



**The Chappaqua Library**  
**Board of Trustees Regular Meeting**  
**Monday April 21, 2025, 7pm**  
Chappaqua Library Theater

Hybrid format: In-person and by videoconference

The CCSD community are encouraged to attend either in person or by video conference. The Board Packet is posted on the Library website (<https://www.chappaqualibrary.org/index.php/board-of-trustees>) prior to the meeting. Meeting minutes and a video recording, where applicable, will follow on the website at prescribed timing.

**Presiding Officer:** Pam Moskowitz, President

**Expected Attendees:**

Library Board of Trustees	Library Staff	Invited Guests
<b>In Person:</b>	<b>In Person:</b>	<b>In Person:</b>
John Harrison, Vice President	Jennifer Daddio, Library Director	
Brian Cook	Amy Kaprelian, Staff Assistant	
George Benack, Finance Officer	<b>Presenting:</b>	
Jennifer Fahey, Secretary		
<b>Videoconference</b>		<b>Videoconference:</b>
<b>Absent</b>		
Pam Moskowitz, President		

- 1. CALL PUBLIC MEETING TO ORDER**
  - A. Emergency Exits
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENTS**

We welcome public comments, but in respect for each others' time, we ask that you limit your comments to three minutes in length. Board members may be contacted via email: [chaboard@chappaqualibrary.org](mailto:chaboard@chappaqualibrary.org). After the public comment period has been completed, Board members may have a discussion among themselves regarding comments presented.

### 3. EXECUTIVE SESSION TO DISCUSS A FINANCIAL MATTER

### 4. BOARD ADMINISTRATION

Acceptance of the Minutes of the February, 2025 Regular Meeting

**MOTION: I move that the Board approve the Minutes of the March 17, 2025 Regular Meeting as drafted.**

Motion by: J. Fahey

Second by:

Discussion:

In favor:

Against:

Abstained:

### 5. FINANCE

A. Treasurer's Report – prepared by NawrockiSmith, Darin Iacobelli, Treasurer and presented by George Benack, Finance Officer.

**MOTION: I move that the Board approve the March 2025 Treasurer's Report prepared by NawrockiSmith including the bills as presented.**

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

B. Capital Expenses

**MOTION: I move that the Board approves the \$12,000 to be paid from the Capital fund for the new electrical panel being installed by Tricat Electric. This work has already been approved by this Board at the July 15, 2024 meeting.**

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

### 6. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS

A. Annual Report

**MOTION: I move that the Board approve the New York State Annual Report for the Chappaqua Library for the year ending 2024.**

Motion by:

Second by:

Discussion:

In favor:

Against:

Abstained:

B. Separations: Marie Nania, Children's Librarian

C. Tri-Cat Electric Proposal to update electrical for new outdoor sign.

## 7. COMMITTEE REPORTS

### C. Standing Committees:

1. **Finance Committee** – George Benack, Chair

2. **Building and Grounds Committee** – J. Fahey, Chair

**MOTION:** I move that the Board approve the estimate of \$2200 to update the electrical power that will allow the library to install the new electronic sign that is currently being created.

Motion by: J. Fahey

Second by:

Discussion:

In favor:

Against:

Abstained:

3. **Personnel Committee** – J. Harrison, Chair

**MOTION:** I move that the Board approve the hire of Saule (Sunny) Nurgazieva as a Part Time Available Clerk, effective March 10, 2025.

Motion by: J. Harrison

Second by:

Discussion:

In favor:

Against:

Abstained:

4. **Policy / Bylaws Committee** – J. Harrison, Chair

## 8. NEW BUSINESS

## 9. NEXT STEPS / RESPONSIBILITIES

## 10. NEXT MEETINGS:

## 11. ADJOURNMENT

**MOTION:** It is moved that the Board: adjourn the public meeting at \_\_\_\_ pm.

Motion by:

Second by:

In favor:

Against:

Abstained:

**Board Packet:**

- *Minutes of the prior meetings*
- *Treasurer's Report*
- *Director and Department Head Reports*
- *All Proposed Motions*
- *Proposed New or Updated Policies (any updates to include a redline to the current version)*
- *Any draft RFPs*
- *Any RFP responses*

**The Chappaqua Library Board of Trustees**

195 South Greeley Avenue

Chappaqua, NY 10514

Website: <https://www.chappaqualibrary.org/index.php>

Email: [chaboard@wlsmail.org](mailto:chaboard@wlsmail.org)

Theater doors close at 7:00pm.

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING.



**DRAFT MINUTES**

**The Chappaqua Library  
Board of Trustees Regular Meeting  
Monday, March 17th, 2025**

Chappaqua Library Theater  
Hybrid format: In-person and by videoconference  
**Presiding Officer:** Pam Moskowitz, President

**Attendees:**

Library Board of Trustees	Library Staff	Invited Guests
<b>In Person:</b>	<b>In Person:</b>	<b>In Person:</b>
Pam Moskowitz, President	Jennifer Daddio, Library Director	
Brian Cook, Vice President	Amy Kaprelian, Staff Assistant	
George Benack, Finance Officer		
Jennifer Fahey, Secretary		
John Harrison, Member-at-Large		
<b>Videoconference</b> (due to extraordinary circumstance):		<b>Videoconference:</b>
<b>Absent</b> (due to extraordinary circumstance):		

**1) CALL PUBLIC MEETING TO ORDER**

- a) P. Moskowitz called the meeting to order at 7:02pm. All Trustees were present and a quorum was achieved. Emergency exits were noted and the Pledge of Allegiance was recited. No changes were requested to the Agenda.

**2) PROPOSED EXECUTIVE SESSION, SUBJECT TO BOARD APPROVAL** (if required, must identify subject matter within permissible topics):

**MOTION:** It was moved that the Board enter Executive Session at 7:05pm to discuss some financial matters.

Motion by: P Moskowitz

Second by: B. Cook

Discussion: none

In Favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz-unanimous

Against:  
Abstained:

**MOTION: It was moved that the Board exit Executive Session at 7:21pm.**

Motion by: P. Moskowitz  
Second by: J. Harrison  
Discussion: none  
In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous  
Against:  
Abstained:

**MOTION: It was moved that the Board re-enter the public meeting at 7:23pm.** No actions were taken, no motions were made in Executive Session.

Motion by: J. Fahey  
Second by: J. Harrison  
Discussion: none  
In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous  
Against:  
Abstained:

### 3) PUBLIC COMMENTS

P. Moskowitz asks if there are any public comments but there are none

### 4) BOARD ADMINISTRATION

**MOTION: It was moved that the Board approve the Draft Meeting Minutes for the February 10th 2025 Library Board Meeting.**

Motion by: J. Fahey  
Second by: B. Cook  
Discussion: none  
In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous  
Against:  
Abstained:

### 5) FINANCE

A. George has reviewed the January 2025 and February 2025 Treasurer's reports and there is nothing remarkable to report at this time. It is noted that there is an increase in the fuel cost presumably due to an especially cold winter that could result in the library going over budget in that line if it persists.

**MOTION: It was moved that the Board approve the January 2025 and February 2025** prepared by NawrockiSmith including the bills as presented.

Motion by: G. Benack  
Second by: B. Cook  
Discussion: none  
In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous  
Against:  
Abstained:

**MOTION: It was moved that the Board approve the Proposed Library Budget for the coming 2025-2026 Chappaqua Library Budget as written.**

Motion by: G.Benack

Second by: B. Cook

Discussion: Jennifer acknowledged the hard work of M. Perlin, R. Friedman, and A. Kaprelian on preparing the budget. Jennifer noted there was a lot of analyzing to make certain we are in a better position to be on target with our numbers going forward. She discusses salaries of staff and talks about some corrections that were made in order to address the increase of responsibilities of certain staff members, but she concluded that our salaries overall are competitive with other comparable libraries. Pam says the budget will be available online and postcards will be sent.

In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous

Against:

Abstained:

#### 6) Slate of Officers – P. Moskowitz

P. Moskowitz, President, B. Cook, Vice President, John Harrison, Treasurer, G. Benack, Secretary, B. Cook, and Member-at-Large, J. Fahey.

Committees, Buildings and Grounds, J. Fahey, P. Moskowitz, Members of the Chappaqua Garden Club, Karen Basik, Melanie Smith, Finance, J. Fahey, G. Benack, Policies, J. Harrison, B. Cook, Personnel, J. Harrison, B. Cook

**MOTION: It was moved that** the Board approve the presentation of the Slate of Officers for the coming year.

Motion by: J. Harrison

Second by: B. Cook

Discussion: J. Fahey states that she doesn't feel the Board should be putting forward a president whose term expires in June and that there is no precedent for the last decade plus of this not rotating across the board, and that she would hope that another trustee would step up to take on the role of President. P. Moskowitz thinks that things are going to change as a result of our three year term amendment. J. Harrison mentions the turmoil that impacted the Board as well as the library and that given that history, this change merits the amendment that allows us to help regain some control over consistency as well as continuity.

In favor: G. Benack, B. Cook, J. Harrison, P. Moskowitz

Against: J. Fahey

Abstained:

#### 7) LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS-

##### DIRECTOR'S REPORT-J.Daddio

- Jennifer states that we perform a lot of notaries for patrons of the library, 2 members of staff perform these. This has occasionally posed an issue as it impacts those staff member's abilities to perform their other job responsibilities. It has also come to light that there are some liability concerns as there is a type of coverage that is used to cover notaries. Jennifer has reached out to our insurance broker to inquire about a premium quote. There will also not be any more walk-ins permitted for notary services.
- We had two different vendors come to look at the roof, re: stairs, railings as well as courtyard, but have not received any prices as of yet. Until we get a solution, we cannot allow anyone on the terrace portion of the courtyard. In addition, we had a walk through with a representative from our Insurance carrier who indicated that there were some safety concerns. Going forward, we are looking to get more prices as part of an

information gathering process before next steps that might include putting out an RFP for proposals to improve those areas.

- The Annual Report as prepared by R. Friedman is all done and should be ready to be voted on at the April board meeting.
- A reminder that the Friends Book sale is coming up in May 12-18th.
- The new electric sign needs some minor electrical work but other than that, is good to go.
- The Tri-Cat electrical panel which the board previously approved, she would like to have board approve a capital expenditure line for this expense so this does not come out of our operating budget.
- We have an estimate from a Plumber for three flushometers and 3 leaky faucets.

## **8) COMMITTEE REPORTS**

### **B. Standing Committees:**

- 1) **Finance Committee**— G. Benack,  
Chair Nothing further to add.

- 2) **Building and Grounds Committee** – J. Fahey, Chair.

MOTION: It is moved that the board approve the maintenance proposal from WTI Weatherproofing Technology Inc a subsidiary of Tremco for \$15,752.22 for five years and help us to maintain life of the roof membrane as well as the roof itself.

Motion by: J. Fahey

Second by: J. Harrison

Discussion: none

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz – unanimous

Against:

Abstained:

MOTION: It is moved that the board approve a motion to have Bill Link create an RFP for replacing 2 air handlers as per the recommendations of our recent building assessment by Lothrop Associates.

Motion by: J. Fahey

Second by: J. Harrison

Discussion: none

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz – unanimous

Against:

Abstained:

MOTION: It is moved that the board approve the additional add-on proposal from Lothrop and Ass. to continue to work with the childrens room leadership & staff on an update to the childrens room, design, etc. and the additional cost is estimated at around \$2,000.

Motion by: J. Fahey

Second by: J. Harrison

Discussion: none

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz – unanimous

Against:



Abstained:

MOTION: It is moved that the board approve the proposal from Youngs Equipment for \$28,510.00 recognizing that Friends of Chappaqua Library have agreed to pay \$28,000.00 of the cost, and that the library will pay the balance due after that including any electrical costs.

Motion by: J. Fahey

Second by: J. Harrison

Discussion:

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz, B. Cook

unanimous

Against:

Abstained:

MOTION: It is moved that the board approve the proposal from Mele Plumbing for \$3,700.00 to replace 3 flushometers as well as 4 leaky faucets in our 4 public restrooms

Motion by: J. Fahey

Second by: J. Harrison

Discussion:

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz, B. Cook –

unanimous Against:

Abstained:

#### **9) Personnel Committee – J. Harrison, Chair**

MOTION: It is moved that the board approve the promotion of Jacob Demlow from Library Assistant to Librarian I with a salary increase to \$32.21/hour, effective Monday, March 3, 2025.

MOTION: **It is moved that the Board** approve the change of employee status of Jennifer Daddio in her position as Library Director III from probationary to permanent status, effective February 13, 2025.

Motion by: J. Harrison

Second by: P. Moskowitz

Discussion: none

In favor: G. Benack, J. Fahey, J. Harrison, P. Moskowitz, B. Cook –

unanimous

Against:

Abstained:

#### **10) Policy / Bylaws Committee – J. Harrison**

J. Harrison states that the board is in conversation as to how to convey to the community its policies on fund balances and will have more information in the future..

#### **11) NEW BUSINESS**

A. Mark Kramer Display of Model Airplanes and insurance.

J. Daddio states that Mark Kramer, Chappaqua resident and former CBS correspondent, has offered to share his collection of presidential model airplanes at the library. We checked with our insurance company, and we have an \$1000 deductible so the question for the board is whether we can accept this risk in the event that any harm comes to the collection. The board discusses the different scenarios and concludes that they would like to go forward with the plan to display Mark's airplanes.

**NEXT MEETING:** Monday April 21st, 2025

ADJOURNMENT

**MOTION:** It was moved that the Board **adjourn the public meeting at 08:19 pm.**

Motion by: P. Moskowitz

Second by: B. Cook

In favor: G. Benack, B. Cook, J. Fahey, J. Harrison, P. Moskowitz - unanimous

Against:

Abstained:

**Chappaqua Central School District Public Library**

**Monthly Treasurer's Report**

**March 2025**

**Prepared by:**

**Nawrocki Smith LLP**

**Certified Public Accountants & Business Consultants**





## **Treasurer's Report for March 2025**

Meeting Date: April 21, 2025

We have prepared the March 2025 Treasurer's Report based upon the Library recording of information into the Libraries QuickBooks accounting program. We bring your attention to the following:

Year to Date Budget to Actual operating activity, March 2025:

- Revenue Collected – 100.00% of the School District Tax Levy planned revenue has been collected and approximately \$88,132 in excess planned revenue collected from other sources.
- Expenses – 72.21% of total annual budgeted expense have been recorded to date.

Balance Sheet summary as of March 31, 2025.

- Total Assets: \$3,069,971.78
- See Page 4 for Assets, Liabilities and Fund Balance summary

We have include in the report below the checks prepared by the Library on March 1<sup>st</sup> through March 31<sup>st</sup>. We have not examined the supporting documentation.

We have prepared the bank reconciliations for the Library's related bank statements for March 2025. The bank accounts for all funds have been reconciled to the Library's books. There are 15 checks that are outstanding totaling \$3,331. The Library should continue to contact the vendors and reissue payment if needed. Quarterly testing for quarter 4 of 2024 was performed on March 11<sup>th</sup>. Summary of the testing is on page 5. NS is continuing work on requests for the fiscal year ending 2024 audit.

Sincerely,  
Nawrocki Smith LLP  
Treasurer

Chappaqua Central School District Public Library  
Treasurer's Report Summary  
March 2025

**Fund Revenues: Fiscal Year to Date**

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.4010	School District Tax Levy	\$ 3,617,102.00	\$ 3,617,102.00	\$ 3,621,649.00	\$ 4,547.00	100.13%
.4030	Donations	\$ 250.00	\$ 250.00	\$ 1,651.00	\$ 1,401.00	660.40%
.4110	Fines	\$ 13,000.00	\$ 13,000.00	\$ 10,395.65	\$ (2,604.35)	79.97%
.4020	Local Library Aid + Misc.	\$ 4,000.00	\$ 4,000.00	\$ 16,391.00	\$ 12,391.00	409.78%
.4310	Investment Income	\$ 35,000.00	\$ 35,000.00	\$ 84,888.50	\$ 49,888.50	242.54%
.4130	Lost and Paid	\$ -	\$ -	\$ 53.48	\$ 53.48	100.00%
.4140	Theater Rentals	\$ -	\$ -	\$ 470.00	\$ 470.00	100.00%
.9910	Friends Reimbursement	\$ -	\$ -	\$ 10,042.62	\$ 10,042.62	100.00%
	Fund Balance/Reserves	\$ -	\$ -	\$ -	\$ -	
	Various Other Income	\$ -	\$ -	\$ 88,132.27	\$ 88,132.27	100.00%
<b>Total Revenues</b>		<b>\$ 3,669,352.00</b>	<b>\$ 3,669,352.00</b>	<b>\$ 3,833,673.52</b>	<b>\$ 164,321.52</b>	<b>104.48%</b>

**Fund Expenditures: Fiscal Year to Date**

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.6000	Salaries & Wages	\$ 1,897,477.00	\$ 1,897,477.00	\$ 1,329,815.56	\$ (567,661.44)	70.08%
<b>Benefits</b>						
.6150	Disability Insurance	\$ 984.00	\$ 984.00	\$ 590.28	\$ (393.72)	59.99%
.6120	Health Insurance 8)	\$ 532,036.00	\$ 532,036.00	\$ 420,166.21	\$ (111,869.79)	78.97%
.6130	Medicare Reimbursement	\$ 66,192.00	\$ 66,192.00	\$ 40,582.23	\$ (25,609.77)	61.31%
.6160	NY METRO	\$ 1,500.00	\$ 1,500.00	\$ -	\$ (1,500.00)	0.00%
.6170	NYS Retirement 5)	\$ 237,401.00	\$ 237,401.00	\$ 205,241.92	\$ (32,159.08)	86.45%
.6110	Social Security/FICA	\$ 124,878.00	\$ 124,878.00	\$ 91,201.44	\$ (33,676.56)	73.03%
.6140	Workers Compensation	\$ 15,000.00	\$ 15,000.00	\$ 8,625.00	\$ (6,375.00)	57.50%
<b>Library Materials</b>				\$ -		
.7100	Books	\$ 83,600.00	\$ 83,600.00	\$ 48,346.61	\$ (35,253.39)	57.83%
.7250	Electronic Materials	\$ 76,000.00	\$ 76,000.00	\$ 32,791.59	\$ (43,208.41)	43.15%
.7310	Periodicals 7)	\$ 13,710.00	\$ 13,710.00	\$ 12,920.44	\$ (789.56)	94.24%
.7400	Recordings	\$ 21,714.00	\$ 21,714.00	\$ 9,475.74	\$ (12,238.26)	43.64%
<b>Operating Expenses</b>				\$ -		
.8010	Building Maint. & Repair 6)	\$ 49,300.00	\$ 49,300.00	\$ 56,948.99	\$ 7,648.99	115.52%
.8020	Building Service Contracts 2)	\$ 84,180.00	\$ 84,180.00	\$ 83,138.32	\$ (1,041.68)	98.76%
.8070	Custodial Supplies	\$ 11,000.00	\$ 11,000.00	\$ 6,406.87	\$ (4,593.13)	58.24%
.9450	Director's Contingency	\$ 500.00	\$ 500.00	\$ -	\$ (500.00)	0.00%
.8040	Electricity	\$ 62,000.00	\$ 62,000.00	\$ 37,380.08	\$ (24,619.92)	60.29%
.9320	Equipment Maintenance	\$ 23,000.00	\$ 23,000.00	\$ 7,581.43	\$ (15,418.57)	32.96%
.8050	Fuel	\$ 22,300.00	\$ 22,300.00	\$ 15,527.88	\$ (6,772.12)	69.63%
.9310	Insurance 1)	\$ 29,000.00	\$ 29,000.00	\$ 24,522.59	\$ (4,477.41)	84.56%
.9110	IT & Support 3)	\$ 105,792.00	\$ 105,792.00	\$ 112,167.22	\$ 6,375.22	106.03%
.9490	Misellaneous Expense			\$ 529.35		
.9410	Office & Library Supplies	\$ 19,500.00	\$ 19,500.00	\$ 13,858.26	\$ (5,641.74)	71.07%
.9420	Postage	\$ 7,430.00	\$ 7,430.00	\$ 2,200.96	\$ (5,229.04)	29.62%
.9430	Printing	\$ 12,370.00	\$ 12,370.00	\$ 2,544.28	\$ (9,825.72)	20.57%
.9210	Professional Fees	\$ 109,946.00	\$ 109,946.00	\$ 48,900.29	\$ (61,045.71)	44.48%
.9600	Programs	\$ 33,100.00	\$ 33,100.00	\$ 14,923.25	\$ (18,176.75)	45.09%
.8060	Sewer Taxes	\$ 7,018.00	\$ 7,018.00	\$ -	\$ (7,018.00)	0.00%
.9445	Staff & Board Development	\$ 12,250.00	\$ 12,250.00	\$ 2,700.31	\$ (9,549.69)	22.04%
.9330	Telephone & Internet 4)	\$ 6,174.00	\$ 6,174.00	\$ 6,200.31	\$ 26.31	100.43%
.9440	Travel	\$ 2,000.00	\$ 2,000.00	\$ 452.16	\$ (1,547.84)	22.61%
.8080	Water	\$ 2,000.00	\$ 2,000.00	\$ 1,263.87	\$ (736.13)	63.19%
.9850	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	100.00%
.9810	Friends Reimbursement- exp	\$ -	\$ -	\$ 12,750.89	\$ 12,750.89	100.00%
<b>Total Expenditures</b>		<b>\$ 3,669,352.00</b>	<b>\$ 3,669,352.00</b>	<b>\$ 2,649,754.33</b>	<b>\$ (1,019,597.67)</b>	<b>72.21%</b>

**Fund Net Income: Fiscal Year to Date**

**\$ 1,183,919.19**

**Budget to Actual Notes:**

9 Months = 75.00% of the year

- 1) **Insurance (.9310)** - Yearly insurance payments were made in October
- 2) **Building Service Contracts (.8020)** - Expenses paid in January for security services
- 3) **IT & Support (.9110)** - Six months of service was paid in January for remainder of fiscal year
- 4) **Telephone & Internet (.9330)** - NS recommends monitoring expense code
- 5) **NYS Retirement (.6170)**- Bill was paid to Chappaqua CSD in Dec for yearly retirement cost
- 6) **Building Maint. & Repair (.8010)**- \$6K paid to Atlantic for HVAC contract in March
- 7) **Periodicals (.7310)**- \$8K paid to WT Cox for annual subscriptions in January
- 8) **Health Insurance (.6120)**- NS recommends monitoring expense code

**Fund Balance Sheet**

<b>Balance Sheet Summary</b>	<b>31-Mar-24</b>	<b>31-Mar-25</b>
Valley - Checking	\$ (64,846.07)	\$ 1,572,684.68
Valley - Money Market	\$ -	\$ 1,108,620.67
Valley - MMA Capital	\$ 122.89	\$ 330,469.21
ICS - Checking	\$ 1,310,874.22	\$ -
ICS - Money Market	\$ 1,062,153.01	\$ -
ICS - MMA Capital	\$ 316,616.91	\$ -
Other Current	\$ 61,561.41	\$ 58,197.22
<b>Total Assets</b>	<b>\$ 2,686,482.37</b>	<b>\$ 3,069,971.78</b>
Accounts Payable	\$ 20,483.70	\$ 13,173.41
Other Current	\$ 346,167.00	\$ 352,766.19
<b>Total Liabilities</b>	<b>\$ 366,650.70</b>	<b>\$ 365,939.60</b>
<b>Fund Balance</b>		
Unrestricted Net Assets	\$ 168,052.65	\$ 168,052.65
Board Designated Net Assets	\$ 20,576.80	\$ 20,576.80
Temporarily Rest. Net Assets	\$ 3,012.06	\$ 2,628.38
Retained Earnings	\$ 302,862.71	\$ 553,027.95
Capital Fund Net Assets	\$ 735,783.21	\$ 735,783.21
Permanently Rest. Net Assets	\$ 40,044.00	\$ 40,044.00
Net Income	\$ 1,049,500.24	\$ 1,183,919.19
<b>Total Equity</b>	<b>\$ 2,319,831.67</b>	<b>\$ 2,704,032.18</b>
<b>Total Liabilities &amp; Equity</b>	<b>\$ 2,686,482.37</b>	<b>\$ 3,069,971.78</b>

### **Payroll – 10 transactions were tested for the 12/13/24 payroll**

Our testing procedures include performing the following:

- Verifying the rate of payroll on payroll report agrees to employee contracts and Board Resolution
- Verify hours on timesheet agree hours paid
- Verify timesheets contain all required signatures

Based on our testing procedures, there are no findings at this time.

### **Cash Disbursements – 10 transactions were tested for November-December 2024**

Our testing procedures included the following:

- Verify invoice and Purchase Order details
- Verify invoice has all required approval signatures
- Traced check to bank statement
- Traced and agreed to GL detail

Based on our testing procedures, we have following findings:

- 5 of the 10 transactions do not have approval signatures
- 1 of the 10 transactions had an extra invoice attached to the packet not paid

### **Purchasing Card – 76 transactions were tested for December 2024**

Our testing procedures included the following:

- Verify invoice and Purchase Order details
- Verify invoice has all required approval signatures
- Traced check to bank statement
- Traced and agreed to GL detail

Based on our testing procedures, we have following findings:

- 6 of the 76 transactions do not have approval signatures
- 5 of the 76 transactions have insufficient documentation

We thank you for your attention to this matter. Please contact our office if you have any questions.

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/05/2025</b>	<b>NYS Deferred Comp...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-5,466.89</b>
Bill	03072...	03/01/2025		2250 · 457(b) Withholding	-5,466.89	5,466.89
TOTAL					-5,466.89	5,466.89
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/07/2025</b>	<b>Paylocity</b>	<b>1001 · Valley- Checking_6387</b>		<b>-207.51</b>
Bill	11278...	02/07/2025		6190 · Payroll Expenses	-207.51	207.51
TOTAL					-207.51	207.51
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/11/2025</b>	<b>Guardian</b>	<b>1001 · Valley- Checking_6387</b>		<b>-2,043.49</b>
Bill	03012...	03/31/2025		6120 · Health Insurance	-2,043.49	2,043.49
TOTAL					-2,043.49	2,043.49
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/11/2025</b>	<b>AFLAC</b>	<b>1001 · Valley- Checking_6387</b>		<b>-242.10</b>
Bill	592709	03/11/2025		2250 · 457(b) Withholding	-242.10	242.10
TOTAL					-242.10	242.10
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/18/2025</b>	<b>ShelterPoint Life</b>	<b>1001 · Valley- Checking_6387</b>		<b>-501.60</b>
Bill	03182...	03/31/2025		6150 · Disability Expense	-501.60	501.60
TOTAL					-501.60	501.60
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/21/2025</b>	<b>Paylocity</b>	<b>1001 · Valley- Checking_6387</b>		<b>-865.40</b>
Bill	11279...	02/21/2025		6190 · Payroll Expenses	-865.40	865.40
TOTAL					-865.40	865.40
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>03/26/2025</b>	<b>Valley Bank CARD ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4,861.87</b>
Bill	02262...	03/26/2025		7430 · Recordings - Adult DVD	-115.26	115.26
				7110 · Books - Adult Fiction	-931.11	931.11
				7140 · Books - Adult Learn	-28.16	28.16
				7120 · Books - Adult Non-Fiction	-422.28	422.28
				9610 · Adult Programming	-93.96	93.96
				8070 · Custodial Supplies	-97.63	97.63
				9810 · Friends Reimbursement - exp	-17.99	17.99
				9630 · Childrens Programming	-351.41	351.41
				9411 · Library Supplies	-150.13	150.13
				9410 · Office Supplies	-113.01	113.01
				7180 · Books - Young Adult	-300.33	300.33
				7490 · Recordings - YA DVD	-20.99	20.99
				9620 · Teen Programming	-168.14	168.14
				9630 · Childrens Programming	-233.57	233.57
				9110 · Westlynx / Technology	-60.00	60.00
				9630 · Childrens Programming	-72.65	72.65
				7910 · Other Materials	-707.00	707.00
				9910 · Friends Reimbursement - inc	-500.00	500.00
				7910 · Other Materials	-36.00	36.00
				7910 · Other Materials	-258.00	258.00
				9910 · Friends Reimbursement - inc	-50.00	50.00
				9910 · Friends Reimbursement - inc	-134.25	134.25
TOTAL					-4,861.87	4,861.87
<b>Check</b>	<b>PRT 3/7</b>	<b>03/06/2025</b>	<b>Paylocity Taxes</b>	<b>1001 · Valley- Checking_6387</b>		<b>-16,601.99</b>
				2210 · Federal Withholding Tax	-4,497.79	4,497.79
				6110 · FICA / Medicare	-9,609.15	9,609.15
				2220 · NY State Withholding Tax	-2,323.07	2,323.07
				2230 · NY City Withholding Tax	-171.98	171.98
TOTAL					-16,601.99	16,601.99



# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	PRT 3/...	03/20/2025	Paylocity Taxes	1001 · Valley- Checking_6387		-16,943.85
				2210 · Federal Withholding Tax	-4,582.25	4,582.25
				6110 · FICA / Medicare	-9,843.23	9,843.23
				2220 · NY State Withholding Tax	-2,353.59	2,353.59
				2230 · NY City Withholding Tax	-164.78	164.78
TOTAL					-16,943.85	16,943.85
Check	PRT3/...	03/20/2025	Paylocity Payroll	1001 · Valley- Checking_6387		-44,954.84
				6010 · Salaries - Librarians	-39,481.59	39,481.59
				6020 · Salaries - Clerks	-27,925.59	27,925.59
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-982.61	982.61
				2210 · Federal Withholding Tax	4,582.25	-4,582.25
				6110 · FICA / Medicare	4,921.63	-4,921.63
				2220 · NY State Withholding Tax	2,353.59	-2,353.59
				2230 · NY City Withholding Tax	164.78	-164.78
				6150 · Disability Expense	50.28	-50.28
				2250 · 457(b) Withholding	5,548.82	-5,548.82
				6120 · Health Insurance	6,214.50	-6,214.50
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	705.49	-705.49
				1001 · Valley- Checking_6387	1,052.92	-1,052.92
				6120 · Health Insurance	186.68	-186.68
TOTAL					-44,954.84	44,954.84
Check	PRT3/...	03/06/2025	Paylocity Payroll	1001 · Valley- Checking_6387		-43,914.08
				6010 · Salaries - Librarians	-38,922.57	38,922.57
				6020 · Salaries - Clerks	-26,895.23	26,895.23
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-1,041.83	1,041.83
				2210 · Federal Withholding Tax	4,497.79	-4,497.79
				6110 · FICA / Medicare	4,804.61	-4,804.61
				2220 · NY State Withholding Tax	2,323.07	-2,323.07
				2230 · NY City Withholding Tax	171.98	-171.98
				6150 · Disability Expense	48.03	-48.03
				2250 · 457(b) Withholding	5,466.89	-5,466.89
				6120 · Health Insurance	6,214.50	-6,214.50
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	670.64	-670.64
				1001 · Valley- Checking_6387	907.35	-907.35
				6120 · Health Insurance	186.68	-186.68
TOTAL					-43,914.08	43,914.08
Bill Pmt -Check	11271	03/18/2025	Alliance Entertainm...	1001 · Valley- Checking_6387		-219.00
Bill	25214	03/12/2025		7410 · Recordings - Adult CD	-219.00	219.00
TOTAL					-219.00	219.00
Bill Pmt -Check	11272	03/18/2025	Ameriwide Screener...	1001 · Valley- Checking_6387		-20.00
Bill	6100	03/10/2025		9210 · Professional Fees	-20.00	20.00
TOTAL					-20.00	20.00
Bill Pmt -Check	11273	03/18/2025	Assa Abloy	1001 · Valley- Checking_6387		-382.32
Bill	105108	03/10/2025		8010 · Building Maintenance & Repairs	-57.18	57.18
Bill	10518	03/10/2025		8010 · Building Maintenance & Repairs	-325.14	325.14
TOTAL					-382.32	382.32
Bill Pmt -Check	11274	03/18/2025	Atlantic A Program	1001 · Valley- Checking_6387		-315.96
Bill	58958...	03/18/2025		9320 · Equipment Maintenance	-315.96	315.96
TOTAL					-315.96	315.96

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11275</b>	<b>03/18/2025</b>	<b>Atlantic Tomorrow's...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-496.08</b>
Bill	834881	03/18/2025		9430 · Printing and Reproduction	-6.08	6.08
Bill	1102082	03/18/2025		9430 · Printing and Reproduction	-490.00	490.00
<b>TOTAL</b>					<b>-496.08</b>	<b>496.08</b>
<b>Bill Pmt -Check</b>	<b>11276</b>	<b>03/18/2025</b>	<b>Atlantic Westchester</b>	<b>1001 · Valley- Checking_6387</b>		<b>-9,050.92</b>
Bill	78153	03/10/2025		8010 · Building Maintenance & Repairs	-3,031.88	3,031.88
Bill	78930	03/11/2025		8010 · Building Maintenance & Repairs	-3,031.86	3,031.86
Bill	79022	03/11/2025		8010 · Building Maintenance & Repairs	-330.00	330.00
Bill	79095	03/11/2025		8010 · Building Maintenance & Repairs	-990.00	990.00
Bill	78738	03/11/2025		8010 · Building Maintenance & Repairs	-1,667.18	1,667.18
<b>TOTAL</b>					<b>-9,050.92</b>	<b>9,050.92</b>
<b>Bill Pmt -Check</b>	<b>11277</b>	<b>03/18/2025</b>	<b>Baker &amp; Taylor</b>	<b>1001 · Valley- Checking_6387</b>		<b>-6,691.76</b>
Bill	50193...	03/12/2025		7460 · Recordings - Juvenile DVD	-24.61	24.61
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-19.17	19.17
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-43.34	43.34
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-86.00	86.00
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-348.26	348.26
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-201.95	201.95
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-85.46	85.46
Bill	50193...	03/12/2025		7130 · Books - Adult - JIC	-76.71	76.71
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-30.04	30.04
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-196.42	196.42
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-224.19	224.19
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-53.32	53.32
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-27.78	27.78
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-72.83	72.83
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-12.67	12.67
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-23.59	23.59
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-5.81	5.81
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-47.00	47.00
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-13.83	13.83
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-12.09	12.09
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-117.41	117.41
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-52.22	52.22
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-41.38	41.38
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-32.59	32.59
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-17.45	17.45
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-12.67	12.67
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-23.59	23.59
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-18.60	18.60
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-10.10	10.10
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-12.09	12.09
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-10.71	10.71
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-51.69	51.69
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-23.01	23.01
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-16.54	16.54
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-40.47	40.47
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-17.36	17.36
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-91.95	91.95
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-22.82	22.82
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-31.46	31.46
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-11.51	11.51
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-11.51	11.51
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-52.46	52.46
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-157.64	157.64
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-168.85	168.85
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-44.39	44.39
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-16.54	16.54
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-33.67	33.67
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-10.92	10.92
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-16.30	16.30
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-11.02	11.02
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-7.33	7.33
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-11.32	11.32
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-16.31	16.31
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-125.07	125.07
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-23.12	23.12
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-8.24	8.24

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-11.13	11.13
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-12.20	12.20
Bill	50192...	03/12/2025		7150 · Books - Juvenile	-18.35	18.35
Bill	50192...	03/12/2025		7120 · Books - Adult Non-Fiction	-179.34	179.34
Bill	50192...	03/12/2025		7120 · Books - Adult Non-Fiction	-72.46	72.46
Bill	50192...	03/12/2025		7120 · Books - Adult Non-Fiction	-37.19	37.19
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-23.30	23.30
Bill	50192...	03/12/2025		7120 · Books - Adult Non-Fiction	-28.81	28.81
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-309.93	309.93
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-180.08	180.08
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-79.52	79.52
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-14.32	14.32
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-350.79	350.79
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-194.85	194.85
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-89.85	89.85
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-122.20	122.20
Bill	50192...	03/12/2025		7110 · Books - Adult Fiction	-68.16	68.16
Bill	50193...	03/12/2025		7110 · Books - Adult Fiction	-139.31	139.31
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-254.29	254.29
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-43.43	43.43
Bill	50193...	03/12/2025		7120 · Books - Adult Non-Fiction	-62.75	62.75
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-28.96	28.96
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-18.63	18.63
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-12.67	12.67
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-20.09	20.09
Bill	50193...	03/12/2025		7150 · Books - Juvenile	-21.93	21.93
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-33.09	33.09
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-12.09	12.09
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-17.36	17.36
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-70.22	70.22
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-42.21	42.21
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-7.33	7.33
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-126.66	126.66
Bill	50193...	03/13/2025		7110 · Books - Adult Fiction	-102.63	102.63
Bill	50193...	03/13/2025		7120 · Books - Adult Non-Fiction	-16.24	16.24
Bill	50193...	03/13/2025		7120 · Books - Adult Non-Fiction	-262.85	262.85
Bill	50193...	03/13/2025		7110 · Books - Adult Fiction	-6.66	6.66
Bill	50193...	03/13/2025		7110 · Books - Adult Fiction	-140.60	140.60
Bill	50193...	03/13/2025		7110 · Books - Adult Fiction	-176.29	176.29
Bill	50192...	03/13/2025		7150 · Books - Juvenile	-16.54	16.54
Bill	50193...	03/13/2025		7460 · Recordings - Juvenile DVD	-41.92	41.92
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-12.07	12.07
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-15.49	15.49
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-11.62	11.62
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-63.30	63.30
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-136.57	136.57
Bill	50193...	03/13/2025		7150 · Books - Juvenile	-10.10	10.10
TOTAL					-6,691.76	6,691.76
Bill Pmt -Check	11278	03/18/2025	Barbara Bernstein	1001 · Valley- Checking_6387		-540.00
Bill	03132...	03/13/2025		9810 · Friends Reimbursement - exp	-540.00	540.00
TOTAL					-540.00	540.00
Bill Pmt -Check	11279	03/18/2025	Berger Hardware	1001 · Valley- Checking_6387		-163.72
Bill	632136	03/13/2025		8070 · Custodial Supplies	-39.58	39.58
Bill	637166	03/13/2025		8070 · Custodial Supplies	-38.69	38.69
Bill	636028	03/13/2025		8070 · Custodial Supplies	-39.58	39.58
Bill	637782	03/13/2025		8070 · Custodial Supplies	-45.87	45.87
TOTAL					-163.72	163.72
Bill Pmt -Check	11280	03/18/2025	Better Building Con...	1001 · Valley- Checking_6387		-3,900.00
Bill	8268	03/13/2025		8010 · Building Maintenance & Repairs	-1,950.00	1,950.00
Bill	8498	03/13/2025		8010 · Building Maintenance & Repairs	-1,950.00	1,950.00
TOTAL					-3,900.00	3,900.00
Bill Pmt -Check	11281	03/18/2025	Blackstone Publishi...	1001 · Valley- Checking_6387		-845.25
Bill	2186903	03/13/2025		7420 · Recordings - Adult Audiobooks	-78.50	78.50

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	2186807	03/13/2025		7420 · Recordings - Adult Audiobooks	-435.72	435.72
Bill	2186088	03/13/2025		7420 · Recordings - Adult Audiobooks	-264.14	264.14
Bill	2186048	03/13/2025		7420 · Recordings - Adult Audiobooks	-66.89	66.89
TOTAL					-845.25	845.25
<b>Bill Pmt -Check</b>	<b>11282</b>	<b>03/18/2025</b>	<b>Bond Schoeneck &amp; ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,659.50</b>
Bill	20065...	03/13/2025		9210 · Professional Fees	-91.50	91.50
Bill	20061...	03/13/2025		9210 · Professional Fees	-1,568.00	1,568.00
TOTAL					-1,659.50	1,659.50
<b>Bill Pmt -Check</b>	<b>11283</b>	<b>03/18/2025</b>	<b>Briarcliff Public Libr...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-13.00</b>
Bill	17805...	03/11/2025		9480 · Suspense	-13.00	13.00
TOTAL					-13.00	13.00
<b>Bill Pmt -Check</b>	<b>11284</b>	<b>03/18/2025</b>	<b>Cailee Hwang</b>	<b>1001 · Valley- Checking_6387</b>		<b>-149.01</b>
Bill	03182...	03/18/2025		9630 · Childrens Programming	-149.01	149.01
TOTAL					-149.01	149.01
<b>Bill Pmt -Check</b>	<b>11285</b>	<b>03/18/2025</b>	<b>Cengage Learning I...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-437.61</b>
Bill	86149...	03/13/2025		7110 · Books - Adult Fiction	-31.44	31.44
Bill	86150...	03/13/2025		7110 · Books - Adult Fiction	-30.59	30.59
Bill	86724...	03/13/2025		7110 · Books - Adult Fiction	-68.88	68.88
Bill	86744...	03/13/2025		7110 · Books - Adult Fiction	-23.39	23.39
Bill	86762...	03/13/2025		7110 · Books - Adult Fiction	-34.84	34.84
Bill	86791...	03/13/2025		7110 · Books - Adult Fiction	-18.19	18.19
Bill	86743...	03/13/2025		7110 · Books - Adult Fiction	-34.84	34.84
Bill	86762...	03/13/2025		7110 · Books - Adult Fiction	-130.01	130.01
Bill	86471...	03/13/2025		7110 · Books - Adult Fiction	-30.59	30.59
Bill	86472...	03/13/2025		7110 · Books - Adult Fiction	-34.84	34.84
TOTAL					-437.61	437.61
<b>Bill Pmt -Check</b>	<b>11286</b>	<b>03/18/2025</b>	<b>Chappaqua Paint an...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-63.83</b>
Bill	33387	03/18/2025		8010 · Building Maintenance & Repairs	-45.86	45.86
Bill	35171	03/18/2025		8010 · Building Maintenance & Repairs	-17.97	17.97
TOTAL					-63.83	63.83
<b>Bill Pmt -Check</b>	<b>11287</b>	<b>03/18/2025</b>	<b>Christine Bobkoff</b>	<b>1001 · Valley- Checking_6387</b>		<b>-540.00</b>
Bill	03132...	03/13/2025		9810 · Friends Reimbursement - exp	-540.00	540.00
TOTAL					-540.00	540.00
<b>Bill Pmt -Check</b>	<b>11288</b>	<b>03/18/2025</b>	<b>Daily News</b>	<b>1001 · Valley- Checking_6387</b>		<b>-526.50</b>
Bill	03132...	03/13/2025		7310 · Periodicals	-526.50	526.50
TOTAL					-526.50	526.50
<b>Bill Pmt -Check</b>	<b>11289</b>	<b>03/18/2025</b>	<b>Demco</b>	<b>1001 · Valley- Checking_6387</b>		<b>-34.53</b>
Bill	7607867	03/13/2025		9411 · Library Supplies	-34.53	34.53
TOTAL					-34.53	34.53
<b>Bill Pmt -Check</b>	<b>11290</b>	<b>03/18/2025</b>	<b>Eastchester Public ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-9.99</b>
Bill	21889...	03/12/2025		9480 · Suspense	-9.99	9.99
TOTAL					-9.99	9.99

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11291</b>	<b>03/18/2025</b>	<b>EBSCO</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,084.54</b>
Bill	91011...	03/13/2025		7210 · Databases	-1,084.54	1,084.54
TOTAL					-1,084.54	1,084.54
<b>Bill Pmt -Check</b>	<b>11292</b>	<b>03/18/2025</b>	<b>Elaine Sexton</b>	<b>1001 · Valley- Checking_6387</b>		<b>-400.00</b>
Bill	03132...	03/13/2025		9610 · Adult Programming	-400.00	400.00
TOTAL					-400.00	400.00
<b>Bill Pmt -Check</b>	<b>11293</b>	<b>03/18/2025</b>	<b>General Code</b>	<b>1001 · Valley- Checking_6387</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Pmt -Check</b>	<b>11294</b>	<b>03/18/2025</b>	<b>Grainger</b>	<b>1001 · Valley- Checking_6387</b>		<b>-287.50</b>
Bill	94030...	03/13/2025		8010 · Building Maintenance & Repairs	-287.50	287.50
TOTAL					-287.50	287.50
<b>Bill Pmt -Check</b>	<b>11295</b>	<b>03/18/2025</b>	<b>Grey House Publish...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-179.50</b>
Bill	988627	03/16/2025		7140 · Books - Adult Learn	-179.50	179.50
TOTAL					-179.50	179.50
<b>Bill Pmt -Check</b>	<b>11296</b>	<b>03/18/2025</b>	<b>GS Bubbles</b>	<b>1001 · Valley- Checking_6387</b>		<b>-557.20</b>
Bill	2025-0...	03/13/2025		9630 · Childrens Programming	-557.20	557.20
TOTAL					-557.20	557.20
<b>Bill Pmt -Check</b>	<b>11297</b>	<b>03/18/2025</b>	<b>Harrison Public Libr...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-7.00</b>
Bill	03122...	03/12/2025		9480 · Suspense	-7.00	7.00
TOTAL					-7.00	7.00
<b>Bill Pmt -Check</b>	<b>11298</b>	<b>03/18/2025</b>	<b>Ingram Library Serv...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-741.26</b>
Bill	84712...	03/16/2025		7120 · Books - Adult Non-Fiction	-330.22	330.22
Bill	84712...	03/16/2025		7120 · Books - Adult Non-Fiction	-202.14	202.14
Bill	85516...	03/16/2025		7110 · Books - Adult Fiction	-51.17	51.17
Bill	85516...	03/16/2025		7110 · Books - Adult Fiction	-116.52	116.52
Bill	85516...	03/16/2025		7120 · Books - Adult Non-Fiction	-11.24	11.24
Bill	85516...	03/16/2025		7120 · Books - Adult Non-Fiction	-29.97	29.97
TOTAL					-741.26	741.26
<b>Bill Pmt -Check</b>	<b>11299</b>	<b>03/18/2025</b>	<b>J.Vasquez Landsca...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-3,600.00</b>
Bill	02282...	03/16/2025		8020 · Building Service Contracts	-3,600.00	3,600.00
TOTAL					-3,600.00	3,600.00
<b>Bill Pmt -Check</b>	<b>11300</b>	<b>03/18/2025</b>	<b>Jamie Gordon</b>	<b>1001 · Valley- Checking_6387</b>		<b>-378.00</b>
Bill	03162...	03/16/2025		9630 · Childrens Programming	-378.00	378.00
TOTAL					-378.00	378.00
<b>Bill Pmt -Check</b>	<b>11301</b>	<b>03/18/2025</b>	<b>Jennifer Daddio</b>	<b>1001 · Valley- Checking_6387</b>		<b>-28.00</b>
Bill	03162...	03/16/2025		9210 · Professional Fees	-28.00	28.00
TOTAL					-28.00	28.00
<b>Bill Pmt -Check</b>	<b>11302</b>	<b>03/18/2025</b>	<b>Jingling Chen</b>	<b>1001 · Valley- Checking_6387</b>		<b>-200.00</b>

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	162025	03/16/2025		9610 · Adult Programming	-200.00	200.00
TOTAL					-200.00	200.00
<b>Bill Pmt -Check</b>	<b>11303</b>	<b>03/18/2025</b>	<b>Joan Schulman</b>	<b>1001 · Valley- Checking_6387</b>		<b>-540.00</b>
Bill	03162...	03/16/2025		9810 · Friends Reimbursement - exp	-540.00	540.00
TOTAL					-540.00	540.00
<b>Bill Pmt -Check</b>	<b>11304</b>	<b>03/18/2025</b>	<b>JP McHale</b>	<b>1001 · Valley- Checking_6387</b>		<b>-135.75</b>
Bill	10596...	03/16/2025		8020 · Building Service Contracts	-135.75	135.75
TOTAL					-135.75	135.75
<b>Bill Pmt -Check</b>	<b>11305</b>	<b>03/18/2025</b>	<b>Julie Ann Polasko</b>	<b>1001 · Valley- Checking_6387</b>		<b>-35.53</b>
Bill	03162...	03/16/2025		9630 · Childrens Programming	-35.53	35.53
TOTAL					-35.53	35.53
<b>Bill Pmt -Check</b>	<b>11306</b>	<b>03/18/2025</b>	<b>Kristen Mather de A...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-600.00</b>
Bill	03162...	03/16/2025		9610 · Adult Programming	-600.00	600.00
TOTAL					-600.00	600.00
<b>Bill Pmt -Check</b>	<b>11307</b>	<b>03/18/2025</b>	<b>Lauren Braverman</b>	<b>1001 · Valley- Checking_6387</b>		<b>-24.99</b>
Bill	03122...	03/12/2025		9480 · Suspense	-24.99	24.99
TOTAL					-24.99	24.99
<b>Bill Pmt -Check</b>	<b>11308</b>	<b>03/18/2025</b>	<b>Mele Plumbing and ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-525.00</b>
Bill	02012...	03/16/2025		8010 · Building Maintenance & Repairs	-525.00	525.00
TOTAL					-525.00	525.00
<b>Bill Pmt -Check</b>	<b>11309</b>	<b>03/18/2025</b>	<b>Midwest Tape</b>	<b>1001 · Valley- Checking_6387</b>		<b>-504.95</b>
Bill	50681...	03/16/2025		7430 · Recordings - Adult DVD	-89.94	89.94
Bill	50593...	03/18/2025		7430 · Recordings - Adult DVD	-58.21	58.21
Bill	50599...	03/18/2025		7430 · Recordings - Adult DVD	-59.71	59.71
Bill	50606...	03/18/2025		7460 · Recordings - Juvenile DVD	-85.44	85.44
Bill	50609...	03/18/2025		7430 · Recordings - Adult DVD	-21.98	21.98
Bill	50599...	03/18/2025		7430 · Recordings - Adult DVD	-68.22	68.22
Bill	50605...	03/18/2025		7430 · Recordings - Adult DVD	-20.24	20.24
Bill	50612...	03/18/2025		7460 · Recordings - Juvenile DVD	-26.99	26.99
Bill	50616...	03/18/2025		7430 · Recordings - Adult DVD	-26.99	26.99
Bill	50616...	03/18/2025		7430 · Recordings - Adult DVD	-47.23	47.23
TOTAL					-504.95	504.95
<b>Bill Pmt -Check</b>	<b>11310</b>	<b>03/18/2025</b>	<b>Mount Kisco Public ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-40.00</b>
Bill	21959...	03/12/2025		9480 · Suspense	-20.00	20.00
Bill	03122...	03/12/2025		9480 · Suspense	-20.00	20.00
TOTAL					-40.00	40.00
<b>Bill Pmt -Check</b>	<b>11311</b>	<b>03/18/2025</b>	<b>Nalco Water</b>	<b>1001 · Valley- Checking_6387</b>		<b>-686.02</b>
Bill	8480520	03/16/2025		8020 · Building Service Contracts	-253.58	253.58
Bill	8479622	03/16/2025		8020 · Building Service Contracts	-178.86	178.86
Bill	8493965	03/18/2025		8020 · Building Service Contracts	-253.58	253.58
TOTAL					-686.02	686.02

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11312</b>	<b>03/18/2025</b>	<b>NawrockiSmith</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4,125.00</b>
Bill	65882	03/16/2025		9210 · Professional Fees	-1,800.00	1,800.00
Bill	65615	03/16/2025		9210 · Professional Fees	-1,800.00	1,800.00
Bill	65837	03/16/2025		9210 · Professional Fees	-525.00	525.00
TOTAL					-4,125.00	4,125.00
<b>Bill Pmt -Check</b>	<b>11313</b>	<b>03/18/2025</b>	<b>New Castle-Stanwo...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-384.42</b>
Bill	031625	03/16/2025		8080 · Water	-384.42	384.42
TOTAL					-384.42	384.42
<b>Bill Pmt -Check</b>	<b>11314</b>	<b>03/18/2025</b>	<b>NYS Employees He...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-56,926.75</b>
Bill	616	03/16/2025		6120 · Health Insurance	-56,926.75	56,926.75
TOTAL					-56,926.75	56,926.75
<b>Bill Pmt -Check</b>	<b>11315</b>	<b>03/18/2025</b>	<b>Playaway Products ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-551.16</b>
Bill	486897	03/16/2025		7420 · Recordings - Adult Audiobooks	-172.47	172.47
Bill	491637	03/16/2025		7420 · Recordings - Adult Audiobooks	-194.97	194.97
Bill	489804	03/18/2025		7420 · Recordings - Adult Audiobooks	-183.72	183.72
TOTAL					-551.16	551.16
<b>Bill Pmt -Check</b>	<b>11316</b>	<b>03/18/2025</b>	<b>Public Library Direc...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-40.00</b>
Bill	03162...	03/16/2025		9210 · Professional Fees	-40.00	40.00
TOTAL					-40.00	40.00
<b>Bill Pmt -Check</b>	<b>11317</b>	<b>03/18/2025</b>	<b>Sani-Pro Disposal</b>	<b>1001 · Valley- Checking_6387</b>		<b>-734.46</b>
Bill	988899	03/16/2025		8020 · Building Service Contracts	-734.46	734.46
TOTAL					-734.46	734.46
<b>Bill Pmt -Check</b>	<b>11318</b>	<b>03/18/2025</b>	<b>Scarsdale Public Li...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-8.99</b>
Bill	22160...	03/11/2025		9480 · Suspense	-8.99	8.99
TOTAL					-8.99	8.99
<b>Bill Pmt -Check</b>	<b>11319</b>	<b>03/18/2025</b>	<b>Steffi Nossen Scho...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-300.00</b>
Bill	44272	03/16/2025		9630 · Childrens Programming	-300.00	300.00
TOTAL					-300.00	300.00
<b>Bill Pmt -Check</b>	<b>11320</b>	<b>03/18/2025</b>	<b>Stratagem Security</b>	<b>1001 · Valley- Checking_6387</b>		<b>-49.95</b>
Bill	353652	03/16/2025		8020 · Building Service Contracts	-49.95	49.95
TOTAL					-49.95	49.95
<b>Bill Pmt -Check</b>	<b>11321</b>	<b>03/18/2025</b>	<b>Teresa Bueti</b>	<b>1001 · Valley- Checking_6387</b>		<b>-47.33</b>
Bill	03182...	03/18/2025		9630 · Childrens Programming	-29.73	29.73
				7150 · Books - Juvenile	-17.60	17.60
TOTAL					-47.33	47.33
<b>Bill Pmt -Check</b>	<b>11322</b>	<b>03/18/2025</b>	<b>The Museum of Mod...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,500.00</b>
Bill	03162...	03/16/2025		9810 · Friends Reimbursement - exp	-1,500.00	1,500.00
TOTAL					-1,500.00	1,500.00

# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11323</b>	<b>03/18/2025</b>	<b>Tri-Cat Electric Corp</b>	<b>1001 · Valley- Checking_6387</b>		<b>-468.25</b>
Bill	4470	03/17/2025		8010 · Building Maintenance & Repairs	-468.25	468.25
TOTAL					-468.25	468.25
<b>Bill Pmt -Check</b>	<b>11324</b>	<b>03/18/2025</b>	<b>Verizon 00001</b>	<b>1001 · Valley- Checking_6387</b>		<b>-103.92</b>
Bill	03172...	03/17/2025		9330 · Telephone and Internet	-103.92	103.92
TOTAL					-103.92	103.92
<b>Bill Pmt -Check</b>	<b>11325</b>	<b>03/18/2025</b>	<b>Verizon 0001-70</b>	<b>1001 · Valley- Checking_6387</b>		<b>-247.87</b>
Bill	03172...	03/17/2025		9330 · Telephone and Internet	-247.87	247.87
TOTAL					-247.87	247.87
<b>Bill Pmt -Check</b>	<b>11326</b>	<b>03/18/2025</b>	<b>Verizon 0001-75</b>	<b>1001 · Valley- Checking_6387</b>		<b>-265.95</b>
Bill	03172...	03/17/2025		9330 · Telephone and Internet	-265.95	265.95
TOTAL					-265.95	265.95
<b>Bill Pmt -Check</b>	<b>11327</b>	<b>03/18/2025</b>	<b>Vicki Fuqua</b>	<b>1001 · Valley- Checking_6387</b>		<b>-36.72</b>
Bill	03172...	03/17/2025		9610 · Adult Programming	-36.72	36.72
TOTAL					-36.72	36.72
<b>Bill Pmt -Check</b>	<b>11328</b>	<b>03/18/2025</b>	<b>WB Mason</b>	<b>1001 · Valley- Checking_6387</b>		<b>-362.02</b>
Bill	25199...	03/17/2025		9410 · Office Supplies	-0.99	0.99
Bill	25195...	03/17/2025		9410 · Office Supplies	-25.85	25.85
Bill	25177...	03/17/2025		9410 · Office Supplies	-146.97	146.97
Bill	25157...	03/17/2025		8070 · Custodial Supplies	-161.37	161.37
Bill	25265...	03/17/2025		9410 · Office Supplies	-0.99	0.99
Bill	25256...	03/17/2025		9410 · Office Supplies	-25.85	25.85
TOTAL					-362.02	362.02
<b>Bill Pmt -Check</b>	<b>11329</b>	<b>03/18/2025</b>	<b>William C Link</b>	<b>1001 · Valley- Checking_6387</b>		<b>-5,062.50</b>
Bill	031725A	03/17/2025		8020 · Building Service Contracts	-3,112.50	3,112.50
Bill	03172...	03/17/2025		8020 · Building Service Contracts	-1,950.00	1,950.00
TOTAL					-5,062.50	5,062.50
<b>Bill Pmt -Check</b>	<b>11330</b>	<b>03/19/2025</b>	<b>ConEdison</b>	<b>1001 · Valley- Checking_6387</b>		<b>-9,371.10</b>
Bill	02072...	02/07/2025		8050 · Fuel	-4,090.49	4,090.49
Bill	02212...	02/21/2025		8050 · Fuel	-5,280.61	5,280.61
TOTAL					-9,371.10	9,371.10
<b>Bill Pmt -Check</b>	<b>11331</b>	<b>03/19/2025</b>	<b>ECubed</b>	<b>1001 · Valley- Checking_6387</b>		<b>-980.00</b>
Bill	9239	03/19/2025		9330 · Telephone and Internet	-245.00	245.00
Bill	9358	03/19/2025		9330 · Telephone and Internet	-245.00	245.00
Bill	9388	03/19/2025		9330 · Telephone and Internet	-245.00	245.00
Bill	9432	03/19/2025		9330 · Telephone and Internet	-245.00	245.00
TOTAL					-980.00	980.00
<b>Bill Pmt -Check</b>	<b>11332</b>	<b>03/19/2025</b>	<b>General Code</b>	<b>1001 · Valley- Checking_6387</b>		<b>-75.00</b>
Bill	03192...	03/19/2025		7170 · Books - Standing Order	-75.00	75.00
TOTAL					-75.00	75.00
<b>Bill Pmt -Check</b>	<b>11333</b>	<b>03/19/2025</b>	<b>Mt Kisco Public Libr...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-20.00</b>



# Chappaqua Central School District Public Library (new)

## Check Detail

March 2025

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	03192...	03/19/2025		9480 · Suspense	-20.00	20.00
TOTAL					-20.00	20.00
<b>Bill Pmt -Check</b>	<b>11334</b>	<b>03/19/2025</b>	<b>New York Power Au...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4,530.82</b>
Bill	03192...	03/19/2025		8040 · Electricity	-4,530.82	4,530.82
TOTAL					-4,530.82	4,530.82
<b>Bill Pmt -Check</b>	<b>11335</b>	<b>03/19/2025</b>	<b>Ossining Public Lib...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-17.99</b>
Bill	21924...	02/20/2025		9480 · Suspense	-17.99	17.99
TOTAL					-17.99	17.99
<b>Bill Pmt -Check</b>	<b>11336</b>	<b>03/19/2025</b>	<b>Public Library Direc...</b>	<b>1001 · Valley- Checking_6387</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Pmt -Check</b>	<b>11337</b>	<b>03/19/2025</b>	<b>Rye Free Reading R...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-19.00</b>
Bill	20286...	03/19/2025		9480 · Suspense	-19.00	19.00
TOTAL					-19.00	19.00
<b>Bill Pmt -Check</b>	<b>11338</b>	<b>03/24/2025</b>	<b>Ann M Fisher</b>	<b>1001 · Valley- Checking_6387</b>		<b>-319.91</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-319.91	319.91
TOTAL					-319.91	319.91
<b>Bill Pmt -Check</b>	<b>11339</b>	<b>03/24/2025</b>	<b>Elaine Webber</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11340</b>	<b>03/24/2025</b>	<b>Federated Conserva...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-500.00</b>
Bill	03242...	03/24/2025		9610 · Adult Programming	-500.00	500.00
TOTAL					-500.00	500.00
<b>Bill Pmt -Check</b>	<b>11341</b>	<b>03/24/2025</b>	<b>Francis E Martini</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11342</b>	<b>03/24/2025</b>	<b>Geraldine Carpino</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11343</b>	<b>03/24/2025</b>	<b>Gwen B Guthrie</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11345</b>	<b>03/24/2025</b>	<b>Jennifer Daddio</b>	<b>1001 · Valley- Checking_6387</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Pmt -Check</b>	<b>11346</b>	<b>03/24/2025</b>	<b>Joan Skahan</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
**March 2025**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	03252...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11347</b>	<b>03/24/2025</b>	<b>Judith Kroehler</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11348</b>	<b>03/24/2025</b>	<b>Judy Lauder</b>	<b>1001 · Valley- Checking_6387</b>		<b>-246.68</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-246.68	246.68
TOTAL					-246.68	246.68
<b>Bill Pmt -Check</b>	<b>11349</b>	<b>03/24/2025</b>	<b>Lois H Siwicki</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11350</b>	<b>03/24/2025</b>	<b>Loretta-Jo Lunetta</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11351</b>	<b>03/24/2025</b>	<b>Marguerite K Gaillard</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
			Marguerite K Gaillard	2010 · Accounts Payable	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11352</b>	<b>03/24/2025</b>	<b>Marie Trzcinski</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11353</b>	<b>03/24/2025</b>	<b>Martha Alcott</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11354</b>	<b>03/24/2025</b>	<b>Mary L Platt</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11355</b>	<b>03/24/2025</b>	<b>Pamela Thornton</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11356</b>	<b>03/24/2025</b>	<b>Public Library Direc...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-15.00</b>
Bill	03242...	03/24/2025		9210 · Professional Fees	-15.00	15.00
TOTAL					-15.00	15.00
<b>Bill Pmt -Check</b>	<b>11357</b>	<b>03/24/2025</b>	<b>Robert Kroehler</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
**March 2025**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11358</b>	<b>03/24/2025</b>	<b>Robert Platt</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11359</b>	<b>03/24/2025</b>	<b>Roger Pollak</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11360</b>	<b>03/24/2025</b>	<b>Sondra Tower</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11361</b>	<b>03/24/2025</b>	<b>Susan Mosher</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11362</b>	<b>03/24/2025</b>	<b>Terry L Martini</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11363</b>	<b>03/24/2025</b>	<b>Thomas J Fisher</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11364</b>	<b>03/24/2025</b>	<b>William V Guthrie</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11365</b>	<b>03/24/2025</b>	<b>Janice A Cleland</b>	<b>1001 · Valley- Checking_6387</b>		<b>-417.76</b>
Bill	03252...	03/24/2025		6130 · Medicare Reimbursement	-417.76	417.76
TOTAL					-417.76	417.76
<b>Bill Pmt -Check</b>	<b>11366</b>	<b>03/24/2025</b>	<b>Doris B Lowenfels</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11367</b>	<b>03/24/2025</b>	<b>John Alcott</b>	<b>1001 · Valley- Checking_6387</b>		<b>-555.00</b>
Bill	03242...	03/24/2025		6130 · Medicare Reimbursement	-555.00	555.00
TOTAL					-555.00	555.00
<b>Bill Pmt -Check</b>	<b>11368</b>	<b>03/24/2025</b>	<b>Jennifer Daddio</b>	<b>1001 · Valley- Checking_6387</b>		<b>-48.00</b>
Bill	03242...	03/24/2025		9210 · Professional Fees	-28.00	28.00
Bill	03242...	03/24/2025		9210 · Professional Fees	-20.00	20.00
TOTAL					-48.00	48.00

**Chappaqua Central School District Public Library (new)**  
**Balance Sheet Prev Year Comparison**  
**As of March 31, 2025**

	Mar 31, 25	Mar 31, 24	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1001 · Valley- Checking_ 6387	1,572,684.68	-64,846.07	1,637,530.75	2,525.3%
1002 · Valley - M.M - 1594	1,108,620.67	0.00	1,108,620.67	100.0%
1003 · Valley - MMA Cap 3018	330,469.21	122.89	330,346.32	268,814.7%
1006 · ICS 1594	0.00	1,062,153.01	-1,062,153.01	-100.0%
1007 · ICS 3018	0.00	316,616.91	-316,616.91	-100.0%
1008 · ICS 6387	0.00	1,310,874.22	-1,310,874.22	-100.0%
<b>Total Checking/Savings</b>	3,011,774.56	2,624,920.96	386,853.60	14.7%
<b>Accounts Receivable</b>				
11000 · Accounts Receivable	-5,019.02	1,681.47	-6,700.49	-398.5%
<b>Total Accounts Receivable</b>	-5,019.02	1,681.47	-6,700.49	-398.5%
<b>Other Current Assets</b>				
12000 · Undeposited Funds	3,532.56	196.26	3,336.30	1,699.9%
1210 · Exchanges	881.33	881.33	0.00	0.0%
1220 · Receivable	14,903.78	14,903.78	0.00	0.0%
1230 · Prepaid Insurance	22,400.00	22,400.00	0.00	0.0%
1240 · Prepaid Other	21,200.07	21,200.07	0.00	0.0%
1290 · Petty Cash	298.50	298.50	0.00	0.0%
<b>Total Other Current Assets</b>	63,216.24	59,879.94	3,336.30	5.6%
<b>Total Current Assets</b>	3,069,971.78	2,686,482.37	383,489.41	14.3%
<b>TOTAL ASSETS</b>	<b>3,069,971.78</b>	<b>2,686,482.37</b>	<b>383,489.41</b>	<b>14.3%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2010 · Accounts Payable	12,801.28	20,077.70	-7,276.42	-36.2%
<b>Total Accounts Payable</b>	12,801.28	20,077.70	-7,276.42	-36.2%
<b>Credit Cards</b>				
2050 · Bank of America - credit card	372.13	406.00	-33.87	-8.3%
<b>Total Credit Cards</b>	372.13	406.00	-33.87	-8.3%
<b>Other Current Liabilities</b>				
2110 · Accrued Expenses	4,688.58	4,688.58	0.00	0.0%
2120 · Accrued Retirement	309,365.00	309,365.00	0.00	0.0%
2130 · Accrued Payroll	27,918.01	27,918.01	0.00	0.0%
2180 · Uncleared Payroll Checks	155.89	155.89	0.00	0.0%
2190 · Garnishments	2,297.94	0.00	2,297.94	100.0%
2210 · Federal Withholding Tax	2,007.81	2,007.81	0.00	0.0%
2250 · 457(b) Withholding	6,332.96	2,031.71	4,301.25	211.7%
<b>Total Other Current Liabilities</b>	352,766.19	346,167.00	6,599.19	1.9%
<b>Total Current Liabilities</b>	365,939.60	366,650.70	-711.10	-0.2%
<b>Total Liabilities</b>	365,939.60	366,650.70	-711.10	-0.2%
<b>Equity</b>				
<b>3000 · Unrestricted Net Assets</b>				
3010 · Unassigned	168,052.65	168,052.65	0.00	0.0%
<b>Total 3000 · Unrestricted Net Assets</b>	168,052.65	168,052.65	0.00	0.0%
<b>3100 · Board Designated Net Assets</b>				
3110 · Carol Burk Bequest	20,576.80	20,576.80	0.00	0.0%
<b>Total 3100 · Board Designated Net Assets</b>	20,576.80	20,576.80	0.00	0.0%
<b>3200 · Temporarily Rest. Net Assets</b>				
3210 · Auerbacher	1,270.06	1,270.06	0.00	0.0%
3220 · Belle Harris	173.00	173.00	0.00	0.0%
3230 · Jean George	1,100.00	1,100.00	0.00	0.0%
3240 · Donald Lunetta	50.00	50.00	0.00	0.0%
3250 · Schlanger Income	50.00	50.00	0.00	0.0%
3270 · Taconic Garden Club	369.00	369.00	0.00	0.0%
3280 · WLS NYS Pilot	-383.68	0.00	-383.68	-100.0%
<b>Total 3200 · Temporarily Rest. Net Assets</b>	2,628.38	3,012.06	-383.68	-12.7%
<b>32000 · Retained Earnings</b>	553,027.95	302,862.71	250,165.24	82.6%

**Chappaqua Central School District Public Library (new)**  
**Balance Sheet Prev Year Comparison**  
**As of March 31, 2025**

	<u>Mar 31, 25</u>	<u>Mar 31, 24</u>	<u>\$ Change</u>	<u>% Change</u>
<b>3300 · Capital Fund Net Assets</b>				
<b>3310 · Capital Fund - General</b>	<u>735,783.21</u>	<u>735,783.21</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total 3300 · Capital Fund Net Assets</b>	735,783.21	735,783.21	0.00	0.0%
<b>3600 · Permanently Rest. Net Assets</b>				
<b>3610 · Reader's Digest Fund</b>	<u>30,044.00</u>	<u>30,044.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>3620 · Schlanger Fund</b>	<u>10,000.00</u>	<u>10,000.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total 3600 · Permanently Rest. Net Assets</b>	40,044.00	40,044.00	0.00	0.0%
<b>Net Income</b>	<u>1,183,919.19</u>	<u>1,049,500.24</u>	<u>134,418.95</u>	<u>12.8%</u>
<b>Total Equity</b>	<u>2,704,032.18</u>	<u>2,319,831.67</u>	<u>384,200.51</u>	<u>16.6%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>3,069,971.78</b></u>	<u><b>2,686,482.37</b></u>	<u><b>383,489.41</b></u>	<u><b>14.3%</b></u>

Chappaqua Central School District Public Library (new)  
**Profit & Loss Budget vs. Actual**  
 July 2024 through March 2025

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
9311 - Insurance Income	37,246.59	0.00	37,246.59	100.0%
4000 - Support and Revenue				
4010 - School District Tax	3,621,649.00	3,617,102.00	4,547.00	100.1%
4020 - Local Library Aid	16,391.00	4,000.00	12,391.00	409.8%
4030 - Donations	1,651.00	250.00	1,401.00	660.4%
4110 - Fines	10,395.65	13,000.00	-2,604.35	80.0%
4120 - Commissions	55.00			
4130 - Lost and Paid	53.48	0.00	53.48	100.0%
4140 - Theater Rental	470.00	0.00	470.00	100.0%
4310 - Interest Income	84,888.50	35,000.00	49,888.50	242.5%
4810 - Other Income	7,902.25	0.00	7,902.25	100.0%
4000 - Support and Revenue - Other	42,928.43			
Total 4000 - Support and Revenue	3,786,384.31	3,669,352.00	117,032.31	103.2%
Total Income	3,823,630.90	3,669,352.00	154,278.90	104.2%
Gross Profit	3,823,630.90	3,669,352.00	154,278.90	104.2%
Expense				
6000 - Personnel Costs				
6010 - Salaries - Librarians	738,235.92	1,080,981.00	-342,745.08	68.3%
6020 - Salaries - Clerks	506,963.60	656,837.00	-149,873.40	77.2%
6030 - Salaries - Custodians	47,902.03	95,609.00	-47,706.97	50.1%
6040 - Salaries - Pages	20,633.37	64,050.00	-43,416.63	32.2%
6110 - FICA / Medicare	91,201.44	124,878.00	-33,676.56	73.0%
6120 - Health Insurance	420,166.21	532,036.00	-111,869.79	79.0%
6130 - Medicare Reimbursement	40,582.23	66,192.00	-25,609.77	61.3%
6140 - Workers Compensation Insurance	8,625.00	15,000.00	-6,375.00	57.5%
6150 - Disability Expense	590.28	984.00	-393.72	60.0%
6160 - NY City Metro	0.00	1,500.00	-1,500.00	0.0%
6170 - Retirement Expense	205,241.92	237,401.00	-32,159.08	86.5%
6190 - Payroll Expenses	16,080.64	0.00	16,080.64	100.0%
6000 - Personnel Costs - Other	0.00	0.00	0.00	0.0%
Total 6000 - Personnel Costs	2,096,222.64	2,875,468.00	-779,245.36	72.9%
7000 - Materials				
7100 - Books				
7110 - Books - Adult Fiction	15,323.71	0.00	15,323.71	100.0%
7120 - Books - Adult Non-Fiction	14,171.10	0.00	14,171.10	100.0%
7130 - Books - Adult - JIC	211.13	0.00	211.13	100.0%
7140 - Books - Adult Learn	1,082.66	0.00	1,082.66	100.0%
7150 - Books - Juvenile	13,874.62	0.00	13,874.62	100.0%
7170 - Books - Standing Order	75.00	0.00	75.00	100.0%
7180 - Books - Young Adult	3,608.39	0.00	3,608.39	100.0%
7100 - Books - Other	0.00	83,600.00	-83,600.00	0.0%
Total 7100 - Books	48,346.61	83,600.00	-35,253.39	57.8%
7210 - Databases	4,185.25	0.00	4,185.25	100.0%
7250 - Electronic Materials	28,606.34	76,000.00	-47,393.66	37.6%
7310 - Periodicals	12,920.44	13,710.00	-789.56	94.2%
7400 - Recordings				
7410 - Recordings - Adult CD	219.00	0.00	219.00	100.0%

**Chappaqua Central School District Public Library (new)**  
**Profit & Loss Budget vs. Actual**  
 July 2024 through March 2025

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
7420 · Recordings - Adult Audiobooks	6,362.41	0.00	6,362.41	100.0%
7430 · Recordings - Adult DVD	1,599.52	0.00	1,599.52	100.0%
7450 · Recordings - Juvenile Audiobook	22.49			
7460 · Recordings - Juvenile DVD	935.92	0.00	935.92	100.0%
7490 · Recordings - YA DVD	336.40	0.00	336.40	100.0%
7400 · Recordings - Other	0.00	21,714.00	-21,714.00	0.0%
<b>Total 7400 · Recordings</b>	<b>9,475.74</b>	<b>21,714.00</b>	<b>-12,238.26</b>	<b>43.6%</b>
7910 · Other Materials	2,502.88	0.00	2,502.88	100.0%
<b>Total 7000 · Materials</b>	<b>106,037.26</b>	<b>195,024.00</b>	<b>-88,986.74</b>	<b>54.4%</b>
8000 · Facilities and Occupancy				
8010 · Building Maintenance & Repairs	56,465.13	49,300.00	7,165.13	114.5%
8020 · Building Service Contracts	83,138.32	84,180.00	-1,041.68	98.8%
8030 · Grounds Maintenance	483.86	0.00	483.86	100.0%
8040 · Electricity	37,380.08	62,000.00	-24,619.92	60.3%
8050 · Fuel	15,527.88	22,300.00	-6,772.12	69.6%
8060 · Sewer Tax	0.00	7,018.00	-7,018.00	0.0%
8070 · Custodial Supplies	6,406.87	11,000.00	-4,593.13	58.2%
8080 · Water	1,263.87	2,000.00	-736.13	63.2%
<b>Total 8000 · Facilities and Occupancy</b>	<b>200,666.01</b>	<b>237,798.00</b>	<b>-37,131.99</b>	<b>84.4%</b>
9000 · Administrative Expenses				
9110 · Westlynx / Technology	112,167.22	105,792.00	6,375.22	106.0%
9210 · Professional Fees	48,900.29	109,946.00	-61,045.71	44.5%
9310 · Insurance	24,522.59	29,000.00	-4,477.41	84.6%
9320 · Equipment Maintenance	5,078.55	23,000.00	-17,921.45	22.1%
9330 · Telephone and Internet	6,200.31	6,174.00	26.31	100.4%
9410 · Office Supplies	7,166.24	9,500.00	-2,333.76	75.4%
9411 · Library Supplies	6,692.02	10,000.00	-3,307.98	66.9%
9410 · Office Supplies - Other				
<b>Total 9410 · Office Supplies</b>	<b>13,858.26</b>	<b>19,500.00</b>	<b>-5,641.74</b>	<b>71.1%</b>
9420 · Postage and Shipping	2,200.96	7,430.00	-5,229.04	29.6%
9430 · Printing and Reproduction	2,544.28	12,370.00	-9,825.72	20.6%
9440 · Travel and Miscellaneous				
9445 · Professional Development	2,700.31	12,250.00	-9,549.69	22.0%
9440 · Travel and Miscellaneous - Other	452.16	2,000.00	-1,547.84	22.6%
<b>Total 9440 · Travel and Miscellaneous</b>	<b>3,152.47</b>	<b>14,250.00</b>	<b>-11,097.53</b>	<b>22.1%</b>
9450 · Director's Contingency	0.00	500.00	-500.00	0.0%
9460 · Development	0.00	0.00	0.00	0.0%
9480 · Suspense	429.35	0.00	429.35	100.0%
9490 · Miscellaneous Expense	100.00	0.00	100.00	100.0%
9600 · Program Expenses				
9610 · Adult Programming	6,691.80	0.00	6,691.80	100.0%
9620 · Teen Programming	819.64	0.00	819.64	100.0%
9630 · Childrens Programming	6,620.49	0.00	6,620.49	100.0%
9600 · Program Expenses - Other	791.32	33,100.00	-32,308.68	2.4%
<b>Total 9600 · Program Expenses</b>	<b>14,923.25</b>	<b>33,100.00</b>	<b>-18,176.75</b>	<b>45.1%</b>

**Chappaqua Central School District Public Library (new)**  
**Profit & Loss Budget vs. Actual**  
**July 2024 through March 2025**

	Jul '24 - Mar 25	Budget	\$ Over Budget	% of Budget
<b>Total 9000 · Administrative Expenses</b>	234,077.53	361,062.00	-126,984.47	64.8%
<b>Total Expense</b>	2,637,003.44	3,669,352.00	-1,032,348.56	71.9%
<b>Net Ordinary Income</b>	1,186,627.46	0.00	1,186,627.46	100.0%
<b>Other Income/Expense</b>				
Other Income				
9910 · Friends Reimbursement - inc	10,042.62	0.00	10,042.62	100.0%
<b>Total Other Income</b>	10,042.62	0.00	10,042.62	100.0%
<b>Other Expense</b>				
9810 · Friends Reimbursement - exp	12,750.89	0.00	12,750.89	100.0%
<b>Total Other Expense</b>	12,750.89	0.00	12,750.89	100.0%
<b>Net Other Income</b>	-2,708.27	0.00	-2,708.27	100.0%
<b>Net Income</b>	<b>1,183,919.19</b>	<b>0.00</b>	<b>1,183,919.19</b>	<b>100.0%</b>



# Chappaqua Central School District Public Library (new)

## Reconciliation Detail

1002 · Valley - M.M - 1594, Period Ending 03/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,105,101.00
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	03/31/2025			X	3,519.67	3,519.67
Total Deposits and Credits					3,519.67	3,519.67
Total Cleared Transactions					3,519.67	3,519.67
Cleared Balance					3,519.67	1,108,620.67
Register Balance as of 03/31/2025					3,519.67	1,108,620.67
<b>Ending Balance</b>					<b>3,519.67</b>	<b>1,108,620.67</b>

# Chappaqua Central School District Public Library (new)

## Reconciliation Detail

1003 · Valley - MMA Cap 3018, Period Ending 03/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						329,420.03
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	03/31/2025			X	1,049.18	1,049.18
Total Deposits and Credits					1,049.18	1,049.18
Total Cleared Transactions					1,049.18	1,049.18
Cleared Balance					1,049.18	330,469.21
Register Balance as of 03/31/2025					1,049.18	330,469.21
<b>Ending Balance</b>					<b>1,049.18</b>	<b>330,469.21</b>

# Chappaqua Central School District Public Library (new)

## Reconciliation Detail

1001 · Valley- Checking\_6387, Period Ending 03/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,815,545.44
<b>Cleared Transactions</b>						
<b>Checks and Payments - 24 items</b>						
Bill Pmt -Check	12/31/2023	10513	Mary T McGrath	X	-494.70	-494.70
Bill Pmt -Check	10/16/2024	11091	Robbin Friedman	X	-15.35	-510.05
Bill Pmt -Check	12/23/2024	11190	Judy Lauder	X	-524.10	-1,034.15
Bill Pmt -Check	01/24/2025	11242	Midwest Tape	X	-481.41	-1,515.56
Bill Pmt -Check	01/24/2025	11264	Yonkers Public Library	X	-45.00	-1,560.56
Bill Pmt -Check	01/24/2025	11240	Julie Ann Polasko	X	-17.52	-1,578.08
Bill Pmt -Check	03/05/2025	ACH	NYS Deferred Comp...	X	-5,466.89	-7,044.97
Check	03/06/2025	PRT3/...	Paylocity Payroll	X	-43,914.08	-50,959.05
Check	03/06/2025	PRT 3/7	Paylocity Taxes	X	-16,601.99	-67,561.04
Check	03/06/2025	PRT3/...	Paylocity Payroll	X	-907.35	-68,468.39
Bill Pmt -Check	03/07/2025	ACH	Paylocity	X	-207.51	-68,675.90
Bill Pmt -Check	03/11/2025	ACH	Guardian	X	-2,043.49	-70,719.39
Bill Pmt -Check	03/11/2025	ACH	AFLAC	X	-242.10	-70,961.49
Bill Pmt -Check	03/18/2025	11329	William C Link	X	-5,062.50	-76,023.99
Bill Pmt -Check	03/18/2025	11299	J.Vasquez Landsca...	X	-3,600.00	-79,623.99
Bill Pmt -Check	03/18/2025	ACH	ShelterPoint Life	X	-501.60	-80,125.59
Bill Pmt -Check	03/18/2025	11327	Vicki Fuqua	X	-36.72	-80,162.31
Bill Pmt -Check	03/18/2025	11301	Jennifer Daddio	X	-28.00	-80,190.31
Check	03/20/2025	PRT3/...	Paylocity Payroll	X	-44,954.84	-125,145.15
Check	03/20/2025	PRT 3...	Paylocity Taxes	X	-16,943.85	-142,089.00
Check	03/20/2025	PRT3/...	Paylocity Payroll	X	-1,052.92	-143,141.92
Bill Pmt -Check	03/21/2025	ACH	Paylocity	X	-865.40	-144,007.32
Bill Pmt -Check	03/24/2025	11368	Jennifer Daddio	X	-48.00	-144,055.32
Bill Pmt -Check	03/26/2025	ACH	Valley Bank CARD ...	X	-4,861.87	-148,917.19
Total Checks and Payments					-148,917.19	-148,917.19
<b>Deposits and Credits - 31 items</b>						
Deposit	03/03/2025			X	29.60	29.60
Deposit	03/03/2025			X	103.00	132.60
Deposit	03/04/2025			X	19.38	151.98
Deposit	03/04/2025			X	19,997.44	20,149.42
Deposit	03/05/2025			X	146.00	20,295.42
Deposit	03/05/2025			X	331.99	20,627.41
Deposit	03/06/2025			X	35.64	20,663.05
Deposit	03/10/2025			X	14.41	20,677.46
Deposit	03/10/2025			X	59.10	20,736.56
Deposit	03/10/2025			X	4,470.95	25,207.51
Deposit	03/11/2025			X	40.41	25,247.92
Deposit	03/11/2025			X	154.93	25,402.85
Deposit	03/12/2025			X	48.74	25,451.59
Deposit	03/13/2025			X	15.38	25,466.97
Deposit	03/14/2025			X	7,630.70	33,097.67
Deposit	03/17/2025			X	20.34	33,118.01
Deposit	03/17/2025			X	25.97	33,143.98
Bill Pmt -Check	03/18/2025	11293	General Code	X	0.00	33,143.98
Deposit	03/18/2025			X	30.49	33,174.47
Bill Pmt -Check	03/19/2025	11336	Public Library Direct...	X	0.00	33,174.47
Deposit	03/19/2025			X	16.45	33,190.92
Deposit	03/20/2025			X	22.35	33,213.27
Bill Pmt -Check	03/24/2025	11345	Jennifer Daddio	X	0.00	33,213.27
Deposit	03/24/2025			X	17.17	33,230.44
Deposit	03/24/2025			X	52.09	33,282.53
Deposit	03/27/2025			X	12.85	33,295.38
Deposit	03/28/2025			X	4.77	33,300.15
Deposit	03/28/2025			X	1,655.58	34,955.73
Deposit	03/31/2025			X	9.44	34,965.17
Deposit	03/31/2025			X	73.23	35,038.40
Deposit	03/31/2025			X	5,587.41	40,625.81
Total Deposits and Credits					40,625.81	40,625.81
Total Cleared Transactions					-108,291.38	-108,291.38
Cleared Balance					-108,291.38	1,707,254.06

# Chappaqua Central School District Public Library (new)

## Reconciliation Detail

1001 · Valley- Checking\_6387, Period Ending 03/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 110 items</b>						
Bill Pmt -Check	04/24/2023	10025	Teresa Bueti		-133.05	-133.05
Bill Pmt -Check	07/17/2023	10208	Scarsdale Public Lib...		-25.00	-158.05
Bill Pmt -Check	09/08/2023	10272	Friends of the Chap...		-154.75	-312.80
Bill Pmt -Check	11/13/2023	10438	Teresa Bueti		-67.98	-380.78
Bill Pmt -Check	11/13/2023	10422	John C Hart Memori...		-7.99	-388.77
Bill Pmt -Check	01/22/2024	10555	New Castle Commu...		-300.00	-688.77
Bill Pmt -Check	02/23/2024	10639	Pound Ridge Library		-40.00	-728.77
Bill Pmt -Check	03/18/2024	10671	Nalco Water		-23.05	-751.82
Bill Pmt -Check	04/08/2024	10706	Baker & Taylor		-1,673.54	-2,425.36
Bill Pmt -Check	04/08/2024	10707	Bank of America		-33.87	-2,459.23
Bill Pmt -Check	05/23/2024	10790	Town of New Castle		-312.64	-2,771.87
Bill Pmt -Check	06/06/2024	10804	Joan Kuhn		-72.96	-2,844.83
Bill Pmt -Check	06/28/2024	10873	Nora Gross		-60.31	-2,905.14
Bill Pmt -Check	07/22/2024		Baker & Taylor		-225.59	-3,130.73
Bill Pmt -Check	07/22/2024	10891	Beatrix Farrand Gar...		-200.00	-3,330.73
Bill Pmt -Check	10/16/2024	11098	Utica National Insur...		-3,230.00	-6,560.73
Bill Pmt -Check	10/16/2024	11103	Westchester Library ...		-248.50	-6,809.23
Bill Pmt -Check	10/31/2024	ACH	AFLAC		-242.10	-7,051.33
Bill Pmt -Check	11/19/2024	11156	Yonkers Public Library		-70.00	-7,121.33
Bill Pmt -Check	11/19/2024	11148	Uma Dandapani		-4.50	-7,125.83
Bill Pmt -Check	12/23/2024	11184	Jennifer Daddio		-63.00	-7,188.83
Bill Pmt -Check	03/18/2025	11314	NYS Employees He...		-56,926.75	-64,115.58
Bill Pmt -Check	03/18/2025	11276	Atlantic Westchester		-9,050.92	-73,166.50
Bill Pmt -Check	03/18/2025	11277	Baker & Taylor		-6,691.76	-79,858.26
Bill Pmt -Check	03/18/2025	11312	NawrockiSmith		-4,125.00	-83,983.26
Bill Pmt -Check	03/18/2025	11280	Better Building Conc...		-3,900.00	-87,883.26
Bill Pmt -Check	03/18/2025	11282	Bond Schoeneck & ...		-1,659.50	-89,542.76
Bill Pmt -Check	03/18/2025	11322	The Museum of Mod...		-1,500.00	-91,042.76
Bill Pmt -Check	03/18/2025	11291	EBSCO		-1,084.54	-92,127.30
Bill Pmt -Check	03/18/2025	11281	Blackstone Publishing		-845.25	-92,972.55
Bill Pmt -Check	03/18/2025	11298	Ingram Library Servi...		-741.26	-93,713.81
Bill Pmt -Check	03/18/2025	11317	Sani-Pro Disposal		-734.46	-94,448.27
Bill Pmt -Check	03/18/2025	11311	Nalco Water		-686.02	-95,134.29
Bill Pmt -Check	03/18/2025	11306	Kristen Mather de A...		-600.00	-95,734.29
Bill Pmt -Check	03/18/2025	11296	GS Bubbles		-557.20	-96,291.49
Bill Pmt -Check	03/18/2025	11315	Playaway Products ...		-551.16	-96,842.65
Bill Pmt -Check	03/18/2025	11287	Christine Bobkoff		-540.00	-97,382.65
Bill Pmt -Check	03/18/2025	11278	Barbara Bernstein		-540.00	-97,922.65
Bill Pmt -Check	03/18/2025	11303	Joan Schulman		-540.00	-98,462.65
Bill Pmt -Check	03/18/2025	11288	Daily News		-526.50	-98,989.15
Bill Pmt -Check	03/18/2025	11308	Mele Plumbing and ...		-525.00	-99,514.15
Bill Pmt -Check	03/18/2025	11309	Midwest Tape		-504.95	-100,019.10
Bill Pmt -Check	03/18/2025	11275	Atlantic Tomorrow's ...		-496.08	-100,515.18
Bill Pmt -Check	03/18/2025	11323	Tri-Cat Electric Corp		-468.25	-100,983.43
Bill Pmt -Check	03/18/2025	11285	Cengage Learning I...		-437.61	-101,421.04
Bill Pmt -Check	03/18/2025	11292	Elaine Sexton		-400.00	-101,821.04
Bill Pmt -Check	03/18/2025	11313	New Castle-Stanwo...		-384.42	-102,205.46
Bill Pmt -Check	03/18/2025	11273	Assa Abloy		-382.32	-102,587.78
Bill Pmt -Check	03/18/2025	11300	Jamie Gordon		-378.00	-102,965.78
Bill Pmt -Check	03/18/2025	11328	WB Mason		-362.02	-103,327.80
Bill Pmt -Check	03/18/2025	11274	Atlantic A Program		-315.96	-103,643.76
Bill Pmt -Check	03/18/2025	11319	Steffi Nossen Schoo...		-300.00	-103,943.76
Bill Pmt -Check	03/18/2025	11294	Grainger		-287.50	-104,231.26
Bill Pmt -Check	03/18/2025	11326	Verizon 0001-75		-265.95	-104,497.21
Bill Pmt -Check	03/18/2025	11325	Verizon 0001-70		-247.87	-104,745.08
Bill Pmt -Check	03/18/2025	11271	Alliance Entertainm...		-219.00	-104,964.08
Bill Pmt -Check	03/18/2025	11302	Jingling Chen		-200.00	-105,164.08
Bill Pmt -Check	03/18/2025	11295	Grey House Publishi...		-179.50	-105,343.58
Bill Pmt -Check	03/18/2025	11279	Berger Hardware		-163.72	-105,507.30
Bill Pmt -Check	03/18/2025	11284	Cailee Hwang		-149.01	-105,656.31
Bill Pmt -Check	03/18/2025	11304	JP McHale		-135.75	-105,792.06
Bill Pmt -Check	03/18/2025	11324	Verizon 00001		-103.92	-105,895.98
Bill Pmt -Check	03/18/2025	11286	Chappaqua Paint an...		-63.83	-105,959.81
Bill Pmt -Check	03/18/2025	11320	Stratagem Security		-49.95	-106,009.76
Bill Pmt -Check	03/18/2025	11321	Teresa Bueti		-47.33	-106,057.09
Bill Pmt -Check	03/18/2025	11316	Public Library Direct...		-40.00	-106,097.09

# Chappaqua Central School District Public Library (new)

## Reconciliation Detail

1001 · Valley- Checking\_6387, Period Ending 03/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	03/18/2025	11310	Mount Kisco Public ...		-40.00	-106,137.09
Bill Pmt -Check	03/18/2025	11305	Julie Ann Polasko		-35.53	-106,172.62
Bill Pmt -Check	03/18/2025	11289	Demco		-34.53	-106,207.15
Bill Pmt -Check	03/18/2025	11307	Lauren Braverman		-24.99	-106,232.14
Bill Pmt -Check	03/18/2025	11272	Ameriwide Screener...		-20.00	-106,252.14
Bill Pmt -Check	03/18/2025	11283	Briarcliff Public Library		-13.00	-106,265.14
Bill Pmt -Check	03/18/2025	11290	Eastchester Public L...		-9.99	-106,275.13
Bill Pmt -Check	03/18/2025	11318	Scarsdale Public Lib...		-8.99	-106,284.12
Bill Pmt -Check	03/18/2025	11297	Harrison Public Libr...		-7.00	-106,291.12
Bill Pmt -Check	03/19/2025	11330	ConEdison		-9,371.10	-115,662.22
Bill Pmt -Check	03/19/2025	11334	New York Power Aut...		-4,530.82	-120,193.04
Bill Pmt -Check	03/19/2025	11331	ECubed		-980.00	-121,173.04
Bill Pmt -Check	03/19/2025	11332	General Code		-75.00	-121,248.04
Bill Pmt -Check	03/19/2025	11333	Mt Kisco Public Libr...		-20.00	-121,268.04
Bill Pmt -Check	03/19/2025	11337	Rye Free Reading R...		-19.00	-121,287.04
Bill Pmt -Check	03/19/2025	11335	Ossining Public Libr...		-17.99	-121,305.03
Bill Pmt -Check	03/24/2025	11367	John Alcott		-555.00	-121,860.03
Bill Pmt -Check	03/24/2025	11366	Doris B Lowenfels		-555.00	-122,415.03
Bill Pmt -Check	03/24/2025	11364	William V Guthrie		-555.00	-122,970.03
Bill Pmt -Check	03/24/2025	11363	Thomas J Fisher		-555.00	-123,525.03
Bill Pmt -Check	03/24/2025	11362	Terry L Martini		-555.00	-124,080.03
Bill Pmt -Check	03/24/2025	11361	Susan Mosher		-555.00	-124,635.03
Bill Pmt -Check	03/24/2025	11360	Sondra Tower		-555.00	-125,190.03
Bill Pmt -Check	03/24/2025	11359	Roger Pollak		-555.00	-125,745.03
Bill Pmt -Check	03/24/2025	11358	Robert Platt		-555.00	-126,300.03
Bill Pmt -Check	03/24/2025	11357	Robert Kroehler		-555.00	-126,855.03
Bill Pmt -Check	03/24/2025	11355	Pamela Thornton		-555.00	-127,410.03
Bill Pmt -Check	03/24/2025	11354	Mary L Platt		-555.00	-127,965.03
Bill Pmt -Check	03/24/2025	11353	Martha Alcott		-555.00	-128,520.03
Bill Pmt -Check	03/24/2025	11352	Marie Trzcinski		-555.00	-129,075.03
Bill Pmt -Check	03/24/2025	11351	Marguerite K Gaillard		-555.00	-129,630.03
Bill Pmt -Check	03/24/2025	11350	Loretta-Jo Lunetta		-555.00	-130,185.03
Bill Pmt -Check	03/24/2025	11341	Francis E Martini		-555.00	-130,740.03
Bill Pmt -Check	03/24/2025	11342	Geraldine Carpino		-555.00	-131,295.03
Bill Pmt -Check	03/24/2025	11343	Gwen B Guthrie		-555.00	-131,850.03
Bill Pmt -Check	03/24/2025	11349	Lois H Siwicki		-555.00	-132,405.03
Bill Pmt -Check	03/24/2025	11339	Elaine Webber		-555.00	-132,960.03
Bill Pmt -Check	03/24/2025	11347	Judith Kroehler		-555.00	-133,515.03
Bill Pmt -Check	03/24/2025	11346	Joan Skahan		-555.00	-134,070.03
Bill Pmt -Check	03/24/2025	11340	Federated Conserva...		-500.00	-134,570.03
Bill Pmt -Check	03/24/2025	11365	Janice A Cleland		-417.76	-134,987.79
Bill Pmt -Check	03/24/2025	11338	Ann M Fisher		-319.91	-135,307.70
Bill Pmt -Check	03/24/2025	11348	Judy Lauder		-246.68	-135,554.38
Bill Pmt -Check	03/24/2025	11356	Public Library Direct...		-15.00	-135,569.38
Total Checks and Payments					-135,569.38	-135,569.38
<b>Deposits and Credits - 1 item</b>						
Deposit	02/06/2024				1,000.00	1,000.00
Total Deposits and Credits					1,000.00	1,000.00
Total Uncleared Transactions					-134,569.38	-134,569.38
Register Balance as of 03/31/2025					-242,860.76	1,572,684.68
<b>New Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	04/04/2025				764.00	764.00
Total Deposits and Credits					764.00	764.00
Total New Transactions					764.00	764.00
<b>Ending Balance</b>					<b>-242,096.76</b>	<b>1,573,448.68</b>



195 South Greeley Avenue, Chappaqua, NY 10514  
www.chappaqualibrary.org, 914-238-4779

## Director's Report April 2025

### Announcements and Correspondence

- We received a \$200 from a patron who expressed their gratitude for our programming and specifically mentioned the Foreign Policy Discussion Group.
- Robbin Friedman has completed the NYS Annual Report and it has been accepted. This Board will need to approve it in the April meeting and it is included in the Board Packet. Robbin did a stellar job on this report, and I am grateful for her good work.

### Buildings and Grounds

- AP Exams: The building will remain open until 10pm between Monday, May 5-8 and May 12-15 to allow students a place to study. There will be two staff people in the building each evening,
- Friends Book Sale: Will take place on May 15-18. Set up will begin on Saturday, May 10, 2025.
- Electronic Sign:
  - The Friends are paying for most of this and it is on order. A 50% deposit is required and Amy Kaprelian is getting a check ready to send Young's Equipment.
  - Bill has arranged to get the electrical updated so that the sign will work. There is a motion on the agenda to approve this cost.
- Courtyard
  - It came to light this week that this project is large enough to require that we get permits through the State Education Department and have architectural plans drawn. Because these things are a process, I am recommending that we do not do anything on this project now, but fold it into a larger building project that we will be needing to address in the near future.
- Children's Room Redesign
  - Robbin is waiting to hear back from Lothrop on next steps.
- Roof

- Bill is looking into alternatives to the pathways. Tremco's estimate was approximately \$35k.
- Bill is also asking for an estimate for pressure treated wood stairs. Metal stairs came in at \$60k and Bill thinks this may halve the number.
- Bill has an estimate for the skylight guardrails for \$2,745.88. This is for the guardrails only. Bill will do the installation.
- Electrical Panel
  - Tri-Cat Electric is scheduled to install the new electrical panel the evening of Saturday, April 26 beginning at 5pm. Bill will be here the entire time to oversee the work.
- Air Handlers
  - Bill had Edison Venegas of Tiegen-Venegas Engineers here to look at the air handlers that we are planning on replacing. They are currently working on an estimate for this project. This project will also require SED approval, so this is another item that is going to take some time. But with this project, Tiegen-Venegas will handle the SED side of it.

## Finance

- 2025-2026 Budget.
  - The 2025-2026 budget has been sent to CCSD.
  - The budget postcards have been printed and will be mailed shortly
  - The budget is posted on our website and postcards and copies of the budget are available at the public service desks.
  - The budget presentation to CCSD will take place on May 7, 2025.

## Personnel

- Jacob Demlow was reachable on the Civil Service Librarian I Children's Services list and we were able to offer him a regular part time position at 17 hours a week. He has fit in nicely in the Children's Room and the Library as a whole and we are lucky to have him!
- Robbin Friedman was reachable on the Assistant Library Director III list and has been appointed to this position.
- YA and Children's Services will be merging. Cathy Paulsen will still be the Head of YA, but she will be answering to Robbin. This change will enable the Library to address the needs of children from birth through 18 on a continuum. It will also provide YA Services with support that it previously did not have. It will also provide Jacob Demlow, who has a passion for YA, an opportunity to learn from a seasoned YA Librarian with the hope that this will position the Library well for the future. These changes will go into effect on July 1, 2025.
- Joan Kuhn retired from full time work as of March 31, 2025. Her payout for leftover time accrued is as follows:
  - Last day March 30 (89th day of year)

- $89/365 \times 179(\text{TTO}) = 43.64$  hrs TTO for period ending 3/30  
-15 hours of TTO were taken in that period leaving 28.64 hours to payout  
-28.64 hrs plus 6.50 hrs of time remaining time earned = 35.14 hrs  
-35.14 hrs x \$50.25 (JK rate) = \$1765.79 total payout. This will be included in Joan's next payroll check.  
-There were also 493.01 hrs (70.43 days) of sick time remaining. There is no payout for this, but it will be reported to NYSLRS for service credit.

### Professional Development

- Amy Berger, Robbin Friedman, and Julie Ann Polasko will be attending ALA in June. It is my hope that I will be able to attend as well, but will be determined based on availability of funds from our Professional Development line.
- There is an annual Library Director conference hosted by Library Journal that is taking place in Denver this fall. I have been told by others who have attended that it is excellent and will plan on attending. This conference fills up quickly, so I have set alerts so I have a good chance of registering.





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**Children's Room -- March 2025 report**  
**Robbin Friedman**

**Programs and attendance**

Date	Program	Attendees
3/1/25	Saturday storytime (0-5)	57
3/3/25	Movers and Shakers (0-1)	31
3/3/25	Theater storytime (0-5)	70
3/4/25	Easy Origami (Gr. 1-4)	7
3/5/25	Theater storytime (0-5)	61
3/5/25	Bouncing Babies (0-1)	29
3/5/25	Stay and Play (0-5)	33
3/6/25	Theater storytime (0-5)	82
3/6/25	Nursery Rhyme Time (2-3)	15
3/7/25	Song Circle online (0-5)	18
3/7/25	Bouncing Babies (0-1)	20
3/7/25	Read to a Dog (Gr. 1-3)	4
3/9/25	Series Starters (Gr. 2-3)	5
3/10/25	Movers and Shakers (0-1)	41
3/10/25	Theater storytime (0-5)	52
3/11/25	Storybook Dance (2-5)	41
3/12/25	Theater storytime (0-5)	49
3/12/25	Bouncing Babies (0-1)	19
3/12/25	Stay and Play (0-5)	18
3/12/25	Jr. Garden Club (Gr. 3-6)	10
3/13/25	Theater storytime (0-5)	90
3/13/25	Nursery Rhyme Time (2-3)	9



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3/13/25	Comics Crew (Gr. 4-6)	6
3/14/25	Song Circle online (0-5)	18
3/14/25	Bouncing Babies (0-1)	24
3/17/25	Mover and Shakers (0-1)	29
3/17/25	Theater storytime (0-5)	73
3/17/25	Pokemon DIY (Gr. K-3)	11
3/18/25	Movement Storytime with Northwell Health (0-5)	42
3/19/25	Theater storytime (0-5)	49
3/19/25	Bouncing Babies (0-1)	34
3/19/25	Stay and Play (0-5)	2
3/19/25	Luna the Troll book discussion (Gr. 5-7)	2
3/20/25	Theater storytime (0-5)	91
3/20/25	Nursery Rhyme Time (2-3)	23
3/20/25	Messy Art (2-5)	24
3/21/25	Song Circle online (0-5)	15
3/21/25	Bouncing Babies (0-2)	31
3/24/25	Mover and Shakers (0-1)	35
3/24/25	Theater storytime (0-5)	56
3/24/25	Eid Grab and Go craft (all ages)	22
3/24/25	Cooking for Kids (Gr. 3-6)	11
3/25/25	Messy Art (2-5)	42
3/26/25	Theater storytime (0-5)	43
3/26/25	Bouncing Babies (0-1)	25
3/27/25	Theater storytime (0-5)	93
3/27/25	Nursery Rhyme Time (2-3)	10
3/27/25	Rock Can Roll? (Gr. K-3)	3
3/28/25	Song Circle online (0-5)	20



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3/28/25	Bouncing Babies (0-1)	34
3/28/25	Friday Film (all ages)	68
3/31/25	Mover and Shakers (0-1)	44
3/31/25	Theater storytime (0-5)	62
	TOTAL	1803

### **Professional Development**

**TCB:** Native Ways of Knowing Book Club: Dina Gilio-Whitaker: Understanding Stereotypes about Native Americans: Part 1 (San Diego County Office of Education and California Indian Education For All)

### **Successes**

We partnered with pediatric physical therapists from Northwell Health to offer a movement-focused storytime. We continued with an informal playtime, providing an opportunity for caregivers to ask questions of the physical therapists and learn more about developmental milestones in early childhood.

### **Kind Words from Patrons**

"I'm OBSESSED with the children's library at Chappaqua. It's truly the best selection and showcase. Thank you!"

"Your Women's History Month display is awesome. Thank you for making it so exciting and inclusive."



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## Adult Services Department – March 2025 Report

Denise Mincin

### Book displays for March

Cookbooks featuring the Spice of the Month - Ras El Hanout

Women's History - books submitted by all staff

Developmental Disabilities Month

Gardening and plant books for the Propagation Station

### Programs and Community

- CBS correspondent David Pogue provided an audience of a couple of hundred people with an illuminating and entertaining talk about the pros and cons of AI at the Chappaqua Performing Arts Center.
- The Film Series began with *Conclave*, *Wicked* and *A Real Pain*, and is continuing weekly through April.
- Drop in Mah Jongg has had more people attend each session.
- Gallery Exhibit | Sonic Heroines.
- Tech Tuesdays is an ongoing program helping patrons learn computer skills. Classes this month were "How to use the Chappaqua Library's New York Times digital access," and "How to use digital Consumer Reports."
- Poetry Workshops with Elaine Sexton were both filled to capacity.
- Seed Starting Seminar has begun.
- Spice Club is doing so well, the event had to be moved to the theater to accommodate more people, but still had a waiting list!

### Thank you received:

*Amy and Vicki,  
Thanks for spicing things up in Chappaqua!  
You do it with style and grace.  
Sincerely, Paula L.*

### Social Media

#### Facebook:



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A post by the Spice Girls was our most viewed post of March:



Professional Dev.	Meetings	Outreach
Webinar: Digital Reference Resources to Help Library Users from the Central New York Library Resources Council	All Staff Meeting	Outreach with the PTA Diversity Committee. Glass display National Arab Heritage Month
PRH Morning Book Buzz	Board Meeting	Special Needs / ARC Book Group x3
Ryan Dowd Training: Backup: How coworkers SHOULD provide backup during conflict	Reference Department Meeting	Spice Club Potluck
Recording: EAP Benefits	Department Heads Meeting	Outreach with Mark Kramer, Producer CBS news, airplane



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Professional Dev.	Meetings	Outreach
		display. Tech planning
Booklist: Readers Advisory Ideas	Museum Pass Meeting	Homebound book pick up
Booklist: Adult Faves	Signs of Success Meeting	
Full Staff EAP Overview Presentation	Data Discussion with WLS	
HarperCollins: Summer/Fall 25 preview	Programming Meetings - numerous	
Webinar - Hoopla	Meeting prior to David Pogue event	



## Adult Programs March 2025

Date & Time	Program	In person	Online	Passive Programming
03/01/2025 @ 10:00am	Play Bridge!	24		
03/03/2025 @ 2:00pm	Opera Appreciation Series	12		
03/03/2025 @ 3:30pm	Best Books You Never Read   Online		10	
03/04/2025 @ 1:15pm	YA Book Club for Special Needs Adults	8		
03/04/2025 @ 7:00pm	Mandarin Conversation Group   Online		6	
03/05/2025 @ 10:00am	Poetry Workshop with Elaine Sexton	12		
03/05/2025 @ 1:00pm	Italian Conversation Group	5		
03/07/2025 @ 2:00pm	Art Lecture Series   Online		21	
03/08/2025 @ 10:00am	Play Bridge!	27		
03/10/2025 @ 2:00pm	Opera Appreciation Series	4		
03/10/2025 @ 7:30pm	Writing Workshop   Online		9	
03/11/2025 @ 10:00am	Tech Tuesdays: NYT Digital Access	8		
03/11/2025 @ 1:15pm	YA Book Club for Special Needs Adults	8		
03/11/2025 @ 1:30pm	Movie: Conclave	18		
03/11/2025 @ 7:00pm	Mandarin Conversation Group   Online		7	
03/11/2025 @ 7:30pm	Open Book   Online		13	
03/12/2025 @ 10:00am	Poetry Workshop with Elaine Sexton	10		
03/12/2025 @ 10:30am	Art Program for Adults with Disabilities	8		
03/12/2025 @ 1:00pm	Italian Conversation Group	5		
03/13/2025 @ 1:00pm	Book Lovers   Online		6	

03/13/2025 @ 3:00pm	Seed Starting Seminar	7	7	
03/13/2025 @ 6:00pm	Play Mah Jongg	7		
03/13/2025 @ 7:00pm	History of Quakers	25		
3/14	St. Patrick's Party - Senior Center			10
03/15/2025 @ 10:00am	Play Bridge!	22		
03/15/2025 @ 2:00pm	David Pogue, In Conversation	250		
03/17/2025 @ 10:00am	Foreign Policy Discussion Group   Online		35	
03/17/2025 @ 2:00pm	Opera Appreciation Series	11		
03/18/2025 @ 1:15pm	YA Book Club for Special Needs Adults	8		
03/18/2025 @ 2:00pm	Art Pioneers: Women of Abstract Expressionism		100	
03/18/2025 @ 6:30pm	Movie: Wicked	17		
03/18/2025 @ 7:00pm	Mandarin Conversation Group   Online		6	
03/19/2025 @ 1:00pm	Italian Conversation Group	5		
03/19/2025 @ 7:00pm	Great Books Discussion Group	13		
03/20/2025 @ 7:00pm	On Trees   A Book Discussion		21	
03/21/2025 @ 2:00pm	Art Lecture Series   Online		18	
03/22/2025 @ 10:00am	Play Bridge!	22		
03/24/2025 @ 10:00am	Foreign Policy Discussion Group   Online		35	
03/24/2025 @ 2:00pm	Opera Appreciation Series	8		
03/24/2025 @ 6:00pm	Spice Club: Ras El Hanout	23		
03/24/2025 @ 7:30pm	Writing Workshop   Online			cancelled
03/25/2025 @ 10:00am	Tech Tuesdays: How to use our digital Consumer Reports	3		
03/25/2025 @ 11:00am	Doris Day Story: America's Favorite Girl Next Door   Online		4	
03/25/2025 @ 1:15pm	YA Book Club for Special Needs Adults	8		
03/25/2025 @ 7:00pm	Mandarin Conversation Group   Online		8	
03/26/2025 @ 10:30am	Art Program for Adults with Disabilities	8		
03/26/2025 @ 1:00pm	Italian Conversation Group	5		
03/26/2025 @ 1:30pm	Movie: A Real Pain	23		



03/27/2025 @ 6:00pm	Play Mah Jongg	7		
03/27/2025 @ 7:00pm	Saw Mill River: Panama Birds	27		
03/29/2025 @ 10:00am	Play Bridge!	22		
03/30/2025 @ 3:00pm	Concert: Brazilian Chamber Orchestra	260		
03/31/2025 @ 2:00pm	Opera Appreciation Series	5		
3/31/2025 at 7:00pm	Mushrooms in Your Backyard		40	
<b>Total Programs</b>	<b>54</b>	<b>935</b>	<b>346</b>	<b>10</b>
<b>Passive programs only below this line</b>				
	Plant Propagation Station			73
	Passive puzzle 1			10
	Passive puzzle 2			10



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**Technical Services – March 2025 Report**  
**Sally Scudo**

In addition to routine processing (281 of 627 items added)

- Mending: 17 books and 6 AV items repaired and returned to circulation.
- Sustainable Shelves: 103 books evaluated, 14 eligible for credit.



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## Circulation – March 2025 report

Marge Perlin, Head of Circulation, Payroll and Benefits

Month	Fines	L&P	Jamex	Misc	Friends	TOTAL
July 2024	\$873.08	\$182.86	\$22.70	\$78.75	\$56.50	\$1,213.89
August 2024	\$925.21	\$239.24	\$62.80	\$126.50	\$88.85	\$1,442.60
Sept 2024	\$606.52	\$275.87	\$51.50	\$50.50	\$49.05	\$1,033.44
Oct 2024	\$629.28	\$277.83	\$55.95	\$29.60	\$32.37	\$1,025.03
Nov 2024	\$683.11	\$253.39	\$25.50	\$63.60	\$59.41	\$1,085.01
Dec 2024	\$660.41	\$266.79	\$98.69	\$38.35	\$66.00	\$1,130.24
Jan 2025	\$667.88	\$343.72	\$78.55	\$23.00	\$72.25	\$1,185.40
Feb 2025	\$817.22	\$149.92	\$31.85	\$82.35	\$35.76	\$1,117.10
March 2025	\$978.44	\$290.69	\$84.00	\$65.95	\$92.17	\$1,511.25
April 2025						\$0.00
May 2025						\$0.00
June 2025						\$0.00
<b>TOTAL</b>	<b>\$6,841.15</b>	<b>\$2,280.31</b>	<b>\$511.54</b>	<b>\$558.60</b>	<b>\$552.36</b>	<b>\$10,743.96</b>

### Meetings/Events:

Mar 6 All Staff  
Mar 6 Dept Heads  
Mar 10 Budget Mtg  
Mar 13 EAP presentation  
Mar 17 Board Mtg  
Mar 19 WLS Tech Mtg  
March 27 Staff Training – Backup Coworker

### WLS STATS - ITEMS AND PATRONS

In-building Circulation: 16675  
Loans sent to other libraries: 2397  
Loans received from other libraries: 2067  
New library cards: 78  
Items added to collection: 627  
Items removed from collection: 519



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## Circulation – March 2025 report

Marge Perlin, Head of Circulation, Payroll and Benefits

CHAPPAQUA LIBRARY USAGE STATS FOR MAR 2025									
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
							1		
							442	Patrons	
							769	Chkout/Ren	
							684	Check ins	
							89	Holds	
							10	Unwanted Hlds	
	2	3	4	5	6	7	8		
	206	461	414	396	402	387	410	Patrons	
	453	515	494	276	446	528	782	Chkout/Ren	
	388	581	551	329	393	465	737	Check ins	
	34	104	125	62	60	127	105	Holds	
	34	27	7	19	26	17	19	Unwanted Hlds	
	9	10	11	12	13	14	15		
	219	108	793	537	483	344	423	Patrons	
	492	340	573	528	477	467	773	Chkout/Ren	
	433	394	642	515	463	456	773	Check ins	
	58	91	76	83	109	58	91	Holds	
	9	13	9	28	28	21	12	Unwanted Hlds	
	16	17	18	19	20	21	22		
	220	489	421	396	254	575	355	Patrons	
	569	573	412	515	518	507	666	Chkout/Ren	
	523	646	492	570	453	606	508	Check ins	
	70	104	86	122	102	125	75	Holds	
	10	36	9	15	10	17	20	Unwanted Hlds	
	23	24	25	26	27	28	29		
	255	471	390	439	426	393	340	Patrons	
	546	708	438	388	380	531	643	Chkout/Ren	
	485	562	456	408	401	445	698	Check ins	
	54	170	73	93	85	96	75	Holds	
	11	16	17	16	15	25	17	Unwanted Hlds	
	30	31							
	603	729						Patrons	
	474	650						Chkout/Ren	
	51	115						Check ins	
	16	12						Holds	
								Unwanted Hlds	
	2024	Patrons	2025	Patrons	Ckout/Ren	Check in	Holds	Unwanted Hlds	Circulation**
	Jan(28 days)	11,348	Jan(28 days)	11,470	15,585	14,758	2,589	580	18,185
	Feb(27 days)	10,510	Feb(26 days)	10,193	14,572	14,022	2,349	440	16,802
	Mar(30 days)	11,753	March(31 da	12,781	15,307	15,057	2,618	513	19,072
	April(30 days)	11,599							
	May(29 days)	10,624							
	June(28 days)	11,847							
	July(26 days)	10,590							
	Aug(26 days)	11,024							
	Sept(28 days)	11,445							
	Oct(30 Days)	11,248							
	Nov(28 days)	11,537							
	Dec(29 days)	8,857							
		132,382							
					**from WLS dashboard (includes CHA items sent to other libraries)				



## ESTIMATE #25126

SENT ON:

Apr 10, 2025

RECIPIENT:

**Chappaqua CSD Public Library**

195 South Greeley Avenue  
Chappaqua, New York 10514

Quote Title: Sign power

SENDER:

**Tri-Cat Electric Corp**

243 Locust Avenue  
Cortlandt, New York 10567

Phone: (914) 293-7776

Email: [Office@Tri-CatElectric.com](mailto:Office@Tri-CatElectric.com)

Website: <https://www.TriCatElectric.com/>

Product/Service	Description	Qty.	Unit Price	Total
16 Electrical & Lighting	Electrical Project: Sign Power Furnish and install all conduit and wire from panel to book return room Furnish and install 1 1900 box in side book return room in general location for sign Furnish and install 1 2 pole 20 amp breaker to feed 220v 20 amp circuit  Exceptions: Painting Patching Permits Connecting sign Supplying lift	1	\$2,200.00	\$2,200.00

**Total**

**\$2,200.00**

This quote is valid for the next 30 days, after which values may be subject to change. If the Estimate is acceptable, please sign and return. If you have any questions, please call: (914) 293-7776. Thank You.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Chappaqua Central Sch Dist P L

## Annual Report For Public And Association Libraries - 2024

CURRENT YEAR

PREVIOUS YEAR

### 1. GENERAL LIBRARY INFORMATION

Library / Director Information

[Outline of Major Changes](#)

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

Report all information in Part 1 as of December 31, 2024, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	8800661240	8800661240
1.2	Library Name	CHAPPAQUA CENTRAL SCH DIST P L	CHAPPAQUA CENTRAL SCH DIST P L
1.3	Name Status (State use only)	00 (for no change from previous year)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)	00 (for no change from previous year)
1.5	Community	Chappaqua	Chappaqua
1.6	Beginning Fiscal Reporting Year	07/01/2023	07/01/2022
1.7	Ending Fiscal Reporting Year	06/30/2024	06/30/2023
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No	No

1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.11	Beginning <u>Local</u> Fiscal Year	07/01/2023	07/01/2022
1.12	Ending <u>Local</u> Fiscal Year	06/30/2024	06/30/2023
1.13	Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.14	Street Address	195 SOUTH GREELEY AVENUE	195 SOUTH GREELEY AVENUE
1.15	City	CHAPPAQUA	CHAPPAQUA
1.16	Zip Code	10514	10514
1.17	Mailing Address	195 SOUTH GREELEY AVENUE	195 SOUTH GREELEY AVENUE
1.18	City	CHAPPAQUA	CHAPPAQUA
1.19	Zip Code	10514	10514
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(914) 238-4779	(914) 238-4779
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(914) 238-3597	(914) 238-3597
1.22	E-Mail Address (enter M (Missing) if no E-Mail)	info@chappaqualibrary.org	info@chappaqualibrary.org

1.23	Library Home Page URL (Enter M (Missing) if no home page URL)	<a href="https://www.chappaqualibrary.org/">https://www.chappaqualibrary.org/</a>	<i><a href="https://www.chappaqualibrary.org/">https://www.chappaqualibrary.org/</a></i>
1.24	Population Chartered to Serve (per 2020 Census)	16,829	<i>16,829</i>
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	<i>PUBLIC</i>
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	School District	<i>School District</i>
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N	<i>N</i>
1.28	Indicate the type of charter the library currently holds (select one):	Absolute	<i>Absolute</i>
1.29	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	06/28/1974	<i>06/28/1974</i>
1.30	Date the library was last registered	08/27/1974	<i>08/27/1974</i>
1.31	Federal Employer Identification Number	131739944	<i>131739944</i>
1.32	County	WESTCHESTER	<i>WESTCHESTER</i>
1.33	School District	Chappaqua Central School District	<i>Chappaqua Central School District</i>
1.34	Town/City	New Castle	<i>New Castle</i>
1.35	Library System	Westchester Library System	<i>Westchester Library System</i>



**THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.**

1.36a President/CEO Name

1.36b President/CEO Phone Number

1.36c President/CEO Email

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37 First Name of Library Director/Manager	Jennifer	<i>Jennifer</i>
---	----------	-----------------

1.38 Last Name of Library Director/Manager	Daddio	<i>Daddio</i>
--	--------	---------------

1.39 NYS Public Librarian Certification Number	FW47NFF	<i>FW47NFF</i>
--	---------	----------------

1.40 What is the highest education level of the library manager/director?	Master's Degree	<i>Other</i>
---	-----------------	--------------

1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	<i>Y</i>
---	---	----------

1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Y	<i>Y</i>
--	---	----------

1.43 E-mail Address of the Director/Manager	jdaddio@chappaqualibrary.org	<i>jdaddio@chappaqualibrary.org</i>
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1.44 Fax Number of the Director/Manager	(914) 238-3597	<i>(914) 238-3597</i>
---	----------------	-----------------------

1.45 Does the library charge fees for library cards to people residing outside the system's service area?	N	<i>N</i>
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## Public Votes / Contracts

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2024? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47.

Y Y

Please Note: last year's answers for repeating groups cannot be displayed.

1. Name of municipality or district holding the public vote	Chappaqua Central School District	<i>Chappaqua Central School District</i>
2. Indicate the type of municipality or district holding the public vote	School District	<i>School District</i>
3. Date the vote was held (mm/dd/2024)	05/21/2024	<i>05/16/2023</i>
4. Was the vote successful? Y/N	Y	<i>Y</i>
5. What type of public vote was it?	budget vote (school district public library only)	<i>school district ballot proposition (Ed. Law §259(1) (a))</i>
6a. Most recent prior year approved appropriation from a public vote:	\$3,544,337	<i>\$3,431,254</i>
6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	\$72,765	<i>\$113,083</i>
6c. Total proposed appropriation (manually sum of 6a and 6b):	\$3,617,102	<i>\$3,544,337</i>

**This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.**

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2024) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. N

**Please Note: last year's answers for repeating groups cannot be displayed.**

1. Name of municipality or district holding the public vote N/A

2. Indicate the type of municipality or district holding the public vote N/A

3. Date the last successful vote was held (mm/dd/yyyy) N/A

4. What type of public vote was it? N/A

5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A

#### Unusual Circumstances

1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. N

**Please Note: last year's answers for repeating groups cannot be displayed.**

1. Name of contracting municipality or district N/A

2. Is this a written contractual agreement? N/A

3.	Population of the geographic area served by this contract	N/A	N/A
4.	Dollar amount of contract	N/A	N/A
5.	Enter the appropriate code for range of services provided (select one):	N/A	N/A

1.49	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>Note</u> ; if no, please go to Part 2, Library Collection.	N	N
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## 2. LIBRARY COLLECTION

### Physical Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [read](#) general information instructions below before completing this section.

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange.

### PRINT MATERIALS

#### Cataloged Books

2.1	Adult Fiction Books	23,656	24,090
2.2	Adult Non-fiction Books	27,740	28,641
2.3	<b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>	51,396	52,731

2.4	Children's Fiction Books	31,792	30,689
2.5	Children's Non-fiction Books	8,707	8,579
2.6	<b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b>	40,499	39,268
2.7	<b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>	91,895	91,999

#### **Other Print Materials**

2.8	Total Uncataloged Books	0	0
2.9	Total Print Serials	1,486	1,745
2.10	All Other Print Materials	0	0
2.11	<b>Total Other Print Materials (Total questions 2.8 through 2.10)</b>	1,486	1,745
2.12	<b>Total Print Materials (Total questions 2.7 and 2.11)</b>	93,381	93,744

#### **ALL OTHER MATERIALS**

2.13	Audio - Physical Units	5,785	5,698
2.14	Video - Physical Units	9,878	9,858
2.15	Other Circulating Physical Items	380	378
2.16	<b>Total Other Physical Materials (Total questions 2.13 through 2.15)</b>	16,043	15,934

#### **Grand Total / Additions to Holdings**

2.17	<b>GRAND TOTAL HOLDINGS (Total questions 2.12 and 2.16)</b>	109,424	287,599
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**ADDITIONS TO HOLDINGS** - Do not subtract withdrawals or discards.

2.18	Cataloged Books	4,573	4,807
2.19	All Other Print Materials	1,145	1,218
2.20	All Other Materials	470	568
2.21	<b>Total Additions (Total questions 2.18 through 2.20)</b>	6,188	21,416

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

#### Visits / Borrowers / Policies / Accessibility

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2024 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

#### LIBRARY USE

3.1	Library visits (total annual attendance)	130,092	111,611
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	CT - Annual Count
3.2	Registered resident borrowers	9,088	11,872
3.3	Registered non-resident borrowers	17	17

Please report information on WRITTEN POLICIES as of 12/31/24.

#### WRITTEN POLICIES (Answer Y for Yes, N for No)

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

3.4	Does the library have an open meeting policy?	Y	Y
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3.5	Does the library have a policy protecting the confidentiality of library records?	Y	Y
3.6	Does the library have an Internet use policy?	Y	Y
3.7	Does the library have a disaster plan?	Y	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y	Y
3.9	Does the library have a board-approved whistle blower policy?	Y	Y
3.10	Does the library have a board-approved sexual harassment prevention policy?	Y	Y

Please report information on ACCESSIBILITY as of 12/31/24.

**ACCESSIBILITY (Answer Y for Yes, N for No)**

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y	Y
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N	N
3.13	Does the library have large print books?	Y	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y	N

3.15 - If so, what do you have? If no, go to next question

screen reader, such as JAWS, Windoweyes or NVDA	No
---	----

refreshable Braille commonly referred to as a refreshable Braille display	No
---	----

screen magnification software, such as Zoomtext	Yes	Yes
---	-----	-----

electronic scanning and reading software, such as OpenBook	No
--	----

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y	Y
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**Library Sponsored Programs**

**LIVE PROGRAM SESSIONS and ATTENDANCE**

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

**Live Program Sessions**

- A live program session is any planned event which introduces the group attending to library services or which provides information to participants.
- Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
- Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.
- For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

**IMPORTANT:** If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

**NOTE:** Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

3.17a Number of Sessions Targeted at Children Ages 0-5	412	269
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3.17b Attendance at Sessions Targeted at Children Ages 0-5	15,654	9,221
3.18a Number of Sessions Targeted at Children Ages 6-11	136	101
3.18b Attendance at Sessions Targeted at Children Ages 6-11	4,486	4,988
3.19a Number of Sessions Targeted at Young Adults Ages 12-18	67	60
3.19b Attendance at Sessions Targeted at Young Adults Ages 12-18	445	400
3.20a Number of Sessions Targeted at Adults Age 19 or Older	324	299
3.20b Attendance at Sessions Targeted at Adults Age 19 or Older	6,066	5,560
3.21a Number of General Interest Program Sessions	0	0
3.21b Attendance at General Interest Program Sessions	0	0
3.22 Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)	939	729
3.23 Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)	26,651	20,169
Live Programs Categorized by Venue		
3.24a Total Live Onsite Program Sessions	688	499
3.24b Total Live Onsite Program Attendance	19,840	14,110

3.25a	Total Live Offsite Program Sessions	26	18
3.25b	Total Live Offsite Program Attendance	2,708	2,318
3.26a	Total Live Virtual Program Sessions	225	212
3.26b	Total Live Virtual Program Attendance	4,103	3,741
3.27	Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)	939	729
3.28	Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)	26,651	20,169
Prerecorded and One-on-One Programs			
3.29	Total Number of Prerecorded Program Presentations	46	56
3.30	Total Views of Prerecorded Program Presentations within 30 Days	9,007	8,109
3.31	One-on-One Program Sessions	195	178
3.32	Attendance at One-on-One Program Sessions	195	178

**Note:** Our attendance at one-on-one programs is actually 358 as the majority of our one-on-one programs are notary sessions, which typically include more than one patron. We have been instructed that the answers to 3.31 and 3.32 are expected to match, so the attendance has been reduced to align with the number of sessions.

3.33	Did your library offer teen-led activities during the 2024 calendar year?	Y	Y
3.34a	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes	Yes
3.34b	Does your library use Facebook for promotion?	Yes	
3.34c	Does your library use Instagram for promotion?	Yes	
3.34d	Does your library use Twitter/X for promotion?	Yes	
3.34e	Does your library use TikTok for promotion?	No	

Please report information on SUMMER READING PROGRAMS for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

### **SUMMER READING PROGRAM**

3.35	Did the library offer a summer reading program in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.36	Library outlets offering the summer reading program	1	1
3.37	Children registered for the library's summer reading program	897	835
3.38	Young adults registered for the library's summer reading program	350	320

3.39	Adults registered for the library's summer reading program	0	0
3.40	Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)	1,247	1,155
3.41a	Children's program sessions - Summer 2024	108	89
3.41b	Children's program attendance - Summer 2024	4,357	5,496
3.42a	Young adult program sessions - Summer 2024	9	12
3.42b	Young adult program attendance - Summer 2024	100	120
3.43a	Adult program sessions - Summer 2024	0	0
3.43b	Adult program attendance - Summer 2024	0	0
3.44	Total program sessions - Summer 2024 (total 3.41a + 3.42a + 3.43a)	117	101
3.45	Total program attendance - Summer 2024 (total 3.41b + 3.42b + 3.43b)	4,457	5,616
3.46	Did the library use the Summer Reading at New York Libraries name and/or logo?	N	N
3.47	Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?	Y	Y

## COLLABORATORS

3.48	Public school district(s) and/or BOCES	1	1
3.49	Non-public school(s)	0	0
3.50	Childcare center(s)	0	0
3.51	Summer camp(s)	1	1
3.52	Municipality/Municipalities	1	1
3.53	Literacy provider(s)	0	0
3.54	Other (describe using the State note)	0	1
3.55	<b>Total Collaborators (total 3.48 through 3.54)</b>	3	4

#### Early Literacy

Please report information on EARLY LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

#### EARLY LITERACY PROGRAMS

3.56	Did the library offer early literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.57a	Focus on birth - school entry (kindergarten) sessions	432	261
3.57b	Focus on birth - school entry (kindergarten) attendance	16,215	7,720
3.58a	Focus on parents & caregivers sessions	0	0

3.58b	Focus on parents & caregivers attendance	0	0
3.59a	Combined audience sessions	0	0
3.59b	Combined audience attendance	0	0
3.60	Total Sessions	432	261
3.61	Total Attendance	16,215	7,720
3.62 - Collaborators (check all that apply):			
a.	Childcare center(s)	No	No
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Health care providers/agencies	No	No
e.	Other (describe using the State note)	No	No

### Adult Literacy

Please report information on ADULT LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

### ADULT LITERACY

3.63	Did the library offer adult literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	N
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3.64a Total group program sessions 52

3.64b Total group program attendance 416

3.65a Total one-on-one program sessions 0

3.65b Total one-on-one program attendance 0

3.66 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) No

b. Public School District(s) and/or BOCES No

c. Non-Public Schools No

d. Other (see instructions and describe using Note) Yes No

**Note:** Note: ARC Westchester and Ability Beyond

#### ESOL / Digital Literacy

Please report information on ESOL, for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

#### ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67 Did the library offer English for Speakers of Other Languages (ESOL) programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. N

3.68a Children's program sessions

3.68b Children's program attendance

3.69a Young adult program sessions

3.69b Young adult program attendance

3.70a Adult program sessions

3.70b Adult program attendance

3.71 Total program sessions (total 0 0  
3.68a + 3.69a + 3.70a)

3.72 Total program attendance (total 0 0  
3.68b + 3.69b + 3.70b)

3.73a One-on-one program sessions

3.73b One-on-one program attendance

3.74 - Collaborators (check all that apply):

a. Literacy NY (Literacy No  
Volunteers of America)

b. Public School District(s) and/or No  
BOCES

c. Non-Public School(s) No

d. Other (describe using the Note) No

Please report information on DIGITAL LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

## **DIGITAL LITERACY**



3.75	Did the library offer digital literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
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3.76a	Total group program sessions	0	0
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3.76b	Total group program attendance	0	0
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3.77a	Total one-on-one program sessions	56	55
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3.77b	Total one-on-one program attendance	56	55
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## 4. LIBRARY TRANSACTIONS

### Circulation / Reference Transactions

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

### CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	36,565	34,111
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4.2	Adult Non-fiction Books	25,566	25,427
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4.3	Total Adult Books (Total questions 4.1 & 4.2)	62,131	59,538
-----	---	--------	--------

4.4	Children's Fiction Books	90,662	86,609
-----	--------------------------	--------	--------

4.5	Children's Non-fiction Books	17,000	16,282
-----	------------------------------	--------	--------

4.6	Total Children's Books (Total questions 4.4 & 4.5)	107,662	102,891
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4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	169,793	162,429
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## CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	15,278	17,073
4.9	Circulation of Children's Other Materials	2,643	2,667
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	17,921	19,740
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	187,714	182,169
4.12	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	Yes	Yes
4.13	Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur.	Yes	

## REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	29,163	45,473
4.14a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	ES - Annual Estimate Based on Typical Week(s)	ES - Annual Estimate Based on Typical Week(s)
4.15	Does the library offer virtual reference?	Y	Y

**Interlibrary Loan / E-Rate**

## INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	20,572	22,816
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#### INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	27,122	27,626
------	--------------------------	--------	--------

#### E-RATE

4.18	Does the library file for E-rate benefits?	N	N
------	--	---	---

4.19	Is the library part of a consortium for E-rate benefits?	Y	Y
------	--	---	---

4.20	If yes, in which consortium are you participating?	WLS	WLS
------	--	-----	-----

### 5. ELECTRONIC USE

#### Electronic Holdings

These are new questions added by IMLS that will be required to be answered for the 2025 report, and are voluntary for this year. All questions are simply reformulated methods of gathering data that has been previously required; no new data gathering should be needed by libraries to answer these questions.

For all questions: Answer *Missing* if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

#### Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1 Did the library provide access to e-books purchased solely by the library? Yes

5.2 Did the library provide access to e-books purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

5.3 Did the library provide access to No  
e-books provided by the New York State  
Library at no or minimal cost to the  
library?

### **Electronic Serials**

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.4 Did the library provide access to Yes  
e-serials purchased solely by the  
library?

5.5 Did the library provide access to Yes  
e-serials purchased via a consortium,  
cooperative, or other similar group at  
the local, regional, or state level?

5.6 Did the library provide access to No  
e-serials provided by the New York  
State Library at no or minimal cost to  
the library?

### **Electronic Audio**

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.7 Did the library provide access to Yes  
e-audio purchased solely by the library?

5.8 Did the library provide access to Yes  
e-audio purchased via a consortium,  
cooperative, or other similar group at  
the local, regional, or state level?

5.9 Did the library provide access to No  
e-audio provided by the New York State  
Library at no or minimal cost to the  
library?

## **Electronic Video**

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10 Did the library provide access to e-videos purchased solely by the library? No

5.11 Did the library provide access to e-videos purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? (Do not include New York State Library-provided content here; that should be entered in 5.12.) Yes

5.12 Did the library provide access to e-videos provided by the New York State Library at no or minimal cost to the library? No

## **Databases / Online Learning / E-Material Circulation**

### **Research Databases**

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13 Did the library provide access to research databases purchased solely by the library? Yes

5.14 Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level? Yes

5.15 Did the library provide access to research databases provided by the New York State Library at no or minimal cost to the library (e.g., NOVELny)? Yes

## Online Learning

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16 Did the library provide access to No  
online learning platforms purchased  
solely by the library?

5.17 Did the library provide access to Yes  
online learning platforms purchased via  
a consortium, cooperative, or other  
similar group at the local, regional, or  
state level?

5.18 Did the library provide access to No  
online learning platforms provided by  
the New York State Library at no or  
minimal cost to the library?

## E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19 The total circulation of e-books 44,134  
during the reporting period

5.20 The total circulation of e-serials 10,636  
during the reporting period.

5.21 The total circulation of e-audio 42,940  
during the reporting period

5.22 The total circulation of e-videos 6,602  
during the reporting period.

## 6. STAFF INFORMATION

All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

### FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35	35
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### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	1
6.3	Vacant Library Director (certified)	0	0
6.4	Library Manager (not certified)	0	0
6.5	Vacant Library Manager (not certified)	0	0
6.6	Librarian	9.77	10.31
6.7	Vacant Librarian	1.49	.1
6.8	Library Specialist/Paraprofessional	0	0
6.9	Vacant Library Specialist/Paraprofessional	0	0
6.10	Other Staff	15.88	17.46

**Note:** This change reflects some contraction in our clerk and custodial staffing hours.

6.11	Vacant Other Staff	0	1.6
6.12	<b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>	26.65	28.77

6.13	VACANT TOTAL PAID STAFF	1.49	1.70
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(Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)

## SALARY INFORMATION

6.14	FTE - Library Director (certified)	1	1
6.15	Salary - Library Director (certified)	\$135,000	\$130,000
6.16	FTE - Library Manager (not certified)	0	0
6.17	Salary - Library Manager (not certified)	\$0	\$0
6.18	FTE - Librarian	1	1
6.19	Salary - Librarian	\$58,622	\$58,622

**Note:** Accurate as reported

## 7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2024**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website.

1.	Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law.	Y	Y
2.	Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.	Y	Y



3.	Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.	Y	Y
4.	Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.	Y	Y
5.	Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y
6.	Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.	Y	Y
7.	Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y
8.	Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:		
8a.	space	Y	Y
8b.	lighting	Y	Y
8c.	shelving	Y	Y
8d.	seating	Y	Y
8e.	power infrastructure	Y	Y
8f.	data infrastructure	Y	Y

8g.	public restroom	Y	Y
9.	Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y	Y
10.	Provides		
10a.	a circulation system that facilitates access to the local library collection and other library catalogs	Y	Y
10b.	equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y	Y
11.	Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y	Y
12.	Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y	Y
13.	Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y	Y
14.	Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y

## 8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1	<i>1</i>
8.2	Branches	0	<i>0</i>
8.3	Bookmobiles	0	<i>0</i>
8.4	Other Outlets	0	<i>0</i>
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)</b>	1	<i>1</i>

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	60.00	<i>60.00</i>
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00	<i>0.00</i>
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00	<i>0.00</i>
8.9	<b>Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)</b>	60.00	<i>60.00</i>
8.10	Annual Total Hours - Main Library	3,296.00	<i>3,296.00</i>
8.11	Annual Total Hours - Branch Libraries	0.00	<i>0.00</i>
8.12	Annual Total Hours - Bookmobiles	0.00	<i>0.00</i>

8.13 Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	3,296.00	3,296.00
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## 9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 1–14, 20–25, and 34–36 are pre-filled with prior year answers but not locked to allow updating.

**NOTE:** Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for each main library, branch or bookmobile.

**NEW OUTLETS:** If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter *New* in the note for Question 40.

**CLOSED OUTLETS:** Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either *Closed*, *will reopen* or *Closed permanently* in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking [a link](#) to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to [collectconnect@baker-taylor.com](mailto:collectconnect@baker-taylor.com) and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5–6, 11–14, and 20–23 should be locked.

1.	Outlet Name	CHAPPAQUA CENTRAL SCHOOL DISTRICT PUBLIC LIBRARY	<i>CHAPPAQUA CENTRAL SCHOOL DISTRICT PUBLIC LIBRARY</i>
2.	Outlet Name Status	00 (for no change)	<i>00</i>
3.	Street Address	195 SOUTH GREELEY AVENUE	<i>195 SOUTH GREELEY AVENUE</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00</i>
5.	City	CHAPPAQUA	<i>CHAPPAQUA</i>
6.	Zip Code	10514	<i>10514</i>

7.	Phone (enter 10 digits only)	(914) 238-4779	<i>(914) 238-4779</i>
8.	Fax Number (enter 10 digits only)	(914) 238-3597	<i>(914) 238-3597</i>
9.	E-mail Address	info@chappaqualibrary.org	<i>info@chappaqualibrary.org</i>
10.	Outlet URL	https://www.chappaqualibrary.org/	<i>https://www.chappaqualibrary.org/</i>
11.	County	WESTCHESTER	<i>WESTCHESTER</i>
12.	School District	Chappaqua Central	<i>Chappaqua Central</i>
13.	Library System	Westchester Library System	<i>Westchester Library System</i>
14.	Outlet Type Code (select one):	CE	<i>CE</i>
15.	Public Service Hours Per Year for This Outlet	3,296	<i>3,296</i>
16.	Number of Weeks This Outlet is Open	52	<i>52</i>
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>
18.	Is the meeting space available for public use even when the outlet is closed?	N	<i>N</i>
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	6	<i>20</i>
20.	Enter the appropriate outlet code (select one):	LRF	<i>LRF</i>
21.	Who owns this outlet building?	School District	<i>School District</i>

22.	Who owns the land on which this outlet is built?	School District	<i>School District</i>
23.	Indicate the year this outlet was initially constructed	1974	<i>1974</i>
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2021	<i>2021</i>
25.	Square footage of the outlet	26,200	<i>26,200</i>
26.	Number of Internet Computers Used by General Public	16	<i>14</i>
27.	Number of uses (sessions) of public Internet computers per year	6,844	<i>3,552</i>
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	<i>CT - Annual Count</i>
28.	Type of connection on the outlet's public Internet computers	Fiber	<i>Fiber</i>
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	12 Greater than or equal to 1 gbps	<i>12 Greater than or equal to 1 gbps</i>
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	12 Greater than or equal to 1 gbps	<i>12 Greater than or equal to 1 gbps</i>
31.	Internet Provider	Other (specify using the State note)	<i>Other (specify using the State note)</i>
<b>Note:</b> Note: Supplied by WLS. Crown Castle and Fios.			
32.	WiFi Access	Other (specify using the State note)	<i>Other (specify using the State note)</i>
<b>Note:</b> Note: From WLS IT. Users must comply with WLS guidelines			
33.	Wireless Sessions	31,279	<i>20,071</i>

33a	Reporting Method for Wireless Sessions	CT - Annual Count	<i>CT - Annual Count</i>
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	<i>Y</i>
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	<i>Y</i>
36.	Does your <b>outlet</b> have a Makerspace?	N	<i>N</i>
37.	<i>LIBID</i>	8800661240	<i>8800661240</i>
38.	<i>FSCSID</i>	NY0731	<i>NY0731</i>
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	<i>0</i>
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)	<i>00</i>

## 10. OFFICERS AND TRUSTEES

### Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2024. All public and association libraries are required by Education Law to hold at least four meetings a year.

### BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2024 to December 31, 2024)	31	<i>27</i>
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### NUMBER OF TRUSTEES AND TERMS

10.2	If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A.	5-9	<i>5-9</i>
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- 10.3 If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, enter N/A. 5
- 10.4 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, enter N/A here. N/A N/A
- 10.5 What is the **trustee term length, as stated in your library's charter documents (incorporation)**? If a term length is not stated, please explain in a Note. 3 years 5 years

**Note:** A charter amendment changing the trustee term length to 3 years was approved by the Board on August 14, 2023 and approved by the Regents of the University of the State of New York as of January 2024. The amendment was effective beginning with the May 2024 elections.

- 10.6 I attest that all trustees participated in trustee education in the last calendar year (2024). If entering No, provide explanation in a Note. N N

**Note:** The board is developing a plan to bring trustees into compliance.

## BOARD MEMBER SELECTION

- 10.7 Enter Board Member Selection Code (select one): EP - board members are elected in a public election EP - board members are elected in a public election

List Officers and Board Members as of February 1 of the CURRENT year.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#) . Please Note: It is customized and contains previously entered data in need of updating. Complete this form and email it to [collectconnect@baker-taylor.com](mailto:collectconnect@baker-taylor.com).

- |    |                            |        |        |
|----|----------------------------|--------|--------|
| 1. | Status                     | Filled | Filled |
| 2. | First Name of Board Member | George | George |



3.	Last Name of Board Member	Benack	<i>Benack</i>
4.	Mailing Address	5 Hidden Hollow Ln	<i>5 Hidden Hollow Ln</i>
5.	City	Millwood	<i>Millwood</i>
6.	Zip Code (5 digits only)	10546	<i>10546</i>
7.	E-mail address	trustee3@chappaqualibrary.org	<i>trustee3@chappaqualibrary.org</i>
8.	Office Held or Trustee	Financial Officer	<i>Trustee</i>
9.	Term Begins - Month	July	<i>July</i>
10.	Term Begins - Year (year)	2023	<i>2023</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2028	<i>2028</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	06/27/2023	<i>06/27/2023</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	04/26/2024	<i>04/26/2024</i>
16.	Is this a brand new trustee?	N	<i>Y</i>
1.	Status	Filled	<i>Filled</i>

- |  |   |                      |                             |
|--|---|----------------------|-----------------------------|
| 2.   | First Name of Board Member  | John                 | <i>John</i>                 |
| 3.   | Last Name of Board Member   | Harrison             | <i>Harrison</i>             |
| 4.   | Mailing Address   | 4 N Bridge Terrace   | <i>4 N Bridge Terrace</i>   |
| 5.   | City  | Mount Kisco          | <i>Mount Kisco</i>          |
| 6.   | Zip Code (5 digits only)  | 10549                | <i>10549</i>                |
| 7.   | E-mail address  | trustee2@wlsmail.org | <i>trustee2@wlsmail.org</i> |
| 8.   | Office Held or Trustee  | Trustee              | <i>Trustee</i>              |
| 9.   | Term Begins - Month   | June                 | <i>June</i>                 |
| 10.  | Term Begins - Year (year)   | 2023                 | <i>2023</i>                 |
| 11.  | Term Expires  | June                 | <i>June</i>                 |
| 12.  | Term Expires - Year (yyyy)  | 2026                 | <i>2026</i>                 |
| 13.  | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | No                   | <i>No</i>                   |
| <p><b>Note:</b> Note: Trustee is filling the remainder of Dana Wu's term, which was to run from September 2023 to June 2026. This trustee replaced another trustee, Shohreh Anand.</p> |   |                      |                             |
| 14.  | The date the Oath of Office (mm/dd/yyyy) was taken  | 05/30/2023           | <i>05/30/2023</i>           |
| 15.  | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  | 06/02/2023           | <i>06/02/2023</i>           |

16.	Is this a brand new trustee?	N	<i>Y</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Pam	<i>Pam</i>
3.	Last Name of Board Member	Moskowitz	<i>Moskowitz</i>
4.	Mailing Address	22 Deepwood Hill Street	<i>22 Deepwood Hill Street</i>
5.	City	Chappaqua	<i>Chappaqua</i>
6.	Zip Code (5 digits only)	10514	<i>10514</i>
7.	E-mail address	trustee4@chappaqualibrary.org	<i>trustee4@chappaqualibrary.org</i>
8.	Office Held or Trustee	President	<i>Vice President</i>
9.	Term Begins - Month	May	<i>May</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2025	<i>2025</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No	<i>No</i>
<b>Note:</b> Note: Pam Moskowitz is filling out the term previously held by Nishat Hydari, who was appointed July 2020 and resigned in April 2022.			
14.	The date the Oath of Office (mm/dd/yyyy) was taken	05/21/2022	<i>05/21/2022</i>

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	05/28/2022	05/28/2022
16.	Is this a brand new trustee?	N	Y
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Brian	<i>Brian</i>
3.	Last Name of Board Member	Cook	<i>Cook</i>
4.	Mailing Address	25 Oak Hill Rd	<i>25 Oak Hill Rd</i>
5.	City	Chappaqua	<i>Chappaqua</i>
6.	Zip Code (5 digits only)	10514	<i>10514</i>
7.	E-mail address	trustee1@wlsmail.org	<i>trustee1@wlsmail.org</i>
8.	Office Held or Trustee	Vice President	<i>Financial Officer</i>
9.	Term Begins - Month	May	<i>May</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2027	<i>2027</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>

14.	The date the Oath of Office (mm/dd/yyyy) was taken	05/21/2022	05/21/2022
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	05/28/2022	05/28/2022
16.	Is this a brand new trustee?	N	Y
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Jennifer	<i>Jennifer</i>
3.	Last Name of Board Member	Fahey	<i>Fahey</i>
4.	Mailing Address	113 Devoe Rd	<i>113 Devoe Rd</i>
5.	City	Chappaqua	<i>Chappaqua</i>
6.	Zip Code (5 digits only)	10514	<i>10514</i>
7.	E-mail address	trustee@chappaqualibrary.org	<i>trustee@chappaqualibrary.org</i>
8.	Office Held or Trustee	Secretary	<i>President</i>
9.	Term Begins - Month	June	<i>May</i>
10.	Term Begins - Year (year)	2024	<i>2022</i>
11.	Term Expires	June	<i>June</i>
12.	Term Expires - Year (yyyy)	2027	<i>2024</i>

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No	No
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**Note:** Note: To the best of my ability to investigate, Jennifer Fahey filled an unexpired term for Lane Shea, who was to serve from July 2019 through June 2024.

14. The date the Oath of Office (mm/dd/yyyy) was taken	05/20/2022	05/20/2022
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15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	05/26/2022	05/26/2022
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16. Is this a brand new trustee?	N	N
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## 11. OPERATING FUNDS RECEIPTS

### Local Public Funds / System Cash Grants / Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

### LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.	Y	Y
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**Please Note: last year's answers for repeating groups cannot be displayed.**

1. Source of Funds	School District	<i>School District</i>
2. Name of funding County, Municipality or School District	Chappaqua Central School District	<i>Chappaqua Central School District</i>

3.	Amount	\$3,544,337	\$3,431,254
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y	Y
5.	Written Contractual Agreement	N	N/A

11.2	<b>TOTAL LOCAL PUBLIC FUNDS</b>	\$3,544,337	\$3,431,254
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#### SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$0	\$5,070
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**Note:** Checks in similar amounts to previous years' responses were issued in July 2024 or issued in June 2024 but not deposited until July or August 2024.

11.4	Record all Central Library Services Aid monies received from system headquarters	\$0	\$0
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11.5	Additional State Aid received from the System	\$0	\$0
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11.6	Federal Aid received from the System	\$0	\$0
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11.7	Other Cash Grants	\$0	\$0
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11.8	<b>TOTAL SYSTEM CASH GRANTS</b> (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$0	\$5,070
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#### OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0	\$0
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**Federal Aid / Other Receipts**

## FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0	\$0
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11.11	Other Federal Aid	\$0	\$0
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11.12	<b>TOTAL FEDERAL AID</b> (Add Questions 11.10 and 11.11)	\$0	\$0
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11.13	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0	\$0
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## OTHER RECEIPTS

11.14	Gifts and Endowments	\$2,225	\$1,200
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11.15	Fund Raising	\$0	\$0
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11.16	Income from Investments	\$117,279	\$41,485
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**Note:** Increase due to higher interest rates on the bank accounts than previous years.

11.17	Library Charges	\$15,418	\$15,684
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11.18	Other	\$73,549	\$40,156
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11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$208,471	\$98,525
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11.20	<b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$3,752,808	\$3,534,849
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11.21	<b>BUDGET LOANS</b>	\$0	\$0
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Transfers / Grand Total

## TRANSFERS



11.22	From Capital Fund (Same as Question 14.8)	\$0	\$0
11.23	From Other Funds	\$0	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$102,777	\$292,922
11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$3,855,585	\$3,827,771

## 12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital  
Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$994,773	\$1,043,438
12.2	Other Staff	\$713,986	\$605,487
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$1,708,759	\$1,648,925

12.4	<b>Employee Benefits Expenditures</b>	\$831,049	<i>\$902,575</i>
12.5	<b>Total Staff Expenditures (Add Questions 12.3 and 12.4)</b>	\$2,539,808	<i>\$2,551,500</i>

#### **COLLECTION EXPENDITURES**

12.6	Print Materials Expenditures	\$74,612	<i>\$86,004</i>
12.7	Electronic Materials Expenditures	\$54,453	<i>\$60,307</i>
12.8	Other Materials Expenditures	\$14,726	<i>\$17,812</i>
12.9	<b>Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)</b>	\$143,791	<i>\$164,123</i>

#### **CAPITAL EXPENDITURES FROM OPERATING FUNDS**

12.10	From Local Public Funds (71PF)	\$0	<i>\$0</i>
12.11	From Other Funds (71OF)	\$0	<i>\$0</i>
12.12	<b>Total Capital Expenditures (Add Questions 12.10 and 12.11)</b>	\$0	<i>\$0</i>

#### **OPERATION AND MAINTENANCE OF BUILDINGS**

##### **Repairs to Building & Building Equipment**

12.13	From Local Public Funds (72PF)	\$183,198	<i>\$179,055</i>
12.14	From Other Funds (72OF)	\$0	<i>\$0</i>
12.15	<b>Total Repairs (Add Questions 12.13 and 12.14)</b>	\$183,198	<i>\$179,055</i>
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$283,156	<i>\$291,627</i>

12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$466,354	\$470,682
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#### MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$13,948	\$19,816
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12.19	Telecommunications	\$10,218	\$9,057
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12.21	Professional & Consultant Fees	\$122,107	\$91,854
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**Note:** Two payments of 12,450 each were made to Library Market for website design.

12.22	Equipment	\$6,027	\$5,670
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12.23	Other Miscellaneous	\$104,030	\$78,460
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**Note:** No single payment over \$10,000

12.24	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)	\$256,330	\$204,857
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#### Contracts / Debt Service / Transfers / Grand Total

12.25	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$96,929	\$102,263
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#### DEBT SERVICE

##### Capital Purposes Loans (Principal and Interest)

12.26	From Local Public Funds (73PF)	\$0	\$0
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12.27	From Other Funds (73OF)	\$0	\$0
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12.28	<b>Total</b> (Add Questions 12.26 and 12.27)	\$0	\$0
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## Other Loans

12.29	Budget Loans (Principal and Interest)	\$0	<i>\$0</i>
12.30	Short-Term Loans	\$0	<i>\$0</i>
12.31	<b>Total Debt Service</b> (Add Questions 12.28, 12.29 and 12.30)	\$0	<i>\$0</i>
12.32	<b>TOTAL OPERATING FUND DISBURSEMENTS</b> (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$3,503,212	<i>\$3,493,425</i>

## TRANSFERS

### Transfers to Capital Fund

12.33	From Local Public Funds (76PF)	\$0	<i>\$231,569</i>
12.34	From Other Funds (76OF)	\$0	<i>\$0</i>
12.35	<b>Total Transfers to Capital Fund</b> (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0	<i>\$231,569</i>
12.36	<b>Transfer to Other Funds</b>	\$0	<i>\$0</i>
12.37	<b>TOTAL TRANSFERS</b> (Add Questions 12.35 and 12.36)	\$0	<i>\$231,569</i>
12.38	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.32 and 12.37)	\$3,503,212	<i>\$3,724,994</i>
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2024	\$352,373	<i>\$102,777</i>

12.40	<b>GRAND TOTAL</b>	\$3,855,585	\$3,827,771
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**DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.38 and 12.39; same as Question 11.26)

## ASSURANCE

12.41	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	04/21/2025	05/13/2024
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**Note:** Not yet approved at time of submission. Anticipated date of approval 4/21/2025.

## FISCAL AUDIT

12.42	Last audit performed (mm/dd/yyyy)	11/01/2024	05/08/2023
12.43	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	07/01/2023-06/30/2024	07/01/2021-06/30/2022
12.44	Indicate type of audit (select one):	Private Accounting Firm	Private Accounting Firm

## CAPITAL FUND

12.45	Does the library have a separate Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.	Y
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## 13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

### REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0	\$0
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13.2	All Other Revenues from Local Sources	\$0	\$0
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13.3	<b>Total Revenues from Local Sources</b> (Add Questions 13.1 and 13.2)	\$0	\$0
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**STATE AID FOR CAPITAL PROJECTS**

13.4	State Aid Received for Construction	\$0	\$0
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13.5	Other State Aid	\$0	\$0
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13.6	<b>Total State Aid</b> (Add Questions 13.4 and 13.5)	\$0	\$0
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**FEDERAL AID FOR CAPITAL PROJECTS**

13.7	<b>TOTAL FEDERAL AID</b>	\$0	\$0
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**INTERFUND REVENUE**

13.8	Transfer from Operating Fund (Same as Question 12.35)	\$0	\$231,569
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13.9	<b>TOTAL REVENUES</b> (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0	\$231,569
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13.10	<b>NON-REVENUE RECEIPTS</b>	\$0	\$970
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13.11	<b>TOTAL CASH RECEIPTS</b> (Add Questions 13.9 and 13.10)	\$0	\$232,539
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13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$1,301,780	\$1,210,498
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13.13	<b>TOTAL CASH RECEIPTS AND BALANCE</b> (Add Questions 13.11 and 13.12; same as Question 14.12)	\$1,301,780	\$1,443,037
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## 14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

### PROJECT EXPENDITURES

14.1	Construction	\$126,620	<i>\$0</i>
14.2	Incidental Construction	\$0	<i>\$141,257</i>

### Other Disbursements

14.3	Purchase of Buildings	\$0	<i>\$0</i>
14.4	Interest	\$0	<i>\$0</i>
14.5	Collection Expenditures	\$0	<i>\$0</i>
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0	<i>\$0</i>

14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Add Questions 14.1, 14.2 and 14.6)	\$126,620	<i>\$141,257</i>
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14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0	<i>\$0</i>
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14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0	<i>\$0</i>
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14.10	<b>TOTAL CASH DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$126,620	<i>\$141,257</i>
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14.11	<b>BALANCE IN CAPITAL FUND</b> - Ending Balance for the Fiscal Year Ending 2024	\$1,175,160	<i>\$1,301,780</i>
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14.12	<b>TOTAL CASH</b>	\$1,301,780	\$1,443,037
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**DISBURSEMENTS AND BALANCE**  
(Add Questions 14.10 and 14.11; same  
as Question 13.13)

## 15. CENTRAL LIBRARIES

**PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY**

## 16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

*Note:* See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	10.73	9.98
16.2	Total Librarians	10.73	9.98
16.3	All Other Paid Staff	13.90	16.68
16.4	Total Paid Employees	24.63	26.66
16.5	State Government Revenue	\$0	\$5,070
16.6	Federal Government Revenue	\$0	\$0
16.7	Other Operating Revenue	\$208,471	\$98,525
16.8	Total Operating Revenue	\$3,752,808	\$3,534,849
16.9	Other Operating Expenditures	\$819,613	\$777,802
16.10	Total Operating Expenditures	\$3,503,212	\$3,493,425
16.11	Total Capital Expenditures	\$126,620	\$141,257
16.12	Print Materials	93,381	93,744
16.12a	Total Physical Items in Collection	109,424	109,678



16.13	Circulation of Children's Physical Material	110,305	
16.14	Total Registered Borrowers	9,105	11,889
16.15	Other Capital Revenue and Receipts	\$0	\$232,539
16.16	Number of Internet Computers Used by General Public	16	14
16.17	Total Uses (sessions) of Public Internet Computers Per Year	6,844	3,552
16.18	Wireless Sessions	31,279	20,071
16.19	Total Capital Revenue	\$0	\$232,539

## 17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	8800661240	8800661240
17.2	Interlibrary Relationship Code	ME	ME
17.3	Legal Basis Code	LD	LD
17.4	Administrative Structure Code	SO	SO
17.5	FSCS Public Library Definition	Y	Y
17.6	Geographic Code	SU1	SU1
17.7	FSCS ID	NY0731	NY0731
17.8	SED CODE	661004700035	661004700035
17.9	INSTITUTION ID	800000035157	800000035157

## SUGGESTED IMPROVEMENTS

Library Name:	CHAPPAQUA CENTRAL SCHOOL DISTRICT PUBLIC LIBRARY	<i>CHAPPAQUA CENTRAL SCHOOL DISTRICT PUBLIC LIBRARY</i>
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Library System:	Westchester Library System	<i>Westchester Library System</i>
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Name of Person Completing Form:	Robbin Friedman	<i>Jennifer Daddio</i>
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Phone Number:	(914) 238 4779	<i>(914) 238.4779</i>
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I am satisfied that this resource (Collect) is meeting library needs:	Neither Agree nor Disagree	<i>Neither Agree nor Disagree</i>
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Applying this resource (Collect) will help improve library services to the public:	Neither Agree nor Disagree	<i>Neither Agree nor Disagree</i>
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Please share with us your suggestions for improving the <i>Annual Report</i> . When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!	Notary sessions often include more than one signatory per session. Either notary sessions should not be categorized within one-on-one sessions or the rules around matching answers for one-on-one sessions and attendance (3.31 and 3.32) should be less restrictive so that libraries can accurately capture the number of patrons served through notary appointments.
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