



BOARD MEETING

SEPTEMBER 11, 2024 AT 7:30 PM

LOCATION: ADMINISTRATION BUILDING

[ALSO STREAMED VIRTUALLY ON ZOOM](#)

MEETING ID: 832 1757 1279

PASSWORD: 013373

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 July 31, 2024.
 - B. Motion to approve the Treasurer's Report dated August 31, 2024.
5. LEGAL
6. APPROVAL OF MINUTES
 - A. Motion to approve the minutes of the July 10, 2024 Reorganization Board Meeting.
 - B. Motion to approve the minutes of the July 10, 2024 Board Meeting.
 - C. Motion to approve the minutes of the August 9, 2024 Special Meeting.
7. PETTY CASH
 - A. July 2024
 - B. August 2024
8. SECRETARY'S REPORT
 - A. Motion to approve payment of July 2024 warrant #768.
 - B. Motion to approve payment of payroll for month ending July 31, 2024.
 - C. Motion to approve payment of August 2024 warrant #769.
 - D. Motion to approve payment of payroll for month ending August 31, 2024.
9. OLD BUSINESS

10. CORRESPONDENCE

- A. Commendation Letter

11. FYI

- A. Board & Administration Contact Sheet
- B. Restroom Renovation Inspection Report
- C. Legislative meeting - September 20th
- D. Incident Report dated July 10, 2024

12. NEW BUSINESS

- A. Motion to approve the Civil Service Payroll.
- B. Motion to accept one of the following security proposals for the 2024-2025 year:
 - i. Arrow Security's 2024-2025 renewal for security guard service at a regular hourly rate of \$30.48 [increase of .06 from prior year] and overtime/holiday hourly rate of \$42.67 [increase of .09 from prior year].
 - ii. Securitas 2024-2025 proposal as presented for security guard services at a regular hourly rate of \$37.21 and hourly holiday/overtime rate of \$55.82.
 - iii. Supreme Security Services 2024-2025 proposal as presented for security guard services at a regular hourly rate of \$26.50 and a holiday/overtime rate of regular pay at time and a half (\$39.75).
- C. Discussion on allocation of a prospective donation
- D. Motion to approve the VEEB Practical Nursing School Affiliation Agreement.
- E. Motion to approve Utica National Insurance Group's policies as presented:
Commercial Package Policy in the amount of \$40,659.94 [Prior year cost was \$41,049.13]; and Auto Insurance in the amount of \$3,073.00 [Prior year cost was \$3,112.00] for a total of \$43,732.94.

*The rate for the Commercial Umbrella Policy is to be determined.

13. COMMUNITY COMMENTS

14. PERSONNEL

- A. Retirements
 - i. Motion to accept the retirement of Deborah Kwas from the position of full-time Principal Library Clerk, effective September 27, 2024.

15. PROGRAM REPORTS AND STAFF REPORTS

A. Youth Services Department Report

B. Public Relations Department Report

16. ANTICIPATED EXECUTIVE SESSION

17. FUTURE BOARD MEETING

A. October 9, 2024

18. ADJOURNMENT

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 Library, as of and for the one month ended July 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 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 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
August 14, 2024

AIMEE PICHARDO-LLOYD, CPA

Library

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

ASSETS

CURRENT ASSETS

CASH			
PETTY CASH/REGISTER	\$	780.00	
PAYPAL	\$	746.71	
TD BANK CHECKING	\$	(212,682.25)	
MONEY MARKET	\$	2,574,849.53	
PAYROLL	\$	96,565.15	
MONEY MARKET CD	\$	1,553,036.20	
FNBLI CHECKING	\$	113,487.78	
MONEY MARKET	\$	<u>536,270.57</u>	
TOTAL CASH			\$ 4,663,053.69
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>\$ 4,807,183.65</u></u>

LIABILITIES AND FUND BALANCE

LIABILITIES			
ACCOUNT PAYABLE	\$	22,966.67	
ACCOUNTS PAYABLE - AUDITOR	\$	27,053.78	
PENSION PAYABLE	\$	1.77	
ACCRUED PAYROLL EXPENSE	\$	54,362.32	
ACCRUED NYS RETIREMENT	\$	<u>61,804.00</u>	
TOTAL LIABILITIES			\$ 166,188.54
FUND BALANCE			
FUND BALANCE ASSIGNED NEXT YEAR	\$	268,160.00	
UNAPPROPRIATED FUND BALANCE	\$	4,420,326.81	
FUND BALANCE - NONSPENDDABLE	\$	29,618.20	
CURRENT PERIOD INCREASE	\$	<u>(77,109.90)</u>	
TOTAL FUND BALANCE			<u>4,640,995.11</u>
TOTAL LIABILITIES AND FUND BALANCE			<u><u>\$ 4,807,183.65</u></u>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND REVENUE AND BUDGETARY COMPARISONS
GENERAL FUND
FOR THE 1 MONTHS ENDED JULY 31, 2024

	2024-2025 BUDGET	JULY 2024	TOTAL TO DATE	BALANCE	% OF BUDGET
TAXES-REAL PROPERTY	\$ 5,135,026.00	\$ 427,918.83	\$ 427,918.83	\$ 4,707,107.17	8.33%
PILOT	\$ 124,000.00	\$ -	\$ -	\$ 124,000.00	0.00%
INTEREST INCOME	\$ 6,000.00	\$ 14,965.79	\$ 14,965.79	\$ (8,965.79)	249.43%
FINES & FEES	\$ 7,100.00	\$ 382.24	\$ 382.24	\$ 6,717.76	5.38%
PROGRAM FEES	\$ 11,000.00	\$ 5,518.94	\$ 5,518.94	\$ 5,481.06	0.00%
TRANSFERS	\$ -	\$ -	\$ -	\$ -	0.00%
REIMBURSED HEALTH/DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	0.00%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
LLSA STATE AID	\$ -	\$ 11,619.90	\$ 11,619.90	\$ (11,619.90)	0.00%
ERATE	\$ 1,800.00	\$ 3,517.08	\$ 3,517.08	\$ (1,717.08)	195.39%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ -	\$ -	\$ -	0.00%
DONATIONS	\$ -	\$ 8.00	\$ 8.00	\$ (8.00)	0.00%
JURY DUTY INCOME	\$ -	\$ -	\$ -	\$ -	0.00%
APPROPRIATED FUND BALANCE	\$ 123,074.00	\$ -	\$ -	\$ 123,074.00	\$ -
TOTAL REVENUES	\$ 5,408,000.00	\$ 463,930.78	\$ 463,930.78	\$ 4,944,069.22	8.58%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 1 MONTHS ENDED JULY 31, 2024

	2024-2025 BUDGET	JULY 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
PERSONNEL COSTS					
SALARIES & WAGES	\$ 2,345,000.00	\$ 151,434.96	\$ 151,434.96	\$ 2,193,565.04	6.46%
TOTAL SALARIES	\$ 2,345,000.00	\$ 151,434.96	\$ 151,434.96	\$ 2,193,565.04	6.46%
BENEFITS					
EMPLOYEE BENEFITS					
NYS RETIREMENT	\$ 320,000.00	\$ -	\$ -	\$ 320,000.00	0.00%
SOCIAL SECURITY/MEDICARE	\$ 176,000.00	\$ 11,584.78	\$ 11,584.78	\$ 164,415.22	6.58%
WORKERS COMP	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
DISABILITY INSURANCE	\$ 1,000.00	\$ (99.14)	\$ (99.14)	\$ 1,099.14	-9.91%
SURVIVOR HEALTH INSURANCE	\$ -	\$ (137.24)	\$ (137.24)	\$ 137.24	0.00%
MEDICARE REIMBURSEMENT	\$ 90,000.00	\$ -	\$ -	\$ 90,000.00	0.00%
HEALTH INSURANCE	\$ 1,000,000.00	\$ 175,532.46	\$ 175,532.46	\$ 824,467.54	17.55%
GASB SOFTWARE	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	0.00%
UNEMPLOYMENT INSURANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
TOTAL EMPLOYEE BENEFITS	\$ 1,635,000.00	\$ 186,880.86	\$ 186,880.86	\$ 1,448,119.14	11.43%
CAPITAL ASSETS					
BUILDING - MAIN LIBRARY	\$ 20,000.00	\$ 34,350.00	\$ 34,350.00	\$ (14,350.00)	171.75%
COMPUTER EQUIPMENT	\$ 24,000.00	\$ 19.99	\$ 19.99	\$ 23,980.01	0.08%
FURNITURE & FIXTURES	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
ARCHITECTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL CAPITAL ASSETS	\$ 64,000.00	\$ 34,369.99	\$ 34,369.99	\$ 29,630.01	53.70%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 1 MONTHS ENDED JULY 31, 2024

	2024-2025 BUDGET	JULY 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
COLLECTION					
ADULT	\$ 90,000.00	\$ 6,470.44	\$ 6,470.44	\$ 83,529.56	7.19%
YOUNG ADULT	\$ 6,000.00	\$ 40.64	\$ 40.64	\$ 5,959.36	0.68%
CHILDREN BOOKS	\$ 20,000.00	\$ 1,813.14	\$ 1,813.14	\$ 18,186.86	9.07%
EBOOKS	\$ 58,000.00	\$ 14,238.42	\$ 14,238.42	\$ 43,761.58	24.55%
LOST BOOK REIMBURSEMENT	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
PERIODICALS & FILMS	\$ 18,000.00	\$ -	\$ -	\$ 18,000.00	0.00%
MUSIC CD	\$ 2,000.00	\$ 90.33	\$ 90.33	\$ 1,909.67	4.52%
AUDIO BOOKS	\$ 10,000.00	\$ 6,001.28	\$ 6,001.28	\$ 3,998.72	60.01%
ONLINE DATABASE	\$ 40,000.00	\$ 19,783.98	\$ 19,783.98	\$ 20,216.02	49.46%
NLS DIRECT ACCESS	\$ 35,000.00	\$ 24,990.00	\$ 24,990.00	\$ 10,010.00	71.40%
ONLINE INFO - OTHER	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
PROGRAM - ADULT	\$ 80,000.00	\$ 6,724.17	\$ 6,724.17	\$ 73,275.83	8.41%
PROGRAM - TICKETS	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	0.00%
PROGRAM - MUSEUM PASSES	\$ 10,000.00	\$ 9,460.00	\$ 9,460.00	\$ 540.00	94.60%
PROGRAM - YOUNG ADULT	\$ 20,000.00	\$ 675.00	\$ 675.00	\$ 19,325.00	3.38%
PROGRAM - CHILDREN	\$ 60,000.00	\$ 3,712.84	\$ 3,712.84	\$ 56,287.16	6.19%
TRIP EXPENSES	\$ 5,000.00	\$ 2,253.40	\$ 2,253.40	\$ 2,746.60	45.07%
VIDEOS/DVD	\$ 18,000.00	\$ 1,192.51	\$ 1,192.51	\$ 16,807.49	6.63%
LIBRARY OF THINGS	\$ 7,000.00	\$ 452.94	\$ 452.94	\$ 6,547.06	6.47%
TOTAL COLLECTION	\$ 490,600.00	\$ 97,899.09	\$ 97,899.09	\$ 392,700.91	19.95%
LIBRARY OPERATIONS					
LOCAL HISTORY	\$ 5,000.00	\$ 362.22	\$ 362.22	\$ 4,637.78	7.24%
PROFESSIONAL ACTIVITIES	\$ 18,000.00	\$ 80.00	\$ 80.00	\$ 17,920.00	0.44%
SUPPLIES	\$ 36,000.00	\$ 1,091.99	\$ 1,091.99	\$ 34,908.01	3.03%
PUBLICITY	\$ 30,000.00	\$ 234.26	\$ 234.26	\$ 29,765.74	0.78%
TELEPHONE	\$ 15,000.00	\$ 1,193.23	\$ 1,193.23	\$ 13,806.77	7.95%
TELECOMMUNICATIONS - ALIS	\$ 12,000.00	\$ 800.00	\$ 800.00	\$ 11,200.00	6.67%
ALIS EXPENSE	\$ 52,000.00	\$ 11,074.21	\$ 11,074.21	\$ 40,925.79	21.30%
COMPUTER EXPENSE	\$ 31,000.00	\$ 606.91	\$ 606.91	\$ 30,393.09	1.96%
BANK SERVICE CHARGES	\$ -	\$ 146.85	\$ 146.85	\$ (146.85)	0.00%
POSTAGE	\$ 6,000.00	\$ 9.68	\$ 9.68	\$ 5,990.32	0.16%
ELECTION EXPENSE	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
PAYROLL SERVICE	\$ 18,000.00	\$ 1,491.85	\$ 1,491.85	\$ 16,508.15	8.29%
OTHER	\$ 2,000.00	\$ 17.94	\$ 17.94	\$ 1,982.06	0.90%
INSURANCE	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0.00%
SECURITY	\$ 100,000.00	\$ 7,220.16	\$ 7,220.16	\$ 92,779.84	7.22%
PROFESSIONAL FEES	\$ 81,000.00	\$ 8,000.40	\$ 8,000.40	\$ 72,999.60	9.88%
STAFF DEVELOPMENT	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
TOTAL GENERAL OPERATIONS	\$ 488,000.00	\$ 32,329.70	\$ 32,329.70	\$ 455,670.30	6.62%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 1 MONTHS ENDED JULY 31, 2024

	2024-2025 BUDGET	JULY 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
BUILDING MAINTENANCE					
GAS & ELECTRICITY	\$ 130,000.00	\$ 20,364.55	\$ 20,364.55	\$ 109,635.45	15.67%
WATER	\$ 4,000.00	\$ 250.40	\$ 250.40	\$ 3,749.60	6.26%
SUPPLIES	\$ 38,000.00	\$ 2,471.90	\$ 2,471.90	\$ 35,528.10	6.51%
REPAIRS/CLEANING	\$ 90,000.00	\$ 11,289.95	\$ 11,289.95	\$ 78,710.05	12.54%
LANDSCAPER	\$ 26,000.00	\$ 1,710.00	\$ 1,710.00	\$ 24,290.00	6.58%
SNOW REMOVAL	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
ALARM SYSTEM	\$ 18,000.00	\$ 750.00	\$ 750.00	\$ 17,250.00	4.17%
MAINTENANCE CONTRACTS	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0.00%
EQUIPMENT RENTAL	\$ 22,000.00	\$ 1,160.50	\$ 1,160.50	\$ 20,839.50	5.28%
AUTO EXPENSE	\$ 2,400.00	\$ 30.00	\$ 30.00	\$ 2,370.00	1.25%
OTHER OPERATING & MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
BUILDING MAINTENANCE - OTHER	\$ -	\$ 98.78	\$ 98.78	\$ (98.78)	0.00%
TOTAL BUILDING MAINTENANCE	\$ 385,400.00	\$ 38,126.08	\$ 38,126.08	\$ 347,273.92	9.89%
TOTAL EXPENSES	\$ 5,408,000.00	\$ 541,040.68	\$ 541,040.68	\$ 4,866,959.32	10.00%

SEE ACCOUNTANT'S REVIEW LETTER

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

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank	
General Fund	113,487.78	35,490.30	
Trust & Agency	-	33,378.15	
Money Market	536,270.57	2,574,849.53	
Capital MM	1,447,814.36	100,289.29	
Capital	24,616.84	40,475.78	
CDs	-	1,553,036.20	1,553,036.20
	<u>\$ 2,122,189.55</u>	<u>\$ 4,337,519.25</u>	

TD Bank required Collateral	\$ 2,159,633.34	\$ 4,169,269.64	
Collateral Held by 3rd Party - BNY Mellon	-	(4,291,895.33)	
Collateral Held by 3rd Party - M&T	(1,965,799.44)	-	
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>\$ (56,166.10)</u>	<u>\$ (622,625.70)</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 June 30, 2024**

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank
General Fund	113,487.78	42,856.12
Trust & Agency	-	102,821.32
Money Market	534,491.41	2,576,745.86
Capital MM	1,443,011.03	100,035.10
Capital	24,616.84	40,373.19
CDs	-	1,546,351.63
	<u>\$ 2,115,607.06</u>	<u>\$ 4,409,183.22</u>

TD Bank required Collateral	\$ 2,152,919.20	\$ 4,242,366.88
Collateral Held by 3rd Party - BNY Mellon	-	(4,367,142.47)
Collateral Held by 3rd Party - M&T	(1,958,887.46)	-
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>\$ (55,968.26)</u>	<u>\$ (624,775.59)</u>

SEE ACCOUNTANT'S REVIEW LETTER

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.

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 two months ended August 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
September 5, 2024

AIMEE PICHARDO-LLOYD, CPA

Library

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

ASSETS

CURRENT ASSETS

CASH			
PETTY CASH/REGISTER	\$	780.00	
PAYPAL	\$	753.02	
TD BANK CHECKING	\$	46,370.93	
MONEY MARKET	\$	2,508,983.67	
PAYROLL	\$	18,291.06	
MONEY MARKET CD	\$	1,557,373.23	
FNBLI CHECKING	\$	113,487.78	
MONEY MARKET	\$	538,055.65	
TOTAL CASH			\$ 4,784,095.34
OTHER ASSETS			
PREPAID INSURANCE	\$	20,063.00	
OTHER PREPAID	\$	7,445.23	
DUE FROM/TO CAPITAL FUND	\$	116,621.73	
TOTAL OTHER ASSETS			\$ 144,129.96
TOTAL ASSETS			\$ 4,928,225.30

LIABILITIES AND FUND BALANCE

LIABILITIES			
ACCOUNT PAYABLE	\$	10,614.77	
ACCOUNTS PAYABLE - AUDITOR	\$	27,053.78	
PENSION PAYABLE	\$	(8.54)	
ACCRUED PAYROLL EXPENSE	\$	54,362.32	
ACCRUED NYS RETIREMENT	\$	61,804.00	
TOTAL LIABILITIES			\$ 153,826.33
FUND BALANCE			
FUND BALANCE ASSIGNED NEXT YEAR	\$	268,160.00	
UNAPPROPRIATED FUND BALANCE	\$	4,420,326.81	
FUND BALANCE - NONSPENDDABLE	\$	29,618.20	
CURRENT PERIOD INCREASE	\$	56,293.96	
TOTAL FUND BALANCE			4,774,398.97
TOTAL LIABILITIES AND FUND BALANCE			\$ 4,928,225.30

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND REVENUE AND BUDGETARY COMPARISONS
GENERAL FUND
FOR THE 2 MONTHS ENDED AUGUST 31, 2024

	2024-2025 BUDGET	AUGUST 2024	TOTAL TO DATE	BALANCE	% OF BUDGET
TAXES-REAL PROPERTY	\$ 5,135,026.00	\$ 427,918.83	\$ 855,837.66	\$ 4,279,188.34	16.67%
PILOT	\$ 124,000.00	\$ -	\$ -	\$ 124,000.00	0.00%
INTEREST INCOME	\$ 6,000.00	\$ 12,592.20	\$ 27,557.99	\$ (21,557.99)	459.30%
FINES & FEES	\$ 7,100.00	\$ 1,463.98	\$ 1,846.22	\$ 5,253.78	26.00%
PROGRAM FEES	\$ 11,000.00	\$ 7,078.99	\$ 12,597.93	\$ (1,597.93)	0.00%
TRANSFERS	\$ -	\$ -	\$ -	\$ -	0.00%
REIMBURSED HEALTH/DENTAL INSURANCE	\$ -	\$ -	\$ -	\$ -	0.00%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
LLSA STATE AID	\$ -	\$ -	\$ 11,619.90	\$ (11,619.90)	0.00%
ERATE	\$ 1,800.00	\$ -	\$ 3,517.08	\$ (1,717.08)	195.39%
BULLET AID	\$ -	\$ -	\$ -	\$ -	0.00%
GRANTS	\$ -	\$ -	\$ -	\$ -	0.00%
DONATIONS	\$ -	\$ 10.50	\$ 18.50	\$ (18.50)	0.00%
COMMISSIONS	\$ -	\$ 119.98	\$ 119.98	\$ (119.98)	0.00%
APPROPRIATED FUND BALANCE	\$ 123,074.00	\$ -	\$ -	\$ 123,074.00	0.00%
TOTAL REVENUES	\$ 5,408,000.00	\$ 449,184.48	\$ 913,115.26	\$ 4,494,884.74	16.88%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 2 MONTHS ENDED AUGUST 31, 2024

	2024-2025 BUDGET	AUGUST 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
PERSONNEL COSTS					
SALARIES & WAGES	\$ 2,345,000.00	\$ 228,239.15	\$ 379,674.11	\$ 1,965,325.89	16.19%
TOTAL SALARIES	\$ 2,345,000.00	\$ 228,239.15	\$ 379,674.11	\$ 1,965,325.89	16.19%
BENEFITS					
EMPLOYEE BENEFITS					
NYS RETIREMENT	\$ 320,000.00	\$ -	\$ -	\$ 320,000.00	0.00%
SOCIAL SECURITY/MEDICARE	\$ 176,000.00	\$ 17,437.42	\$ 29,022.20	\$ 146,977.80	16.49%
WORKERS COMP	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00	0.00%
DISABILITY INSURANCE	\$ 1,000.00	\$ (151.03)	\$ (250.17)	\$ 1,250.17	-25.02%
SURVIVOR HEALTH INSURANCE	\$ -	\$ (137.24)	\$ (274.48)	\$ 274.48	0.00%
MEDICARE REIMBURSEMENT	\$ 90,000.00	\$ -	\$ -	\$ 90,000.00	0.00%
HEALTH INSURANCE	\$ 1,000,000.00	\$ (2,835.51)	\$ 172,696.95	\$ 827,303.05	17.27%
GASB SOFTWARE	\$ 3,000.00	\$ 365.00	\$ 365.00	\$ 2,635.00	12.17%
UNEMPLOYMENT INSURANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
TOTAL EMPLOYEE BENEFITS	\$ 1,635,000.00	\$ 14,678.64	\$ 201,559.50	\$ 1,433,440.50	12.33%
CAPITAL ASSETS					
BUILDING - MAIN LIBRARY	\$ 20,000.00	\$ -	\$ 34,350.00	\$ (14,350.00)	171.75%
COMPUTER EQUIPMENT	\$ 24,000.00	\$ 1,561.00	\$ 1,580.99	\$ 22,419.01	6.59%
FURNITURE & FIXTURES	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
ARCHITECTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL CAPITAL ASSETS	\$ 64,000.00	\$ 1,561.00	\$ 35,930.99	\$ 28,069.01	56.14%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 2 MONTHS ENDED AUGUST 31, 2024

	2024-2025 BUDGET	AUGUST 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
COLLECTION					
ADULT	\$ 90,000.00	\$ 15,200.86	\$ 21,671.30	\$ 68,328.70	24.08%
YOUNG ADULT	\$ 6,000.00	\$ 20.22	\$ 60.86	\$ 5,939.14	1.01%
CHILDREN BOOKS	\$ 20,000.00	\$ 5.80	\$ 1,818.94	\$ 18,181.06	9.09%
EBOOKS	\$ 58,000.00	\$ 664.32	\$ 14,902.74	\$ 43,097.26	25.69%
LOST BOOK REIMBURSEMENT	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
PERIODICALS & FILMS	\$ 18,000.00	\$ 979.00	\$ 979.00	\$ 17,021.00	5.44%
MUSIC CD	\$ 2,000.00	\$ 28.61	\$ 118.94	\$ 1,881.06	5.95%
AUDIO BOOKS	\$ 10,000.00	\$ 75.79	\$ 6,077.07	\$ 3,922.93	60.77%
ONLINE DATABASE	\$ 40,000.00	\$ -	\$ 19,783.98	\$ 20,216.02	49.46%
NLS DIRECT ACCESS	\$ 35,000.00	\$ -	\$ 24,990.00	\$ 10,010.00	71.40%
ONLINE INFO - OTHER	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
PROGRAM - ADULT	\$ 80,000.00	\$ 7,416.22	\$ 14,140.39	\$ 65,859.61	17.68%
PROGRAM - TICKETS	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	0.00%
PROGRAM - MUSEUM PASSES	\$ 10,000.00	\$ 3,800.00	\$ 13,260.00	\$ (3,260.00)	132.60%
PROGRAM - YOUNG ADULT	\$ 20,000.00	\$ 1,038.50	\$ 1,713.50	\$ 18,286.50	8.57%
PROGRAM - CHILDREN	\$ 60,000.00	\$ 3,024.77	\$ 6,804.81	\$ 53,195.19	11.34%
TRIP EXPENSES	\$ 5,000.00	\$ -	\$ 2,253.40	\$ 2,746.60	45.07%
VIDEOS/DVD	\$ 18,000.00	\$ 2,067.83	\$ 3,260.34	\$ 14,739.66	18.11%
LIBRARY OF THINGS	\$ 7,000.00	\$ 105.68	\$ 558.62	\$ 6,441.38	7.98%
TOTAL COLLECTION	\$ 490,600.00	\$ 34,427.60	\$ 132,393.89	\$ 358,206.11	26.99%
LIBRARY OPERATIONS					
LOCAL HISTORY	\$ 5,000.00	\$ -	\$ 362.22	\$ 4,637.78	7.24%
PROFESSIONAL ACTIVITIES	\$ 18,000.00	\$ 580.88	\$ 660.88	\$ 17,339.12	3.67%
SUPPLIES	\$ 36,000.00	\$ 1,657.86	\$ 2,749.85	\$ 33,250.15	7.64%
PUBLICITY	\$ 30,000.00	\$ 408.26	\$ 642.52	\$ 29,357.48	2.14%
TELEPHONE	\$ 15,000.00	\$ 1,019.74	\$ 2,212.97	\$ 12,787.03	14.75%
TELECOMMUNICATIONS - ALIS	\$ 12,000.00	\$ 800.00	\$ 1,600.00	\$ 10,400.00	13.33%
ALIS EXPENSE	\$ 52,000.00	\$ -	\$ 11,074.21	\$ 40,925.79	21.30%
COMPUTER EXPENSE	\$ 31,000.00	\$ 2,369.34	\$ 2,976.25	\$ 28,023.75	9.60%
BANK SERVICE CHARGES	\$ -	\$ 119.68	\$ 266.53	\$ (266.53)	0.00%
POSTAGE	\$ 6,000.00	\$ -	\$ 9.68	\$ 5,990.32	0.16%
ELECTION EXPENSE	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	0.00%
PAYROLL SERVICE	\$ 18,000.00	\$ 1,366.90	\$ 2,858.75	\$ 15,141.25	15.88%
OTHER	\$ 2,000.00	\$ 55.91	\$ 73.85	\$ 1,926.15	3.69%
INSURANCE	\$ 60,000.00	\$ 140.00	\$ 140.00	\$ 59,860.00	0.23%
SECURITY	\$ 100,000.00	\$ 3,840.48	\$ 11,060.64	\$ 88,939.36	11.06%
PROFESSIONAL FEES	\$ 81,000.00	\$ 4,470.00	\$ 12,470.40	\$ 68,529.60	15.40%
STAFF DEVELOPMENT	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
TOTAL GENERAL OPERATIONS	\$ 488,000.00	\$ 16,829.05	\$ 49,158.75	\$ 438,841.25	10.07%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 2 MONTHS ENDED AUGUST 31, 2024

	2024-2025 BUDGET	AUGUST 2024	TOTAL TO DATE	AVAILABLE BALANCE	% SPENT
BUILDING MAINTENANCE					
GAS & ELECTRICITY	\$ 130,000.00	\$ 119.51	\$ 20,467.12	\$ 109,532.88	15.74%
WATER	\$ 4,000.00	\$ -	\$ 250.40	\$ 3,749.60	6.26%
SUPPLIES	\$ 38,000.00	\$ 2,255.05	\$ 4,726.95	\$ 33,273.05	12.44%
REPAIRS/CLEANING	\$ 90,000.00	\$ 3,466.98	\$ 14,756.93	\$ 75,243.07	16.40%
LANDSCAPER	\$ 26,000.00	\$ 1,710.00	\$ 3,420.00	\$ 22,580.00	13.15%
SNOW REMOVAL	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
ALARM SYSTEM	\$ 18,000.00	\$ 5,295.00	\$ 6,045.00	\$ 11,955.00	33.58%
MAINTENANCE CONTRACTS	\$ 30,000.00	\$ 4,632.00	\$ 4,632.00	\$ 25,368.00	15.44%
EQUIPMENT RENTAL	\$ 22,000.00	\$ 2,476.38	\$ 3,636.88	\$ 18,363.12	16.53%
AUTO EXPENSE	\$ 2,400.00	\$ 40.00	\$ 70.00	\$ 2,330.00	2.92%
OTHER OPERATING & MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
BUILDING MAINTENANCE - OTHER	\$ -	\$ -	\$ 98.78	\$ (98.78)	0.00%
TOTAL BUILDING MAINTENANCE	\$ 385,400.00	\$ 19,994.92	\$ 58,104.06	\$ 327,295.94	15.08%
TOTAL EXPENSES	\$ 5,408,000.00	\$ 315,730.36	\$ 856,821.30	\$ 4,551,178.70	15.84%

SEE ACCOUNTANT'S REVIEW LETTER

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

COLLATERAL ANALYSIS

	First National	TD Bank	
Bank Statement Balances - end of month			
General Fund	113,487.78	35,490.30	
Trust & Agency	-	33,378.15	
Money Market	536,270.57	2,574,849.53	
Capital MM	1,447,814.36	100,289.29	
Capital	24,616.84	40,475.78	
CDs	-	1,553,036.20	1,553,036.20
	<u>\$ 2,122,189.55</u>	<u>\$ 4,337,519.25</u>	
TD Bank required Collateral	\$ 2,159,633.34	\$ 4,169,269.64	
Collateral Held by 3rd Party - BNY Mellon	-	(4,291,895.33)	
Collateral Held by 3rd Party - M&T	(1,965,799.44)	-	
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>\$ (56,166.10)</u>	<u>\$ (622,625.70)</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 August 31, 2024**

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank
General Fund	113,487.78	128,667.63
Trust & Agency	-	29,519.03
Money Market	538,055.65	2,508,983.67
Capital MM	1,452,633.68	100,544.12
Capital	24,616.84	40,578.63
CDs	-	1,557,373.23
	<u>\$ 2,128,793.95</u>	<u>\$ 4,365,666.31</u>

TD Bank required Collateral	\$ 2,166,369.83	\$ 4,197,979.64
Collateral Held by 3rd Party - BNY Mellon	-	(4,197,979.64)
Collateral Held by 3rd Party - M&T	(2,166,369.83) **	-
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

SEE ACCOUNTANT'S REVIEW LETTER

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.

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REORGANIZATION MEETING

WEDNESDAY, JULY 10, 2024
ADMINISTRATION BUILDING
7:30 P.M.

CALL TO ORDER

The reorganization meeting of the Hicksville Public Library Board of Trustees was called to order by President Joanne Curran Perrucci at 7:32 pm. Those present were: Mrs. D'Antonio, Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Kwas (recording secretary). Mr. Munozospina was absent with prior notice. Also present was Mr. Joe Gangemella.

PLEDGE OF ALLEGIANCE

RECOMMENDED ACTIONS RE: REORGANIZATION MEETING

- 1.1 Oath of office administered to elected Board Member, Mrs. Curran Perrucci.
- 1.2 Mr. Larry Tenenbaum was appointed temporary Chairperson for the purpose of electing Officers.
- 1.3 Mrs. Guida made a motion to nominate Mrs. Curran Perrucci as President; seconded by Mrs. D'Antonio. It was carried unanimously.

Mrs. Guida made a motion to nominate Mrs. Mary D'Antonio as Vice President; seconded by Mrs. Blitz. It was carried unanimously.

Mrs. Guida made a motion to nominate Mrs. Joan Blitz as Secretary; seconded by Mrs. D'Antonio. It was carried unanimously.

The elected officers are: Joanne Curran Perrucci - President, Mary D'Antonio - Vice-President, and Joan Blitz - Secretary; carried unanimously. All elected officers were administered the oath of office.

Mrs. Guida will come in each month for check verification of the expenditures on the warrant.

- 1.4 Mrs. Guida made a motion, seconded by Mrs. D'Antonio, to appoint the law firm of Jaspan, Schlesinger, Narendran LLP as counsel to the Board, effective July 1, 2024, at an annual retainer of \$12,000, with legal services outside the scope of non-adversarial general legal services to be billed at \$240.00 per hour for attorneys and \$140 per hour for paralegals/legal assistants; carried unanimously.

Mrs. D'Antonio made a motion, seconded by Mrs. Guida, to appoint Ms. Aimee Pichardo-Lloyd to the position of Treasurer of the Board of Trustees, effective July 1, 2024 at a monthly service fee of \$1,350.00. It was carried unanimously.

Mrs. Guida made a motion, seconded by Mrs. Curran Perrucci, to appoint Baldessari & Coster LLP as an Independent Auditor for an audit and related services for fiscal year ending June 30, 2024 not to exceed \$13,600.00. It was carried unanimously.

- 1.5 Oath of office administered to Library Treasurer, Ms. Aimee Pichardo-Lloyd.

- 1.6 Appointment of Committees:

Mrs. Curran Perrucci made a motion, seconded by Mrs. Guida Strategic Planning Committee: Mary D'Antonio and Erin Guida; it was carried unanimously.

Mrs. D'Antonio made a motion, seconded by Mrs. Guida Building Committee: Carlos Munozospina and Joanne Curran Perrucci; it was carried unanimously.

Mrs. D'Antonio made a motion, seconded by Mrs. Guida Finance Committee: Erin Guida and Joan Blitz; it was carried unanimously.

- 1.7 Mrs. D'Antonio made a motion, seconded by Mrs. Curran Perrucci; carried unanimously to establish petty cash funds in the amount of \$600, to be replenished each month to maintain \$600 per month, with \$150 for the cash register, and \$450 regular petty cash.

- 1.8 Mrs. Guida made a motion, seconded by Mrs. Blitz, to authorize the Library Director and/or Acting Library Director to open and publicly read bids for the Hicksville Public Library; carried unanimously.

- 1.9 Mrs. D'Antonio made a motion, seconded by Mrs. Guida, to designate the Nassau Observer and/or the Mid Island Times as newspapers to receive legal notices for publication.

- 1.10 Mrs. Guida made a motion, seconded by Mrs. Curran Perrucci, that the following resolution with respect to designation of banks as depositories be adopted:

BE IT RESOLVED, that the following banks be designated as depositories of the Hicksville Public Library:

1. First National Bank of Long Island
2. Paypal
3. TD Bank

BE IT FURTHER RESOLVED, that the Library fund in said depositories are subject to withdrawal on checks signed by two of the following: President of the Board of Trustees, Secretary of the Board of Trustees, and Treasurer; and

BE IT FURTHER RESOLVED that in the absence or inability of the President or Secretary, the Vice-President of the Board of Trustees is authorized to sign; and

BE IT FURTHER RESOLVED that all signatures may be affixed manually; and

BE IT FURTHER RESOLVED, that checks on the Payroll Account may be signed manually by the Secretary of the Board or Library Treasurer signing alone; and

BE IT FURTHER RESOLVED, that in the absence or inability of the Treasurer, the President of the Board of Trustees or Secretary of the Board is authorized to sign; and

BE IT FURTHER RESOLVED, that savings accounts will be subject to withdrawal upon the manual signature of the Treasurer signing alone.

- 1.11 Mrs. Guida made a motion, seconded by Mrs. Blitz, approving Roseann Acosta as authorizing officer to the Corporate Credit Accounts; carried unanimously.

Mrs. Guida made a motion, seconded by Mrs. D'Antonio, that the following resolution numbers 1.12 through 1.17 be approved; carried unanimously.

- 1.12 BE IT RESOLVED, that the Library Director/Acting Director is hereby authorized to make transfer and expenditures up to a limit of \$5,000 within and between unit appropriations as prescribed by regulations of the Commissioner of Education unless an issue relating to the health or safety to the library arises

- 1.13 BE IT RESOLVED, that the Board of Trustees hereby readopts and reaffirms the Library's Bylaws and Policies.
- 1.14 BE IT RESOLVED, that the Board of Trustees hereby designates Deborah Kwas as the Clerk of the Board of Trustees, at a monthly stipend of \$300, and BE IT RESOLVED, that the Board Secretary is hereby authorized to delegate to such Clerk the responsibility and duty to take minutes of meetings of the Board of Trustees.
- 1.15 BE IT RESOLVED, that the Board of Trustees hereby approves a mileage reimbursement rate for employees who are required to travel in their personal vehicles for Library business, based on the then-current IRS authorized mileage rate.
- 1.16 BE IT RESOLVED, that the Board of Trustees hereby authorizes the following payments in advance of a Board meeting or audit of claims. Such payments require the prior approval of the Board President (or in his or her absence or inability, the Board Vice President), the Treasurer and the Library Director. In addition, such payments are subject to prompt written notice to the Board, and further subject to ratification by the Board at the first Board meeting immediately following any such payment:
- a. Utility payments including gas or oil, water, electricity, sewer, telephone, and internet service
 - b. Payroll and associated expenses including federal and state taxes, NYSLRS payments, employee benefit expenses, union dues, 403(b) payments, and employee health, dental and vision insurance premiums.
 - c. Debt service and premiums for the Library's insurance policies.
- 1.17 BE IT FURTHER RESOLVED, that the regularly scheduled meeting of the Hicksville Public Library Board of Trustees will be the 2nd Wednesday of every month unless another or additional date(s) are set by the Board, and the community will be notified.

Budget hearing and registration - To be decided.

Budget vote and regular board meeting - To be decided.

Budget registration – To be decided.

** the vote must be held 7-14 days after the budget hearing.

1.18 ADJOURNMENT

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the reorganization meeting of the Board of Trustees be adjourned at 7:44 p.m. Mrs. Guida seconded the motion and it was carried unanimously.

Respectfully submitted:

Deborah Kwas

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, JULY 10, 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 7:44 pm. Those present were: Mrs. D'Antonio, Mrs. Guida, Mrs. Blitz, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Kwas (recording secretary). Mr. Munozospina was absent with prior notice. Also present was Mr. Joe Gangemella.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Ms. Acosta informed the board that the Strategic Planning Committee met on June 17th to finalize revisions on the By-Laws policy. They also discussed reorganizing the policy book into sections to make it easier to find policies. She provided the board with a sample of a Library's Policy Manual and will ask the Board's opinion of it after they review it.

The Building Committee met on June 24th to choose finishings for the Main Level restrooms. The architect is sending the finalized designs to NYSED for approvals so that the project can begin. The Building Committee also discussed creating quiet study booths.

The Children's Room design for the entryway and Interactive Family Space has been completed and the proposals to build and install the designs are included in the board packet for the board to make a motion. If approved this month, the project should be completed by late August.

Ms. Acosta stated that the American Library Association conference in San Diego that she attended was a great experience. The conference offered opportunities to network with peers, exchange innovative ideas, and stay updated on the latest trends and technologies.

Ms. Acosta mentioned that she is working with the Youth Services staff to build the partnership with the school and create programming and services for the new school year.

TREASURER'S REPORT

Ms. Pichardo-Lloyd presented a new report format to the board. The board asked Ms. Pichardo-Lloyd questions about the capital account for projects going forward and had a few suggestions for tweaks to the report for next month.

Mrs. Guida made the following motion:

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

LEGAL

A negotiation update will be discussed in executive session.

APPROVAL OF MINUTES

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board approves the minutes of the June 12, 2024 regular board meeting as presented. Mrs. D'Antonio 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 #767 ending July 10, 2024 in the amount of \$184,534.95 including checks numbered 5378 through 5455 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 \$149,189.41, FICA and Medicare \$11,412.99, for a total of \$160,602.40 for the month ending June 30, 2024.

Mrs. Guida seconded the motion and it was carried unanimously.

OLD BUSINESS

Interactive Family Space and Children's Room Entryway

The board reviewed the three proposals for building and installing the designs by Janice Davis Design Studios and chose Prop & Paint Creative Studio.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves Prop & Paint Creative Studio LLC's proposal in the amount of \$23,350.00 plus \$11,000 totaling \$33,350.00 to build and install the

Interactive Family Space and Children’s Room entryway as presented. Mrs. Guida seconded the motion and it was carried unanimously.

Policy Revision

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board revises the Hicksville Public Library By-Laws (currently known as Policy # 3) as presented. Mrs. D’Antonio seconded the motion and it was carried unanimously.

CORRESPONDENCE

FYI

NEW BUSINESS

Sav Mor Mechanical Services

The board discussed SavMor Mechanical Services’ proposal for a replacement of the HVAC system. The replacement unit would not be able to be manufactured before September, after the summer heat, so the board decided to table the proposal for a replacement HVAC system. In the meantime, settings were adjusted to make the building feel cooler and more comfortable until a new unit can replace the one that is not working on full capacity.

Ms. Acosta will be in touch with SavMor to look into a newer, more efficient smaller unit with bells and whistles. She will consult with the engineer to see if a unit can be put on the roof to save space on the outside library property.

COMMUNITY COMMENTS

PERSONNEL

1. Retirements: None
2. Resignations:

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board accepts the resignation of Julie Kilduff from the position of part-time Substitute Librarian effective June 10, 2024. Mrs. Blitz seconded the motion and it was carried unanimously.

3. Appointments: None
4. Terminations: None

PROGRAM AND STAFF REPORTS

The board appreciated the Adult Reference report that was received. Mrs. Guida and the board were pleased that there was such a good response for the Summer Reading kickoff for both children and adults. The newsletter that was sent to the communities' homes have doubled the number of patrons that have signed up this year.

The Library of Things has been a great success.

EXECUTIVE SESSION

Mrs. D'Antonio made the following motion at 8:21 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for the purpose of discussing contract negotiations. Mrs. Guida seconded the motion and it was carried unanimously.

Mrs. Guida made the following motion at 8:25 pm:

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

FUTURE BOARD MEETING

The board discussed waiving the August meeting for the summer.

Mrs. Guida made the following motion:

BE IT RESOLVED, that the board will waive the August 2024 board meeting and meet in September, subject to calling a Special Board Meeting if necessary. Mrs. D'Antonio seconded the motion and it was carried unanimously.

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

ADJOURNMENT

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 8:26 pm. Mrs. Guida seconded the motion and it was carried unanimously.

Respectfully submitted:

Deborah Kwas

SPECIAL BOARD MEETING
FRIDAY, AUGUST 9, 2024 AT 4:30 PM
LOCATION: ADMINISTRATION BUILDING

CALL TO ORDER

The special meeting of the Hicksville Public Library Board of Trustees was called to order by President Joanne Curran Perrucci at 4:43 pm. Those present were: Mrs. D'Antonio, Mrs. Blitz, and Ms. Acosta (recording secretary). Mrs. Guida and Mr. Munozospina were absent with prior notice.

PLEDGE OF ALLEGIANCE

RECOMMENDED ACTIONS

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the Board of trustees hereby adopts the Assurances and the associated Application for State Aid under the Library Construction Program (FY 2024-2025), to be administered in accordance with the requirements of Education Law S273-a and Commissioner's Regulations S90.12 as presented.

Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. D'Antonio made the following motion:

WHEREAS, capital improvement projects are subject to classification under Article 8 of the Environmental Conservation Law, the State Environmental Quality Review Act ("SEQRA"); and

WHEREAS, replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of the SEQRA regulations, are classified as Type II Actions under said regulations (6 NYCRR § 617.5) which reads, in part, as follows:

6 NYCRR § 617.5

(c) The following actions are not subject to review under this Part:

(1) maintenance or repair involving no substantial changes in an existing structure or facility;

(2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;

(10) routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings.

WHEREAS, SEQRA regulations declare that Type II Actions have no significant impact on the environment and require no further review under SEQRA; and

WHEREAS, the Hicksville Public Library intends to undertake a Toilet Renovation Project and to appropriate and expend funds authorized pursuant to the Library's budget for such project costs; and

WHEREAS, the Board of Trustees, as the only involved agency, has examined all information related to the Toilet Renovation Project and has determined that said Project should be classified as a Type II Action pursuant to Section 617.5 of the SEQRA regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby declares that the construction represented by the Toilet Renovation Project is a Type II Action, which require no further review under SEQRA; and

BE IT FURTHER RESOLVED, that the Board of Trustees shall forward an official copy of this Resolution to the New York State Education Department together with a copy of the correspondence with the New York State Office of Parks, Recreation and Historic Prevention in connection with its request for approval of the Capital Improvement Projects from the New York State Education Department, in conjunction with an application to approve said projects. Mrs. Blitz seconded the motion and it was carried unanimously.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED that the Hicksville Free Public Library Board of Trustees hereby approves the use of the New York State Construction Grant to fund the toilet renovation project. Mrs. D'Antonio seconded the motion and it was carried unanimously.

ADJOURNMENT

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the special meeting of the Board of Trustees be adjourned at 4:46 pm. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Respectfully submitted:

Roseann Acosta

HICKSVILLE PUBLIC LIBRARY
AUGUST 2024
JULY 2024 PETTY CASH

July 2, 2024	JOE GANGEMELLA - FISH SUPPLIES	\$17.94
July 2, 2024	JOE GANGEMELLA - GAS FOR VAN	\$30.00
July 30, 2024	DEBBIE KWAS - POSTAGE (CERTIFIED)	\$9.68
	TOTAL:	<u>\$57.62</u>

HICKSVILLE PUBLIC LIBRARY
SEPTEMBER 2024
AUGUST 2024 PETTY CASH

August 1, 2024	JOE GANGEMELLA - BAGS OF ICE FOR CHILDREN'S PROGRAM	\$48.82
August 9, 2024	JOE GANGEMELLA - FISH FOR CHILDREN'S ROOM	\$55.91
August 9, 2024	JEANNINE DILLON - FOR ADULT CRAFT	\$58.59
August 13, 2024	SHANNON JAEGER - FAMILY DISNEY BINGO	\$50.55
August 14, 2024	AMANDA DELISI - SPICES FOR ADULT PROGRAM	\$49.96
August 14, 2024	MOLLY CHUTER - SPICES FOR ADULT PROGRAM	\$9.95
August 28, 2024	AMANDA DELISI - ITEMS FOR SPICE OF THE MONTH PROGRAM	\$15.87
August 30, 2024	JOE GANGEMELLA - GAS	\$40.00
		<hr/>
	TOTAL:	\$329.65

**WARRANT #768
OUTSTANDING BILLS AUGUST 14, 2024**

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

I hereby certify that the above claims numbered 5456 through 5542 in the amount of \$357,618.91, Utilities in the amount of \$8,900.16 and Petty Cash in the amount of \$57.62 from TD BANK DEMAND ACCOUNT in the total amount of \$366,576.69 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, SEPTEMBER 11, 2024. You are hereby authorized and directed to pay the claimants certified above the amount of each claim allowed and charge the proper fund.

Secretary _____

HICKSVILLE PUBLIC LIBRARY
Warrant # 768

General Warrant		
Checks	5278-5455	(357,618.91)
Utilities		(8,900.16)
Petty Cash		(57.62)
Total		(366,576.69)

Capital Warrant		
Checks		-

Motion Proposed by _____ Motion Seconded by _____

Motion Passed to Accept Yes No

Finance Officer _____

Director: _____

Type	Num	Date	Name	Account	Amount
Check		07/02/2024	JOSEPH GANGEMELLA	1089 - Petty Cash Fund	(47.94)
Bill Pmt -Check		07/18/2024	NATIONAL GRID	1051 - TD Bank - Demand 8291	(84.03)
Bill Pmt -Check		07/18/2024	NATIONAL GRID	1051 - TD Bank - Demand 8291	(23.81)
Bill Pmt -Check		07/22/2024	PSEGLI	1051 - TD Bank - Demand 8291	(8,792.32)
Check		07/30/2024	DEBBIE KWAS	1089 - Petty Cash Fund	(9.68)
Bill Pmt -Check	5456	07/10/2024	LONG ISLAND LIBRARY CONFERENCE	1051 - TD Bank - Demand 8291	(80.00)
Bill Pmt -Check	5457	07/10/2024	NASSAU LIBRARY SYSTEM GENERAL FUND	1051 - TD Bank - Demand 8291	(24,990.00)
Bill Pmt -Check	5458	07/10/2024	NYS EMPLOYEES HEALTH INS	1051 - TD Bank - Demand 8291	(89,502.41)
Bill Pmt -Check	5459	07/10/2024	PSEGLI	1051 - TD Bank - Demand 8291	(520.22)
Bill Pmt -Check	5460	07/10/2024	READY REFRESH BY NESTLE	1051 - TD Bank - Demand 8291	(83.90)
Bill Pmt -Check	5461	07/10/2024	READY REFRESH BY NESTLE	1051 - TD Bank - Demand 8291	(35.96)
Bill Pmt -Check	5462	07/10/2024	VOLLI COMMUNICATIONS, INC.	1051 - TD Bank - Demand 8291	(173.49)
Bill Pmt -Check	5463	07/24/2024	AUTOMATIC DATA PROCESSING	1051 - TD Bank - Demand 8291	(1,491.85)
Bill Pmt -Check	5464	07/24/2024	PROP & PAINT CREATIVE STUDIO, LLC	1051 - TD Bank - Demand 8291	(22,327.50)
Bill Pmt -Check	5465	07/24/2024	THOMAS KLISE/CRIMSON MULTIMEDIA	1051 - TD Bank - Demand 8291	(184.61)
Bill Pmt -Check	5466	07/31/2024	A LIFETIME OF DANCE	1051 - TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	5467	07/31/2024	A TIME FOR KIDS, INC.	1051 - TD Bank - Demand 8291	(975.00)
Bill Pmt -Check	5468	07/31/2024	AMAZON BUSINESS	1051 - TD Bank - Demand 8291	(440.11)
Bill Pmt -Check	5469	07/31/2024	AMERICAL DIGITAL MEMORIES, LLC	1051 - TD Bank - Demand 8291	(362.22)
Bill Pmt -Check	5470	07/31/2024	APPRAISAL AFFILIATES, INC.	1051 - TD Bank - Demand 8291	(4,100.00)
Bill Pmt -Check	5471	07/31/2024	ARROW SECURITY	1051 - TD Bank - Demand 8291	(7,220.16)
Bill Pmt -Check	5472	07/31/2024	BAKER & TAYLOR BOOKS	1051 - TD Bank - Demand 8291	(13,529.63)
Bill Pmt -Check	5473	07/31/2024	BOTTO BROTHERS PLUMBING & HEATING	1051 - TD Bank - Demand 8291	(3,650.00)
Bill Pmt -Check	5474	07/31/2024	BQ ELECTRIC, INC.	1051 - TD Bank - Demand 8291	(462.60)
Bill Pmt -Check	5475	07/31/2024	BRODART CO. (BOOKS)	1051 - TD Bank - Demand 8291	(273.36)
Bill Pmt -Check	5476	07/31/2024	CABLEVISION	1051 - TD Bank - Demand 8291	(767.93)
Bill Pmt -Check	5477	07/31/2024	CARR BUSINESS SYSTEMS	1051 - TD Bank - Demand 8291	(451.50)
Bill Pmt -Check	5478	07/31/2024	CHECKMATE (MICHAEL CAPUTO)	1051 - TD Bank - Demand 8291	(900.00)
Bill Pmt -Check	5479	07/31/2024	CLIVE DOUGLAS YOUNG	1051 - TD Bank - Demand 8291	(275.00)
Bill Pmt -Check	5480	07/31/2024	COSTELLO'S/ACE HARDWARE	1051 - TD Bank - Demand 8291	(288.74)
Bill Pmt -Check	5481	07/31/2024	CSEA EMPLOYEE BENEFIT FUND	1051 - TD Bank - Demand 8291	(5,688.59)
Bill Pmt -Check	5482	07/31/2024	DEMCO, INC.	1051 - TD Bank - Demand 8291	(103.45)
Bill Pmt -Check	5483	07/31/2024	DISPLAYS 2 GO	1051 - TD Bank - Demand 8291	(418.03)
Bill Pmt -Check	5484	07/31/2024	EDMER SANITARY SUPPLY CO., INC.	1051 - TD Bank - Demand 8291	(1,543.09)
Bill Pmt -Check	5485	07/31/2024	ELECTRONIX SYSTEMS C.S.A. INC.	1051 - TD Bank - Demand 8291	(750.00)
Bill Pmt -Check	5486	07/31/2024	FISH GUY PHOTOS	1051 - TD Bank - Demand 8291	(300.00)
Bill Pmt -Check	5487	07/31/2024	GARY JANSEN	1051 - TD Bank - Demand 8291	(100.00)

Type	Num	Date	Name	Account	Amount
Bill Pmt -Check	5488	07/31/2024	GOVCONNECTION, INC.	1051 - TD Bank - Demand 8291	(2,308.19)
Bill Pmt -Check	5489	07/31/2024	GRAINGER	1051 - TD Bank - Demand 8291	(256.74)
Bill Pmt -Check	5490	07/31/2024	HANDA INDUSTRIES, INC.	1051 - TD Bank - Demand 8291	(1,710.00)
Bill Pmt -Check	5491	07/31/2024	HEATHER WILLIAMS	1051 - TD Bank - Demand 8291	(335.00)
Bill Pmt -Check	5492	07/31/2024	HICKSVILLE PUBLIC LIBRARY	1051 - TD Bank - Demand 8291	(57.62)
Bill Pmt -Check	5493	07/31/2024	HICKSVILLE WATER DISTRICT	1051 - TD Bank - Demand 8291	(250.40)
Bill Pmt -Check	5494	07/31/2024	HOOPLA	1051 - TD Bank - Demand 8291	(435.08)
Bill Pmt -Check	5495	07/31/2024	INGRAM LIBRARY SERVICES	1051 - TD Bank - Demand 8291	(708.42)
Bill Pmt -Check	5496	07/31/2024	INTREPID SEA, AIR & SPACE MUSEUM	1051 - TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	5497	07/31/2024	JASPAN SCHLESINGER NARENDRAN LLP	1051 - TD Bank - Demand 8291	(2,550.40)
Bill Pmt -Check	5498	07/31/2024	JEANNIE PENDERGRASS	1051 - TD Bank - Demand 8291	(150.00)
Bill Pmt -Check	5499	07/31/2024	JILL K. EMMER	1051 - TD Bank - Demand 8291	(275.00)
Bill Pmt -Check	5500	07/31/2024	JOLENE BARTEN-BOSNJAK	1051 - TD Bank - Demand 8291	(400.00)
Bill Pmt -Check	5501	07/31/2024	JOSEPH CILMI	1051 - TD Bank - Demand 8291	(420.00)
Bill Pmt -Check	5502	07/31/2024	JUMP FOR JOY, INC.	1051 - TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	5503	07/31/2024	KANOPY, INC.	1051 - TD Bank - Demand 8291	(168.00)
Bill Pmt -Check	5504	07/31/2024	KAPCO	1051 - TD Bank - Demand 8291	(100.50)
Bill Pmt -Check	5505	07/31/2024	KNOCKOUT PEST CONTROL, INC.	1051 - TD Bank - Demand 8291	(125.00)
Bill Pmt -Check	5506	07/31/2024	KNOCKOUT PEST CONTROL, INC.	1051 - TD Bank - Demand 8291	(75.00)
Bill Pmt -Check	5507	07/31/2024	LABELCITY, INC.	1051 - TD Bank - Demand 8291	(196.09)
Bill Pmt -Check	5508	07/31/2024	LEAF	1051 - TD Bank - Demand 8291	(199.00)
Bill Pmt -Check	5509	07/31/2024	LINDA G. SICILIANO-CAFIERO	1051 - TD Bank - Demand 8291	(320.00)
Bill Pmt -Check	5510	07/31/2024	LONG ISLAND AQUARIUM	1051 - TD Bank - Demand 8291	(2,700.00)
Bill Pmt -Check	5511	07/31/2024	LONG ISLAND CHILDREN'S MUSEUM	1051 - TD Bank - Demand 8291	(3,510.00)
Bill Pmt -Check	5512	07/31/2024	MACKENZIE NEW MEDIA, INC.	1051 - TD Bank - Demand 8291	(750.00)
Bill Pmt -Check	5513	07/31/2024	MELINDA SPACE	1051 - TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	5514	07/31/2024	MIDWEST TAPE	1051 - TD Bank - Demand 8291	(168.02)
Bill Pmt -Check	5515	07/31/2024	MINDY D. VASTA	1051 - TD Bank - Demand 8291	(330.00)
Bill Pmt -Check	5516	07/31/2024	MULTICULTURAL BOOKS & VIDEOS	1051 - TD Bank - Demand 8291	(1,125.00)
Bill Pmt -Check	5517	07/31/2024	NASSAU LIBRARY SYSTEM GENERAL FUND	1051 - TD Bank - Demand 8291	(21,925.43)
Bill Pmt -Check	5518	07/31/2024	NASSAU LIBRARY SYSTEM ILS SERVICES OPERAT	1051 - TD Bank - Demand 8291	(11,874.21)
Bill Pmt -Check	5519	07/31/2024	NICOLE MENZZASALMA	1051 - TD Bank - Demand 8291	(100.00)
Bill Pmt -Check	5520	07/31/2024	NYS EMPLOYEES HEALTH INS	1051 - TD Bank - Demand 8291	(87,955.07)
Bill Pmt -Check	5521	07/31/2024	OCLC, INC.	1051 - TD Bank - Demand 8291	(608.55)
Bill Pmt -Check	5522	07/31/2024	ORIENTAL TRADING COMPANY	1051 - TD Bank - Demand 8291	(19.98)
Bill Pmt -Check	5523	07/31/2024	OVERDRIVE, INC.	1051 - TD Bank - Demand 8291	(13,782.00)
Bill Pmt -Check	5524	07/31/2024	OVERDRIVE, INC.	1051 - TD Bank - Demand 8291	(456.42)
Bill Pmt -Check	5525	07/31/2024	PARTY ART STUDIO	1051 - TD Bank - Demand 8291	(325.00)
Bill Pmt -Check	5526	07/31/2024	PLAYAWAY PRODUCTS, LLC	1051 - TD Bank - Demand 8291	(162.42)
Bill Pmt -Check	5527	07/31/2024	RAY BLOCK STATIONERY CO., INC.	1051 - TD Bank - Demand 8291	(590.79)
Bill Pmt -Check	5528	07/31/2024	ROYAL EVENTS PRINCESS PARTIES	1051 - TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	5529	07/31/2024	SAV MOR MECHANICAL SERVICES, INC.	1051 - TD Bank - Demand 8291	(6,715.00)
Bill Pmt -Check	5530	07/31/2024	SENSOURCE	1051 - TD Bank - Demand 8291	(489.00)
Bill Pmt -Check	5531	07/31/2024	SHANTI WINTERGATE	1051 - TD Bank - Demand 8291	(700.00)
Bill Pmt -Check	5532	07/31/2024	SOUTH SHORE FIRE & SAFETY	1051 - TD Bank - Demand 8291	(262.35)
Bill Pmt -Check	5533	07/31/2024	STEFANIE PERRETTA	1051 - TD Bank - Demand 8291	(360.00)
Bill Pmt -Check	5534	07/31/2024	T-MOBILE	1051 - TD Bank - Demand 8291	(77.80)
Bill Pmt -Check	5535	07/31/2024	TD CARD SERVICES	1051 - TD Bank - Demand 8291	(3,889.74)
Bill Pmt -Check	5536	07/31/2024	THE WHALING MUSEUM & EDUCATION CENTER	1051 - TD Bank - Demand 8291	(650.00)
Bill Pmt -Check	5537	07/31/2024	THERESA'S PROGRAMS, LLC	1051 - TD Bank - Demand 8291	(395.00)
Bill Pmt -Check	5538	07/31/2024	ULINE	1051 - TD Bank - Demand 8291	(383.33)
Bill Pmt -Check	5539	07/31/2024	VOLLI COMMUNICATIONS, INC.	1051 - TD Bank - Demand 8291	(174.01)
Bill Pmt -Check	5540	07/31/2024	WELLS FARGO FINANCIAL LEASING, INC.	1051 - TD Bank - Demand 8291	(188.00)
Bill Pmt -Check	5541	07/31/2024	WELLS FARGO FINANCIAL LEASING, INC.	1051 - TD Bank - Demand 8291	(322.00)
Bill Pmt -Check	5542	07/31/2024	AIMEE PICHARDO-LLOYD	1051 - TD Bank - Demand 8291	(1,350.00)

(366,576.69)

**HICKSVILLE PUBLIC
LIBRARY**

PAYROLL WARRANT FOR MONTH
ENDING 7/31/2024

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 \$151,434.96 and employers share of FICA & MEDICARE \$11,584.78

TOTAL \$163,019.74

Secretary _____

Date _____

Leave date open due to no b/m in August

WARRANT #769
OUTSTANDING BILLS SEPTEMBER 11, 2024

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

I hereby certify that the above claims numbered 5543 through 5620 in the amount of \$80,556.41, Utilities in the amount of \$10,927.23 and Petty Cash in the amount of \$329.65 from TD BANK DEMAND ACCOUNT in the total amount of \$91,813.29 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, SEPTEMBER 11, 2024. You are hereby authorized and directed to pay the claimants certified above the amount of each claim allowed and charge the proper fund.

Secretary _____

Hicksville Public Library
Warrant #769
 August 2024

General Warrant		
Checks	5543 - 5620	80,556.41
Utilities		10,927.23
Petty Cash		329.65
Total		91,813.29

Capital Warrant		
Checks		-

Motion Proposed by _____

Motion Seconded by _____

Motion Passed to Accept Yes No

Finance Officer: _____

Director: _____

	Type	Date	Num	Name	Account	Amount
Aug 24	Check	08/01/2024		JOE GANGAMELLA	1089-Petty Cash Fund	(48.82)
	Check	08/09/2024		JOE GANGAMELLA	1089-Petty Cash Fund	(55.91)
	Check	08/09/2024		JEANNINE DILLON	1089-Petty Cash Fund	(58.59)
	Check	08/13/2024		SHANNON JAEGER	1089-Petty Cash Fund	(50.55)
	Check	08/14/2024		AMANDA DELISI	1089-Petty Cash Fund	(49.96)
	Check	08/14/2024		MOLLY CHUTER	1089-Petty Cash Fund	(9.95)
	Check	08/28/2024		AMANDA DELISI	1089-Petty Cash Fund	(15.87)
	Check	08/30/2024		JOE GANGAMELLA	1089-Petty Cash Fund	(40.00)
	Bill Pmt -Check	08/08/2024	5543	BIBLIOTHECA, LLC	1051 · TD Bank - Demand 8291	(4,632.00)
	Bill Pmt -Check	08/08/2024	5544	READY REFRESH BY NESTLE	1051 · TD Bank - Demand 8291	(83.90)
	Bill Pmt -Check	08/09/2024	5545	NEW YORK POST	1051 · TD Bank - Demand 8291	(722.28)
	Bill Pmt -Check	08/20/2024		NATIONAL GRID	1051 · TD Bank - Demand 8291	(92.54)
	Bill Pmt -Check	08/20/2024		NATIONAL GRID	1051 · TD Bank - Demand 8291	(15.34)
	Bill Pmt -Check	08/24/2024		PSEGLI	1051 · TD Bank - Demand 8291	(10,206.75)
	Bill Pmt -Check	08/24/2024		PSEGLI	1051 · TD Bank - Demand 8291	(612.60)
	Bill Pmt -Check	08/28/2024	5546	AUTOMATIC DATA PROCESSING	1051 · TD Bank - Demand 8291	VOID
	Bill Pmt -Check	08/28/2024	5549	T-MOBILE	1051 · TD Bank - Demand 8291	(77.80)
	Bill Pmt -Check	08/28/2024	5547	AUTOMATIC DATA PROCESSING	1051 · TD Bank - Demand 8291	(1,366.90)
	Bill Pmt -Check	08/28/2024	5548	DAILY NEWS	1051 · TD Bank - Demand 8291	(76.00)
	Bill Pmt -Check	08/31/2024	5550	4 IMPRINT	1051 · TD Bank - Demand 8291	(2,510.12)
	Bill Pmt -Check	08/31/2024	5551	A LIFETIME OF DANCE	1051 · TD Bank - Demand 8291	(300.00)
	Bill Pmt -Check	08/31/2024	5552	A TIME FOR KIDS, INC.	1051 · TD Bank - Demand 8291	(975.00)
	Bill Pmt -Check	08/31/2024	5553	ABOFFS PAINTS-HICKSVILLE	1051 · TD Bank - Demand 8291	VOID
	Bill Pmt -Check	08/31/2024	5554	AIMEE PICHARDO-LLOYD	1051 · TD Bank - Demand 8291	(1,350.00)
	Bill Pmt -Check	08/31/2024	5555	AMAZON BUSINESS	1051 · TD Bank - Demand 8291	(1,036.29)
	Bill Pmt -Check	08/31/2024	5556	ARROW SECURITY	1051 · TD Bank - Demand 8291	(5,760.72)
	Bill Pmt -Check	08/31/2024	5557	ASSABET INTERACTIVE LLC	1051 · TD Bank - Demand 8291	(1,600.00)
	Bill Pmt -Check	08/31/2024	5558	BAKER & TAYLOR BOOKS	1051 · TD Bank - Demand 8291	(4,478.86)
	Bill Pmt -Check	08/31/2024	5559	BOTTO BROS. ACE HARDWARE	1051 · TD Bank - Demand 8291	(145.97)
	Bill Pmt -Check	08/31/2024	5560	BRIAN D. COLLINS	1051 · TD Bank - Demand 8291	(450.00)
	Bill Pmt -Check	08/31/2024	5561	BRODART CO. (BOOKS)	1051 · TD Bank - Demand 8291	(212.16)
	Bill Pmt -Check	08/31/2024	5562	BRODART CO. (BOOKS)	1051 · TD Bank - Demand 8291	(9,880.80)
	Bill Pmt -Check	08/31/2024	5563	BRODART CO. (SUPPLIES)	1051 · TD Bank - Demand 8291	(27.33)

Type	Date	Num	Name	Account	Amount
Bill Pmt -Check	08/31/2024	5564	CABLEVISION	1051 · TD Bank - Demand 8291	(767.93)
Bill Pmt -Check	08/31/2024	5565	CAROLE ANN DURAND	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	08/31/2024	5566	CARR BUSINESS SYSTEMS	1051 · TD Bank - Demand 8291	(1,256.10)
Bill Pmt -Check	08/31/2024	5567	CNA WESTEREN SURETY COMPANY	1051 · TD Bank - Demand 8291	(140.00)
Bill Pmt -Check	08/31/2024	5568	CSEA EMPLOYEE BENEFIT FUND	1051 · TD Bank - Demand 8291	(5,724.59)
Bill Pmt -Check	08/31/2024	5569	EDMER SANITARY SUPPLY CO., INC.	1051 · TD Bank - Demand 8291	(1,384.83)
Bill Pmt -Check	08/31/2024	5570	ELECTRONIX SYSTEMS C.S.A. INC.	1051 · TD Bank - Demand 8291	(3,730.00)
Bill Pmt -Check	08/31/2024	5571	ELECTRONIX SYSTEMS C.S.A. INC.	1051 · TD Bank - Demand 8291	(1,565.00)
Bill Pmt -Check	08/31/2024	5572	EVERCLEAN, INC.	1051 · TD Bank - Demand 8291	(2,250.00)
Bill Pmt -Check	08/31/2024	5573	GIMLET	1051 · TD Bank - Demand 8291	(174.00)
Bill Pmt -Check	08/31/2024	5574	GOVCONNECTION, INC.	1051 · TD Bank - Demand 8291	(1,351.91)
Bill Pmt -Check	08/31/2024	5575	GRAINGER	1051 · TD Bank - Demand 8291	(483.53)
Bill Pmt -Check	08/31/2024	5576	HANDA INDUSTRIES, INC.	1051 · TD Bank - Demand 8291	(1,710.00)
Bill Pmt -Check	08/31/2024	5577	HEATHER WILLIAMS	1051 · TD Bank - Demand 8291	(235.00)
Bill Pmt -Check	08/31/2024	5578	HICKSVILLE PUBLIC LIBRARY	1051 · TD Bank - Demand 8291	(329.65)
Bill Pmt -Check	08/31/2024	5579	HOOPLA	1051 · TD Bank - Demand 8291	(797.61)
Bill Pmt -Check	08/31/2024	5580	INGRAM LIBRARY SERVICES	1051 · TD Bank - Demand 8291	(1,837.07)
Bill Pmt -Check	08/31/2024	5581	JANICE DAVIS DESIGN LLC	1051 · TD Bank - Demand 8291	(2,000.00)
Bill Pmt -Check	08/31/2024	5582	JASPAN SCHLESINGER NARENDRAN LLP	1051 · TD Bank - Demand 8291	(1,120.00)
Bill Pmt -Check	08/31/2024	5583	JOAN LAZARUS	1051 · TD Bank - Demand 8291	(400.00)
Bill Pmt -Check	08/31/2024	5584	JOLENE BARTEN-BOSNJAK	1051 · TD Bank - Demand 8291	(240.00)
Bill Pmt -Check	08/31/2024	5585	JOSEPH CILMI	1051 · TD Bank - Demand 8291	(420.00)
Bill Pmt -Check	08/31/2024	5586	JUMP FOR JOY, INC.	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	08/31/2024	5587	KANOPY, INC.	1051 · TD Bank - Demand 8291	(164.00)
Bill Pmt -Check	08/31/2024	5588	KNOCKOUT PEST CONTROL, INC.	1051 · TD Bank - Demand 8291	(125.00)
Bill Pmt -Check	08/31/2024	5589	KNOCKOUT PEST CONTROL, INC.	1051 · TD Bank - Demand 8291	(75.00)
Bill Pmt -Check	08/31/2024	5590	LABELCITY, INC.	1051 · TD Bank - Demand 8291	(95.93)
Bill Pmt -Check	08/31/2024	5591	LEAF	1051 · TD Bank - Demand 8291	(199.00)
Bill Pmt -Check	08/31/2024	5592	LINDA G. SICILIANO-CAFIERO	1051 · TD Bank - Demand 8291	(240.00)
Bill Pmt -Check	08/31/2024	5593	LONG ISLAND AQUARIUM	1051 · TD Bank - Demand 8291	(2,700.00)
Bill Pmt -Check	08/31/2024	5594	MACKENZIE NEW MEDIA, INC.	1051 · TD Bank - Demand 8291	(750.00)
Bill Pmt -Check	08/31/2024	5595	MELINDA SPACE	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	08/31/2024	5596	MIDWEST TAPE	1051 · TD Bank - Demand 8291	(28.61)
Bill Pmt -Check	08/31/2024	5597	MINDY D. VASTA	1051 · TD Bank - Demand 8291	(220.00)
Bill Pmt -Check	08/31/2024	5598	NASSAU LIBRARY SYSTEM GENERAL FUND	1051 · TD Bank - Demand 8291	(365.00)
Bill Pmt -Check	08/31/2024	5599	NASSAU LIBRARY SYSTEM ILS SERVICES OI	1051 · TD Bank - Demand 8291	(800.00)
Bill Pmt -Check	08/31/2024	5600	NATIONAL NOTARY ASSOCIATION	1051 · TD Bank - Demand 8291	(35.00)
Bill Pmt -Check	08/31/2024	5601	NEWSDAY	1051 · TD Bank - Demand 8291	(180.72)
Bill Pmt -Check	08/31/2024	5602	NORTHEASTERN OFFICE EQUIPMENT	1051 · TD Bank - Demand 8291	(511.28)
Bill Pmt -Check	08/31/2024	5603	OVERDRIVE, INC.	1051 · TD Bank - Demand 8291	(664.32)
Bill Pmt -Check	08/31/2024	5604	PETRA PUPPETS	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	08/31/2024	5605	PITNEY BOWES, INC. (SUPPLIES)	1051 · TD Bank - Demand 8291	(150.27)
Bill Pmt -Check	08/31/2024	5606	QWICK CRAFT, LLC	1051 · TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	08/31/2024	5607	REPRISE MUSIC	1051 · TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	08/31/2024	5608	ROBERT G. SCOTT	1051 · TD Bank - Demand 8291	(565.00)
Bill Pmt -Check	08/31/2024	5609	ROYAL EVENTS PRINCESS PARTIES	1051 · TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	08/31/2024	5610	STEFANIE PERRETTA	1051 · TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	08/31/2024	5611	SUFFOLK COUNTY VANDERBILT MUSEUM	1051 · TD Bank - Demand 8291	(1,100.00)
Bill Pmt -Check	08/31/2024	5612	TD CARD SERVICES	1051 · TD Bank - Demand 8291	(1,367.22)
Bill Pmt -Check	08/31/2024	5613	THE WHALING MUSEUM & EDUCATION CEN	1051 · TD Bank - Demand 8291	(325.00)
Bill Pmt -Check	08/31/2024	5614	TRI-STATE NATURAL FOOD PRODUCTS, INC	1051 · TD Bank - Demand 8291	(375.00)
Bill Pmt -Check	08/31/2024	5615	VIC VINCENT VIRZERA	1051 · TD Bank - Demand 8291	(575.00)
Bill Pmt -Check	08/31/2024	5616	VOLLI COMMUNICATIONS, INC.	1051 · TD Bank - Demand 8291	(174.01)
Bill Pmt -Check	08/31/2024	5617	WELLS FARGO FINANCIAL LEASING, INC.	1051 · TD Bank - Demand 8291	(188.00)
Bill Pmt -Check	08/31/2024	5618	WELLS FARGO FINANCIAL LEASING, INC.	1051 · TD Bank - Demand 8291	(322.00)
Bill Pmt -Check	08/31/2024	5619	SAV MOR MECHANICAL SERVICES, INC.	1051 · TD Bank - Demand 8291	(1,016.98)
Bill Pmt -Check	08/31/2024	5620	ABOFFS PAINTS-HICKSVILLE	1051 · TD Bank - Demand 8291	(240.72)
					<u>(91,813.29)</u>

**HICKSVILLE PUBLIC
LIBRARY**

PAYROLL WARRANT FOR MONTH
ENDING

8/31/2024

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 \$227,940.15
and employers share of FICA &
MEDICARE \$17,437.42

TOTAL \$245,377.57

Secretary _____

Date 9/11/2024

Installment Schedule

Utica National Insurance Group
 PO Box 6532, Utica, NY 13504-6532

Account No.	204014281
Notice Date:	08/29/2024

HICKSVILLE PUBLIC LIBRARY
 169 JERUSALEM AVE
 HICKSVILLE, NY 11801

For service contact your Agent:
 MONTANA AGENCY, INC. (Y9608)
 (516) 938-3600

Billing Inquiries: (800) 598-8422

www.uticanational.com

See reverse side for additional information

Policies Included in this Installment Schedule				
Policy Number	Type	Description	Effective Date	Expiration Date
5372331	AUTO - COMMERCIAL		09/01/2024	09/01/2025
5388699	COMMERCIAL PACKAGE		09/01/2024	09/01/2025

Your installment schedule may be revised due to a change to your insurance policy or billing account.

Installment Schedule

Due Date	Amount Due
10/01/2024	\$43732.94
Total	\$43732.94

THIS IS NOT A BILL

Your insurance premium will be due for the amount on the date shown above. This schedule reflects the current information for your account as of the notice date at the top of the page. A new statement will be mailed if the installment schedule changes. An installment fee, if applicable, will be included on your billing statement.

If you have questions, please call us at (800) 598-8422. Thank you for choosing Utica for your insurance needs. We appreciate your business.