



BOARD MEETING
LOCATION: ADMINISTRATION BUILDING

MAY 21, 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 April 30, 2025.
5. LEGAL
6. APPROVAL OF MINUTES
 - A. Motion to approve the minutes of the April 9, 2025 Board Meeting.
 - B. Motion to approve the minutes of the May 6, 2025 Special Board Meeting.
7. PETTY CASH
8. SECRETARY'S REPORT
 - A. Motion to approve payment of April 2025 warrant #777.
 - B. Motion to approve payment of payroll for month ending April 30, 2025.
9. OLD BUSINESS
10. CORRESPONDENCE
 - A. Incident Report dated April 7, 2025
 - B. Incident Report dated April 11, 2025
 - C. Incident Report and related Suspension Letters April 2025
 - D. Incident Report and related Suspension Letter May 2025
11. FYI
 - A. NYS Open Meetings Law and Libraries Slides
 - B. Patch Article

12. NEW BUSINESS

- A. Motion to accept the results of the 2025 Hicksville Library budget vote and election.
- B. Motion to accept Baldessari and Coster's proposal for an audit and related services, in accordance with generally accepted accounting principles (not to exceed \$13,600) for the fiscal year ending June 30, 2025.
- C. Hicksville-Jericho Rotary Club Donation
- D. Motion to accept Summer Reading Donations
- E. Motion to dispose of computer equipment

13. COMMUNITY COMMENTS

14. PERSONNEL

- A. Assistant Library Director

15. PROGRAM REPORTS AND STAFF REPORTS

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

16. ANTICIPATED EXECUTIVE SESSION

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

17. FUTURE BOARD MEETING

- A. June 11, 2025

18. ADJOURNMENT

- A. Motion to adjourn

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 ten months ended April 30, 2025 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
May 12, 2025

AIMEE PICHARDO-LLOYD, CPA

Library

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HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND BALANCE SHEET
GENERAL FUND
April 30, 2025

ASSETS

CURRENT ASSETS

CASH		
PETTY CASH/REGISTER	\$	780.00
PAYPAL	\$	1,088.93
TD BANK CHECKING	\$	64,770.04
MONEY MARKET	\$	3,075,336.66
PAYROLL	\$	13,300.73
MONEY MARKET CD	\$	1,595,844.49
FNBLI CHECKING	\$	113,487.78
MONEY MARKET	\$	551,561.43
TOTAL CASH		\$ 5,416,170.06
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		\$ 5,560,300.02

LIABILITIES AND FUND BALANCE

LIABILITIES		
SALES TAX PAYABLE	\$	(140.37)
ACCOUNTS PAYABLE - AUDITOR	\$	27,053.78
PENSION PAYABLE	\$	-
PAYROLL TAXES PAYABLE	\$	-
ACCRUED PAYROLL EXPENSE	\$	54,362.32
ACCRUED NYS RETIREMENT	\$	61,804.00
TOTAL LIABILITIES		\$ 143,079.73
FUND BALANCE		
FUND BALANCE ASSIGNED NEXT YEAR	\$	268,160.00
UNAPPROPRIATED FUND BALANCE	\$	4,420,310.50
FUND BALANCE - NONSPENDDABLE	\$	29,618.20
CURRENT PERIOD INCREASE	\$	699,131.59
TOTAL FUND BALANCE		5,417,220.29
TOTAL LIABILITIES AND FUND BALANCE		\$ 5,560,300.02

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND REVENUE AND BUDGETARY COMPARISONS
GENERAL FUND
FOR THE 10 MONTHS ENDED APRIL 30, 2025

	2024-2025 BUDGET	APRIL 2025	TOTAL TO DATE	BALANCE	% OF BUDGET
TAXES-REAL PROPERTY	\$ 5,135,026.00	\$ 427,918.83	\$ 4,279,188.30	\$ 855,837.70	83.33%
PILOT	\$ 124,000.00	\$ 136,191.99	\$ 136,191.99	\$ (12,191.99)	109.83%
INTEREST INCOME	\$ 6,000.00	\$ 7,479.39	\$ 125,307.86	\$ (119,307.86)	2088.46%
FINES & FEES	\$ 7,100.00	\$ 1,127.94	\$ 11,091.16	\$ (3,991.16)	156.21%
PROGRAM FEES	\$ 11,000.00	\$ 1,127.40	\$ 19,945.90	\$ (8,945.90)	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	\$ -	\$ -	\$ 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)	0.00%
DONATIONS	\$ -	\$ 105.10	\$ 571.96	\$ (571.96)	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	 \$ 573,950.65	 \$ 4,670,097.22	 \$ 737,902.78	 86.36%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 10 MONTHS ENDED APRIL 30, 2025

	2024-2025 BUDGET	APRIL 2025	TO DATE	TOTAL BALANCE	% SPENT
PERSONNEL COSTS					
SALARIES & WAGES	\$ 2,345,000.00	\$ 152,333.02	\$ 1,743,213.97	\$ 601,786.03	74.34%
TOTAL SALARIES	<u>\$ 2,345,000.00</u>	<u>\$ 152,333.02</u>	<u>\$ 1,743,213.97</u>	<u>\$ 601,786.03</u>	<u>74.34%</u>
BENEFITS					
EMPLOYEE BENEFITS					
NYS RETIREMENT	\$ 320,000.00	\$ -	\$ 275,469.00	\$ 44,531.00	86.08%
SOCIAL SECURITY/MEDICARE	\$ 176,000.00	\$ 11,653.48	\$ 133,333.01	\$ 42,666.99	75.76%
WORKERS COMP	\$ 40,000.00	\$ -	\$ 21,239.00	\$ 18,761.00	53.10%
DISABILITY INSURANCE	\$ 1,000.00	\$ (94.67)	\$ (264.99)	\$ 1,264.99	-26.50%
SURVIVOR HEALTH INSURANCE	\$ -	\$ (137.96)	\$ (1,375.28)	\$ 1,375.28	0.00%
MEDICARE REIMBURSEMENT	\$ 90,000.00	\$ -	\$ 45,247.30	\$ 44,752.70	50.27%
HEALTH INSURANCE	\$ 1,000,000.00	\$ 82,834.16	\$ 824,714.67	\$ 175,285.33	82.47%
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	<u>\$ 1,635,000.00</u>	<u>\$ 94,255.01</u>	<u>\$ 1,298,727.71</u>	<u>\$ 336,272.29</u>	<u>79.43%</u>
CAPITAL ASSETS					
BUILDING - MAIN LIBRARY	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
COMPUTER EQUIPMENT	\$ 24,000.00	\$ 721.82	\$ 8,233.83	\$ 15,766.17	34.31%
FURNITURE & FIXTURES	\$ 10,000.00	\$ 119.92	\$ 848.92	\$ 9,151.08	8.49%
ARCHITECTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL CAPITAL ASSETS	<u>\$ 64,000.00</u>	<u>\$ 841.74</u>	<u>\$ 9,082.75</u>	<u>\$ 54,917.25</u>	<u>14.19%</u>

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 10 MONTHS ENDED APRIL 30, 2025

	2024-2025 BUDGET	APRIL 2025	TO DATE	TOTAL BALANCE	% SPENT
COLLECTION					
ADULT	\$ 90,000.00	\$ 5,395.96	\$ 71,399.90	\$ 18,600.10	79.33%
YOUNG ADULT	\$ 6,000.00	\$ 25.41	\$ 1,122.72	\$ 4,877.28	18.71%
CHILDREN BOOKS	\$ 20,000.00	\$ 1,521.89	\$ 10,733.34	\$ 9,266.66	53.67%
EBOOKS	\$ 58,000.00	\$ 4,260.90	\$ 48,784.11	\$ 9,215.89	84.11%
LOST BOOK REIMBURSEMENT	\$ 600.00	\$ -	\$ -	\$ 600.00	0.00%
OTHER	\$ -	\$ -	\$ 67.97	\$ (67.97)	0.00%
PERIODICALS & FILMS	\$ 18,000.00	\$ 267.92	\$ 8,473.21	\$ 9,526.79	47.07%
MUSIC CD	\$ 2,000.00	\$ -	\$ 338.39	\$ 1,661.61	16.92%
AUDIO BOOKS	\$ 10,000.00	\$ 928.00	\$ 7,059.21	\$ 2,940.79	70.59%
ONLINE DATABASE	\$ 40,000.00	\$ -	\$ 39,764.67	\$ 235.33	99.41%
NLS DIRECT ACCESS	\$ 35,000.00	\$ -	\$ 24,990.00	\$ 10,010.00	71.40%
ONLINE INFO - OTHER	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00%
PROGRAM - ADULT	\$ 80,000.00	\$ 5,193.73	\$ 60,784.41	\$ 19,215.59	75.98%
PROGRAM - TICKETS	\$ 6,000.00	\$ 3,240.00	\$ 14,588.27	\$ (8,588.27)	243.14%
PROGRAM EXPENSE - OTHER	\$ -	\$ -	\$ 295.00	\$ (295.00)	0.00%
PROGRAM - MUSEUM PASSES	\$ 10,000.00	\$ 600.00	\$ 12,638.00	\$ (2,638.00)	126.38%
PROGRAM - YOUNG ADULT	\$ 20,000.00	\$ 1,160.32	\$ 10,082.59	\$ 9,917.41	50.41%
PROGRAM - CHILDREN	\$ 60,000.00	\$ 2,789.91	\$ 35,342.67	\$ 24,657.33	58.90%
TRIP EXPENSES	\$ 5,000.00	\$ 500.00	\$ 1,645.00	\$ 3,355.00	32.90%
VIDEOS/DVD	\$ 18,000.00	\$ 1,572.48	\$ 18,687.33	\$ (687.33)	103.82%
LIBRARY OF THINGS	\$ 7,000.00	\$ 159.89	\$ 2,223.87	\$ 4,776.13	31.77%
TOTAL COLLECTION	\$ 490,600.00	\$ 27,616.41	\$ 369,020.66	\$ 121,579.34	75.22%
LIBRARY OPERATIONS					
LOCAL HISTORY	\$ 5,000.00	\$ 155.21	\$ 1,518.47	\$ 3,481.53	30.37%
PROFESSIONAL ACTIVITIES	\$ 18,000.00	\$ -	\$ 9,687.48	\$ 8,312.52	53.82%
SUPPLIES	\$ 36,000.00	\$ 907.92	\$ 19,783.07	\$ 16,216.93	54.95%
PUBLICITY	\$ 30,000.00	\$ 232.75	\$ 3,319.52	\$ 26,680.48	11.07%
TELEPHONE	\$ 15,000.00	\$ 1,984.12	\$ 10,766.54	\$ 4,233.46	71.78%
TELECOMMUNICATIONS - ALIS	\$ 12,000.00	\$ 364.00	\$ 6,256.00	\$ 5,744.00	52.13%
ALIS EXPENSE	\$ 52,000.00	\$ 10,213.31	\$ 42,575.04	\$ 9,424.96	81.88%
COMPUTER EXPENSE	\$ 31,000.00	\$ 14,359.06	\$ 27,635.08	\$ 3,364.92	89.15%
BANK SERVICE CHARGES	\$ -	\$ 40.93	\$ 569.07	\$ (569.07)	0.00%
POSTAGE	\$ 6,000.00	\$ 557.73	\$ 927.09	\$ 5,072.91	15.45%
ELECTION EXPENSE	\$ 2,000.00	\$ -	\$ 1,529.20	\$ 470.80	76.46%
PAYROLL SERVICE	\$ 18,000.00	\$ 1,385.75	\$ 15,758.05	\$ 2,241.95	87.54%
OTHER	\$ 2,000.00	\$ -	\$ 373.85	\$ 1,626.15	18.69%
INSURANCE	\$ 60,000.00	\$ -	\$ 55,787.94	\$ 4,212.06	92.98%
SECURITY	\$ 100,000.00	\$ 10,088.88	\$ 84,334.56	\$ 15,665.44	84.33%
PROFESSIONAL FEES	\$ 81,000.00	\$ 2,765.80	\$ 55,202.26	\$ 25,797.74	68.15%
STAFF DEVELOPMENT	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00%
TOTAL GENERAL OPERATIONS	\$ 488,000.00	\$ 43,055.46	\$ 336,023.22	\$ 151,976.78	68.86%

SEE ACCOUNTANT'S REVIEW LETTER

HICKSVILLE PUBLIC LIBRARY
STATEMENT OF GOVERNMENTAL FUND EXPENDITURES AND BUDGETARY COMPARISON
GENERAL FUND
FOR THE 10 MONTHS ENDED APRIL 30, 2025

	2024-2025 BUDGET	APRIL 2025	TO DATE	TOTAL BALANCE	% SPENT
BUILDING MAINTENANCE					
GAS & ELECTRICITY	\$ 130,000.00	\$ 7,411.60	\$ 81,441.72	\$ 48,558.28	62.65%
WATER	\$ 4,000.00	\$ 46.50	\$ 1,942.50	\$ 2,057.50	48.56%
SUPPLIES	\$ 38,000.00	\$ 409.32	\$ 17,258.32	\$ 20,741.68	45.42%
REPAIRS/CLEANING	\$ 90,000.00	\$ 1,614.18	\$ 46,051.20	\$ 43,948.80	51.17%
LANDSCAPER	\$ 26,000.00	\$ 3,520.00	\$ 15,280.00	\$ 10,720.00	58.77%
SNOW REMOVAL	\$ 15,000.00	\$ 960.00	\$ 11,615.00	\$ 3,385.00	77.43%
ALARM SYSTEM	\$ 18,000.00	\$ -	\$ 9,179.61	\$ 8,820.39	51.00%
MAINTENANCE CONTRACTS	\$ 30,000.00	\$ -	\$ 13,844.64	\$ 16,155.36	46.15%
EQUIPMENT RENTAL	\$ 22,000.00	\$ 2,171.92	\$ 18,029.51	\$ 3,970.49	81.95%
AUTO EXPENSE	\$ 2,400.00	\$ 44.33	\$ 254.82	\$ 2,145.18	10.62%
OTHER OPERATING & MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
BUILDING MAINTENANCE - OTHER	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL BUILDING MAINTENANCE	\$ 385,400.00	\$ 16,177.85	\$ 214,897.32	\$ 170,502.68	55.76%
TOTAL EXPENSES	\$ 5,408,000.00	\$ 334,279.49	\$ 3,970,965.63	\$ 1,437,034.37	73.43%

SEE ACCOUNTANT'S REVIEW LETTER

**HICKVILLE PUBLIC LIBRARY
TREASURER'S REPORT
FOR THE MONTH ENDED March 31, 2025**

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank
FN 4661, TD 8291 General Fund	113,487.78	72,441.57
TD 8316 GF Trust & Agency	-	13,816.94
FN 0764, TD 8308 GF Money Market	549,898.18	2,906,383.39
FN 0798, TD 8332 Capital MM	1,413,911.05	102,075.24
FN 4950, TD 8324 Capital	18,619.77	41,196.57
CDs	-	1,595,844.49
	<u>\$ 2,095,916.78</u>	<u>\$ 4,731,758.20</u>

TD Bank required Collateral	\$ 2,132,835.12	\$ 4,571,393.36
Collateral Held by 3rd Party - BNY Mellon	-	(4,705,846.30)
Collateral Held by 3rd Party - M&T	(1,938,212.78)	-
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>\$ (55,377.66)</u>	<u>\$ (634,452.94)</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 April 30, 2025**

COLLATERAL ANALYSIS

Bank Statement Balances - end of month

	First National	TD Bank
FN 4661, TD 8291 General Fund	113,487.78	138,801.12
TD 8316 Trust & Agency	-	17,223.71
FN 0764, TD 8308 Money Market	551,561.43	3,075,336.66
FN 0798, TD 8332 Capital MM	1,383,088.84	102,280.79
FN 4950, TD 8324 Capital	36,124.77	41,279.53
CDs	-	1,585,297.94
	<u>\$ 2,084,262.82</u>	<u>\$ 4,960,219.75</u>

TD Bank required Collateral	\$ 2,120,948.08	\$ 4,804,424.15	
Collateral Held by 3rd Party - BNY Mellon	-	(4,804,424.15)	**
Collateral Held by 3rd Party - M&T	(2,120,948.08)	-	**
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.

HICKSVILLE PUBLIC LIBRARY
BALANCE SHEET
CAPITAL FUND
April 30, 2025

ASSETS

CASH		
TD BANK CHECKING	\$ 41,279.53	
MONEY MARKET	\$ 102,280.79	
FNBLI CHECKING	\$ 36,124.77	
MONEY MARKET	\$ 1,383,088.84	
TOTAL CASH		\$ 1,562,773.93
FIXED ASSETS		
FURNITURE & FIXTURES	\$ 45,626.58	
TOTAL FIXED ASSETS		\$ 45,626.58
TOTAL ASSETS		\$ 1,608,400.51

LIABILITIES AND FUND BALANCE

LIABILITIES		
ACCOUNTS PAYABLE - AUDITOR	\$ 11,116.00	
DUE TO GENERAL FUND	\$ 116,621.73	
TOTAL LIABILITIES		\$ 127,737.73
FUND BALANCE		
UNAPPROPRIATED FUND BALANCE	\$ 1,525,925.01	
CURRENT PERIOD INCREASE	\$ (45,262.23)	
TOTAL FUND BALANCE		1,480,662.78
TOTAL LIABILITIES AND FUND BALANCE		\$ 1,608,400.51

STATEMENT OF REVENUE AND EXPENSES

	APRIL 2025	TOTAL TO DATE 07/01/24-06/30/25
REVENUE		
INTEREST CAPITAL FUND	\$ 4,466.30	\$ 47,579.84
GRANT	\$ -	\$ -
CONSTRUCTION GRANTS	\$ -	\$ -
TOTAL REVENUES	\$ 4,466.30	\$ 47,579.84
EXPENSES		
CAPITAL IMPROVEMENT		
BUILDING - CRC	\$ -	\$ -
ROOF	\$ -	\$ 22,197.07
FURNITURE & FIXTURES	\$ 17,495.00	\$ 51,845.00
ARCHITECTS	\$ -	\$ 18,800.00
TOTAL EXPENSES	\$ 17,495.00	\$ 92,842.07
NET INCOME	\$ (13,028.70)	\$ (45,262.23)

SEE ACCOUNTANT'S REVIEW LETTER

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

REGULAR MEETING

WEDNESDAY, APRIL 9, 2025
ADMINISTRATION BUILDING
7:30 P.M.

CALL TO ORDER

The meeting of the Hicksville Public Library Board of Trustees was called to order by President Joanne Curran Perrucci at 7:30 pm. Those present were: Mrs. D'Antonio, Mrs. Blitz, Mr. Munozospina, Ms. Acosta, Mr. Tenenbaum (counsel), Ms. Pichardo-Lloyd (treasurer), and Mrs. Strazzera (recording secretary). Also present were Mr. Joe Gangemella, Ms. Susan Sarandis, Mr. Joshua Smith, and Ms. Wendi Slavsky. Joining via zoom were Ms. Amanda DeLisi (zoom monitor) and Mrs. Marie Sutton. Mrs. Guida was absent with prior notice.

PLEDGE OF ALLEGIANCE

DIRECTOR'S REPORT

Ms. Acosta provided updates on state funding and advocacy efforts. Progress was made in addressing operating and construction funding needs, with both the Senate and Assembly proposing additional increases. She highlighted a productive meeting with Senator Steve Rhoades, who has a firm understanding of what libraries need and how important they are to their communities. He wrote a letter in support of increased library funding, which is included in the board packet. They also discussed the high costs of eBooks and audiobooks and explored potential strategies to reduce those expenses.

On the federal side, Ms. Acosta discussed the March 14th Executive Order to dismantle the Institute of Museum and Library Services (IMLS), which prompted lawsuits from 21 Attorneys General opposing the order due to its potentially devastating impact on communities. Nassau Library System (NLS) has drafted letters for collective library advocacy to preserve IMLS funding, which the Board needs to review and decide whether to support.

Ms. Acosta announced that the website officially launched on March 31. While there were a few minor issues early on, the launch went smoothly overall. The site remains a work in progress, with ongoing updates and pages still being developed. Staff from various departments have contributed significantly, making it a collaborative effort. She encouraged everyone to share any feedback or changes they notice as updates continue. Mr. Munozopina provided feedback on the website, suggesting that the information should be organized chronologically for

easier navigation. He recommended placing the current month's board meeting at the top and organizing past meetings in a clear, chronological format. Ms. Acosta acknowledged the feedback, noting that the website is still a work in progress and they plan to add more content, such as bios.

Ms. Acosta reported that while they had not heard back about the AV system's preliminary design at the time of her report, they were informed today, Wednesday, April 9, that it will be completed by Friday, April 11. Once received, the project can go out to bid, allowing for much-needed updates to the AV system.

Ms. Acosta noted that proposals for a new server are included in the board packet. Mr. Daniel Russ has been researching options and received input from several people, including Mr. Munozospina. Three quotes were gathered, with the third included in the addendum. Mr. Russ recommends purchasing through GovConnection, his preferred vendor.

Ms. Acosta shared that there's a new schedule for the restroom project. The bid notice will be published in the papers tomorrow, Thursday, April 10, with a walkthrough scheduled for Wednesday, April 16, bid opening on Thursday, April 24, and the contract award planned for the Special Board Meeting on Tuesday, May 6—pending confirmation of the meeting time.

Ms. Acosta shared updates on the café and outdoor patio project. She met with architect John Tanzi to discuss how to better accommodate the library's high traffic, especially after school, and make the outdoor space more usable for reading and programs. Mr. Tanzi is working on preliminary plans, and an authorization letter has been sent to Dr. Fulton and is currently under review by the school's attorney. As the library is part of a school district, any expenditure over \$10,000 requires School Board approval. They're also awaiting a proposal for an environmental consultant due to potential issues like lead. Ms. Acosta is beginning to explore potential vendor partnerships for operating the café.

Ms. Acosta provided an update on the new landscaper, noting that they are off to a great start. Mr. Gangemella agreed, adding that they are doing a great job and staying on top of everything. Ms. Acosta also commented on their strong communication and mentioned that the landscaper had indicated it will take some time to get the grounds to the desired condition, but they are actively working on it.

Ms. Acosta also brought up Civil Service matters for executive session. Additionally, she provided more details about the social worker intern, who is currently in their first or second year of college and will receive supervision, which consists of periodic check-ins rather than constant oversight. The intern program is offered through Adelphi and Stony Brook.

TREASURER'S REPORT

Mrs. Blitz made the following motion:

BE IT RESOLVED, that the board approves the Treasurer's Report dated March 31, 2025. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

LEGAL

APPROVAL OF MINUTES

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approves the minutes of the March 12, 2025 regular board meeting as presented. Mr. Munozospina 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 #776 ending March 31, 2025 in the amount of \$129,243.32 including checks numbered 6100 through 6163, Utilities in the amount of \$7,490.07, Petty Cash in the amount of \$26.31 with a total amount of \$136,759.71 from the TD Bank demand account. Mr. Munozospina 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, Trust and Agency account with a monthly gross payroll of \$151,631.79, FICA and Medicare \$11,599.83, for a total of \$163,231.62 for the month ending March 31, 2025. Mr. Munozospina seconded the motion and it was carried unanimously.

OLD BUSINESS

CORRESPONDENCE

Incident reports dated 3/21/25 and 3/25/25 were included in the board packet and will be discussed in executive session.

FYI

The Budget Hearing:

Tuesday, May 6, 2025 at 7:30 pm in the Training Room

The Library Budget Vote:
and Trustee Election

Tuesday, May 20, 2025 from 7 am - 9 pm at
Hicksville Schools

NEW BUSINESS

Book Sale Discussion

Ms. Acosta discussed plans for an upcoming book sale, noting that some items were not donated to Better World Books and are available for the sale. The Board will need to make a decision whether to continue using suggested donations or set fixed prices for the books, as they are now paying tax on the donations. The Board has decided on setting a low price for books (\$0.25) and slightly higher prices for digital items (\$0.50).

2025 Federal Advocacy Letter

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board approves the signing of the 2025 Federal Advocacy Letter. Mrs. Curran Perrucci seconded the motion and it was carried unanimously.

Eden Brother's Gift Card

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board accepts the \$100 gift card from Eden Brothers to be used towards the seed library. Mrs. Blitz seconded the motion and it was carried unanimously.

New Server Proposal

The Board discussed three proposals for a new server, all similarly priced. Mr. Munozospina raised concerns about the \$15,000 cost, suggesting potential savings by purchasing hardware separately and obtaining software licenses through TechSoup, which offers significant discounts for nonprofits. He recommended checking if this cost-saving approach is possible. Ms. Acosta noted that the quoted price also includes support, which may justify the higher cost. Mr. Russ recommended going with GovConnection for a Lenovo server, as the library already uses Lenovo products. After discussion, the Board agreed to approve GovConnection's proposal, subject to looking into the pricing without the included software.

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the board approved GovConnection's proposal for a Lenovo Server in the amount of \$15,323.36, subject to looking into the pricing without the included software. Mr. Munozospina seconded the motion and it was carried unanimously.

Materials License

Mrs. Curran Perrucci made the following motion:

BE IT RESOLVED, that the Board approves the Material License dated April 1, 2025. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Waiver of Residency Requirement Letter

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board approves signing a letter to Judge Foskey, requesting a waiver of residency requirements for the Librarian I title. Mrs. D'Antonio seconded the motion and it was carried unanimously

COMMUNITY COMMENTS

Ms. Wendi Slavsky inquired about the location of the new patio. Mrs. Curran Perrucci explained that it would be situated between the administration building and the library, near the vending machines area, with plans to install sliding doors and create an ADA-compliant patio space for events and activities. The project is still in early stages, involving architectural planning and environmental assessments. Ms. Slavsky also questioned the high landscaping costs and why the highest bidder was selected. Mrs. Curran Perrucci responded that the decision was based on experience, strong recommendations, and positive references.

PERSONNEL

Tabled for executive session.

PROGRAM AND STAFF REPORTS

The board appreciated all the staff reports that were received.

EXECUTIVE SESSION

Ms. Pichardo-Lloyd, Mr. Gangemella, Ms. Sarandis, Mr. Smith, Ms. Slavsky, Ms. DeLisi, Mrs. Sutton, and Mrs. Strazzera exited as the board entered executive session.

Mrs. D'Antonio made the following motion at 8:13 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session for purposes of discussing personnel and civil service issue, two incident reports and an additional personnel issue with regards to administrative staff. Mrs. Blitz seconded the motion and it was carried unanimously.

Mr. Munozospina made the following motion at 9:12 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.

PERSONNEL

1. Retirements: None

2. Resignations:

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board accepts the resignation of Roseann Acosta from the position of Assistant Library Director for the purpose of accepting the position of Library Director effective April 10, 2025. Mrs. D'Antonio seconded the motion and it was carried unanimously.

3. Appointments:

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board appoints of Roseann Acosta to the position of Library Director, subject to a memorandum of terms and conditions, setting forth the parameters of the position, at a salary of \$135,000 annually effective April 11, 2025. Mrs. D'Antonio seconded the motion and it was carried unanimously.

4. Terminations: None

FUTURE BOARD MEETING

On Tuesday, May 6, 2025 there will be a Special Board Meeting immediately following the 7:30pm Budget Hearing in the Training Room.

The next board meeting of the board of trustees will be held on Wednesday, May 21, 2025 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 9:16 pm. Mrs. Blitz seconded the motion and it was carried unanimously.

Respectfully submitted:

Carmela Strazzera

BOARD OF TRUSTEES
HICKSVILLE PUBLIC LIBRARY
HICKSVILLE, NEW YORK 11801

SPECIAL MEETING

TUESDAY, MAY 6, 2025
KENNETH BARNES COMMUNITY ROOM
7:45 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 7:48 pm. Those present were: Mrs. D'Antonio, Mrs. Guida, Mr. Munozospina, Mrs. Blitz, Ms. Acosta, and Mrs. Strazzera (recording secretary).

PLEDGE OF ALLEGIANCE

OLD BUSINESS

Server Proposals

The board reviewed three server proposals, which included options both with and without licensing. Mr. Munozospina recommended accepting GovConnection's Lenovo server proposal, citing the minimal cost difference and benefits of including licensing – such as warranty and support. The rest of the board agreed and decided to proceed with the recommendation.

Mr. Munozospina made the following motion:

BE IT RESOLVED, that the board accepts GovConnection's proposal for a Lenovo Server in the amount of \$15,323.36. Mrs. D'Antonio seconded the motion and it was carried unanimously.

NEW BUSINESS

Toilet Renovation Project

Mrs. Curran Perrucci shared the bid range for the Toilet Renovation Project was between \$195,000 and \$229,500. Included in the board packet was a letter of recommendation from Marc Design Studios Architecture in support of Pro Con Group, Inc. After reviewing and discussing the three potential contractors, the board decided to proceed with Pro Con Group, Inc.

Mrs. D'Antonio made the following motion:

WHEREAS, the Hicksville Public Library solicited bids for the renovation of a restroom in the Library Toilet Renovation Project; and

WHEREAS, multiple bids on such renovation were received and publicly opened and read at the Library on April 24, 2025; and

WHEREAS, such bids have been reviewed by Marc Design Studios, the Library's architect; and

WHEREAS, the architect recommends that the bid and contract be awarded to Pro Con Group, Inc. as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Hicksville Public Library hereby awards the bid and associated contract for such renovation to Pro Con Group, Inc. as the lowest responsible bidder, in the principal amount of \$195,000.00 in accordance with the bid documents, subject to the execution of a formal written contract. Mrs. Guida seconded the motion and it was carried unanimously.

COMMUNITY COMMENTS

PERSONNEL

To be discussed in executive session.

EXECUTIVE SESSION

Mrs. Strazzera exited as the board entered executive session.

Mrs. Guida made the following motion at 7:54 pm:

BE IT RESOLVED, that the meeting of the board of trustees move into executive session to discuss a personnel matter related to a health question and another related to a job description. Mrs. D'Antonio seconded the motion and it was carried unanimously.

Mr. Guida made the following motion at 9:05 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 MEETING

The next board meeting of the board of trustees will be held on Wednesday, May 21, 2025 at 7:30 pm in the Administration Building.

ADJOURNMENT

Mrs. D'Antonio made the following motion:

BE IT RESOLVED, that the meeting of the board of trustees be adjourned at 9:05 pm.
Mrs. Guida seconded the motion and it was carried unanimously.

Respectfully submitted:

Carmela Strazzera

NOT APPROVED

HICKSVILLE PUBLIC LIBRARY
MAY 2025
APRIL 2025 PETTY CASH

April 8, 2025	AMANDA DELISI - NLS APRIL OUTREACH MEET UP AT GLEN COVE LIBRARY - 4 GLEN COVE AVENUE, GLEN COVE, NY 19.6 MILES ROUND TRIP @ \$0.70 PER MILE	\$13.72
April 16, 2025	SHANNON JAEGER - SUPPLIES FOR MARIO BINGO PROGRAM	\$36.35
April 24, 2025	CARMELA STRAZZERA - NYSLRS SEMINAR AT THE OCEANSIDE FIREHOUSE - 65 FOXHURST ROAD, OCEANSIDE, NY 29.8 MILES ROUND TRIP @ \$0.70 PER MILE LUNCH	\$20.86 \$9.75
April 25, 2025	JOE GANGEMELLA - DISTILLED WATER FOR DVD CLEANING	\$11.67
TOTAL:		<u>\$92.35</u>

**WARRANT #777
OUTSTANDING BILLS APRIL 30, 2025**

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

I hereby certify that the above claims numbered 6164 through 6245 in the amount of \$169,155.30, Utilities in the amount of \$7,411.60 and Petty Cash in the amount of \$92.35 from TD BANK DEMAND ACCOUNT in the total amount of \$176,659.25 and 1055 from FIRST NATIONAL BANK CAPITAL ACCOUNT in the amount of \$17,495.00 were duly audited and ordered paid at a meeting of the Board of Trustees of the Hicksville Public Library held on WEDNESDAY, MAY 21, 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 #777

April 2025

3:25 PM

05/12/2025

Accrual Basis

General Warrant		
Checks	6164 - 6245	169,155.30
Utilities		7,411.60
Petty Cash		92.35
Total		176,659.25

Capital Warrant		
Checks	1055	17,495.00

Motion Proposed by _____

Motion Seconded by _____

Motion Passed to Accept Yes No

Finance Officer _____

Director: _____

	Type	Date	Num	Name	Account	Amount
Mar 25						
	Check	04/08/2025		Amanda DeLisi	1089 - Petty Cash Fund	(13.72)
	Bill Pmt -Check	04/09/2025	6164	BRIAN PALLISTER	1051 - TD Bank - Demand 8291	(7,950.00)
	Bill Pmt -Check	04/09/2025	6165	CABLEVISION	1051 - TD Bank - Demand 8291	(533.16)
	Bill Pmt -Check	04/09/2025	6166	CABLEVISION	1051 - TD Bank - Demand 8291	(420.00)
	Bill Pmt -Check	04/09/2025	6167	CARR BUSINESS SYSTEMS	1051 - TD Bank - Demand 8291	(1,021.92)
	Bill Pmt -Check	04/09/2025	6168	JOLENE BARTEN-BOSNJAK	1051 - TD Bank - Demand 8291	(255.00)
	Bill Pmt -Check	04/09/2025	6169	LITMOR PUBLICATIONS	1051 - TD Bank - Demand 8291	(323.95)
	Bill Pmt -Check	04/09/2025	6170	McCUTCHAN LANDSCAPING & IRRIGATION, II	1051 - TD Bank - Demand 8291	(1,650.00)
	Bill Pmt -Check	04/09/2025	6171	NEWSDAY	1051 - TD Bank - Demand 8291	(191.92)
	Bill Pmt -Check	04/09/2025	6172	NYS EMPLOYEES HEALTH INS	1051 - TD Bank - Demand 8291	(77,670.80)
	Check	04/16/2025		Shannon Jaeger	1089 - Petty Cash Fund	(36.35)
	Bill Pmt -Check	04/17/2025		NATIONAL GRID	1051 - TD Bank - Demand 8291	(1,658.45)
	Bill Pmt -Check	04/17/2025	6173	DAILY NEWS	1051 - TD Bank - Demand 8291	(76.00)
	Bill Pmt -Check	04/17/2025	6174	LEAF	1051 - TD Bank - Demand 8291	(199.00)
	Bill Pmt -Check	04/17/2025	6175	READY REFRESH BY NESTLE	1051 - TD Bank - Demand 8291	(97.40)
	Bill Pmt -Check	04/17/2025	6176	VOID	1051 - TD Bank - Demand 8291	
	Bill Pmt -Check	04/17/2025	6177	READY REFRESH BY NESTLE	1051 - TD Bank - Demand 8291	(35.46)
	Bill Pmt -Check	04/18/2025	6178	CSEA EMPLOYEE BENEFIT FUND	1051 - TD Bank - Demand 8291	(5,591.46)
	Bill Pmt -Check	04/21/2025		NATIONAL GRID	1051 - TD Bank - Demand 8291	(419.23)
	Bill Pmt -Check	04/22/2025		PSEGLI	1051 - TD Bank - Demand 8291	(4,644.12)
	Bill Pmt -Check	04/22/2025		PSEGLI	1051 - TD Bank - Demand 8291	(689.80)
	Bill Pmt -Check	04/23/2025	6179	AUTOMATIC DATA PROCESSING	1051 - TD Bank - Demand 8291	(1,385.75)
	Bill Pmt -Check	04/23/2025	6180	HICKSVILLE POSTMASTER	1051 - TD Bank - Demand 8291	(500.00)
	Check	04/24/2025		Carmela Strazzera	1089 - Petty Cash Fund	(30.61)
	Check	04/25/2025		JOE GANGAMELLA	1089 - Petty Cash Fund	(11.67)
	Bill Pmt -Check	04/30/2025	6181	CABLEVISION	1051 - TD Bank - Demand 8291	(533.16)
	Bill Pmt -Check	04/30/2025	6182	CABLEVISION	1051 - TD Bank - Demand 8291	(420.00)
	Bill Pmt -Check	04/30/2025	6183	HICKSVILLE WATER DISTRICT	1051 - TD Bank - Demand 8291	(34.50)
	Bill Pmt -Check	04/30/2025	6184	HICKSVILLE WATER DISTRICT	1051 - TD Bank - Demand 8291	(12.00)
	Bill Pmt -Check	04/30/2025	6185	KNOCKOUT PEST CONTROL, INC.	1051 - TD Bank - Demand 8291	(125.00)
	Bill Pmt -Check	04/30/2025	6186	KNOCKOUT PEST CONTROL, INC.	1051 - TD Bank - Demand 8291	(75.00)
	Bill Pmt -Check	04/30/2025	6187	T-MOBILE	1051 - TD Bank - Demand 8291	(77.80)
	Bill Pmt -Check	04/30/2025	6188	WELLS FARGO FINANCIAL LEASING, INC.	1051 - TD Bank - Demand 8291	(322.00)
	Check	04/30/2025	6189	VOID	1051 - TD Bank - Demand 8291	
	Bill	04/30/2025	0425	HICKSVILLE PUBLIC LIBRARY	1089 - Petty Cash Fund	92.35
	Bill Pmt -Check	04/30/2025	6190	A TIME FOR KIDS, INC.	1051 - TD Bank - Demand 8291	(1,010.00)
	Bill Pmt -Check	04/30/2025	6191	AIMEE PICHARDO-LLOYD	1051 - TD Bank - Demand 8291	(1,350.00)
	Bill Pmt -Check	04/30/2025	6192	AJNA DANCE COMPANY	1051 - TD Bank - Demand 8291	(275.00)

Bill Pmt -Check	04/30/2025	6193	AMAZON BUSINESS	1051 - TD Bank - Demand 8291	(1,014.28)
Bill Pmt -Check	04/30/2025	6194	ARROW SECURITY	1051 - TD Bank - Demand 8291	(10,088.88)
Bill Pmt -Check	04/30/2025	6195	BAKER & TAYLOR BOOKS	1051 - TD Bank - Demand 8291	(3,894.59)
Bill Pmt -Check	04/30/2025	6196	BRODART CO. (BOOKS)	1051 - TD Bank - Demand 8291	(142.97)
Bill Pmt -Check	04/30/2025	6197	BRODART CO. (SUPPLIES)	1051 - TD Bank - Demand 8291	(63.24)
Bill Pmt -Check	04/30/2025	6198	BURNS AVENUE PTA	1051 - TD Bank - Demand 8291	(35.00)
Bill Pmt -Check	04/30/2025	6199	CHECKMATE (MICHAEL CAPUTO)	1051 - TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	04/30/2025	6200	COBY KLEIN	1051 - TD Bank - Demand 8291	(250.00)
Bill Pmt -Check	04/30/2025	6201	CORNELL COOPERATIVE EXTENSION, NASSAU	1051 - TD Bank - Demand 8291	(150.00)
Bill Pmt -Check	04/30/2025	6202	CSEA EMPLOYEE BENEFIT FUND	1051 - TD Bank - Demand 8291	(5,591.46)
Bill Pmt -Check	04/30/2025	6203	DEMCO, INC.	1051 - TD Bank - Demand 8291	(364.95)
Bill Pmt -Check	04/30/2025	6204	EMERALD DOCUMENT IMAGING	1051 - TD Bank - Demand 8291	(430.00)
Bill Pmt -Check	04/30/2025	6205	GOVCONNECTION, INC.	1051 - TD Bank - Demand 8291	(1,114.21)
Bill Pmt -Check	04/30/2025	6206	GRAINGER	1051 - TD Bank - Demand 8291	(243.78)
Bill Pmt -Check	04/30/2025	6207	GREENS-KEEPER OF NASSAU, INC.	1051 - TD Bank - Demand 8291	(960.00)
Bill Pmt -Check	04/30/2025	6208	HEATHER WILLIAMS	1051 - TD Bank - Demand 8291	(275.00)
Bill Pmt -Check	04/30/2025	6209	HICKSVILLE PUBLIC LIBRARY	1051 - TD Bank - Demand 8291	(92.35)
Bill Pmt -Check	04/30/2025	6210	HOOPLA	1051 - TD Bank - Demand 8291	(967.49)
Bill Pmt -Check	04/30/2025	6211	INGRAM LIBRARY SERVICES	1051 - TD Bank - Demand 8291	(2,487.70)
Bill Pmt -Check	04/30/2025	6212	JASPAN SCHLESINGER NARENDRAN LLP	1051 - TD Bank - Demand 8291	(1,000.00)
Bill Pmt -Check	04/30/2025	6213	JOLENE BARTEN-BOSNJAK	1051 - TD Bank - Demand 8291	(340.00)
Bill Pmt -Check	04/30/2025	6214	JOSEPH CILMI	1051 - TD Bank - Demand 8291	(420.00)
Bill Pmt -Check	04/30/2025	6215	JUMP FOR JOY, INC.	1051 - TD Bank - Demand 8291	(450.00)
Bill Pmt -Check	04/30/2025	6216	KANOPY, INC.	1051 - TD Bank - Demand 8291	(153.00)
Bill Pmt -Check	04/30/2025	6217	L.I. LOCKSMITH & ALARM CO., INC.	1051 - TD Bank - Demand 8291	(332.50)
Bill Pmt -Check	04/30/2025	6218	L.I. LOCKSMITH & ALARM CO., INC.	1051 - TD Bank - Demand 8291	(1,081.68)
Bill Pmt -Check	04/30/2025	6219	LABELCITY, INC.	1051 - TD Bank - Demand 8291	(272.77)
Bill Pmt -Check	04/30/2025	6220	LEAF	1051 - TD Bank - Demand 8291	(199.00)
Bill Pmt -Check	04/30/2025	6221	LINDA G. SICILIANO-CAFIERO	1051 - TD Bank - Demand 8291	(320.00)
Bill Pmt -Check	04/30/2025	6222	LONG ISLAND AQUARIUM	1051 - TD Bank - Demand 8291	(3,240.00)
Bill Pmt -Check	04/30/2025	6223	LWV OF EAST NASSAU	1051 - TD Bank - Demand 8291	(100.00)
Bill Pmt -Check	04/30/2025	6224	MACKENZIE NEW MEDIA, INC.	1051 - TD Bank - Demand 8291	(325.00)
Bill Pmt -Check	04/30/2025	6225	MELINDA SPACE	1051 - TD Bank - Demand 8291	(300.00)
Bill Pmt -Check	04/30/2025	6226	MICHAEL BORKAN	1051 - TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	04/30/2025	6227	MIDWEST TAPE	1051 - TD Bank - Demand 8291	(451.99)
Bill Pmt -Check	04/30/2025	6228	MINDY D. VASTA	1051 - TD Bank - Demand 8291	(440.00)
Bill Pmt -Check	04/30/2025	6229	MULTICULTURAL BOOKS & VIDEOS	1051 - TD Bank - Demand 8291	(418.00)
Bill Pmt -Check	04/30/2025	6230	NASSAU COUNTY MUSEUM OF ART	1051 - TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	04/30/2025	6231	NASSAU LIBRARY SYSTEM ILS SERVICES OP	1051 - TD Bank - Demand 8291	(10,577.31)
Bill Pmt -Check	04/30/2025	6232	OVERDRIVE, INC.	1051 - TD Bank - Demand 8291	(4,260.90)
Bill Pmt -Check	04/30/2025	6233	PLAYAWAY PRODUCTS, LLC	1051 - TD Bank - Demand 8291	(928.00)
Bill Pmt -Check	04/30/2025	6234	REPRISE MUSIC	1051 - TD Bank - Demand 8291	(600.00)
Bill Pmt -Check	04/30/2025	6235	ROBERT G. SCOTT	1051 - TD Bank - Demand 8291	(565.00)
Bill Pmt -Check	04/30/2025	6236	ROSEMARY ALGIOS	1051 - TD Bank - Demand 8291	(375.00)
Bill Pmt -Check	04/30/2025	6237	ROYAL EVENTS PRINCESS PARTIES	1051 - TD Bank - Demand 8291	(200.00)
Bill Pmt -Check	04/30/2025	6238	SCHNEPS MEDIA, LLC	1051 - TD Bank - Demand 8291	(280.80)
Bill Pmt -Check	04/30/2025	6239	SHELTER ISLAND HISTORY MUSEUM	1051 - TD Bank - Demand 8291	(500.00)
Bill Pmt -Check	04/30/2025	6240	SOFTWARE TECHNIQUES, INC.	1051 - TD Bank - Demand 8291	(700.00)
Bill Pmt -Check	04/30/2025	6241	STEFANIE PERRETTA	1051 - TD Bank - Demand 8291	(360.00)
Bill Pmt -Check	04/30/2025	6242	TD CARD SERVICES	1051 - TD Bank - Demand 8291	(1,960.68)

**HICKSVILLE PUBLIC
LIBRARY****PAYROLL WARRANT FOR MONTH
ENDING****4/30/2025**

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, Trust and Agency account was issued for a monthly
gross payroll of
and employers share of FICA &
MEDICARE

\$152,333.02

\$11,653.48**TOTAL****\$163,986.50**

Secretary _____

Date 5/21/2025

BALDESSARI & COSTER LLP

Certified Public Accountants

84 Covert Avenue

Stewart Manor, New York 11530

(516) 326-2582

Fax # (516) 358-7626

12B

MEMBERS OF
THE AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

THE NEW YORK STATE SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

Kevin Baldessari, C.P.A.
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May 2, 2025

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

Dear Members of the Board of Trustees and the Director:

We are pleased to confirm our understanding of the services we are to provide Hicksville Public Library for the year ended June 30, 2025.

Audit Scope and Objectives

We will audit the primary government financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Hicksville Public Library as of and for the year ended June 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Hicksville Public Library's basic financial statements. Such information, 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. As part of our engagement, we will apply certain limited procedures to Hicksville Public Library's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding 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 will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedules.
- 3) Schedule of proportionate share of the net pension liability.
- 4) Schedule of Library pension contributions.
- 5) Schedule of changes in the Library's total OPEB liability and related ratios.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the

supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. 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 GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Audit Procedures—Internal Control

We will obtain an understanding of the entity and its environment, including the system of internal, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. 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, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Hicksville Public Library's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the next 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period; and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Other Services

We will prepare the financial statements of Hicksville Public Library in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare any confirmations we request and will locate any documents selected by us for testing.

In addition to the audit services mentioned above, we will:

1. Be available for consultation and advice to your Director and financial staff.
2. Be available for meetings with Board of Trustees or designated committees of the board to discuss our annual audit or any other financial system problems.

Albert Coster, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for the year ended June 30, 2025 audit and related services, in accordance with generally accepted accounting principles will be \$13,600.

Any additional services that you may require will be based on the standard hourly rates of:

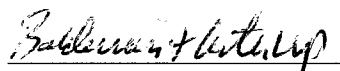
Partner	\$220 to \$265 per hour
Staff	\$75 to \$215 per hour

Reporting

We will issue a written report upon completion of our audit of Hicksville Public Library's financial statements. Our report will be addressed to the Board of Trustees and the Director of Hicksville Public Library. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add emphasis-of-matter or other-matter paragraphs to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Hicksville Public Library and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Baldessari & Coster, LLP

RESPONSE:

This letter correctly sets forth the understanding of Hicksville Public Library.

By: _____

Title: _____

Date: _____

Playroom Wishlist Items - Potential Rotary Donation

Item Name	Price	Link	Reason for Getting
Deluxe Grill & Pizza Oven Play Set	169.99 but currently on sale for \$137.64	https://www.amazon.com/MelissaandDoug-Grill-Pizza-Oven-Play-Set/dp/B000060000	fine-motor, sorting, and counting skills and promotes imaginative play and storytelling
Wooden Hi-Rise Dollhouse	\$194.99	https://www.melissaanddoug.com/products/wooden-hi-rise-dollhouse	Pretend/Imaginative Play
Giraffe Lifelike Plush Stuffed Animal	119.99 but currently on sale for \$75.00	https://www.amazon.com/MelissaandDoug-Giraffe-Lifelike-Plush-Stuffed-Animal/dp/B000060000	sparking the imagination and promoting creative play,
Stack, Sort & Pound Wooden Toy Collection	\$54.99	https://www.melissaanddoug.com/products/stack-sort-pound-wooden-toy-collection	fine motor skills, dexterity, color and shape recognition, pre-math skills
Wooden Shape Sorting Grocery Cart	74.99 but currently on sale for 37.49	https://www.amazon.com/MelissaandDoug-Wooden-Shape-Sorting-Grocery-Cart/dp/B000060000	fine and gross motor skills, problem-solving, color and shape recognition, sorting and sequencing, counting
Farmer's Market Color Sorting Set	45.99 but currently on sale for \$21.24	https://www.amazon.com/LakeshoreLearning-Farmers-Market-Color-Sorting-Set/dp/B000060000	Develop toddler color recognition and sorting skills
Spike the Fine Motor Hedgehog	15.99 but currently on sale for \$9.82	https://www.amazon.com/LakeshoreLearning-Spike-the-Fine-Motor-Hedgehog/dp/B000060000	fine motor skills
Magnetic Color Maze	\$29.99	https://www.lakeshorelearning.com/products/magnetic-color-maze	color recognition and fine motor control

Donor List	
Company	Donation
ARTrageous Studio	\$20 gift card
Bagel Boss Hicksville	Three (3) cards for a dozen free bagels
Blick Art Materials	\$100 Gift Card
Buffalo Wild Wings (Hicksville)	Five (5) \$10 Gift Certificates
Calda Pizzeria & Restaurant (Hicksville)	\$30 gift card
Chick-fil-A (Hicksville)	Raffle Basket
Cradle of Aviation Museum	Two (2) Sets of Comp Tickets (each is valid for 4 tickets to the museum)
Empire Adventure Park	Three (3) tickets that are good for up to 4 uses. It can be used for a max of 4 people throughout the year. They designed one ticket for each age group.
Fuel Cafe	\$25 gift card
Iavarone Bros (Wantagh)	Raffle Basket
iSmash Farmingdale	\$25 gift card and temporary tattoos
Kookaburra Coffee Company	\$20 Gift Certificate
Levittown Lanes	Three (3) \$25 Gift Certificates
Panera Bread (Hicksville)	Gift Certificate for Complimentary Lunch or Dinner for Two
Smok-Haus (Hicksville)	Two (2) \$25 gift cards
Trader Joe's (Plainview)	Raffle Basket
United Skates of America	\$25 gift card

Disposal of Computer Equipment

Resolution to declare surplus property obsolete and authorize the sale or disposal of such property.

BE IT RESOLVED that the Board of Trustees of the Hicksville Public Library is in possession of the following property, which is obsolete and of no value and/or use to the Library and hereby declared surplus:

The following property needs to be declared obsolete:

Chromebook	508NTEP20460	
Netgear Switch	3KL6665X02C31	
Netgear Switch	50X177500066A	
HP CLJP M283fdw	VNBRPC2233	1018
Color LJP		
M477fnw	VNBKLCB9NW	
HP OJP 8610	CN55RF32MN	
Prusa MK3	22004C044153	1075

These items are broken, outdated or obsolete.

BE IT RESOLVED that the Board of Trustees of the Hicksville Public Library hereby authorizes the sale or disposal of such property, as appropriate and provided by law.