

Town of Esopus Library
Balance Sheet
As of March 31, 2022

	Mar 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Checking/Savings	
A0200 Cash Operating Fund	
2020 Bank of GC Checking 6086	557,774.82
Bank of GC 6094 Board - Restr	89,828.43
Total A0200 Cash Operating Fund	647,603.25
A0210 Petty Cash	150.00
Total Checking/Savings	647,753.25
Total Checking/Savings	647,753.25
Accounts Receivable	
A0380 Accounts Receivable	3,481.00
Total Accounts Receivable	3,481.00
Other Current Assets	
A0220 Savings Bond	2,183.92
A0391 Due From Other Funds	351.46
T0230.5 Hickey Fund	10,068.46
Total Other Current Assets	12,603.84
Total Current Assets	663,838.09
Fixed Assets	
K0100 Collection	560,633.00
K0101 Land	685,493.20
K0104 Equipment	104,169.11
K0158 Investm't Gen Fixed Ast	-1,350,295.31
Total Fixed Assets	0.00
TOTAL ASSETS	663,838.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
A0601 Accrued Liabilities	
A0601.2 Payroll Liabilities	
A0601.5 Pension	162.06
Total A0601.2 Payroll Liabilities	162.06
Total A0601 Accrued Liabilities	162.06
T0630 Due to Other Funds	351.46
Total Other Current Liabilities	513.52
Total Current Liabilities	513.52
Long Term Liabilities	
W0125 Amt for Ret.LongTermDebt	-57,286.00
W0637 Due to NYS Retirement	25,778.00
W0687 LT Compensated Absences	25,066.00
Total Long Term Liabilities	-6,442.00
Total Liabilities	-5,928.48
Equity	
A0909.1 Reserve for Cap Project	5,020.33
A899 Other Restricted Fund Bala	3,000.00
Board-Restricted Reservec (6094	89,480.39
Retained Earnings	183,482.76

Town of Esopus Library
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
T0909 Fund Balance	
T0909.1 Hickey Fund A	<u>10,000.00</u>
Total T0909 Fund Balance	10,000.00
Net Income	<u>378,783.09</u>
Total Equity	<u>669,766.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>663,838.09</u></u>

Town of Esopus Library

Profit & Loss Budget vs. Actual

March 2022 & January - March 2022

	<u>March 22</u>	<u>% of Budget</u>	<u>Jan-Mar 22</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Income					
A1001 Town Tax Appropriation	0.00	0.0%	408,790.00	408,790.00	100.0%
A1003 Foundation	0.00	0.0%	48,380.00	48,380.00	100.0%
A1004 Pilot	0.00	0.0%	3,481.00	3,849.00	90.44%
A2082 Library Charges					
A2082.1 Fax	24.10		83.65		
A2082.2 Fines	107.27		378.02		
A2082.3 Copier	162.66		313.66		
A2082.7 Lost Items	4.00		64.24		
A2082 Library Charges - Other	0.00	0.0%	0.00	6,000.00	0.0%
Total A2082 Library Charges	298.03	4.97%	839.57	6,000.00	13.99%
A2401 Interest & Earnings					
A2401 Interest BR Account	0.76		2.21		
A2401 Interest Checking Acct	48.15		101.28		
A2401 Interest & Earnings - Other	0.00	0.0%	0.00	4,000.00	0.0%
Total A2401 Interest & Earnings	48.91	1.22%	103.49	4,000.00	2.59%
A2705 Gifts & Donations					
A2705 General Fund	1.95		1,702.51		
A2705 Programs - Flag Fund	0.00		100.00		
A2705 Gifts & Donations - Other	0.00	0.0%	0.00	8,000.00	0.0%
Total A2705 Gifts & Donations	1.95	0.02%	1,802.51	8,000.00	22.53%
A3800 Grants	0.00	0.0%	0.00	4,000.00	0.0%
A3840 State Aid	258.20	2.87%	258.20	9,000.00	2.87%
Total Income	607.09	0.12%	463,654.77	492,019.00	94.24%
Expense					
A7410.12.01 Staff					
1 Gross Wages	0.00	0.0%	0.00	0.00	0.0%
1 Wages - Certified Lib					
A7410.141 Director	6,485.38	7.69%	19,456.14	84,310.00	23.08%
A7410.141 Director - Assistant	0.00	0.0%	0.00	56,823.00	0.0%
Total 1 Wages - Certified Lib	6,485.38	4.6%	19,456.14	141,133.00	13.79%
2 Wages - Other Staff					
2 Wages - Other Staff - Other	8,457.15	6.74%	26,092.98	125,508.00	20.79%
Total 2 Wages - Other Staff	8,457.15	6.74%	26,092.98	125,508.00	20.79%
4 Employee Benefits					
A7410.800 Health & Maj. Med.	1,515.66	2.53%	1,539.94	60,000.00	2.57%
A7410.800 Payroll Expense					
A7410.800 Disability Ins.	0.00	0.0%	1,243.97	750.00	165.86%
A7410.800 Medicare	212.36	5.49%	647.52	3,866.00	16.75%
A7410.800 Social Security	907.97	5.49%	2,768.65	16,532.00	16.75%
A7410.800 Unemployment Ins.	177.59	9.35%	799.95	1,900.00	42.1%
A7410.800 Workers' Comp.	-246.00	-12.3%	1,717.00	2,000.00	85.85%
Total A7410.800 Payroll Expense	1,051.92	4.2%	7,177.09	25,048.00	28.65%
A7410.800 State Retirement	0.00	0.0%	0.00	27,200.00	0.0%
Total 4 Employee Benefits	2,567.58	2.29%	8,717.03	112,248.00	7.77%
Total A7410.12.01 Staff	17,510.11	4.62%	54,266.15	378,889.00	14.32%

Town of Esopus Library

Profit & Loss Budget vs. Actual

March 2022 & January - March 2022

	<u>March 22</u>	<u>% of Budget</u>	<u>Jan-Mar 22</u>	<u>Budget</u>	<u>% of Budget</u>
A7410.23 Equipment					
A7410.232 Electronic Services					
A7410.232 Equipment Repair	0.00	0.0%	0.00	400.00	0.0%
A7410.232 Hardware	0.00	0.0%	0.00	2,300.00	0.0%
A7410.232 New Computers	0.00	0.0%	6,659.96	2,000.00	333.0%
A7410.232 Software	168.00	10.5%	168.00	1,600.00	10.5%
Total A7410.232 Electronic Services	<u>168.00</u>	<u>2.67%</u>	<u>6,827.96</u>	<u>6,300.00</u>	<u>108.38%</u>
A7410.2439 Printer/Copier	244.65	6.99%	489.30	3,500.00	13.98%
Total A7410.23 Equipment	<u>412.65</u>	<u>4.21%</u>	<u>7,317.26</u>	<u>9,800.00</u>	<u>74.67%</u>
A7410.24 Bank Fees	-6.47	100.0%	0.00	0.00	0.0%
A7410.412.06 Collection					
6 Print Material - Books					
A7410.410 Adult Fiction	142.14	4.9%	335.69	2,900.00	11.58%
A7410.410 Adult Large Print	106.44	13.31%	232.80	800.00	29.1%
A7410.410 Adult Non-Fiction	224.96	10.97%	315.33	2,050.00	15.38%
A7410.410 Juvenile Fiction	49.14	5.46%	87.05	900.00	9.67%
A7410.410 Juvenile Non-Fiction	156.64	62.66%	156.64	250.00	62.66%
A7410.410 Young Adult Fiction	33.16	6.03%	43.05	550.00	7.83%
A7410.410 Young Adult Non-Ficti	16.78	6.71%	16.78	250.00	6.71%
Total 6 Print Material - Books	<u>729.26</u>	<u>9.47%</u>	<u>1,187.34</u>	<u>7,700.00</u>	<u>15.42%</u>
6 Print Material - Serials					
A7410.413 Magazines	0.00	0.0%	188.00	900.00	20.89%
A7410.413 Newspapers	80.00	3.48%	597.00	2,300.00	25.96%
Total 6 Print Material - Serials	<u>80.00</u>	<u>2.5%</u>	<u>785.00</u>	<u>3,200.00</u>	<u>24.53%</u>
7 Electronic Material					
A7410.412 Adult Books - CD	86.35	6.17%	86.35	1,400.00	6.17%
A7410.412 Adult Books - E-books	0.00	0.0%	0.00	1,300.00	0.0%
A7410.412 Adult DVD	39.73	2.48%	391.72	1,600.00	24.48%
A7410.412 Adult Music - CD	40.99	13.66%	108.94	300.00	36.31%
A7410.412 E-Content	330.20	8.58%	725.68	3,850.00	18.85%
A7410.412 Family DVD	0.00	0.0%	55.10	700.00	7.87%
A7410.412 Juvenile Books - CD	0.00	0.0%	55.10	350.00	15.74%
Total 7 Electronic Material	<u>497.27</u>	<u>5.23%</u>	<u>1,422.89</u>	<u>9,500.00</u>	<u>14.98%</u>
Total A7410.412.06 Collection	<u>1,306.53</u>	<u>6.41%</u>	<u>3,395.23</u>	<u>20,400.00</u>	<u>16.64%</u>
A7410.413 Operation & Maint					
16 Oper/Maint - non-repair					
A7410.452 AnnOperPermit	0.00	0.0%	0.00	100.00	0.0%
A7410.452 Clean WIndows	0.00	0.0%	0.00	500.00	0.0%
A7410.452 Clean. Carpet/Floor	0.00	0.0%	0.00	900.00	0.0%
A7410.452 Cleaning Services	63.00	2.1%	957.00	3,000.00	31.9%
A7410.452 Custodial Supplies	0.00	0.0%	161.89	750.00	21.59%
A7410.452 Elevator	687.66	25.47%	1,375.32	2,700.00	50.94%
A7410.452 Grounds					
A7410.452 Mowing	0.00	0.0%	0.00	3,450.00	0.0%
A7410.452 Snow Removal	0.00	0.0%	1,260.00	2,600.00	48.46%
Other Grounds	0.00	0.0%	0.00	400.00	0.0%
Total A7410.452 Grounds	<u>0.00</u>	<u>0.0%</u>	<u>1,260.00</u>	<u>6,450.00</u>	<u>19.54%</u>

Town of Esopus Library Profit & Loss Budget vs. Actual March 2022 & January - March 2022

	March 22	% of Budget	Jan-Mar 22	Budget	% of Budget
A7410.452 HVAC Maint	0.00	0.0%	0.00	3,000.00	0.0%
A7410.452 Other Maintenance	0.00	0.0%	90.00	5,000.00	1.8%
A7410.452 Property Insurance	0.00	0.0%	7,180.74	11,000.00	65.28%
A7410.452 Security System	0.00	0.0%	218.00	1,500.00	14.53%
A7410.452 Trash	101.18	8.09%	303.54	1,250.00	24.28%
A7410.452 Utilities					
A7410.452 Electric	0.00	0.0%	0.00	7,000.00	0.0%
A7410.452 Water & Sewer	33.50	5.58%	59.00	600.00	9.83%
A7410.452 Utilities - Other	0.00	0.0%	0.00	0.00	0.0%
Total A7410.452 Utilities	33.50	0.44%	59.00	7,600.00	0.78%
A7410.452 Walls/Painting	0.00	0.0%	0.00	1,000.00	0.0%
Total 16 Oper/Maint - non-repair	885.34	1.98%	11,605.49	44,750.00	25.93%
A7410.413 Operation & Maint - Other	0.00	0.0%	0.00	0.00	0.0%
Total A7410.413 Operation & Maint	885.34	1.98%	11,605.49	44,750.00	25.93%
A7410.418 Office & Library Supp					
A7410.430 Copier Paper	196.44	49.11%	196.44	400.00	49.11%
A7410.430 Library Supplies	194.93	11.47%	229.86	1,700.00	13.52%
A7410.430 Office Supplies	311.28	23.95%	635.39	1,300.00	48.88%
A7410.430 Office Travel	58.24	19.41%	58.24	300.00	19.41%
Total A7410.418 Office & Library Supp	760.89	20.57%	1,119.93	3,700.00	30.27%
A7410.419 Telecommunications					
A7410.419 Internet	249.99	7.81%	749.97	3,200.00	23.44%
A7410.419 Telephone					
A7410.4311 Long Distance	1.74		3.14		
A7410.419 Telephone	124.45	6.91%	375.15	1,800.00	20.84%
Total A7410.419 Telephone	126.19	7.01%	378.29	1,800.00	21.02%
Total A7410.419 Telecommunications	376.18	7.52%	1,128.26	5,000.00	22.57%
A7410.422 & 424 Programming					
Adult Programs	250.00		250.00		
Childrens Programs	-2.38		138.83		
Outreach	0.00	0.0%	0.00	400.00	0.0%
A7410.422 & 424 Programming - Other	0.00	0.0%	0.00	6,765.00	0.0%
Total A7410.422 & 424 Programming	247.62	3.46%	388.83	7,165.00	5.43%
A7410.424 Publicity & Printing	0.00	0.0%	0.00	500.00	0.0%
A7410.433 Postage					
A7410.433 Stamps/Regular Mail	0.00	0.0%	71.88	270.00	26.62%
Total A7410.433 Postage	0.00	0.0%	71.88	270.00	26.62%
A7410.436 MHLS					
General Assessment Fee	0.00	0.0%	2,558.65	12,475.00	20.51%
A7410.436 MHLS - Other	0.00	0.0%	1,561.00	0.00	100.0%
Total A7410.436 MHLS	0.00	0.0%	4,119.65	12,475.00	33.02%

Town of Esopus Library Profit & Loss Budget vs. Actual March 2022 & January - March 2022

	<u>March 22</u>	<u>% of Budget</u>	<u>Jan-Mar 22</u>	<u>Budget</u>	<u>% of Budget</u>
A7410.437 Professional Expense					
A7410.437 Classes/Workshops	0.00	0.0%	0.00	400.00	0.0%
A7410.437 Membership Fees	0.00	0.0%	125.00	630.00	19.84%
A7410.437 Professional Fees					
A7410.437 Accountant	450.00	8.33%	1,350.00	5,400.00	25.0%
A7410.437 Audit	0.00	0.0%	0.00	7,500.00	0.0%
A7410.437 Election Inspectors	0.00	0.0%	0.00	340.00	0.0%
A7410.437 Legal Fees	0.00	0.0%	0.00	1,000.00	0.0%
A7410.437 Professional Travel	0.00	0.0%	0.00	250.00	0.0%
Total A7410.437 Professional Fees	<u>450.00</u>	<u>3.11%</u>	<u>1,350.00</u>	<u>14,490.00</u>	<u>9.32%</u>
A7410.437 Training Education					
A7410.437 Training Travel (Q24)	0.00	0.0%	0.00	600.00	0.0%
Total A7410.437 Training Education	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>600.00</u>	<u>0.0%</u>
Total A7410.437 Professional Expense	<u>450.00</u>	<u>2.79%</u>	<u>1,475.00</u>	<u>16,120.00</u>	<u>9.15%</u>
Total Expense	<u>21,942.85</u>	<u>4.4%</u>	<u>84,887.68</u>	<u>499,069.00</u>	<u>17.01%</u>
Net Ordinary Income	-21,335.76	302.64%	378,767.09	-7,050.00	-5,372.58%
Other Income/Expense					
Other Income					
A9850 Friends Income Exch.	332.06		595.81		
Total Other Income	<u>332.06</u>		<u>595.81</u>		
Other Expense					
A9855 Friends Exp. Exchange	455.81		579.81		
Total Other Expense	<u>455.81</u>		<u>579.81</u>		
Net Other Income	<u>-123.75</u>		<u>16.00</u>		
Budget Surplus from Prior Years	0.00	0.0%	0.00	7,050.00	0.0%
Net Income	<u><u>-21,459.51</u></u>	<u><u>100.0%</u></u>	<u><u>378,783.09</u></u>	<u><u>0.00</u></u>	<u><u>100.0%</u></u>

**Town of Esopus Library
Payroll Journal Entries
March 2022**

Date	Num	Memo	Account	Debit	Credit
03/02/2022	03-04-22 PR	FICA taxes - employer	A7410.800 Social Security	463.84	
		Medicare taxes - employer	A7410.800 Medicare	108.47	
		-MULTIPLE-	A7410.800 Unemployment Ins.	92.13	
		Wages - Director	A7410.141 Director	3,242.69	
		Wages - Other Staff	2 Wages - Other Staff	4,387.53	
		Tax liability pmt - employer/tax liability pmt - empl...	2020 Bank of GC Checking 6086		8,060.85
		-MULTIPLE-	A7410.800 Health & Maj. Med.		148.91
		Pension (401K in surepay)	A0601.5 Pension		84.90
					8,294.66
03/07/2022	EFT RE	NYS Retirement	A0601.5 Pension	173.54	
		NYS Retirement	2020 Bank of GC Checking 6086		173.54
					173.54
03/18/2022	03-18-22 PR	FICA taxes - employer	A7410.800 Social Security	444.13	
		Medicare taxes - employer	A7410.800 Medicare	103.89	
		-MULTIPLE-	A7410.800 Unemployment Ins.	85.46	
		Wages - Director	A7410.141 Director	3,242.69	
		Wages - Other Staff	2 Wages - Other Staff	4,069.62	
		Tax liability pmt - employer/tax liability pmt - empl...	2020 Bank of GC Checking 6086		7,719.72
		-MULTIPLE-	A7410.800 Health & Maj. Med.		148.91
		Pension (401K in surepay)	A0601.5 Pension		77.16
					7,945.79
TOTAL			16,413.99	16,413.99	

Town of Esopus Library
April Board of Trustees Meeting
Tuesday, April 26, 2022

Agenda

Call to order	Jim Fitzmorris
Approval of February Board Meeting Minutes	
Public Comment	Public
Treasurer's Report/Finance Committee	Reggie Heffernan
Director's Report	Brooke Dittmar
Friends	Susan Leiching

Committees

1. Buildings and Grounds – Jim Fitzmorris
2. Governance and Personnel – Susan Leiching
3. Sustainability, Research and Development – Don Carragher

Discuss if future Board Meetings will be in person or virtual.

Adjournment

Resolutions:

2022-14 – Payment of March Claims

2022-16 -- Exceed Tax Cap in 2023

2022-17 – Wireless Policy Update

2022-18 – Collection Development and Weeding Policy Update

2022-19 – Organizational Values Policy Update

2022-20 – Acceptance of Entry Level Wages

Town of Esopus Library
April Board of Trustees Meeting
Tuesday, April 26, 2022

Agenda

Call to order	Jim Fitzmorris
Approval of March Board Meeting Minutes	
Public Comment	Public
Treasurer's Report/Finance Committee	Reggie Heffernan
Director's Report	Brooke Dittmar
Friends	Susan Leiching

Committees

1. Buildings and Grounds – Jim Fitzmorris
2. Governance and Personnel – Susan Leiching
3. Sustainability, Research and Development – Don Carragher

Discuss if future Board Meetings will be in person or virtual.

Adjournment

Resolutions:

2022-14 – Payment of March Claims

2022-16 -- Exceed Tax Cap in 2023

2022-17 – Wireless Policy Update

2022-18 – Collection Development and Weeding Policy Update

2022-19 – Organizational Values Policy Update

2022-20 – Acceptance of Entry Level Wages

Town of Esopus Library
April Board of Trustees Meeting
Tuesday, April 26, 2022

Agenda

Call to order	Jim Fitzmorris
Approval of February Board Meeting Minutes	
Public Comment	Public
Treasurer's Report/Finance Committee	Reggie Heffernan
Director's Report	Brooke Dittmar
Friends	Susan Leiching

Committees

1. Buildings and Grounds – Jim Fitzmorris
2. Governance and Personnel – Susan Leiching
3. Sustainability, Research and Development – Don Carragher

Discuss if future Board Meetings will be in person or virtual.

Adjournment

Resolutions:

2022-14 – Payment of March Claims

2022-15 – Approval of 2023 Budget

2022-16 -- Exceed Tax Cap in 2023

2022-17 – Wireless Policy Update

2022-18 – Collection Development and Weeding Policy Update

2022-19 – Organizational Values Policy Update

2022-20 – Acceptance of Entry Level Wages

TOWN OF ESOPUS LIBRARY BOARD OF TRUSTEES MEETING MINUTES March 22, 2022

Board Members Present: Jim Fitzmorris, Reggie Heffernan, Nancy Beranek, Don Carragher, Laura Lauria, Susan Leiching and Shannon Harris

Board Members Excused:

Board Members Absent:

Staff Present: Brooke Dittmar, Mary Garraty

I. CALL TO ORDER –

The meeting of the Town of Esopus Library Board of Trustees was called to order by President Jim Fitzmorris at 6:07 pm via Zoom.

II. APPROVAL OF MEETING MINUTES

Written minutes for February monthly Board meeting held on February 22, 2022 were submitted and open for review.

- A motion to accept the minutes of the February Board Meeting, held on February 22nd, was made by Don Carragher and seconded by Shannon Harris.
AYE: 7; NO: 0; ABSTAIN: 0
Board Members Excused:
Board Members Absent:

III. TREASURER'S REPORT/FINANCE – Reggie Heffernan

Written report was submitted. Reggie reviewed the Finance committee meeting minutes as well as the resolution for payment of claims. The Committee noted that it would be beneficial to have a future assistant director with an understanding and knowledge of Quick Books.

- **Resolution #10 of 2022 (Payment of February Claims):** The Board of Trustees of the Town of Esopus Library accepts and approves the payment of claims from February 1, 2022 to February 28, 2022 for items in the amount of \$8,427.45. A motion to accept the resolution was made by Susan Leiching and seconded by Don Carragher.
AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:
- **Resolution #12 of 2022 (Tax Cap Override for 2022):** The Board of Trustees of the Town of Esopus Library approves exceeding the tax levy limit for 2022. A motion to accept the resolution was made by Nancy Beranek and seconded by Don Carragher.
AYES: 7; NAYS: 0; ABSTENTIONS: 0
Board Members Excused:
Board Members Absent:

IV. DIRECTOR'S REPORT – Brooke Dittmar, Director

Written report submitted. Brooke announced that the library will start being open on Saturdays as of April 2nd (10am - 2pm). We received funds to provide exterior Wifi routers which will extend our Wifi signal outside. Mid-Hudson Library will install it and manage it. Brooke submitted the Annual Report to NYS. The library has received four new patron laptops. The process for patron use is still being defined. Don asked if there was insurance on these laptops in case they are damaged or stolen. Brooke will check on how other libraries handle this process. We also have new desktop computers. The new desktop computers have been installed in the staff work area as well as in the patron use area. Brooke will also investigate being able to turn off the patron borrowed laptops and hotspots remotely if these items are not returned on time. The signup for the community garden has begun. Brooke reminded the Trustees that they can make an appointment for a one-hour session offering assistance with devices and programs.

V. FRIENDS -- Susan Leiching

Susan reported that the Friends recently had a meeting. The Friends are providing coupons to the Town of Esopus/ Esopus Library Easter egg hunt. Susan also mentioned that Earth Day is April 23rd. There will be an event at the Town of Esopus Town Hall to celebrate Earth Day and the Friends and the Library will have a booth there. The book sale will take place on September 24th and 25th this year. This year is also the 100 year anniversary for the library.

VI. COMMITTEE REPORTS

- **Buildings and Grounds** – Don Carragher

Written report submitted. Don reviewed the committee meeting minutes. Don is asking that all the trustees review the Facility Plan. The Facility Plan is reviewed each year. The priorities of the facility plan must match the grant. Shannon took pictures of the generator at the Town of Esopus Town Hall. Don left a message with Arace Electric regarding a generator for the library. Mold in the ceiling of the server room continues. The cleaner agreed to remove and dispose of the moldy tiles and wash down the walls.

- **Governance and Personnel** – Nancy Beranek

Written report submitted. Nancy reviewed the committee meeting minutes. The committee recently reviewed the Pandemic Policy. The committee will review the Organizational Values Policy. This is also known as the Core Values Statement. (It was noted that this will go behind the Mission and Vision Statements). The committee also updated the Responsibility of the Library Director.

- **Resolution #11 of 2022 (Responsibilities of Director Update):** The Board of Trustees of the Town of Esopus Library accepts the changes to the Responsibilities of Library Director. A motion to accept the resolution after noted changes were done was made by Susan Leiching and seconded by Reggie Heffernan.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused:
Board Members Absent:

- **Sustainability, Research and Development** - Don Carragher
Don reviewed the meeting minutes. There were several emails recently regarding available grants, webinars and the grants process. Don shared a notice from NYSERDA (NY State Energy Research and Development Agency) about continuing efforts for led lights in the parking lot. With folks using our Wi-Fi in the parking lot, it would be good to have extra lights. Nancy noted that there is a webinar for March 24th with a topic of funding for resilience efforts. Shannon has been researching the generator at the Town of Esopus Town Hall as a basis for what will be needed for a generator for the library.

Susan had an email from MHLS regarding climate resilience hubs and mentioned that she plans to participate in this session.

President Jim Fitzmorris presented the following resolution:

- **Resolution #13 of 2022 (Annual Report to NYS):** The Board of Trustees of the Town of Esopus Library has reviewed and accepted the 2021 Annual Report to the State Library. A motion to accept the report was made by Don Carragher and seconded by Shannon Harris.
AYES: 7; NAYS: 0; ABSTENTIONS:
Board Members Excused:
Board Members Absent:

VII. ADJOURNMENT

There being no further business or discussion, Susan Leiching made a motion to adjourn and it was seconded by Nancy Beranek. The meeting was adjourned at 6:59 p.m.

AYES: 7; NAYS: 0; ABSTENTIONS: 0

Board Members Excused:

Board Members Absent:

Prepared by Mary Garraty, Secretary to the Town of Esopus Library Board of Trustees

Buildings & Grounds
Committee Meeting
April 11, 2022

Attendees: Don Carragher, Brooke Dittmar, Jim Fitzmorris
Absent: Shannon Harris

The committee discussed assessing the health of the library's pond, i.e. clearing out mud and debris from the bottom as well as the filter.

Don will follow up with library's neighbor regarding a property survey recently done by the neighbor.

Other discussion topics:

- Replacing our present security system
- Does higher monetary value of digitized electronic library material increase security risk?
- Pro's/cons of using unappropriated funds to pay for library projects
- Erratic Central Hudson utility charges
- Jim will shore up deck beams and planks; Jim will contact Agape re: Bridge Construction quote
- Don will contact Arace re: Electrical matters
- Increased focus on August '22 construction grant deadline vis-a-vis B&G projects
- Clearing vines and branches before heavy leaf-out begins

Next meeting will be May 9 @ 4:00pm.

Respectfully submitted by
Jim Fitzmorris, Chairperson

**Town of Esopus Library
Finance Committee Minutes
April 22, 2022 on zoom)**

Attendance: Susan Leiching, Reggie Heffernan, Brooke Dittmar

A zoom meeting of the finance committee occurred on Friday 4/22 at 10:15 to review the proposed 2023 budget developed by the director. The original budget included a 2.7% tax appropriation increase over the 2022 budget and a 2.7% raise for the director. After discussion it was agreed that given the current economic times the tax appropriation increase and director's salary increase should be limited to 2%. This would necessitate an increase in our use of our large fund balance from \$20,000 to \$22,226. The director will make the changes and provide copies to the entire board.

Respectfully submitted,

Reggie Heffernan, Acting co-treasurer

**Town of Esopus Library
Finance Committee Minutes
April 14, 2022**

Attendance: Susan Leiching, Reggie Heffernan, Brooke Dittmar

The committee began the meeting at 4 pm.

The committee reviewed the current position titles and entry level wages and proposed entry level wages for the next fiscal year assuming a 5.6% rate of increase (with the exception of a new director at 3.5%). We also added notation to allow for an additional \$0.25/hour/year of applicable experience up to a maximum of \$2.50/hour at the discretion of the director. Some time was spent discussing the differences between the job titles and the need for civil service tests. It was also noted that the title of story teller should probably be removed from the position title list.

The payment of claims for \$ 6246.22 was reviewed by the Finance committee and a resolution for approval by the Board of Trustees will be presented to the Board at the April 26th meeting.

Brooke is going to forward a copy of the proposed budget for the upcoming year so we can review it before it is presented to the entire board at the April 26 meeting

The committee adjourned at 5:45.

Respectfully submitted,

Reggie Heffernan, Acting co-treasurer

**Next Meeting
Thursday, May 12, 2022
4 pm**

**Town of Esopus Library
Governance and Personnel Committee**

**April 12, 2022
(2nd Tuesday, @ 4pm)**

Attendance: Susan Leiching, Brooke Dittmar, Nancy Beranek
Excused: Jim Fitzmorris

The meeting was called to order at 4:05 PM

1. Reviewed the organizational policy. After discussion will rename the Core Values and move to the section of the manual that contains the mission and vision statements. The Core Values will follow the vision statement.
2. Reviewed the wireless policy and the collection and weeding policy. Susan will send the changes to the committee members for review prior to the board meeting.

Meeting adjourned at 5:15 pm

Respectfully submitted,
Susan Leiching, Chairperson

**Next meeting is May 9, 2022
4:00 PM**

Town of Esopus Library

Sustainability, Research and Development

April 13, 2022 4pm Zoom

Attending: Reggie Heffernan, Nancy Beranek, Brooke Dittmar and Donald Carragher.

Excused: Laura Lauria.

Nancy began with describing the requests for paving bids. All companies have not responded yet.

Reggie and Brooke met with Solar Alchemy (Evan) at the library and he did a brief examination our equipment. He will return with additional staff to examine the solar panels on the roof. He will then prepare a report and make a proposal, if updating the solar array is needed, after we have efficiency data. Brooke provided the Central Hudson account info and written permission for his company to inquire on our behalf about historical and current readings on what we are getting credits for. Central Hudson was unable to provide this information. Brooke will follow up with Central Hudson, to further attempt to get the information we want. Central Hudson was able to tell us that our system is connected to the power grid. Evan was able to access information on our inverter about our total output since the panels were put in. He will look further into the information provided on the inverter.

There is an Emergency Connectivity Fund that reimburses for items we have purchased in order to help community members connect to the internet. We are exploring its application. There is also Ulster County Resilience funding for helping the community to stay resilient, or sustainable. We are looking into this. There is a webinar on the 19th for funding training. The link has been shared.

Trustee training for all board members, including funding, is being scheduled in the coming weeks. We are encouraged to complete this. Brooke said that Casey from MHLS can help us decide what projects can be included together for a construction grant proposal.

Lime Energy is a contractor doing lighting work at Riverside and they may be helpful for our effort to add/replace LED pole lighting outdoors. This is the same company that put in our LED light fixtures and bulbs last year. They were partnered with Central Hudson for reduced rates.

Brooke specifically asked the members to list all the new and old work we have discussed and get it to her so as to frame our ideas when she speaks to Casey about the construction grant proposal.

Meeting closed @5pm.

Submitted by Don Carragher

Income

Tax Appropriation	\$416,966
PILOT	\$3,480
Library charges	\$5,000
Gift & Donations	\$12,000
Foundation	\$53,193
Grants/ Fund Raising	\$4,000
State Aid	\$9,500
Dividends/Earnings	\$4,500
Fund Balance	<u>\$22,226</u>
Total Income	\$530,865

Expenses (Summary)

Employee Expenses	
Wages	\$300,837
Payroll Expenses	\$57,014
Medical	<u>\$57,000</u>
	\$414,851
Collection Development	
Books	\$7,300
Recordings	\$11,300
Serials	<u>\$2,900</u>
	\$21,500
Professional Expenses	
Professional Services Fees	\$16,300
MHLS	\$12,485
Professional Development	<u>\$1,350</u>
	\$30,135
Facilities Expenses	
Utilities	\$14,000
Building Maintenance	<u>\$32,850</u>
	\$46,850
Office Expenses	\$3,900
Information Technology	\$8,100
Programming and Outreach	<u>\$5,529</u>
	\$17,529

Total Expenses	\$530,865
-----------------------	-----------

Detailed Expenses

Employee Expenses

Wages	Current wages		2023
Director - full-time		BD Salary	2.0% \$85,996
Assistant Director		New 40 hrs/wk	All Others- 5.6% \$28.80 \$59,904
Lib. Ass't		New 25 hrs/wk	\$16.45 \$21,385
Clerk		New 15 hrs/wk	\$15.06 \$11,747
Clerk, Office		DM 25 hrs/wk	\$15.06 \$18,795
Adult and Teen Programmer		EP 29 hrs/wk	\$17.67 \$27,565
Children's Programmer		SP 37 hrs/wk	\$17.67 \$33,997
Clerk, Circ		BW 25 hrs	\$15.06 \$19,578
Board Secretary		MG-1 10 hrs/mo	\$17.29 \$2,075
Clerk, Circ		MG-2 24 hrs/wk	\$15.06 \$18,795
Wage Contingency			\$1,000
Total Wages			\$300,837

Payroll Expenses

Social Security	\$18,652
Medicare	\$4,362
State Unemploy	\$2,500
State Retirement	\$28,100
Workman's Comp	\$2,100
NYS Disability	\$1,300
Total Payroll Expenses	\$57,014

Health & Major Med	\$57,000
Total Employee Expenses	\$414,851

Collection Development

Print Books

Adult Fiction	\$2,800
Adult Non-fiction	\$2,000
Juvenile Fiction	\$600
Juvenile Non-Fiction	\$250
Young Adult Fiction	\$500
Young Adult Non-Fiction	\$250
Large print	\$900

Total Print Books \$7,300

Recordings

Adult Books	\$1,400
Adult Movies	\$1,400
Adult Music	\$300
Juvenile Books	\$400
Family/Juv Movies	\$700
Electronic books	\$2,100
E-Content	\$5,000

Total Recordings \$11,300

Serials

Newspapers	\$2,000
Magazines	\$900

Total Serials \$2,900

Total Collection Development \$21,500

Programming and Outreach

Programming	\$5,129
Outreach	\$400

Total Programming and Outreach \$5,529

Information Technology

Software	\$1,600
Hardware	\$1,000
New Computers	\$2,000
Copier	\$3,100
Equipment Repair	\$400

Total Information Technology \$8,100

Professional Expenses

Professional Fees

Legal	\$1,000
Accountant	\$6,000
Election Inspectors	\$350
Professional Travel	\$250
Audit	\$7,500
Employ Pract Liability Insur	\$1,200
Total Professional Fees	\$16,300

Mid-Hudson Library System

Circulation charges	\$3,800
MHLS License	\$2,900
System Fee/ILL	\$4,200
IT Consulting	\$1,585
Total Mid-Hudson Library Syst	\$12,485

Professional Development

Class/Wrkshp/Confs	\$300
Training Travel	\$300
Professional Memberships	\$750
Total Professional Development	\$1,350

Total Professional Expenses \$30,135

Facilities Expenses**Utilities**

Cable/Internet	\$3,300
Electricity	\$7,000
Water/Sewer	\$600
Telephone	\$1,800
Trash	\$1,300
Total Utilities	\$14,000

Building Maintenance/Expenses

Custodial Supplies	\$1,000
Security System	\$1,500
Grounds: Snow	\$2,600
Grounds: Mow/Weeding	\$3,000
Grounds: Other	\$500
Cleaning	\$3,200
Maintenance	\$4,000
Carpet/Floors	\$900
Walls/Painting	\$700
Elevator	\$2,700
HVAC	\$2,000
Ann Op Permit	\$150

Windows	\$400
Furniture and Fixtures- Inside	\$200
Furniture- Outside	\$0
Property Insurance	\$10,000
Totl Building Maint/Expenses	<u>\$32,850</u>
Total Facilities Expenses	\$46,850
Office Expenses	
Office Supplies	
Library Supplies	\$1,200
Office Supplies	\$1,300
Postage	\$300
Copier Paper	\$400
Total Office Supplies	<u>\$3,200</u>
Publicity	\$500
Office Travel	<u>\$200</u>
Total Office Expenses	\$3,900
Total Expenses	\$530,865

2:53 PM

04/07/22

Accrual Basis

Town of Esopus Library
Check Listing
As of March 31, 2022

Type	Date	Num	Name	Memo	Clr	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	03/10/2022	3542	Friends of the Town of Esopus Library	V22-0063 EXCH	X	A9855 Friends Exp. Exchange	123.75
Check	03/10/2022	3525	Midwest Tape	V22-0065	X	-SPLIT-	36.48
Check	03/10/2022	3526	Ingram Library Services	V22-0066	X	-SPLIT-	152.33
Check	03/10/2022	3527	Ingram Library Services	V22-0067	X	-SPLIT-	113.94
Check	03/10/2022	3528	Midwest Tape	V22-0068	X	A7410.412 Adult DVD	17.24
Check	03/10/2022	3529	Brooke Diltmar	V22-0069	X	A7410.800 Health & Maj. Med.	661.99
Check	03/10/2022	3541	Friends of the Town of Esopus Library	V22-0070 EXCH	X	A9855 Friends Exp. Exchange	161.75
Check	03/10/2022	3530	National Business Leasing	V22-0071	X	A7410.2439 Printer/Copier	244.65
Check	03/10/2022	3531	Binnewater Ice Co.	V22-0072	X	A7410.452 Water & Sewer	33.50
Check	03/10/2022	3532	Royal Carting Service Co	V22-0073	X	A7410.452 Trash	101.18
Check	03/10/2022	3533	Shamrock Cleaners	V22-0074	X	A7410.452 Cleaning Services	63.00
Check	03/10/2022	3534	Midwest Tape - Hoopla	V22-0075	X	A7410.412 E-Content	330.20
Check	03/10/2022	3535	Pauling Library	V22-0076	X	A7410.410 Adult Large Print	15.00
Check	03/10/2022	3536	Christopher J. O'Connor CPA	V22-0077	X	A7410.437 Accountant	450.00
Check	03/10/2022	3537	Amazon	V22-0078	X	A7410.430 Library Supplies	59.96
Check	03/10/2022	3538	The New York Times	V22-0079	X	A7410.413 Newspapers	80.00
Check	03/10/2022	3539	Delta Dental	V22-0080	X	A7410.800 Health & Maj. Med.	133.40
Check	03/10/2022	3540	Spectrum Business	V22-0081	X	A7410.419 Internet	249.99
Check	03/23/2022	3544	Brodart	V22-0082	X	-SPLIT-	222.22
Check	03/23/2022	3545	Brodart	V22-0083	X	-SPLIT-	294.00
Check	03/23/2022	3546	Demco	V22-0084	X	A7410.430 Library Supplies	100.72
Check	03/23/2022	3547	Visa	V22-0085	X	-SPLIT-	159.15
Check	03/23/2022	3548	Ingram Library Services	V22-0086	X	-SPLIT-	79.37
Check	03/23/2022	3549	Kathleen Foley	V22-0087	X	Adult Programs	150.00
Check	03/23/2022	3550	Dan Poblocki	V22-0088	X	Adult Programs	100.00
Check	03/23/2022	3551	Verizon Business	V22-0089	X	A7410.4311 Long Distance	1.74
Check	03/23/2022	3552	Friends of the Town of Esopus Library	V22-0090 EXCH	X	A9855 Friends Exp. Exchange	170.31
Check	03/23/2022	3553	Office Depot	V22-0091	X	-SPLIT-	507.72
Check	03/23/2022	3554	Shannon Powell	V22-0092	X	A7410.430 Office Travel	58.24
Check	03/23/2022	3555	Verizon	V22-0093	X	A7410.419 Telephone	124.45
Check	03/23/2022	3556	MVP Healthcare, Inc.	V22-0094	X	A7410.800 Health & Maj. Med.	857.32
Check	03/23/2022	3557	Easton VSP, Inc.	V22-0095	X	A7410.800 Health & Maj. Med.	101.76
Check	03/23/2022	3558	Otis Elevator Company	V22-0096	X	A7410.452 Elevator	687.66
Check	03/31/2022	EFT-WW-0322	Wage Works	V22-0098	X	A7410.800 Health & Maj. Med.	18.00
Check	03/31/2022	EFT-WW-0322	Wage Works - Care Gard	V22-0103	X	A7410.800 Health & Maj. Med.	41.01
Check	03/23/2022	3543		VOID	X	A7410.410 Adult Fiction	

Total 2020 Bank of GC Checking 6086

6,702.03

Total A0200 Cash Operating Fund

6,702.03

Total Checking/Savings

6,702.03

TOTAL

6,702.03

-Friends checks-
 → \$ 455.81
 \$ 6,246.22

Director's Report to the Board
April 26, 2022
Brooke Dittmar

We have been creating a list of the projects that we might want to use to apply for grants. It has become rather long! I will be speaking with MHLS about which we should actually put together for a cohesive request. It's great that between us we have come up with so many great ideas, and that there is a lot of energy behind working on them. We are continuing to make progress toward getting information on the costs of some of our desired projects. We met with Solar Alchemy, and are waiting for a second date for an evaluation of our system. Nancy and I also met with a paving and sealing company (Smith's?) for the driveway and parking lot project. We are still waiting for a quote. I have found, in the past, that whether we apply for a construction grant hinges on whether the quotes come in in time. It often takes a long time, and repeated requests.

We added some open hours to our schedule this month. We are now open on Saturdays, 10:00 AM to 2:00 PM. This has made some people very happy!

We collaborated with the Town of Esopus Recreation Department in planning an Easter Egg hunt in Freer park. Our eggs had gift certificates for books from the book cellar (thank you, Friends!), as well as candy. A local BBQ place called to see if they could donate some eggs, also (plastic, with coupons inside). It was very well attended (as in over 100 people).

We got a dividend from the Utica National Insurance Group, for \$1,321. This is related to our safety record.

I've spent a lot of time on the budget this month, and it is now ready for your review.

We had a community conversation, which was the focus of the Grant with which we purchased laptops and digital hotspots. It took place over Zoom, and was an effort to understand participants' experience with the lack of connectivity during the pandemic.

The community garden has been open for use since the beginning of April. We had a lottery this year, as there were more people that wanted plots than there were plots available. We had a meeting with the community gardeners, and I was glad to have Barbara Taylor lead the meeting, with help from Pat Frank. They are the Community Garden Managers, and they have done a great job of taking a lot of the responsibility for keeping everything going out of my hands. The Bruderhof has delivered compost to help in their growing endeavors. It makes a lot of difference, as the soil in that area was originally all clay.

The children's gardens have reverted back to the Children's program, and Shannon has started to prepare them for planting. Last year the gardener that gardened in those plots reinforced the cages that protect the plants from deer, as they were starting to come apart. I'd really like to put a fence around those plots, so that access to the plants would be easier, and more kid-friendly. That was the plan, in the beginning.

You may have noticed that the vote packets have been prepared, PR about the open board positions has gone up and out, and a legal notice has gone into the newspaper. As soon as the board approves the 2023 budget, and all prospective candidate petitions are handed in and signatures compared to voter rolls, another legal notice will be put into the paper, containing this information.

The new bank account has been established. As you may recall, this account is called the Operational Reserve Fund, which has the purpose of covering our operating expenses if, for some reason, receipt of the tax appropriation were to be delayed. Designating these funds are considered “best practices” for financial sustainability of the library, and is part of the financial recommendations on the NYLA Sustainability Certification task list. This is not, however, required by New York State Education law.

It looks to me like Don’s work on the large and copious vines, which had also been pulling down trees, as well as the actions of the ice storm, have really opened up our little forest. I’m really excited about continuing to clean it out further, to make a pleasant strolling and sitting area.

This month I attended:

MHLS Director’s Association meeting

Ulster County Library Association meeting

Southeastern New York Library Resource Council Conference

Library 2.022 Conference, Virtual Reality

Town of Esopus Library Foundation meeting

Entry Level Wages as set by the Board of Trustees

POSITION TITLES	NUMBER OF POSITIONS	NUMBER FILLED	ENTRY LEVEL WAGE Start 4/29/21
Library Director I	1	1	60,984-64,000/yr
Assistant Library Director I	1	1	25.89/hr
Library Assistant	4	1	14.75./hr
Adult and Teen Programmer	1	1	15.84/hr
Library Assistant II (Children's Program)	1	0	15.84/hr
Story Teller	1	0	13.50/hr
Library Clerk	2	2	13.50 /hr
Senior Account Clerk/Typist	1	0	15.50/hr
Senior Account Clerk	1	0	15.31/hr
Account Clerk/Typist	1	0	15.00/hr
Clerk	6	0	13.50/hr
Page	3	0	Min Wage '21- 12.50
Secretary to the Board of Trustees	1	1	14.00/hr
Librarian I	1	0	20.00/hr
Library Manager	1	0	—
Community Relations Coordinator	1	0	—
Custodial Worker	1	0	—

Adopted by the Board of Trustees: January 22, 2014

Revised by the Board of Trustees: June 25, 2014

Revised by Board of Trustees: February 22, 2017

Revised by the Board of Trustees: August 22, 2018

Revised by the Board of Trustees: March 24, 2019

Revised by the Board of Trustees: April 28,2021

Entry Level Wages as set by the Board of Trustees, 4/26/22

POSITION TITLES	NUMBER OF POSITIONS	NUMBER FILLED	Entry Level Wages * Start 4/27/22
Library Director I	1	1	\$65,000
Assistant Library Director I	1	0	\$27.32 /hr
Library Assistant	4	0	15.58 /hr
Adult and Teen Programmer	1	1	16.73/ hr
Library Assistant II (Children's Program)	1	1	16.73/ hr
Library Clerk	2	0	14.26 /hr
Senior Account Clerk/Typist	1	0	17.50 /hr
Senior Account Clerk	1	0	17.00 /hr
Account Clerk/Typist	1	0	15.90 /hr
Clerk	6	3	14.26 /hr
Page	3	0	2022 min wage- 13.20 /hr
Secretary to the Board of Trustees	1	1	15.50 /hr
Librarian I	1	0	23.00/hr
Library Manager	1	0	_____
Community Relations Coordinator	1	0	_____

*Add up to \$.25/hour per year of applicable service, up to a \$2.50 maximum.

Adopted by the Board of Trustees: January 22, 2014
 Revised by the Board of Trustees: June 25, 2014
 Revised by Board of Trustees: February 22, 2017
 Revised by the Board of Trustees: August 22, 2018
 Revised by the Board of Trustees: March 24, 2019
 Revised by the Board of Trustees: April 28,2021
 Revised by the Board of Trustees:

Year 2022

Town of Copus Library
Voucher Log

Report Month	Voucher	Date	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
Feb	V22-0051	2/15/22	Midwest Tape Po 28262	5739 8922	2/22/22	<i>[Signature]</i>	67.95
Feb	V22-0052	2/15/22	Midwest Tape Po 28261	5738		<i>[Signature]</i>	110.20
Feb	V22-0053	2/16/22	Ingram PO 28275	3014		<i>[Signature]</i>	73.87
Feb	V22-0054	2/16/22	Ingram PO 28270	2518		<i>[Signature]</i>	27.47
Feb	V22-0055	2/16/22	Ingram PO 28274, 28275	8876 8875		<i>[Signature]</i>	31.90
Feb	V22-0056	2/16/22	Ingram PO 28274, 28278	3015 3016		<i>[Signature]</i>	142.60
Feb	V22-0057	2/16/22	Ingram PO 28274, 28276, 28277	6600 0741, 3158	6601	<i>[Signature]</i>	152.20
Feb	V22-0058	2/18/22	Shamrock Cleaners			<i>[Signature]</i>	126.00
Feb	V22-0059	2/18/22	Verizon Business			<i>[Signature]</i>	1.40
Feb	V22-0060	2/22/22	Verizon Phone			<i>[Signature]</i>	125.74
Feb	V22-0061	2/22/22	Visa			<i>[Signature]</i>	29.85
Feb	V22-0062	2/22/22	BroDart				
Mar	V22-0063	2/22/22	Friends of Town of Copus Lib.		3/8/22	<i>[Signature]</i>	123.75
Feb	V22-0064	2/28/22	Wage Works - EFT/Admin	1480	3/8/22	<i>[Signature]</i>	18.00
Mar	V22-0065	3/2/22	Midwest Tape 1972+	8739	3/8/22	<i>[Signature]</i>	36.48
Mar	V22-0066	3/2/22	Ingram 7208+7209+8595+	0941	3/8/22	<i>[Signature]</i>	152.33
Mar	V22-0067	3/2/22	Ingram	8594	3-8-22	<i>[Signature]</i>	113.94
Mar	V22-0068	3/4/22	Midwest Tapes	4359	3-8-22	<i>[Signature]</i>	17.24
March	V22-0069	3/4/22	Brooke B. Dittman		3-8-22	<i>[Signature]</i>	661.99
March	V22-0070	3/4/22	Friends of Copus Library		3-8-22	<i>[Signature]</i>	161.75
March	V22-0071	3/4/22	National Business Leasing	0378	3-8-22	<i>[Signature]</i>	244.65
March	V22-0072	3/7/22	Binnewater Acct.	86363	3-8-22	<i>[Signature]</i>	33.50
March	V22-0073	3/7/22	Royal Cutting Acct.	911030	3-8-22	<i>[Signature]</i>	101.18
March	V22-0074	3/7/22	Shamrock Cleaners	2/24/22	3-8-22	<i>[Signature]</i>	63.00
March	V22-0075	3/7/22	Hoopla	9298	3-8-22	<i>[Signature]</i>	330.20

VOID

VOID

Year 2022

Town of opus Library
Voucher Log

Report Month	Voucher	Date	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
March	V22-0076	3/1/22	Pauling Library		3-8-22	[Signature]	15.00
March	V22-0077	3/1/22	Christopher O'Connor CPA	2197	3-8-22	[Signature]	450.00
March	V22-0078	3/1/22	Amazon		3-8-22	[Signature]	59.96
March	V22-0079	3/1/22	New York Times		3-8-22	[Signature]	80.00 DMC
March	V22-0080	3/1/22	Delta Dental		3-8-22	[Signature]	133.40
March	V22-0081	3/1/22	Spectrum Business	2722	3-8-22	[Signature]	249.99
Mar'22	V22-0082	3/11/22	Bro Dart	Multi	3-22-22	[Signature]	222.22
March	V22-0083	3/11/22	Bro Dart	Multi	3-22-22	[Signature]	294.00
March	V22-0084	3/14/22	Demco	0677	3-22-22	[Signature]	100.72
March	V22-0085	3/15/22	VISA		3-22-22	[Signature]	159.15
March	V22-0086	3/15/22	Ingram 7210, 7211, 0942		3-22-22	[Signature]	79.37
March	V22-0087	3/15/22	Kathleen Foley		3-22-22	[Signature]	150.00
March	V22-0088	3/15/22	Dan Pablocki		3-22-22	[Signature]	100.00
March	V22-0089	3/16/22	Verizon-LD		3-22-22	[Signature]	1.74
March	V22-0090	3/18/22	Friends of Esopus Library		3-22-22	[Signature]	170.31
March	V22-0091	3/18/22	Office Depot, Dmc		3-22-22	[Signature]	507.72
March	V22-0092	3/21/22	Shannon Powell		3-22-22	[Signature]	58.24
March	V22-0093	3/21/22	Verizon		3-22-22	[Signature]	124.45
March	V22-0094	3/21/22	MVP		3-22-22	[Signature]	857.32
March	V22-0095	3/21/22	VSP	3860	3-22-22	[Signature]	101.76
Mar'22	V22-0096	3/22/22	Otis Signature Service	2094	3-22-22	[Signature]	687.66
April	V22-0097	3/25/22	Deborah McMenemy		4/5/22	[Signature]	3011 P&D
March	V22-0098	3/28/22	Wage Works - Admin		4/5/22	[Signature]	18.00
April	V22-0099	3/28/22	Ingram		4/5/22	[Signature]	142.37 DMC
April	V22-0100	4/1/22	Central Hudson		4/5/22	[Signature]	1388.11

Year 2022

Town of () pus Library
Voucher Log

Report Month	Voucher	Date	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
April	V22-0101 ✓	4/1/22	T-Mobile		4/5/22	Jeeleung	163.84
April	V22-0102 ✓	4/1/22	T-Mobile		4/5/22	Jeeleung	180.60
Mar.	V22-0103 ✓	4/1/22	Wage Works Card	4942	4/5/22	Jeeleung	41.01
April	V22-0104	4/1/22	Mary Garraty		4/5/22	Jeeleung	15.33
April	V22-0105	4/1/22	Shannon Polueff		4/5/22	Jeeleung	33.89
VOID	V22-0106	7/4/22	NYT Cancelled		4/5/22	Jeeleung	67.00 VOID
April	V22-0107	4/4/22	StamRock Cleaners		4/5/22	Jeeleung	462.00
April	V22-0108	4/4/22	Delta Dental		4/5/22	Jeeleung	133.40
April	V22-0109	4/4/22	Deborah McMenemy ^{4th} Qtr	Travel Reimb	4/5/22	Jeeleung	60.28
April	V22-0110	4/4/22	Hoopla		4/5/22	Jeeleung	319.94
April	V22-0111	4/4/22	Deborah McMenemy ^{1st} Qtr	Travel Reimb.	4/5/22	Jeeleung	59.29 ²
April	V22-0112	4/4/22	Spectrum Business	2722	4/5/22	Jeeleung	249.99
April	V22-0113	4/4/22	Christopher J. O'Connor	2432	4/5/22	Jeeleung	500.00
April	V22-0114	4/4/22	Port Ewen Water/Sewer Dist.		4/5/22	Jeeleung	56.27
April	V22-0115	4/4/22	National Business Leasing	5793	4/5/22	Jeeleung	256.55 ²
April	V22-0116	4/4/22	Brooke B. Dittmar		4/5/22	Jeeleung	204.80
April	V22-0117	4/6/22	MHLS	678			2558.65
April	V22-0118	4/6/22	Friends				176.25 ^{De}
April	V22-0119	4/11/22	Midwest Tapes				146.68
April	V22-0120	4/11/22	Ingram	Several			104.41
April	V22-0121	4/12/22	Deborah McMenemy				21.98
April	V22-0122	4/12/22	Whiteman Osterman & Hanna ^{LLP}	5431			4,800.42
April	V22-0123	4/12/22	Office Depot	0001			92.91
April	V22-0124	4/12/22	Royal Carting				101.18
April	V22-0125	4/13/22	Binne water				28.90

**RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
RESOLUTION 10 OF 2022**

Payment of Claims
February 1, 2022 to February 28, 2022

WHEREAS, the total of all claims for payment, excluding wages and taxes, from February 1, 2022 to February 28, 2022 is \$8,427.45.

WHEREAS, the Board has agreed to purchase all goods and services

WHEREAS, funds from the operating budget will be used pay these claims

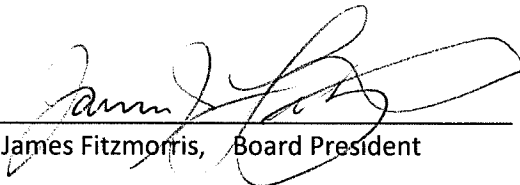
RESOLVED, the Board of the Town of Esopus Library accepts and approves the payment of these February 1, 2022 to February 28, 2022 items in the amount of \$8,427.45.

FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Susan Leiching Seconded: Don Carragher

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 0 Absent: 0

Approved by the Board this Tuesday, March 22, 2022

Approving Signature: 
James Fitzmorris, Board President

1:07 PM

03/03/22

Accrual Basis

**Town of Esopus Library
Check Listing
As of February 28, 2022**

Type	Date	Num	Name	Memo	Cir	Split	Credit
Checking/Savings							
A0200 Cash Operating Fund							
2020 Bank of GC Checking 6086							
Check	02/11/2022	3490	Christopher J. O'Connor CPA	V22-0028	X	A7410.437 Accountant	450.00
Check	02/11/2022	3491	Christopher J. O'Connor CPA	V22-0029	X	A7410.437 Accountant	450.00
Check	02/11/2022	3492	Spectrum Business	V22-0030	X	A7410.419 Internet	249.99
Check	02/11/2022	3493	Eastern VSP, Inc.	V22-0031	X	A7410.800 Health & Maj. Med.	76.32
Check	02/11/2022	3494	Midwest Tape - Hoopla	V22-0032	X	A7410.412 E-Content	395.48
Check	02/11/2022	3495	American Printing & Office Supplies	V22-0033	X	-SPLIT-	576.00
Check	02/11/2022	3496	Safeco Alarm Systems, Inc.	V22-0034	X	A7410.452 Security System	50.00
Check	02/11/2022	3497	Della Dental	V22-0035	X	A7410.800 Health & Maj. Med.	133.40
Check	02/11/2022	3498	Hudson Valley One	V22-0036	X	A7410.413 Newspapers	45.00
Check	02/11/2022	3499	Binnewater Ice Co.	V22-0037	X	A7410.452 Water & Sewer	25.50
Check	02/11/2022	3501	Royal Carting Service Co	V22-0038	X	A7410.452 Trash	101.18
Check	02/11/2022	3502	Al Larking & Son, Inc.	V22-0039	X	A7410.452 Snow Removal	1,260.00
Check	02/11/2022	3503	Shamrock Cleaners	V22-0040	X	A7410.452 Cleaning Services	168.00
Check	02/11/2022	3504	Friends of the Town of Esopus Library	V22-0041 EX...		A9855 Friends Exp. Exchange	107.00
Check	02/11/2022	3505	The New York Times	V22-0042	X	A7410.413 Newspapers	80.00
Check	02/11/2022	3506	The Green Janitor, Inc	V22-0043	X	A7410.452 Cleaning Services	200.00
Check	02/11/2022	3507	Alexander Sasha Vosk	V22-0044	X	-SPLIT-	29.45
Check	02/11/2022	3508	Library Journal	V22-0045		A7410.413 Magazines	99.00
Check	02/11/2022	3509	School Library Journal	V22-0046		A7410.413 Magazines	89.00
Check	02/23/2022	3510	Dell Business Credit	V22-0047		A7410.232 New Computers	2,659.96
Check	02/23/2022	3511	Amazon	V22-0048		-SPLIT-	165.81
Check	02/23/2022	3512	Midwest Tape	V22-0049		A7410.412 Adult DVD	113.95
Check	02/23/2022	3513	Midwest Tape	V22-0050		A7410.412 Adult DVD	102.21
Check	02/23/2022	3514	Midwest Tape	V22-0051		A7410.412 Adult Music - CD	67.95
Check	02/23/2022	3515	Midwest Tape	V22-0052		-SPLIT-	110.20
Check	02/23/2022	3516	Ingram Library Services	V22-0053		A7410.410 Adult Non-Fiction	73.87
Check	02/23/2022	3517	Ingram Library Services	V22-0054		A7410.410 Juvenile Fiction	27.47
Check	02/23/2022	3518	Ingram Library Services	V22-0055		-SPLIT-	31.90
Check	02/23/2022	3519	Ingram Library Services	V22-0056		-SPLIT-	142.60
Check	02/23/2022	3520	Ingram Library Services	V22-0057		-SPLIT-	152.20
Check	02/23/2022	3521	Shamrock Cleaners	V22-0058		A7410.452 Cleaning Services	125.00
Check	02/23/2022	3522	Verizon Business	V22-0059		A7410.4311 Long Distance	1.40
Check	02/23/2022	3523	Verizon	V22-0060		A7410.419 Telephone	125.76
Check	02/23/2022	3524	Visa	V22-0061		-SPLIT-	29.85
Check	02/28/2022	EFT-WW-0222	Wage Works	V22-0064	X	A7410.800 Health & Maj. Med.	18.00
Total 2020 Bank of GC Checking 6086							8,534.45
Total A0200 Cash Operating Fund							8,534.45
Total Checking/Savings							8,534.45
TOTAL							8,534.45

Friends-Exchange 107.00
8,427.45

Year 2022

Town ofopus Library
Voucher Log

Report Month	Voucher	Date	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
Jan	V22-0026	1/1/22	Daily Freeman	8067	2/1/22	[Signature]	316.95
Jan	V22-0027	1/1/22	National Business Leasing	0858	2/1/22	[Signature]	244.65
Feb	V22-0028	2/9/22	Christopher O'Connor CPA	1998	2/11/22	[Signature]	450.00
Feb	V22-0029	2/9/22	Christopher O'Connor CPA	2062	2/11/22	[Signature]	450.00
Feb	V22-0030	2/9/22	Spectrum Business	2722	2/11/22	[Signature]	249.99
Feb	V22-0031	2/9/22	VSP Vision	5025	2/11/22	[Signature]	76.32
Feb	V22-0032	2/9/22	Midwest Tape-Hoopla	0745	2/11/22	[Signature]	395.48
Feb	V22-0033	2/9/22	American Printing	.	2/11/22	[Signature]	576.00
Feb	V22-0034	2/9/22	Sabeco	1628	2/11/22	[Signature]	50.00
Feb	V22-0035	2/11/22	Allied Administration-Delta Blvd	1121	2/11/22	[Signature]	133.40
Feb	V22-0036	2/11/22	Hudson Valley One-14 sub		2/11/22	[Signature]	45.00
Feb	V22-0037	2/11/22	Binnewater		2/11/22	[Signature]	25.50
Feb	V22-0038	2/11/22	Royal Carting		2/11/22	[Signature]	101.18
Feb	V22-0039	2/11/22	Al Larkin & Son		2/11/22	[Signature]	1260.00
Feb	V22-0040	2/11/22	Shamrock Cleaners		2/11/22	[Signature]	168.00
Feb	V22-0041	2/11/22	Friends		2/11/22	[Signature]	107.00
Feb	V22-0042	2/11/22	NYT. 1/27 - 2/23		2/11/22	[Signature]	80.00
Feb	V22-0043	2/11/22	The Green Janitor	6628	2/11/22	[Signature]	200.00
Feb	V22-0044	2/11/22	Alexander Saska Vok	213	2/11/22	[Signature]	29.45
Feb	V22-0045	2/11/22	Library Journal 1yr.		2/11/22	[Signature]	99.00
Feb	V22-0046	2/11/22	School Library Journal 1yr.		2/11/22	[Signature]	89.00
Feb	V22-0047	2/14/22	Dell Business Credit	PO28269	2/22/22	[Signature]	2659.96
Feb	V22-0048	2/14/22	Amazon		2/22/22	[Signature]	165.81
Feb	V22-0049	2/15/22	Midwest Tapes Inv. 9245	PO28260	2/22/22	[Signature]	113.95
Feb	V22-0050	2/15/22	Midwest Tapes Inv. 6221	PO28260	2/22/22	[Signature]	102.21

8821

Year 2022

Town of opus Library
Voucher Log

Report Month	Voucher	Date	Vendor	Invoice Ending	Audit Date	Audit Signature	AMT
Feb	V22-0051	2/15/22	Midwest Tape PO 28262	5739	2/22/22	[Signature]	67.95
Feb	V22-0052	2/15/22	Midwest Tape PO 28261	5738		[Signature]	110.20
Feb	V22-0053	2/16/22	Ingram PO 28275	3014		[Signature]	73.87
Feb	V22-0054	2/16/22	Ingram PO 28270	2518		[Signature]	27.47
Feb	V22-0055	2/16/22	Ingram PO 28274, 28275	8876 8875		[Signature]	31.90
Feb	V22-0056	2/16/22	Ingram PO 28274, 28278	3015 3016		[Signature]	142.60
Feb	V22-0057	2/16/22	Ingram PO 28274, 28276, 28277	6600 771, 3158	6601	[Signature]	152.20
Feb	V22-0058	2/18/22	Shamrock Cleaners			[Signature]	126.00
Feb	V22-0059	2/18/22	Verizon Business			[Signature]	1.40
Feb	V22-0060	2/22/22	Verizon Phone			[Signature]	125.76
Feb	V22-0061	2/22/22	Visa			[Signature]	89.85
Feb	V22-0062	2/22/22	BroDart			[Signature]	
Mar	V22-0063	2/22/22	Friends of Town of Opus Lib.		3/8/22	[Signature]	123.75
Feb	V22-0064	2/28/22	Wage Wocks - EFT/Admin	1480	3/8/22	[Signature]	18.00
Mar	V22-0065	3/2/22	Midwest Tape 1972 +	8739	3/8/22	[Signature]	36.48
Mar	V22-0066	3/2/22	Ingram 7208 + 7209 + 8595 +	0941	3/8/22	[Signature]	152.33
Mar	V22-0067	3/2/22	Ingram	8594	3-8-22	[Signature]	113.94
Mar	V22-0068	3/4/22	Midwest Tapes	4359	3-8-22	[Signature]	17.24
March	V22-0069	3/4/22	Brooke B. Dittman		3-8-22	[Signature]	661.99
March	V22-0070	3/4/22	Friends of Esopus Library		3-8-22	[Signature]	161.75
March	V22-0071	3/4/22	National Business Leasing	0378	3-8-22	[Signature]	244.65
March	V22-0072	3/7/22	Binnewater Acct.	86363	3-8-22	[Signature]	33.50
March	V22-0073	3/7/22	Royal Casting Acct.	911030	3-8-22	[Signature]	101.18
March	V22-0074	3/7/22	Shamrock Cleaners	2/24/22	3-8-22	[Signature]	63.00
March	V22-0075	3/7/22	Hoopke	9298	3-8-22	[Signature]	330.20

VOIDED

VOID

**RESOLUTION OF THE BOARD OF THE TOWN OF ESOPUS LIBRARY
RESOLUTION 12 OF 2022**

APPROVAL TO EXCEED TAX CAP LIMIT FOR 2022

WHEREAS, the adoption of the 2022 budget of the Town of Esopus Library may require a tax appropriation increase that would exceed the tax cap to be imposed by the State

RESOLVED, the Board of Trustees of the Esopus Library approves exceeding the tax levy limit for 2022

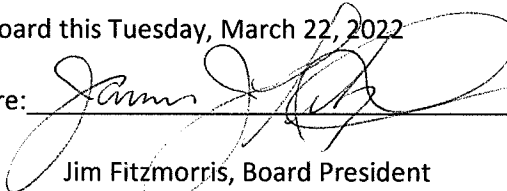
FURTHER RESOLVED, that this resolution shall take effect immediately.

Moved: Nancy Beranek Seconded: Don Carragher

VOTE: Ayes: 7 Nays: 0 Abstentions: 0 Excused: 0 Absent: 0

Approved by the Board this Tuesday, March 22, 2022

Approving Signature: _____


Jim Fitzmorris, Board President