also include *notes* that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the information in the financial statements.

MANAGEMENT'S DISCUSSION AND ANALYSIS

(continued)

Condensed Financial Information:

The table below compares key financial information in a condensed format between the current year and the prior year, in thousands of dollars:

	<u>June 30,</u> <u>2024</u>	<u>June 30,</u> <u>2023</u>	<u>Increase</u> <u>(Decrease)</u>
Assets:			
Current assets	\$ 6,363	\$ 5,749	\$ 614
Right to use assets	12	19	(7)
Capital assets	<u>4,850</u>	<u>4,718</u>	<u>132</u>
Total Assets	<u>11,225</u>	<u>10,486</u>	<u>739</u>
Deferred Outflows of Resources	<u>2,144</u>	<u>3,051</u>	<u>(907)</u>
Liabilities:			
Long-term debt	9,604	13,262	(3,658)
Other liabilities	<u>169</u>	<u>154</u>	<u>15</u>
Total Liabilities	<u>9,773</u>	<u>13,416</u>	<u>(3,643)</u>
Deferred Inflows of Resources	<u>4,788</u>	<u>2,551</u>	<u>2,237</u>
Net Position:			
Net investment in capital assets	4,850	4,718	132
Unrestricted	<u>(6,042)</u>	<u>(7,148)</u>	<u>1,106</u>
Total Net Position	<u>\$ (1,192)</u>	<u>\$ (2,430)</u>	<u>\$ 1,238</u>
Revenue:			
Tax revenues	\$ 5,034	\$ 4,936	\$ 98
Fines and fees	12	9	3
Other revenue	<u>417</u>	<u>258</u>	<u>159</u>
Total Revenue	5,463	5,203	260
Expenses - Library services	<u>4,225</u>	<u>5,103</u>	<u>(878)</u>
Change in net position	1,238	100	1,138
Net position - beginning of year	<u>(2,430)</u>	<u>(2,530)</u>	<u>100</u>
Net Position- End Of Year	<u>\$ (1,192)</u>	<u>\$ (2,430)</u>	<u>\$ 1,238</u>

MANAGEMENT'S DISCUSSION AND ANALYSIS
(continued)

The Library As A Whole

- The Library's net position increased by \$1,238,173 this year. The primary reason for this increase is detailed within the Statement of Activities on pages twelve and thirteen.
- The Library's primary source of revenue is from property taxes, which represents 92 percent of total revenue. In the prior year, property taxes represented 95 percent of total revenue.
- As is typical of service agencies, salaries and benefits are a significant expense of the Library, representing 71 percent of the Library's total expenses (as per the Statement of Activities). In the prior year, salaries and benefits represented 76 percent of total expenses.

The Library Funds:

Our analyses of the Library's major funds are included in the first three columns of pages 10 through 13 on the respective statements. The fund columns provide detailed information about the most significant funds – not the Library as a whole. The Library Board has the ability to create separate funds to help manage money for specific purposes and to maintain accountability for certain activities. Currently, the Library has two major funds, the General Fund and the Capital Fund.

The fund balance of the General Fund increased during the year from \$3,823,865 to \$4,701,742. The fund balance of the Capital Fund decreased from \$1,771,530 to \$1,490,564. Statements detailing the revenues and expenditures for both of these funds are included in this report.

Budgetary Highlights:

The following are explanations for the significant variations between the Library's final budget and the actual results of the General Fund:

- Although the Library had a \$31,672 unfavorable budget variance for library revenues, it was better than the \$268,160 unfavorable variance that it had anticipated when it approved its 2023/2024 budget. The Library used this budget shortfall as a mechanism to return to the taxpayers some of the library surplus that had been built up over the past few years.
- The budget line for fines and fees had a favorable variance as the Library created some new collections which are not free from fees.
- The budget line for program income had a favorable variance of \$15,477. In order to keep up with public demand, the Library has increased the number of programs it offers and has collected more material fees than anticipated.
- The budget lines for State aid and grants as well as for payments in lieu of taxes both had favorable budget variances. The Library budgets conservatively for this revenue because they are not a guaranteed source of income.

MANAGEMENT'S DISCUSSION AND ANALYSIS
(continued)

Budgetary Highlights: (continued)

- The favorable variance in interest income was \$139,316. The Library attributes this to the increase in interest rates.
- In total, the salaries and wages budget section was underspent by \$355,466 or 15.16%. This was primarily due to staff retiring and transitioning in and out of employment with the Library. When this occurs, there are often gaps in time before replacements can be hired. The library had several positions that have remained unfilled.
- The budget line for Social Security was underspent by \$23,797. This was a function of the lower salaries that were paid as mentioned above.
- The budget line for workers' compensation was underspent by \$16,703. This was partially due to the lower salaries that were paid and partially because premium increases were less than anticipated.
- The budget line for unemployment was underspent by \$5,000. Since the Library is self-insured for unemployment, it pays a direct reimbursement when one is required. During the fiscal year no direct reimbursements were required.
- The budget line for books, as well as for Video/DVD's were both underspent because orders were either delayed, or those that were placed at year end, were not filled by the end of the fiscal year.
- The budget lines for audio materials and on-line information services were underspent in response to lower patron demand.
- The budget line for library of things was underspent by \$8,327. The Library attributes this to delays as it was evaluating the collection for new inventory.
- The budget line for periodicals/microfilm was underspent because publishers have discontinued several physical subscriptions.
- The budget line for NLS Direct access and delivery fees was underspent because fee increases were less than anticipated.
- The budget line for office, library and computer supplies was underspent by \$12,745. The Library attributes this savings to the discounts it was able to secure by purchasing in bulk and by switching to new vendors when appropriate.
- The budget lines for publicity was underspent because the Library has realized a savings by transitioning to newsletters in an electronic format.
- The budget lines for accounting and audit fees, legal fees, as well as for other professional fees were all underspent because fewer services were required than anticipated.

MANAGEMENT'S DISCUSSION AND ANALYSIS
(continued)

Budgetary Highlights: (continued)

- The budget line for ALIS circulation fees was underspent because fee increases were less than anticipated.
- The budget line for telephone/data lines was underspent because the Library transitioned to a new phone system.
- The budget line for professional development and activities was underspent because staff have found more cost-effective training opportunities.
- The budget lines for equipment rental, repair and maintenance as well as for building repairs and maintenance were both underspent because expenditures were less than anticipated.
- The budget line for utilities was underspent by \$52,812. The Library attributes this cost savings to its energy efficient improvements such as the LED lighting project.
- The capital outlay budget section was underspent by \$141,873. This was primarily due to the fact that there were delays with some of the Library's planned projects. However, the favorable variance in the budget line for computer equipment is directly related to the unfavorable variance in the debt service budget section. Due to the issuance of Governmental Accounting Standard No. 87, the Library was required to reclassify its obligation for copier leases to long-term debt. As a result, the lease payments were required to be reclassified as principal and interest payments in the debt service budget section.

Capital Assets:

During the fiscal year ending June 30, 2024 the Library purchased \$356,884 of fixed assets (capital outlay). The expenditures were for a variety of items such as LED lighting, roof replacement, furniture, computer equipment, etc.

Debt Administration:

The only long-term debt that the Library has is to its employees for compensated absences, its net pension liability, its lease liability, and its obligation for other post-employment benefits. The net pension liability at June 30, 2024 was \$596,401. This represents a decrease of \$340,866 from the previous year. The liability for compensated absences at June 30, 2024 was \$419,655. This represents a decrease of \$6,810 from the previous year. The Library made principal payments of \$6,037 on its lease liability reducing the debt at June 30, 2024 to \$12,472. The obligation for other post-employment benefits at June 30, 2024 was \$8,575,048. This represents a decrease of \$3,304,633 from the previous year.

Currently Known Conditions:

The anticipated tax revenues for the fiscal year ending June 30, 2025 are \$5,135,026. This represents a 2.0% increase as compared to the year ending June 30, 2024.

**HICKSVILLE PUBLIC LIBRARY
STATEMENT OF NET POSITION AND
GOVERNMENTAL FUNDS BALANCE SHEET
JUNE 30, 2024**

	<u>General Fund</u>	<u>Capital Fund</u>	<u>Total</u>	<u>Adjustments (Note 12)</u>	<u>Statement of Net Position</u>
Assets:					
Cash and cash equivalents:					
Checking	\$ 62,841	\$ 64,990	\$ 127,831	\$	\$ 127,831
Money market and savings	3,111,237	1,543,046	4,654,283		4,654,283
Certificates of deposits	1,546,351		1,546,351		1,546,351
Cash on hand	780		780		780
Total cash and cash equivalents	<u>4,721,209</u>	<u>1,608,036</u>	<u>6,329,245</u>	<u>0</u>	<u>6,329,245</u>
Prepaid expenses	30,132		30,132		30,132
Accrued interest receivable	2,227		2,227		2,227
Internal receivable	117,472		117,472	(117,472)	
Right to use assets, net of amortization				12,472	12,472
Capital assets, net of depreciation (note 5)				4,850,450	4,850,450
Total Assets	<u>4,871,040</u>	<u>1,608,036</u>	<u>6,479,076</u>	<u>4,745,450</u>	<u>\$ 11,224,526</u>
Deferred Outflows of Resources:					
Deferred outflows on other					
post-employment benefits (OPEB)				1,414,177	1,414,177
Deferred outflows on pension				729,727	729,727
Total Deferred Outflows of Resources	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,143,904</u>	<u>2,143,904</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 4,871,040</u>	<u>\$ 1,608,036</u>	<u>\$ 6,479,076</u>	<u>\$ 6,889,354</u>	<u>\$ 13,368,430</u>

The accompanying notes are an integral part of the financial statements.

**HICKSVILLE PUBLIC LIBRARY
STATEMENT OF NET POSITION AND
GOVERNMENTAL FUNDS BALANCE SHEET
JUNE 30, 2024**

	General Fund	Capital Fund	Total	Adjustments (Note 12)	Statement of Net Position
Liabilities:					
Accounts payable	\$ 41,303	\$	\$ 41,303	\$	\$ 41,303
Accrued payroll and related items	59,128		59,128		59,128
Accrued retirement	68,867		68,867		68,867
Internal payables		117,472	117,472	(117,472)	
Non-current liabilities:					
Obligation for other post-employment benefits				8,575,048	8,575,048
Net pension liability				596,401	596,401
Lease liability				12,472	12,472
Compensated absences payable				419,655	419,655
Total Liabilities	169,298	117,472	286,770	9,486,104	9,772,874
Deferred Inflows of Resources:					
Deferred inflows on other post-employment benefits (OPEB)				4,455,478	4,455,478
Deferred inflows on pension				332,166	332,166
Total Deferred Inflows of Resources	0	0	0	4,787,644	4,787,644
Fund Balances/Net Position:					
Nonspendable (prepaid amounts)	30,132		30,132	(30,132)	
Assigned for 2024-2025 budget	123,074		123,074	(123,074)	
Assigned for capital projects		1,454,157	1,454,157	(1,454,157)	
Committed for roof replacement		36,407	36,407	(36,407)	
Unassigned	4,548,536		4,548,536	(4,548,536)	
Total Fund Balance	4,701,742	1,490,564	6,192,306	(6,192,306)	
Total Liabilities, Deferred Inflows of Resources & Fund Balance	\$ 4,871,040	\$ 1,608,036	\$ 6,479,076		
Net Position:					
Net investment in capital assets				4,850,450	4,850,450
Unrestricted				(6,042,538)	(6,042,538)
Total Net Position				\$ (1,192,088)	\$ (1,192,088)

The accompanying notes are an integral part of the financial statements.

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF ACTIVITIES AND GOVERNMENTAL
FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2024

	<u>General Fund</u>	<u>Capital Fund</u>	<u>Total</u>	<u>Adjustments (Note 12)</u>	<u>Statement of Activities</u>
Revenues:					
Tax revenues	\$ 5,034,340	\$	\$ 5,034,340	\$	\$ 5,034,340
Fines and fees	12,103		12,103		12,103
Program income	15,477		15,477		15,477
State Aid and grants	41,321		41,321		41,321
E-Rate reimbursement	3,517		3,517		3,517
Interest income	145,316	53,791	199,107		199,107
Payments in lieu of taxes	157,055		157,055		157,055
Gifts and donations	529		529		529
Miscellaneous income	70		70		70
Total Revenues	<u>5,409,728</u>	<u>53,791</u>	<u>5,463,519</u>	<u>0</u>	<u>5,463,519</u>
Expenditures/Expenses For					
Library Services:					
Salaries and wages	1,989,534		1,989,534	(6,326)	1,983,208
Employee benefits	1,520,214		1,520,214	(502,470)	1,017,744
Library materials and programs	385,996		385,996		385,996
Library operations	243,460		243,460		243,460
Building operations	364,340		364,340		364,340
Capital outlay	22,127	334,757	356,884	(356,884)	
Depreciation				224,418	224,418
Amortization				6,037	6,037
Debt Service:					
Principal - leases	6,037		6,037	(6,037)	
Interest - leases	143		143		143
Total Expenditures/Expenses	<u>\$ 4,531,851</u>	<u>\$ 334,757</u>	<u>\$ 4,866,608</u>	<u>\$ (641,262)</u>	<u>\$ 4,225,346</u>

The accompanying notes are an integral part of the financial statements.

**HICKSVILLE PUBLIC LIBRARY
STATEMENT OF ACTIVITIES AND GOVERNMENTAL
FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>General Fund</u>	<u>Capital Fund</u>	<u>Total</u>	<u>Adjustments (Note 12)</u>	<u>Statement of Activities</u>
Excess (Deficiency) Of Revenues Over Expenditures	\$ 877,877	\$ (280,966)	\$ 596,911	\$ 641,262	\$
Other Financing Sources/Uses:					
Transfers- internal activities	<u>0</u>	<u>0</u>	<u>0</u>		
Excess (Deficiency) Of Revenues And Transfers In Over Expenditures	877,877	(280,966)	596,911	<u>(596,911)</u>	
Change In Net Position				1,238,173	1,238,173
Fund balance/net position- beginning of the year	<u>3,823,865</u>	<u>1,771,530</u>	<u>5,595,395</u>	<u>(8,025,656)</u>	<u>(2,430,261)</u>
Fund Balance/Net Position- End Of The Year	<u>\$ 4,701,742</u>	<u>\$ 1,490,564</u>	<u>\$ 6,192,306</u>	<u>\$ (7,384,394)</u>	<u>\$ (1,192,088)</u>

The accompanying notes are an integral part of the financial statements.

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1: Summary of Significant Accounting Policies

The accounting policies of Hicksville Public Library conform to accounting principles generally accepted in the United States of America as applicable to governmental units. Accordingly, in June 1999, the Governmental Accounting Standards Board issued Statement No. 34, *Basic Financial Statements – and Managements Discussion and Analysis – for State and Local Governments*. Some of the significant changes in the statement include the following:

- A management’s Discussion and Analysis section providing an analysis of the Library’s overall financial position and results of operations.
- Financial statements prepared using full accrual accounting for all of the Library’s activities.
- A change in the fund financial statements to focus on the major funds.

The following is a summary of the significant accounting policies:

A. Reporting Entity: The Hicksville Public Library coordinates the raising of its real estate tax revenues with the Hicksville Union Free School District. The Board of Trustees is responsible for the approval of the annual budget and oversight of the Library management’s control and disbursement of funds and maintenance of assets. The Library’s management is solely responsible for day-to-day operations.

B. Management Focus, Basis of Accounting and Financial Statement Presentation: The Library’s basic financial statements include both government-wide (reporting the Library as a whole) and fund financial statements (reporting the Library’s major funds).

Government-Wide Financial Statements: The Government-wide financial statements (i.e. the Statement of Net Position and the Statement of Activities) are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. The effect of interfund governmental activity has been eliminated from the government-wide financial statements.

The Statement of Net Position includes and recognizes all long-term assets and receivables as well as long-term debt and obligations. The Library’s net position is reported in three parts- net investment in capital assets, restricted net position; and unrestricted net position.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 1: Summary of Significant Accounting Policies (continued)

**B. Management Focus, Basis of Accounting and Financial Statement Presentation:
(continued)**

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 funds:

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.

Capital Fund: This fund is established to account for resources devoted to construction and renovation of the Library.

C. Interfund Transactions: The operations of the Library include transactions between funds. These transactions may be temporary in nature, such as with interfund borrowings. The Library typically loans resources between funds for cash flow purposes. These interfund receivables and payables are expected to be repaid within one year. Permanent transfers of funds include transfers to provide financing or other services. This includes the transfer of unrestricted General Fund revenues to finance various programs that the Library must account for in other funds in accordance with budgetary authorizations.

D. 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.

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1: **Summary of Significant Accounting Policies (continued)**

E. **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.

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.

F. **Capital Assets:** Capital assets are defined by the Library as assets with an initial cost of \$500 or more and an estimated useful life of more than two years. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Library books and materials are not capitalized. Land is capitalized but not depreciated. However, depreciation on all other assets is provided on the straight-line basis over the following estimated useful lives:

Equipment	5 years
Furniture and fixtures	7 to 15 years
Building and improvements	40 years

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 1: Summary of Significant Accounting Policies (continued)

- G. Right to Use Assets:** The Library has recorded right to use lease assets as a result of implementing GASB No. 87, *Leases*. The right to use assets are initially measured at an amount equal to the initial measurement of the related lease liability plus any lease payments made prior to the lease term, less lease incentives, and plus ancillary charges necessary to place the lease into service. The right to use assets are amortized over the terms of the related leases and at the same rate as the lease payment schedule.
- H. Order of Use of Restricted/Unrestricted Net Position and Fund Balance:** When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the Library's policy is to apply restricted net position first. Expenditures incurred from unrestricted resources are applied to committed fund balance as determined by the Board, then to assigned fund balance, and then to the unassigned fund balance.
- I. Investments:** The Library's investment policies are governed by State statutes and its own written investment policy. Permissible investments for the Library include special time deposit accounts, certificates of deposit as well as obligations of the United States of America and the State of New York.

NOTE 2: Cash and Cash Equivalents

The Library has defined cash and cash equivalents to include demand deposits, and short-term investments with a maturity of three months or less.

NOTE 3: Concentration of Credit Risk

The Library maintains cash balances at several banks. At year end, the Library's carrying amount of deposits was \$6,328,465 (net of petty cash) and the bank balance was \$6,525,510. Of the bank balance, \$686,770 was covered by federal depository insurance. The remaining balance of \$5,838,740 was covered by collateral held by the Library's agent.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 4: Right to Use Leased Assets

The Library has recorded three right to use leased assets for copier equipment. The right to use assets are amortized over the term of the related leases and at the same rate as the lease payment schedules.

The following is a summary of the right to use assets activity for the year ended June 30, 2024:

	Balance as of 7/1/2023	Increases	Decreases	Balance as of 6/30/2024
Right to use assets:				
Leased copier equipment	\$ 30,230	\$ 0	\$ 0	\$ 30,230
Less accumulated amortization for:				
Leased copier equipment	(11,721)	(6,037)	0	(17,758)
Right to use assets, net	<u>\$ 18,509</u>	<u>\$ (6,037)</u>	<u>\$ 0</u>	<u>\$ 12,472</u>

NOTE 5: Capital Assets

A summary of changes in general fixed assets is as follows:

	Balance as of 7/1/2023	Additions	** Adjustments & Deletions	Balance as of 6/30/2024
Assets not being depreciated:				
Land	\$ 710,359	\$ 0	\$ 0	\$ 710,359
Construction in progress	46,160	146,458	(46,160)	146,458
Other capital assets:				
Land improvements	339,260	0	0	339,260
Building and improvements	11,160,060	46,705	0	11,206,765
Furniture, fixtures and equipment	1,174,058	163,721	(312,084)	1,025,695
Automobile	11,858	0	0	11,858
Total	13,441,755	356,884	(358,244)	13,440,395
Accumulated depreciation	<u>(8,723,771)</u>	<u>(224,418)</u>	<u>358,244</u>	<u>(8,589,945)</u>
Net Book Value	<u>\$ 4,717,984</u>	<u>\$ 132,466</u>	<u>\$ 0</u>	<u>\$ 4,850,450</u>

**During the year, the Library received an independent, physical inventory and appraisal of its fixed assets. The Library has adjusted its accounting records to reflect the values on the independent report.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 6: Accounts Payable

Accounts payable consisted of unpaid invoices at June 30, 2024.

NOTE 7: Long Term Debt

Below is a summary of changes in long-term debt for the period ended June 30, 2024:

	<u>Balance</u> <u>7/1/2023</u>	<u>Increases</u>	<u>Reductions</u>	<u>Balance</u> <u>6/30/2024</u>	<u>Non-current liabilities</u>	
					<u>Due within</u> <u>one year</u>	<u>Due after</u> <u>one year</u>
Compensated absences	\$ 426,465	\$ 0	\$ 6,810	\$ 419,655	\$ 38,959	\$ 380,696
Net pension liability	937,267	0	340,866	596,401	0	596,401
Lease liability	18,509	0	6,037	12,472	6,089	6,383
Other post-employment benefits payable	<u>11,879,681</u>	<u>0</u>	<u>3,304,633</u>	<u>8,575,048</u>	<u>0</u>	<u>8,575,048</u>
	<u>\$ 13,261,922</u>	<u>\$ 0</u>	<u>\$ 3,658,346</u>	<u>\$ 9,603,576</u>	<u>\$ 45,048</u>	<u>\$ 9,558,528</u>

NOTE 8: Compensated Absences Payable

The Library has an accumulated liability as of June 30, 2024 for unused sick and vacation pay amounting to \$419,655. This is a decrease of \$6,810 from the June 30, 2023 balance of \$426,465. The Library expects to pay \$38,959 of this liability within one year.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 9: Lease Liability

The Library entered into two copier lease agreements. The agreements qualify as other than a short-term leases under GASB No. 87 and, therefore, have been recorded at the present value of the future minimum payments as of the date of inception.

The first agreement was executed on March 3, 2021 and requires 60 monthly payments of \$316. The lease liability is measured at a discount rate of 0.62%, which is the Applicable Federal Rate. As a result of the lease, the Library has recorded a right to use asset with a net book value of \$6,598 at June 30, 2024.

The second agreement was executed on December 6, 2021 and requires 60 monthly payments of \$199. The lease liability is measured at a discount rate of 1.26%, which is the Applicable Federal Rate. As a result of the lease, the Library has recorded a right to use asset with a net book value of \$5,874 at June 30, 2024.

The future minimum lease obligations and the present value of these minimum lease payments as of June 30, 2024, are as follows:

<u>Year Ended June 30,</u>	<u>Principal Payments</u>	<u>Interest Payments</u>	<u>Total Payments</u>
2025	\$ 6,089	\$ 91	\$ 6,180
2026	5,193	39	5,232
2027	<u>1,190</u>	<u>4</u>	<u>1,194</u>
Total	<u>\$ 12,472</u>	<u>\$ 134</u>	<u>\$ 12,606</u>

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 10: Retirement Plan

- A. Plan Description and Benefits Provided:** The Library participates in the New York State and Local Employees' Retirement System (the System). This is a cost-sharing multiple-employer, defined benefit pension plan. The System provides retirement benefits as well as death and disability benefits. The net position of the System is held in the New York State Common Retirement Fund (the Fund), which was established to hold all net assets and record changes in plan net position allocated to the System. The Comptroller of the State of New York serves as the trustee of the Fund and is the administrative head of the System. The Comptroller is an elected official determined in a direct statewide election and serves a four-year term. Thomas P. DiNapoli has served as Comptroller since February 7, 2007. In November 2022, he was elected for a new term commencing January 1, 2023. System benefits are established under the provisions of the New York State Retirement and Social Security Law (RSSL). Once a public employer elects to participate in the System, the election is irrevocable. The New York State Constitution provides that pension membership is a contractual relationship and plan benefits cannot be diminished or impaired. Benefits can be changed for future members only by enactment of a State statute. The Library also participates in the Public Employees' Group Life Insurance plan (GLIP), which provides death benefits in the form of life insurance. The System is included in the State's financial report as a pension trust fund. Separately issued financial statements for the System can be accessed on the Comptroller's website.
- B. Benefits Provided:** The System provides retirement benefits as well as death and disability benefits.

Tiers 1 and 2

Eligibility: Tier 1 members, with the exception of those retiring under special retirement plans, must be at least age 55 to be eligible to collect a retirement benefit. There is no minimum service requirement for Tier 1 members. Tier 2 members, with the exception of those retiring under special retirement plans, must have five years of service and be at least age 55 to be eligible to collect a retirement benefit. The age at which full benefits may be collected for Tier 1 is 55, and the full benefit age for Tier 2 is 62.

Benefit Calculation: Generally, the benefit is 1.67 percent of final average salary for each year of service if the member retires with less than 20 years. If the member retires with 20 or more years of service, the benefit is 2 percent of final average salary for each year of service.

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 10: Retirement Plan (continued)

B. Benefits Provided: (continued)

Tiers 1 and 2 (continued)

Tier 2 members with five or more years of service can retire as early as age 55 with reduced benefits. Tier 2 members age 55 or older with 30 or more years of service can retire with no reduction in benefits. As a result of Article 19 of the RSSL, Tier 1 and Tier 2 members who worked continuously from April 1, 1999 through October 1, 2000 received an additional month of service credit for each year of credited service they have at retirement, up to a maximum of 24 additional months. Final average salary is the average of the wages earned in the three highest consecutive years. For Tier 1 members who joined on or after June 17, 1971, each year's compensation used in the final average salary calculation is limited to no more than 20 percent greater than the previous year. For Tier 2 members, each year of final average salary is limited to no more than 20 percent of the average of the previous two years.

Tiers 3, 4, and 5

Eligibility: Tier 3, 4 and 5 members, with the exception of those retiring under special retirement plans, must have five years of service and be at least age 55 to be eligible to collect a retirement benefit. The full benefit age for Tiers 3, 4 and 5 is 62.

Benefit Calculation: Generally, the benefit is 1.67 percent of final average salary for each year of service if the member retires with less than 20 years. If a member retires with between 20 and 30 years of service, the benefit is 2 percent of final average salary for each year of service. If a member retires with more than 30 years of service, an additional benefit of 1.5 percent of final average salary is applied for each year of service over 30 years. Tier 3 and 4 members with five or more years of service and Tier 5 members with 5 or more years of service can retire as early as age 55 with reduced benefits. Tier 3 and 4 members age 55 or older with 30 or more years of service can retire with no reduction in benefits. Final average salary is the average of the wages earned in the three highest consecutive years. For Tier 3, 4 and 5 members, each year's compensation used in the final average salary calculation is limited to no more than 10 percent greater than the average of the previous two years.

Tier 6

Eligibility: Tier 6 members, with the exception of those retiring under special retirement plans, must have five years of service and be at least age 55 to be eligible to collect a retirement benefit. The full benefit age for Tier 6 is 63.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 10: Retirement Plan (continued)

B. Benefits Provided: (continued)

Tier 6 (continued)

Benefit Calculation: Generally, the benefit is 1.67 percent of final average salary for each year of service if the member retires with less than 20 years. If a member retires with 20 years of service, the benefit is 1.75 percent of final average salary for each year of service. If a member retires with more than 20 years of service, an additional benefit of 2 percent of final average salary is applied for each year of service over 20 years. Tier 6 members with five or more years of service can retire as early as age 55 with reduced benefits.

Final average salary is the average of the wages earned in the five highest consecutive years of employment. For Tier 6 members, each year's compensation used in the final average salary calculation is limited to no more than 10 percent greater than the average of the previous four years.

Disability Retirement Benefits

Disability retirement benefits are available to System members unable to perform their job duties because of permanent physical or mental incapacity. There are three general types of disability benefits: ordinary, performance of duty, and accidental disability benefits. Eligibility, benefit amounts, and other rules such as any offsets of other benefits depend on a member's tier, years of service, and plan.

Ordinary Death Benefits

Death benefits are payable upon the death, before retirement, of a member who meets eligibility requirements as set forth by law. The first \$50,000 of an ordinary death benefit is paid in the form of group term life insurance. The benefit is generally three times the member's annual salary. For most members, there is also a reduced post-retirement ordinary death benefit available.

Post-Retirement Benefit Increases

A cost-of-living adjustment is provided annually to: (i) all retirees who have attained age 62 and have been retired for five years; (ii) all retirees who have attained age 55 and have been retired for 10 years; (iii) all disability retirees, regardless of age, who have been retired for five years; (iv) ERS recipients of an accidental death benefit, regardless of age, who have been receiving such benefit for five years and (v) the spouse of a deceased retiree receiving a lifetime benefit under an option elected by the retiree at retirement.

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 10: Retirement Plan (continued)

B. Benefits Provided: (continued)

Post-Retirement Benefit Increases (continued)

An eligible spouse is entitled to one-half the cost-of-living adjustment amount that would have been paid to the retiree when the retiree would have met the eligibility criteria. This cost-of-living adjustment is a percentage of the annual retirement benefit of the eligible retiree as computed on a base benefit amount not to exceed \$18,000 of the annual retirement benefit. The cost-of-living percentage shall be 50 percent of the annual Consumer Price Index as published by the U.S. Bureau of Labor, but cannot be less than 1 percent or exceed 3 percent.

- C. Contributions:** Generally, Tier 3, 4, and 5 members must contribute 3 percent of their salary to the System. As a result of Article 19 of the RSSL, eligible tier 3 and 4 employees, with a membership date on or after July 27, 1976, who have ten or more years of membership or credited service with the System, are not required to contribute. Members cannot be required to begin making contributions or to make increased contributions beyond what was required when membership began. For Tier 6 members, the contribution rate varies from 3 to 6 percent depending on salary. Generally, Tier 5 and 6 members are required to contribute for all years of service.

Under the authority of the NYSRSSL, the Comptroller annually certifies the actuarially determined rates expressly used in computing the employers' contributions based on salaries paid during the Systems' fiscal year ending March 31. Contributions for the current year and two preceding years were equal to 100 percent of the contributions required. The required contribution for the current fiscal year was \$247,214, for the 2023 fiscal year it was \$221,026 and for the 2022 fiscal year it was \$314,052.

- D. Pension Assets, Pension Expense, Deferred Outflows of Resources and Deferred Inflow of Resources Related to Pensions:** At June 30, 2024, the Library reported a liability of \$596,401 for its proportionate share of the net pension liability. The net pension liability was measured as of March 31, 2024, and the total pension liability was determined by an actuarial valuation as of that date. The Library's proportion of the net pension liability was based on a projection of the Library's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined.

At June 30, 2024, the Hicksville Public Library's proportion was 0.0040505 percent, which was a decrease of .0003203 percent from its proportion measured at June 30, 2023.

For the year ended June 30, 2024, the Hicksville Public Library recognized pension expense of \$395,927.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 10: Retirement Plan (continued)

D. Pension Assets, Pension Expenses, Deferred Outflows of Resources and Deferred Inflow of Resources Related to Pensions: (continued)

At June 30, 2024, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 192,100	\$ 16,262
Changes in assumptions	225,486	0
Net difference between projected and actual earnings on pension plan investments	0	291,339
Changes in proportion and differences between employer contributions and proportionate share of contributions	243,274	24,565
Library's contributions subsequent to the measurement date	68,867	0
Total	\$ 729,727	\$ 332,166

\$68,867 reported as deferred outflows of resources related to pensions resulting from Library contributions subsequent to the measurement date will be recognized as a reduction of the net pension asset in the year ended June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30,	Amount Recognized
2025	\$ (3,455)
2026	180,487
2027	204,218
2028	(52,556)
2029	0
Total	\$ 328,694

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 10: Retirement Plan (continued)

E. Actuarial Assumptions: The total pension liability at March 31, 2024 was determined by using a roll forward procedure to advance the liability calculated using System assumptions and member demographics from the actuarial valuation completed as of April 1, 2023. Economic assumptions used in the April 1, 2023 actuarial valuation include:

Inflation	2.90%
Salary increases	4.40%
Investment rate of return (net of investment expense, including inflation)	5.90%
Cost of Living Adjustments	1.50%

To set the long-term expected rate of return on pension plan investments, consideration was given to a building-block method using best-estimate ranges of expected future real rates of return (expected return, net of investment expenses and inflation) for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Demographic assumptions used in the April 1, 2023 actuarial valuation are based on the results of an actuarial experience study completed April 1, 2020. Demographic assumptions are primarily based on System experience over the period April 1, 2015 – March 31, 2020. Annuitant mortality rates are adjusted to incorporate mortality improvements under the Society of Actuaries' Scale MP-2021.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 10: Retirement Plan (continued)

E. Actuarial Assumptions: (continued)

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	32.00%	4.00%
International equity	15.00%	6.65%
Private equity	10.00%	7.25%
Real estate	9.00%	4.60%
Opportunistic portfolio	3.00%	5.25%
Credit	4.00%	5.40%
Real assets	3.00%	5.79%
Fixed income	23.00%	1.50%
Cash	1.00%	0.25%
Total	<u>100.00%</u>	

The real rate of return is net of the long-term inflation assumption of 2.9%

Discount Rate – The discount rate used to measure the total pension liability (asset) was 5.9%. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based upon those assumptions, the System’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability (asset).

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 10: Retirement Plan (continued)

E. Actuarial Assumptions: (continued) *Sensitivity of the Proportionate Share of the Net Pension Liability(Asset) to the Discount Rate Assumption* – The following presents the current-period net pension liability of the Library, calculated using the current-period discount rate assumption of 5.9 percent, as well as what the net pension liability (asset) would be if it were calculated using a discount rate that is 1 percentage-point lower (4.9 percent) or 1 percentage- point higher (6.9 percent) than the current assumption:

	1% Decrease (4.9%)	Current Assumption (5.9%)	1% Increase (6.9%)
Library's proportionate share of the net pension (asset) liability	\$ 1,875,146	\$ 596,401	\$ (471,616)

Pension plan fiduciary net position – The components of the current year net pension liability of the New York State Employees’ Retirement System as of March 31, 2024, in thousands of dollars was as follows:

	Total
Employers' total pension liability	\$ 240,696,851
Plan net position	(225,972,801)
Employers' net pension liability	\$ 14,724,050
Ratio of plan net position to the Employers' total pension liability	93.88%

HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 11: Post-employment Benefits Other Than Pensions

A. Plan Description: The New York State Department of Civil Service (DCS) administers the New York Health Insurance Program (NYSHIP) which provides health insurance to current and retired employees of New York State, and participating public authorities and local governmental units, such as the Hicksville Public Library. NYSHIP offers comprehensive hospital, medical and prescription drug benefits. As administrator of NYSHIP, the DCS performs all administrative tasks and has the authority to establish and amend the benefit provisions offered. Annual benefit premiums charged to and paid by participating entities are generally the same, regardless of each individual employer's risk profile. The annual benefit premiums collected by DCS are then remitted to the health insurance carriers that comprise NYSHIP. NYSHIP is considered an agent multiple-employer defined benefit plan, it is not a separate entity or trust, and does not issue stand-alone financial statements. Hicksville Public Library, as a participant in the plan, recognizes these postemployment benefits on an accrual basis.

B. Benefits Provided: The Library's policy for paying retiree health insurance is as follows:

The Library will pay the full cost of health insurance for full-time employees and their dependents provided they retire immediately subsequent to Hicksville Library service and have completed a certain number of years of service (depending upon the Union contract in effect at time of retirement).

For the fiscal year ending June 30, 2024, Hicksville Public Library recognized the cost of providing health insurance by recording its share of insurance premiums of \$406,665 (exclusive of Medicare D reimbursements) as an expenditure in the General Fund. The Library also reimburses retired employees and their spouses the full cost of Medicare deducted from their Social Security benefits, which amounted to \$86,158.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 11: Post-employment Benefits Other Than Pensions (continued)

B. Funding Policy: (continued)

As of July 1, 2023, the following employees were covered by the benefit terms:

Active employees	24
Inactive employees entitled to but not yet receiving benefit payments	0
Inactive employees or beneficiaries currently receiving benefit payments	<u>33</u>
Total	<u><u>57</u></u>

C. Total Other Post-Employment Benefit (OPEB) Liability: The Library’s total OPEB liability of \$8,575,048 was updated through June 30, 2024 and was determined by an actuarial valuation as of July 1, 2023.

D. Actuarial Assumptions and Other Inputs:

Inflation	2.00%
Participant Salary Increases	3.50%
Discount Rate	3.93%
2023 Medical Trend Rates (Pre-65/Post-65)	8.00% / 5.00%
2024 Medical Trend Rates (Pre-65/Post-65)	7.50% / 5.00%
Ultimate Medical Trend Rate	5.00%
Year Ultimate Trend Year Reached (Pre-65/Post-65)	2029/2023

The discount rate was based on the *Bond Buyer's 20 Bond Index* as of June 30, 2024.

Mortality rates were based on the Society of Actuaries’ RPH-2014 Total Dataset head count-weighted fully generational mortality table with projection scale MP-2021.

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 11: Post-employment Benefits Other Than Pensions (continued)

E. Changes in The Total OPEB Liability:

Balance at June 30, 2023	\$ <u>11,879,681</u>
Changes for the year:	
Service cost	234,668
Interest	319,679
Changes in benefit terms	0
Differences between expected and actual experience	(3,184,383)
Changes in assumptions and other inputs	(264,031)
Benefit payments	<u>(410,566)</u>
Net changes	<u>(3,304,633)</u>
Balance at June 30, 2024	\$ <u><u>8,575,048</u></u>

Note: For the purpose of calculating this liability, there have been no plan changes. The assumption changes were the updating of the pre-65 healthcare cost trend rates and the mortality improvement scale. The discount rate was 3.65% at June 30, 2023 and was 3.93% at June 30, 2024.

Sensitivity of the total OPEB liability to changes in the discount rate – The following presents the total OPEB liability of the Library, as well as what the Library’s total OPEB liability would be if it were calculated using a discount rate that is 1 point lower (2.93%) or 1 percentage point higher (4.93%) than the current discount rate:

	<u>1% Decrease (2.93%)</u>	<u>Discount Rate (3.93%)</u>	<u>1% Increase (4.93%)</u>
Total OPEB Liability	\$ 9,707,398	\$ 8,575,048	\$ 7,634,711

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 11: Post-employment Benefits Other Than Pensions (continued)

E. Changes In The Total OPEB Liability: (continued)

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates –
The following presents the total OPEB liability of the Library, as well as what the Library’s total OPEB liability would be if it were calculated using a healthcare cost trend rates that are 1 percentage point lower (6.50% decreasing to 4.00%) or 1 percentage point higher (8.50% decreasing to 6.00%) than the current healthcare cost trend rate:

	1% Decrease (6.50% Decreasing to 4.00%)	Healthcare Cost Trend Rates (7.50% Decreasing to 5.00%)	1% Increase (8.50% Decreasing to 6.00%)
Total OPEB Liability	\$ 7,485,988	\$ 8,575,048	\$ 9,923,629

F. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of

Resources Related to OPEB: For the year ending June 30, 2024, the Library recognized negative OPEB expense of \$232,528. At June 30, 2024, the Library reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between expected and actual experience	\$ 1,295,849	\$ 2,795,304
Changes in assumptions	118,328	1,660,174
Total	<u>\$ 1,414,177</u>	<u>\$ 4,455,478</u>

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 11: Post-employment Benefits Other Than Pensions (continued)

F. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of resources Related to OPEB: (continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to other post-employment benefits will be recognized in other post-employment benefits expense as follows:

<u>Year Ending June 30,</u>	<u>Amount Recognized</u>
2025	\$ (674,515)
2026	(623,563)
2027	(629,170)
2028	(619,689)
2029	(494,364)
Thereafter	<u>0</u>
Total	<u>\$ (3,041,301)</u>

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 12: Reconciliation of Fund Financial Statements to Government-wide Financial Statements

Total fund balance and the net change in fund balance of the Library’s governmental fund differs from net position and changes in net position of the governmental activities reported in the statement of net position and statement of activities. This difference primarily results from the long-term economic focus of the statement of net position and statement of activities versus the current financial resources focus of the governmental fund balance sheet and statement of revenue, expenditures, and change in fund balance. The following are reconciliations of fund balance to net position and the net change in fund balance to the net change in net position:

Total Fund Balance - Modified Accrual Basis \$ 6,192,306

Amounts reported in the statement of net position are different because:

• Capital assets are not financial resources, and are not reported in the funds	4,850,450
• Right to use assets are not financial resources, and are not reported in the funds	12,472
• Deferred outflows on pension is not reported in the funds	729,727
• Deferred outflows on OPEB is not reported in the funds	1,414,177
• Deferred inflows on pension is not reported in the funds	(332,166)
• Deferred inflows on OPEB is not reported in the funds	(4,455,478)
• Compensated absences are not a liability in the funds	(419,655)
• Net pension liability is not included in the funds	(596,401)
• Lease liability payments due in future periods are not reported in the funds	(12,472)
• Obligation for post-employment health insurance, to be paid in future periods is not reported in the funds	<u>(8,575,048)</u>
Total Net Position - Full Accrual Basis	<u>\$ (1,192,088)</u>

**HICKSVILLE PUBLIC LIBRARY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024**

NOTE 12: Reconciliation of Fund Financial Statements to Government-wide Financial Statements (continued)

Net Change in Fund Balance - Modified Accrual Basis **\$ 596,911**

Amounts reported in the statement of activities are different because:

- Capital outlays are reported as expenditures in the statement of revenue, expenditures, and changes in fund balance; in the statement of activities, these costs are allocated over their estimated useful lives:

Capital outlay	356,884
Depreciation expense	(224,418)
Amortization expense	(6,037)

- (Increase)/decrease in the items reported as expenditures in the statements of activities, not in the fund statements:

Compensated absences	6,810
Net pension expenses	643,094
Post-employment health costs	(141,108)

- Repayment of long-term debt is not an expense in the statement of activities, rather a reduction of the liability:

Principal paid on lease liability	6,037
-----------------------------------	-------

Change In Net Position - Full Accrual Basis **\$ 1,238,173**

HICKSVILLE PUBLIC LIBRARY
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Balances</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:				
Tax Revenue:				
Hicksville Union Free School District	\$ 5,034,340	\$ 5,034,340	\$ 5,034,340	\$ 0
Operating Revenue:				
Fines and fees	7,100	7,100	12,103	5,003
Program income	0	0	15,477	15,477
E-Rate reimbursement	1,800	1,800	3,517	1,717
State Aid and grants	0	0	41,321	41,321
Total Operating Revenue	<u>8,900</u>	<u>8,900</u>	<u>72,418</u>	<u>63,518</u>
Other Revenue:				
Payments in lieu of taxes	124,000	124,000	157,055	33,055
Interest income	6,000	6,000	145,316	139,316
Gifts and donations	0	0	529	529
Miscellaneous income	0	0	70	70
Total Other Revenue	<u>130,000</u>	<u>130,000</u>	<u>302,970</u>	<u>172,970</u>
Non-Operating Revenue:				
Transfer from unappropriated fund balance	<u>268,160</u>	<u>268,160</u>	<u>0</u>	<u>(268,160)</u>
Total Revenues	<u>\$ 5,441,400</u>	<u>\$ 5,441,400</u>	<u>\$ 5,409,728</u>	<u>\$ (31,672)</u>
Expenditures:				
Salaries and Wages:				
Professional salaries	\$ 1,050,000	\$ 1,050,000	\$ 888,135	\$ 161,865
Clerical salaries	1,080,000	1,080,000	876,915	203,085
Custodial salaries	215,000	215,000	224,484	(9,484)
Total Salaries and Wages	<u>2,345,000</u>	<u>2,345,000</u>	<u>1,989,534</u>	<u>355,466</u>
Employee Benefits:				
NYS retirement	320,000	264,000	254,277	9,723
Social Security	176,000	176,000	152,203	23,797
Health and dental insurance	1,040,000	1,096,000	1,089,785	6,215
Workers' compensation	40,000	40,000	23,297	16,703
Unemployment	5,000	5,000	0	5,000
Disability insurance	1,000	1,000	652	348
Total Employee Benefits	<u>\$ 1,582,000</u>	<u>\$ 1,582,000</u>	<u>\$ 1,520,214</u>	<u>\$ 61,786</u>

The accompanying notes are an integral part of the financial statements.

**HICKSVILLE PUBLIC LIBRARY
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Balances</u>	<u>Variance Favorable (Unfavorable)</u>
Expenditures: (continued)				
Library Materials and Programs:				
Books	\$ 160,600	\$ 160,600	\$ 128,356	\$ 32,244
Video/DVD's	21,000	21,000	14,884	6,116
Audio	11,000	14,000	8,285	5,715
On-line information services	40,000	40,000	33,187	6,813
Periodicals/microfilm	18,000	18,000	12,043	5,957
Playaway	3,000	0	0	0
Library of things	10,000	10,000	1,673	8,327
NLS Direct access and delivery fees	35,000	35,000	24,990	10,010
Programs	170,000	180,000	162,578	17,422
Total Library Materials and Programs	<u>468,600</u>	<u>478,600</u>	<u>385,996</u>	<u>92,604</u>
Library Operations:				
Office, library and computer supplies	62,000	67,000	54,255	12,745
Publicity (newsletter)	30,000	30,000	11,631	18,369
Accounting and audit fees	36,000	36,000	29,000	7,000
Legal fees and notices	30,000	30,000	23,288	6,712
Payroll service fees	18,000	18,000	17,959	41
Other professional fees	15,000	15,000	7,320	7,680
A.L.I.S. circulation fees	52,000	52,000	45,931	6,069
Telephone/data lines	27,000	27,000	21,025	5,975
Postage	6,000	6,000	5,236	764
Equipment rental, repair and maintenance	22,000	22,000	16,334	5,666
Professional development and activities	38,000	38,000	9,568	28,432
Automobile expenses	2,400	2,400	972	1,428
Election expenses	2,000	2,000	0	2,000
Other operation and maintenance	2,000	2,000	941	1,059
Total Library Operations	<u>\$ 342,400</u>	<u>\$ 347,400</u>	<u>\$ 243,460</u>	<u>\$ 103,940</u>

The accompanying notes are an integral part of the financial statements.

**HICKSVILLE PUBLIC LIBRARY
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024**

	Original Budget	Final Budget	Actual Balances	Variance Favorable (Unfavorable)
Expenditures: (continued)				
Building Operations:				
Building repairs and maintenance	\$ 209,000	\$ 181,000	\$ 84,054	\$ 96,946
Utilities	132,400	147,400	94,588	52,812
Insurance	60,000	60,000	55,291	4,709
Security	100,000	108,000	98,964	9,036
Custodial services/supplies	38,000	28,000	31,443	(3,443)
Total Building Operations	539,400	524,400	364,340	160,060
Capital Outlay:				
Building improvements	130,000	98,000	1,078	96,922
Computer equipment	24,000	29,500	21,049	8,451
Furniture and other equipment	10,000	36,500	0	36,500
Total Capital Outlay	164,000	164,000	22,127	141,873
Debt Service:				
Leases - principal			6,037	
Leases - interest			143	
Total Debt Service	0	0	6,180	(6,180)
Total Expenditures	5,441,400	5,441,400	4,531,851	909,549
Excess Of Revenues Over Expenditures	0	0	877,877	877,877
Other Financing Sources (Uses):				
Transfer to Capital Fund	0	0	0	0
Total Other Financing Sources (Uses)	0	0	0	0
Excess Of Revenues Over Expenditures And Other Financing Uses	0	0	877,877	877,877
Budgetary fund balance- beginning of year	3,823,865	3,823,865	3,823,865	3,823,865
Budgetary Fund Balance- End Of Year	\$ 3,823,865	\$ 3,823,865	\$ 4,701,742	\$ 4,701,742

The accompanying notes are an integral part of the financial statements.

HICKSVILLE PUBLIC LIBRARY
SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
NYSLRS PENSION PLAN
FOR THE 2024 FISCAL YEAR**

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Library's proportion of the net pension liability (asset)	0.00405%	0.00437%	0.00396%	0.00352%	0.00323%	0.00351%	0.00396%	0.00379%	0.00411%	0.00435%
Library's proportionate share of the net pension liability (asset)	\$596,401	\$937,267	(\$323,915)	\$3,510	\$855,039	\$248,889	\$127,772	\$355,942	\$660,430	\$147,022
Library's covered-employee payroll	\$1,847,479	\$1,900,086	\$1,900,386	\$2,010,095	\$1,944,846	\$1,905,922	\$1,968,827	\$1,763,173	\$1,778,366	\$1,769,386
Library's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	32.28%	49.33%	(17.04%)	0.17%	43.96%	13.06%	6.49%	20.19%	37.14%	8.31%
Plan fiduciary net position as a percentage of the total pension liability	93.88%	90.78%	103.65%	99.95%	86.39%	96.27%	98.24%	94.70%	90.70%	97.95%

** The amounts presented for the fiscal year were determined as of the March 31st that occurred within the fiscal year.

The accompanying notes are an integral part of the financial statements.

**HICKSVILLE PUBLIC LIBRARY
SCHEDULE OF LIBRARY PENSION CONTRIBUTIONS
NYSLRS PENSION PLAN
FOR THE 2024 FISCAL YEAR**

	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Contractually required contribution	\$ 247,214	\$ 221,026	\$ 314,052	\$ 308,132	\$ 302,681	\$ 296,996	\$ 309,102	\$ 277,310	\$ 332,784	\$ 356,768
Contributions in relation to the contractually required contribution	247,214	221,026	314,052	308,132	302,681	296,996	309,102	277,310	332,784	356,768
Contribution deficiency (excess)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Library's covered-employee payroll	\$ 1,847,479	\$ 1,900,086	\$ 1,900,386	\$ 2,010,095	\$ 1,944,846	\$ 1,905,922	\$ 1,968,827	\$ 1,763,173	\$ 1,778,366	\$ 1,769,386
Contributions as a percentage of covered-employee payroll	13.38%	11.63%	16.53%	15.33%	15.56%	15.58%	15.70%	15.73%	18.71%	20.16%

The accompanying notes are an integral part of the financial statements.

HICKSVILLE PUBLIC LIBRARY
SCHEDULE OF CHANGES IN THE LIBRARY'S TOTAL OPEB
LIABILITY AND RELATED RATIOS

	2024	2023	2022	2021	2020	2019	2018
Service Cost	\$ 234,668	\$ 324,652	\$ 456,246	\$ 492,999	\$ 357,005	\$ 379,438	\$ 397,754
Interest	319,679	420,819	306,549	253,751	325,410	421,101	389,040
Changes of benefit terms	0	0	0	0	0	0	0
Differences between expected and actual experience	(3,184,383)	0	2,566,289	0	(2,416,151)	0	0
Changes in assumptions or other inputs	(264,031)	(167,949)	(2,627,403)	81,377	1,491,357	571,772	(431,369)
Benefit payments	(410,566)	(516,958)	(524,103)	(349,158)	(297,706)	(339,510)	(307,028)
Net Change in total OPEB liability	(3,304,633)	60,564	177,578	478,969	(540,085)	1,032,801	48,397
Total OPEB liability- beginning	<u>11,879,681</u>	<u>11,819,117</u>	<u>11,641,539</u>	<u>11,162,570</u>	<u>11,702,655</u>	<u>10,669,854</u>	<u>10,621,457</u>
Total OPEB liability- ending	<u>\$ 8,575,048</u>	<u>\$ 11,879,681</u>	<u>\$ 11,819,117</u>	<u>\$ 11,641,539</u>	<u>\$ 11,162,570</u>	<u>\$ 11,702,655</u>	<u>\$ 10,669,854</u>
Covered-employee payroll	\$ 1,509,140	\$ 1,588,310	\$ 1,549,571	\$ 1,806,472	\$ 1,762,412	\$ 1,707,520	\$ 1,665,873
Total OPEB liability as a % of covered-employee payroll	568.21%	747.94%	762.73%	644.44%	633.37%	685.36%	640.50%
Notes to schedule:							
Changes of benefit terms: None							
Notes to schedule:							
Assumption changes:							
Discount rate	3.93%	3.65%	3.54%	2.16%	2.21%	3.50%	3.87%
Mortality Improvement Scale	MP-2021	MP-2021	MP-2021	MP-2019	MP-2019	MP-2016	MP-2016
Pre-65 Trend Rate	8.0% down to 5.0%	6.5% down to 5.0%	7.0% down to 5.0%	7.0% down to 4.5%	7.5% down to 4.5%	8.5% down to 5.0%	9.0% down to 5.0%

The accompanying notes are an integral part of the financial statements.



CUSTOMER NO.: 347241 Hicksville Library
DATE: 12/16/2024
INVOICE NO.: 100401776074

To: Customer
HICKSVILLE PUBLIC LIBRARY
169 JERUSALEM AVE
HICKSVILLE NY 118014999

Re: Price Adjustment Notification (NOT AN INVOICE)

Building
HICKSVILLE LIBRARY
169 JERUSALEM AVE
HICKSVILLE NY 11801-4919

Dear Valued Customer:

Please accept this letter as notification of an adjusted contractual price, in accordance with the provision for the adjustment in price set forth in the contract entered for the maintenance of your equipment. This is the result of an increase in the material price index and/or the mechanic's straight time hourly labor rate.

The adjusted contract price becomes effective on January 1, 2025 and remains in effect until December 31, 2025.

Below is an explanation of how the adjusted price was calculated. The new contract price indicated below is for all units on the contract and does not reflect a credit for any suspended units. We hope to continue to build a strong customer relationship and assure you of our quality service, please do not hesitate to contact us if you have any questions.

Price Adjustment Calculation

Contract #	Price before adjustment	Adjustment %	Current adjusted price
35424	\$8,855.76	3.405 %	\$9,157.32

Price before adjustment and current adjusted price is based on bill frequency of your contract at the time of the adjustment.

Adjustment Percentage is rounded to 3 decimal places.

Best Regards

3055



CUSTOMER NO.: 347241
DATE: 12/16/2024
INVOICE NO.: 100401776074

 Hicksville Library
DUE DATE: 1/1/2025

ACCOUNT SUMMARY
BUILDING ADDRESS

 HICKSVILLE LIBRARY 169 JERUSALEM AVE HICKSVILLE NY 11801-4919
CONTRACT: 35424 | GLH08119M

Maintenance Service from 1/1/2025 to 12/31/2025	\$9,157.32
Special Billing	\$-274.68

NET SERVICE CONTRACT AMOUNT	\$8,882.64
Sales Tax	\$0.00

TOTAL SERVICE CONTRACT AMOUNT DUE	\$8,882.64
--	-------------------

IMPORTANT MESSAGES

To automate your payment, opt in to paperless billing, or to change your billing address, please visit <https://otls.payinvoicedirect.com> or scan the QR code below.


ACH Payment Information:

 Bank Name: JP Morgan Chase
 Acct Name: Otis Elevator Company
 Acct #: 55-20622
 Routing #: 071000013

QUESTIONS?
AR Rep's Email:
smrhl.srlvastava@otls.com
AR Rep's Phone#: 1-844-636-6847
OTISLINE®: 1-800-233-6847

WE CERTIFY THAT GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 HEREOF.

PAYMENTS NOT RECEIVED BY THE DUE DATE OF THE INVOICE SHALL INCUR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH (18% PER ANNUM) OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS. A PROCESSING FEE WILL BE APPLIED TO CREDIT CARD PAYMENTS.

DETACH DOCUMENT ALONG PERFORATION. ENCLOSE AND RETURN THIS COUPON WITH YOUR PAYMENT.

11760 US Hwy 1 Suite W600 Palm Beach Gardens FL 33408

MB 01 006507 35200 H 23 D


 HICKSVILLE PUBLIC LIBRARY
 169 JERUSALEM AVE
 HICKSVILLE NY 118014999

CUSTOMER NO.:	347241
DUE DATE:	1/1/2025
INVOICE NO.:	100401776074
TOTAL SERVICE CONTRACT AMOUNT:	\$ 8,882.64

MAKE CHECK PAYABLE TO:

 Otis Elevator Company
 PO Box 13716
 Newark NJ 07188-3716


100401776074 0000888264 5

006507 1/1

100

5

BBS ARCHITECTS LANDSCAPE ARCHITECTS ENGINEERS

FREDERICK W. SEEBA, PE, MANAGING PARTNER
LAWRENCE SALVESEN, AIA, PARTNER
KEVIN J. WALSH, AIA, PARTNER
KENNETH G. SCHUPNER, AIA, PARTNER
JOSEPH B. RETTIG, AIA, PARTNER
GARY W. SCHIEDE, AIA, PARTNER
ROGER P. SMITH, AIA, FOUNDING PRINCIPAL

January 8, 2025

Hicksville Public Library
169 Jerusalem Avenue
Hicksville, NY 11801

Attention: **Roseann Acosta, Library Director**

Re: **ARCHITECTURE / ENGINEERING FEE PROPOSAL**

Dear Ms. Acosta:

Thank you very much for this opportunity to provide our services and fee proposal. We appreciate you reaching out to us, and we very much look forward to working with you and your Board of Trustees.

As we discussed, we are submitting a fee proposal for general capital projects design, permitting & construction administration services.

DESIGN, PERMITTING + CONSTRUCTION ADMINISTRATION

This is when identified, designated projects are designed, when all construction plans are drawn, when project specifications are developed, when utility systems are engineered, when permit applications are made, and when all our combined efforts are realized in a successfully completed construction project. Our work will include:

- Measurement and confirmation of existing conditions.
- Refinement and completion of exterior and interior design.
- Casework and furnishings design.
- Engineering assessments of existing utilities.
- Engineering of mechanical, electrical, security and IT systems to support the design.
- Civil and structural engineering.
- Generation of complete Construction Drawings and a Project Manual/Specifications for permitting, bidding, and construction.
- Preparation of the submittal packages to the Authorities Having Jurisdiction, including all necessary forms and documents except for those which must be generated and/or provided directly by the client.
- Assistance with construction bid procurement and evaluation of bidders.

- Provision of standard architectural Construction Administration services consisting of weekly site meetings/observations to confirm the contractor is performing the work in conformance with the Construction Documents, review of contractor’s material submittals, review of contractor payment applications and change orders, and assistance with contract closeout.

We expect the contract instrument will be a typical AIA Owner-Architect Agreement which will further define services, terms and conditions. We will prepare a draft for review by the Library’s attorney upon acceptance of this proposal.

Drawings, Permitting + Administration (Percentage Fee) 7.50 %

Our fee for the services as outlined above is not a fixed fee because the scale of the projects are undetermined. As such, a percentage fee is most appropriate. Our percentage fee shall be **Seven and one half percent (7.50 %)** of the Estimated and then Actual Construction Costs depending on the total construction cost of the project.

For the purposes of calculating our fee prior to the receipt of bids, Construction Costs shall be the estimated Construction Costs developed by BBS and accepted by the client. Thereafter, the Construction Costs shall be amended and based upon actual bids and additive alternates awarded and any additive Change Orders to the Construction Contracts including, but not limited to those determined by unit prices, unforeseen conditions, etc. Purchases made by the Library off of State, County or BOCES contracts for construction related materials, furniture, furnishings, casework, supplies or provisions designed by us and provided for in the Contract Documents shall be included in the Construction Costs for purposes of calculating our fees.

Billing for our services shall reflect the percentage of each phase completed and the amount of compensation shall be in proportion to such percentage. The total fees for Architectural services shall be divided in the following percentages:

Schematic Design Phase	20%
Design Development Phase	20%
Construction Documents	40%
Bidding Phase	5%
Construction Administration Phase (Project Close Out)	15%

Thank you very much for your interest in BBS and this opportunity to assist the Library. If you have any questions on this proposal, or if you’d like to further discuss how we can help you move forward in your endeavors, please do not hesitate to call me.

Very truly yours,

Joseph B. Rettig, AIA, LEED AP
Partner, Director of Architecture

Accepted by:

Roseann Acosta date
Library Director

EXCLUSIONS

Our fee proposal excludes the following services as is typical in the A/E industry. Note that many of these services can be performed by BBS or our sub-consultants as Additional Services. Certain others would need to be performed by independent consultants directly contracted to the Library, for which BBS can advise on their necessity and assist in procuring same.

1. Facility or program planning, program development, and spatial studies.
2. Demographic and feasibility studies.
3. Field measurement and verification of existing conditions beyond specific work zones.
4. Traffic studies, counts, analyses, and traffic signal and roadway improvement design.
5. Land boundary and topographic surveying services, GPR, and mark-out utility locating services.
6. Asbestos, lead, PCB, and other hazardous material identification, testing, and assessment studies.
7. Environmental services, including but not limited to preparation of documents for storm water discharge and preparation of environmental studies and documents.
8. Contaminated soil testing, monitoring, and management.
9. Destructive or specialized investigation such as masonry probes, roof cores, and infrared scans.
10. Geotechnical engineering services and subsurface investigations, such as test pits, borings, analyses and bearing capacity of soils and rock, etc.
11. Structural engineering analysis of existing conditions, beyond that required for the basic work scope.
12. Off-site civil engineering services and studies such as municipal sewers, water supply, and utilities.
13. Sanitary engineering design for non-traditional sanitary systems and equipment, such as sewage treatment plants, pumping stations, and nitrogen-reduction.
14. Acoustical engineering and design services.
15. Commissioning of building MEP systems.
16. Fees paid to agencies having jurisdiction for securing approvals and permits.
17. Construction Administration services over and above those outlined in the current Standard AIA Owner-Architect Agreement or other mutually agreed-upon services contract.
18. Construction Administration extending beyond 60 days from contractual substantial completion.
19. Construction Management services, OSHA enforcement, job site safety reviews, and determinations of physical and biological safety with regards to means, methods, processes, or actions of others.
20. Controlled Inspection services required by building code or local jurisdictions.
21. Preparing record drawings or as-builts, however, we will review those provided by the Contractor.
22. Services made necessary by the default of a Contractor, including legal proceedings and arbitration.
23. OSHA confined space entry and entry into hazardous or potentially contaminated areas.
24. Expense of overtime work requiring higher than regular rates.
25. Project funding consultation, financial performance, and fiduciary liability of any kind.
26. Postage, overnight delivery, or hand delivery cost.
27. Printing, plotting and reproduction of documents and/or drawings.
28. Digitizing or scanning of original paper documents and/or drawings.
29. Renderings, models, and mock-ups.

HOURLY RATES

Below is our full list of project titles and corresponding hourly rates. Kindly note that the presented rates are "fully loaded" billing rates, inclusive of but not limited to our direct technical labor, overhead, and profit. We reserve the right to adjust these rates based on the *Regional Consumer Price Index* annually on January 1st.

<u>Principals</u>	<u>Rate / Hr.</u>	<u>Landscape Architecture + Civil</u>	<u>Rate / Hr.</u>
Partner.....	\$275.00	Landscape Architect	\$195.00
<u>Associates + Directors</u>		Senior Planner	\$195.00
Senior Associate.....	\$225.00	Civil Planner	\$180.00
Associate.....	\$205.00	Draftsperson	\$100.00
Director of Architecture.....	\$205.00	<u>MEP+IT Engineering</u>	
Director of Engineering.....	\$205.00	Project Manager	\$185.00
<u>Architecture + Interior Design</u>		Project Engineer	\$175.00
Senior Project Manager	\$195.00	Senior Mechanical Engineer.....	\$160.00
Project Manager	\$185.00	Senior Electrical Engineer.....	\$160.00
Project Architect	\$170.00	Mechanical Engineer.....	\$140.00
Interior Designer	\$155.00	Electrical Engineer.....	\$140.00
Senior Architectural Designer.....	\$155.00	Computer Network & IT Specialist	\$210.00
Architectural Designer.....	\$130.00	Draftsperson	\$100.00
Draftsperson	\$100.00	<u>Project Administration</u>	
		Senior Construction Administrator	\$180.00
		Construction Administrator	\$170.00
		Assistant Construction Administrator	\$130.00
		Business Administrator.....	\$145.00
		Administrative Staff	\$ 95.00

Dear Children's Librarian,

Please accept these donations to buy further supplies, equipment, toys, etc for the new children's activity/community room that just opened. Each card is worth \$500.00.

Happy Holidays!

PS – The authorization number on the back of each card is only scratched off because I wanted to confirm that the full amount was loaded into each card. You can check the balance at Lakeshore Learning if you wish.

All-in-one

We can set you up with a payment gateway [?] to accept card payments, a merchant account [?], and eCheck [?]

Sign up now



Additional services

See list below

Monthly gateway

\$25

Setup fee

\$0

Processing rates
per transaction

2.9% + 30¢

stripe

Pricing built for businesses of all sizes

Standard

Access a complete payments platform with simple, pay-as-you-go pricing. No setup fees, monthly fees, or hidden fees.

[Start now](#)

2.9% + 30¢

per successful charge for domestic cards

Custom

Design a custom package— available for businesses with large payments volume or unique business models.

[Contact sales >](#)

IC+ pricing

Volume discounts

Multi-product discounts

Country-specific rates

What's included

Get **100+ features** out of the box with Stripe's integrated per-transaction pricing.



Tools to build optimized checkout flows

- ✓ Embeddable checkout
- ✓ Custom UI toolkit
- ✓ Simplified PCI compliance
- ✓ Invoice support



Global payments with a single integration

- ✓ 135+ currencies
- ✓ Local payment methods
- ✓ Global support
- ✓ Subsidiary support



Comprehensive security and rigorous compliance

- ✓ Comprehensive security and rigorous compliance
- ✓ Data security and encryption
- ✓ Regulatory licenses worldwide
- ✓ Secure Dashboard access



Fast, predictable payouts to your bank accounts

- ✓ Control payout timing
- ✓ Unified payouts
- ✓ Like-for-like settlement
- ✓ Transparent payouts



Financial reconciliation and reporting

- ✓ Real-time reporting
- ✓ Unified reporting
- ✓ Deposit tagging
- ✓ QuickBooks + NetSuite support



24x7 phone, chat, and email support

- ✓ 24x7 support
- ✓ Technical support on Discord
- ✓ World-class documentation
- ✓ Comprehensive knowledge base



Manage business operations with a unified dashboard

- ✓ Take action from the Dashboard
- ✓ iOS and Android Dashboard apps
- ✓ Roles and permissions
- ✓ Collaboration notes



Robust developer platform and third-party integrations

- ✓ Client libraries and SDKs
- ✓ Comprehensive testing tools
- ✓ Developer Dashboard
- ✓ 450+ platforms and extensions

Move faster with an integrated suite

Software and infrastructure for e-commerce, recurring billing, marketplaces, and more.



Payments

A complete payments platform engineered for growth

[Start now](#)

Cards and wallets

Integrated per-transaction pricing means no setup fees or monthly fees. The price is the same for all cards and digital wallets.



2.9% + 30¢

per successful charge for domestic cards
+ 0.5% for **manually entered cards**
+ 1.5% for international cards
+ 1% if currency conversion is required

[Learn more >](#)

Link

Link autofills your customers' saved cards and US bank accounts to deliver a frictionless customer experience.

2.9% + 30¢

per successful charge for domestic cards

2.6% + 30¢

per successful charge for
Instant Bank Payments

[Learn more >](#)

Bank debits and transfers

Accept large payments or recurring charges securely with ACH debit, ACH credit, or wire transfers.

0.8%

ACH Direct Debit
\$5.00 cap

[See more payment methods >](#)

International payment methods

Starting at 80¢

for iDEAL

Increase conversion by supporting popular payment methods around the world with a single integration.



[See more payment methods >](#)

Buy Now Pay Later

Boost conversion and average order value by offering more flexibility for your users to pay over time in installments.



Starting at 5.99% + 30¢

for Klarna

[See more payment methods >](#)

3D Secure authentication

3D Secure is an authentication method used to verify a customer's identity before an online card purchase.

Included

3¢ per 3D Secure attempt for accounts with custom pricing.

Card account updater

Automatically update expired or renewed card information for saved customers.

Included

25¢ per update for accounts with custom pricing.

[Learn more >](#)

Adaptive Acceptance

Machine learning models that help increase revenue for your business by improving authorization rates in real-time.

Included

0.08% per successful card charge for accounts with custom pricing

[Learn more >](#)

Network tokens

Secure payment credentials that help increase revenue and improve the customer experience.

Included

15¢ per token provisioned for accounts with custom interchange pricing [?](#)

[Learn more >](#)

Instant payouts

In addition to our standard free [payout options](#), Instant Payouts lets you access funds within minutes using an eligible debit card or bank account, right from the Dashboard.

1.5%

of Instant Payouts volume

Minimum fee of 50¢

Pricing differs for Connect users.

[Learn more >](#)

Disputes

Disputed payments (also known as chargebacks) on card transactions.

\$15.00

per dispute.

Fighting rare dispute types may incur network fees.

[Learn more >](#)

Vault and Forward API

Tokenize and store card details in Stripe's PCI-compliant vault and route payment requests to other processors.

Custom pricing

Contact your Stripe representative or [Stripe support](#).

[Learn more >](#)

Adaptive Pricing

Present prices in local currencies to your customers globally to increase revenue and improve your customer experience.

Included

Customers will be presented a conversion fee starting at 2%

[Learn more >](#)

Braintree

Last Updated: 18, November 2024

You can find details about changes to our rates and fees and when they will apply on our [Policy Update Page](#) or as otherwise required by the [Payment Services Agreement](#). You can also view the Policy Updates Page by clicking 'Legal' at the bottom of any webpage and then selecting 'Policy Updates'.

Fee rounding

PayPal Braintree uses standard rounding rules to two decimal places for percentage-based fees. For more details, see our [Support Article](#) about fee rounding (specifically the "Standard Routing" section).

Refunded transactions

Transaction fees charged by PayPal Braintree will not be returned for refunded transactions.

Where these fees apply

Rates published below apply to PayPal Braintree accounts of residents of the following market/region:

United States (US)

Commercial Transaction Rates

Standard rate for receiving transactions using PayPal Braintree

Use of PayPal Braintree is subject to eligibility, application, approval by PayPal and your acceptance of the [Payment Services Agreement](#).

Payment type	Description	Rate per transaction
Cards and third-party digital wallet transactions	For standard merchants ¹	2.59% + 0.49 USD

Payment type	Description	Rate per transaction
	Pass-through American Express transaction ²	0.15 USD
	Presented in any non-USD currency	Additional 1%
	Customer card issued outside of the United States	Additional 1%
	Chargeback	15.00 USD
PayPal transactions	Subject to the terms applicable to your PayPal account	PayPal Merchant Fees
Venmo transactions	Venmo is available in the US only	3.49% + 0.49 USD
ACH direct debit transactions	Maximum per transaction fee is capped at 5.00 USD	0.75%
	Returned by banking network	5.00 USD
	Disputed by your customer as unauthorized	5.00 USD

- ¹ Custom flat rates, interchange plus pricing, and discounted rates are available for established businesses based on business model and processing volume.
- ² For merchants that have their own American Express account, PayPal Braintree can pass through American Express transactions at a flat fee per transaction with no additional PayPal Braintree fees. Merchants may be subject to additional fees assessed by American Express under their direct card acceptance agreement with American Express.