

North Greenbush Public Library
Board of Trustees Meeting Agenda

September 25, 2025

1. Approval of Minutes
2. Old Business
 - a. Building Committee Update
 - b. Friends of the Library Update
 - c. Website Update
3. New Business
 - a.
4. Director's Report
 - a. UHLS Updates
 - b. July & August 2025 Circulation
 - c. July & August 2025 Door Count and Programming Stats
5. Financial Reports
6. Announcements

Next Meeting October 23, 2025 at 7:00 PM

North Greenbush Public Library Trustee Meeting Minutes

Trustees Present:

Joan Behan
Deborah Bernnard
Delores Celeste
Peggy Derevlany

Jim Greenfield
Amy Hale
Kimberly Margosian
Mike Martinez

Trustees Absent:

Jean Holmes
Katie Myer

Ali Mariano

Also in Attendance:

Call to Order: Meeting called to order at 7:02 p.m. on July 24, 2025 by Delores Celeste.

Approval of Minutes: Upon motion by Kimberly Margosian, seconded by Deborah Bernnard, the minutes of the June meeting were approved unanimously.

Old Business

Building Committee

The committee met via Zoom with Paul Mays on July 23. Paul updated the committee on the engineering/site evaluation work and introduced a conceptual design for the library.

Site Evaluation

- EAS: LaBella has begun the Phase I EAS (Environmental Site Assessment)
 - Survey: in process, including metes and bounds. The fieldwork will be completed by July 28, with the final survey due later that week.
 - Geo Tech: They have completed the fieldwork for the geo technical analysis, which is also due during the week of July 28.
 - Traffic Study: The traffic study is underway. Fortunately at this point no vehicle counts are required since adequate data exists.
 - FEAF: During the committee's June meeting, the lawyers recommended that we complete a full environmental assessment form to expedite the SEQR process. LaBella's proposal was based on a short form EAF. The FEAF will cost an additional \$1,500.

The initial paperwork has been completed by Katie Myer and the attorneys.

- Wetlands: preliminary field work has identified the likely footprint of two potential wetlands on the site. The smaller one, along the cemetery access road to the west of the site, is of little concern. However a fairly substantial area has been identified on the southeast side, which could affect our construction plans, particularly since NYS regulations require a 100' buffer around designated wetlands. Peggy Derevlany stressed that these are potential wetlands, not officially designated.

The preliminary assessment has been sent to our attorneys, including environmental attorney, Charlie Gottlieb who has joined our legal team.

The next steps include involving the NYS DEC and the Army Corps of Engineers to determine the formal mapping perimeters, setbacks, and implications for the design of the building and parking. Since these potential wetlands are isolated and do not feed into major waterways, the Army Corps will likely not become involved. However the DEC will need to make a determination regarding the wetlands designation.

North Greenbush Public Library Trustee Meeting Minutes

Paul Mays provided preliminary site plans, highlighting the potential wetlands, which were distributed to the trustees. The subsequent discussion centered on the details of the wetland indications identified by LaBella. Peggy Derevlany indicated that the usual indications are wetlands vegetation. She will request a copy of the assessment for the board's information.

The additional work will increase our cost. LaBella has quoted a maximum additional fee of \$8,000.

Peggy Derevlany made a motion to allocate an additional \$10,000 for completion of the additional required environmental assessment work. The motion was seconded by Deborah Bernnard and approved unanimously.

Conceptual Design

During the committee meeting, Paul Mays provided a conceptual floor plan for an approximately 6,500 square foot building, incorporating many amenities, including a reading garden, gallery and meeting space. The floor plan was distributed to the trustees.

Peggy Derevlany summarized Paul's discussion of the floor plan and the committee's comments. During the committee meeting, Mary Klimack requested that a dedicated staff restroom be incorporated into the design.

After reviewing and discussing the design, Deborah Bernnard noted that in addition to the restroom, additional staff space should be incorporated to allow for private work areas, citing that such amenities are important for morale and effectiveness. Deborah also mentioned that our staffing requirements will increase, making the expansion of staff space more urgent.

Friends of the Library

- The the book auction featuring three historical titles was not as successful as the last auction. The proceeds were \$10.
- The Speed Puzzle Contest is this coming Sunday. Twelve teams have registered, there will be 15 tables available. Cash prizes will be awarded. Ravensburger has donated the 500-piece puzzles for the contest.
- The Friends are meeting during August.

Website Update

Mary Klimack included her discussions with the staff at UHLS about transitioning our site to their servers on the Word Press platform in the directors report, which is included by reference and filed with the minutes. In brief, UHLS is available and happy to work with us at no cost.

New Business

No new business was discussed.

Director's Report

The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

North Greenbush Public Library Trustee Meeting Minutes

Financial Reports

Financial reports were distributed to all trustees in advance of the meeting.

Upon motion by Peggy Derevlany, seconded by Amy Hale, the financial reports were approved unanimously.

Announcements

- Peggy Derevlany reminded the board that at the April 2017 board of trustees meeting, a resolution was passed to dedicate the computer center to late trustee Frank Conron. In accordance, the name of the computer room in the new library should be the "The Francis X. Conron Media Center."

Adjournment: The meeting was adjourned at 8:02 p.m. upon motion by Peggy Derevlany, seconded by Amy Hale and approved unanimously.

Minutes prepared by Peggy Derevlany, Secretary

North Greenbush Public Library

Director's Report

September 25, 2025

Website Update: UHLS has set us up with an offline location to work on creating our new WordPress website. Once summer reading ended, I was able to get started working on a rough draft version of the new site. Once I get something put together I will share it with the committee for edits and discussion. I am hoping to have something to share in early October. We can work on the new site offline for as long as we'd like. Once we have it ready and the new version is approved, UHLS will upload it for us to replace our current website.

UHLS Updates: UHLS launched a new mobile app in July to replace the old app that was discontinued. The new app had a few bugs to iron out but seems to be working well so far. There have not been many complaints, in fact, most of the patrons I have discussed the new app with are very pleased with it.

Hoopla continues to be a topic of discussion among all the UHLS libraries. Several libraries have decided to discontinue the service due to budget limitations. Our patrons love Hoopla (especially for downloadable audiobooks.) For 2026, I am looking at some of the budgeting options that are available through Hoopla but for now I do not intend to discontinue it (regardless of what other libraries are doing.)

July/Aug Circulation: Circulation was up considerably over last summer's circulation but it makes sense given how busy we were. I look forward to seeing the third quarter digital content circulation to see how it compares to our physical content circulation.

Misc: We had a very busy summer in the library! As you can see from the door counts, we had over 5000 patrons come through the library in July and August! I believe it was a combination of the normal summer uptick for Summer Reading as well as an increase in Troy library patrons due to their heat related closures. Needless to say, the staff was hopping all summer! Some of the more mundane library tasks (like weeding and shelf reading) were put on the back burner. Now that fall is here and it has quieted down a bit, we're happy to have more time to tackle these tasks.

Door counts located on next page:

July 2025 Door Count & Programming Stats

July Door Count

July Patrons

Children: 760

Teens: 186

Adult: 921

Over 55: 908

Total: 2775

July 2025 Events

Storytime: 103 children/ 67 adults (4 sessions)

Crafternoon: 78 children/ 28 adults (4 sessions)

Tween Book Club:: 6 children/ 1adults

Adult Book Club: 6 adults

Tutoring: 19 children/ 19 adults

Diamond Art: 4 adults

Tech Help: 3 adults

Slime: 6 children / 4 adult

Chalk Art: 10 children

Parrot Coloring : 19 children/ 9 adults

Tie Dye: 9 children/ 5 adults

Scavenger Hunt: 8 children/ 5 adults

August 2025 Door Count & Programming Stats

August Door Count

August Patrons

Children: 539

Teens: 122

Adult: 977

Over 55: 835

Total: 2473

August 2025 Events

Storytime: 75 children/ 37 adults (4 sessions)

Crafternoon: 46 children/ 22 adults (4 sessions)

Tutoring:: 15 children/ 15 adults

Diamond Art: 7 adults

Budget Meeting: 2 adults

NGRN Circulation by Category

July 2025

Category	Total Circ	Borrowed From	Loaned To
Adult Audio	252	69	124
Adult Fiction	1900	612	476
Adult Nonfiction	1192	812	189
Adult Periodicals	153	0	0
Adult Video	801	185	200
Electronic	7	7	0
Juvenile Audio	81	1	16
Juvenile Fiction	2230	239	248
Juvenile Nonfiction	358	71	56
Juvenile Periodicals	2	0	0
Juvenile Video	280	15	23
Miscellaneous	2	2	0
Unknown	49	5	0
YA Audio	0	0	0
YA Fiction	194	57	33
YA Nonfiction	14	4	5
YA Periodicals	0	0	0
YA Video	2	2	0
Total:	7517	2081	1370

NGRN Circulation by Category

July 2024

Category	Total Circ	Borrowed From	Loaned To
Adult Audio	260	77	129
Adult Fiction	1749	499	451
Adult Nonfiction	550	280	202
Adult Periodicals	166	0	0
Adult Video	630	59	218
Electronic	0	0	0
Juvenile Audio	71	4	3
Juvenile Fiction	1717	178	252
Juvenile Nonfiction	313	29	86
Juvenile Periodicals	1	0	0
Juvenile Video	198	2	26
Miscellaneous	1	1	0
Unknown	47	6	0
YA Audio	0	0	3
YA Fiction	165	37	74
YA Nonfiction	5	4	3
YA Periodicals	0	0	0
YA Video	0	0	0
Total:	5873	1176	1447

Total Circ is the number of items that were loaned over your circ desk. This figure includes the **Borrowed From** total.

Borrowed From is the number of other libraries' items that were loaned over your circ desk.

Loaned To is the number of your items that were loaned over other libraries' circ desks.

NGRN Items Holdings

July 2025

Category	Total Items	Added this month	Added YTD	Withdrawn this month	Withdrawn YTD
Adult Audio	4807	18	46	94	121
Adult Fiction	17066	104	379	144	506
Adult Nonfiction	6769	23	90	198	213
Adult Periodicals	814	36	215	0	97
Adult Video	4775	6	67	40	46
Electronic	0	0	0	0	0
Juvenile Audio	671	0	4	1	6
Juvenile Fiction	12360	58	187	23	46
Juvenile Nonfiction	6086	6	82	0	4
Juvenile Periodicals	156	3	15	0	0
Juvenile Video	1263	0	6	0	1
Miscellaneous	300	0	0	1	2
Unknown	34	0	0	0	0
YA Audio	75	0	1	0	0
YA Fiction	2017	0	7	1	4
YA Nonfiction	262	0	4	0	1
YA Periodicals	0	0	0	0	0
YA Video	0	0	0	0	0
Total:	57455	254	1103	502	1047

NGRN Items Holdings

July 2024

Category	Total Items	Added this month	Added YTD	Withdrawn this month	Withdrawn YTD
Adult Audio	4772	9	54	1	319
Adult Fiction	16974	105	350	4	64
Adult Nonfiction	6759	10	72	1	5
Adult Periodicals	865	34	239	0	5
Adult Video	4677	2	56	0	4
Electronic	0	0	0	0	0
Juvenile Audio	670	0	1	0	1
Juvenile Fiction	12229	41	176	1	453
Juvenile Nonfiction	5979	11	61	0	13
Juvenile Periodicals	135	4	22	0	0
Juvenile Video	1251	0	8	0	1
Miscellaneous	306	0	0	0	0
Unknown	33	1	5	0	2
YA Audio	74	0	0	0	0
YA Fiction	2104	5	31	0	86
YA Nonfiction	253	0	23	0	2
YA Periodicals	0	0	0	0	0
YA Video	0	0	0	0	0
Total:	57081	222	1098	7	955

NGRN Circulation by Category

August 2025

Category	Total Circ	Borrowed From	Loaned To
Adult Audio	222	65	118
Adult Fiction	1974	689	455
Adult Nonfiction	1310	967	183
Adult Periodicals	140	0	0
Adult Video	708	135	189
Electronic	0	0	0
Juvenile Audio	77	9	4
Juvenile Fiction	1804	215	213
Juvenile Nonfiction	283	44	46
Juvenile Periodicals	9	0	0
Juvenile Video	226	20	15
Miscellaneous	4	1	0
Unknown	36	4	0
YA Audio	0	0	1
YA Fiction	194	51	47
YA Nonfiction	9	4	7
YA Periodicals	0	0	0
YA Video	0	0	0
Total:	6996	2204	1278

Total Circ is the number of items that were loaned over your circ desk. This figure includes the **Borrowed From** total.

Borrowed From is the number of other libraries' items that were loaned over your circ desk.

Loaned To is the number of your items that were loaned over other libraries' circ desks.

NGRN Circulation by Category

August 2024

Category	Total Circ	Borrowed From	Loaned To
Adult Audio	238	96	122
Adult Fiction	1723	488	472
Adult Nonfiction	617	313	195
Adult Periodicals	151	0	0
Adult Video	645	68	221
Electronic	0	0	0
Juvenile Audio	61	7	6
Juvenile Fiction	1727	287	241
Juvenile Nonfiction	345	31	68
Juvenile Periodicals	2	0	0
Juvenile Video	197	0	23
Miscellaneous	0	0	1
Unknown	46	6	0
YA Audio	1	1	2
YA Fiction	150	36	60
YA Nonfiction	9	4	7
YA Periodicals	0	0	0
YA Video	0	0	0
Total:	5912	1337	1418

Total Circ is the number of items that were loaned over your circ desk. This figure includes the **Borrowed From** total.

Borrowed From is the number of other libraries' items that were loaned over your circ desk.

Loaned To is the number of your items that were loaned over other libraries' circ desks.

NGRN Items Holdings

August 2025

Category	Total Items	Added this month	Added YTD	Withdrawn this month	Withdrawn YTD
Adult Audio	4717	4	50	1	122
Adult Fiction	16976	54	433	5	511
Adult Nonfiction	6577	4	94	0	213
Adult Periodicals	841	27	242	177	274
Adult Video	4744	9	76	0	46
Electronic	0	0	0	0	0
Juvenile Audio	670	0	4	1	7
Juvenile Fiction	12353	16	203	1	47
Juvenile Nonfiction	6085	0	82	1	5
Juvenile Periodicals	158	2	17	0	0
Juvenile Video	1265	2	8	0	1
Miscellaneous	298	0	0	0	2
Unknown	35	1	1	0	0
YA Audio	75	0	1	0	0
YA Fiction	2017	1	8	0	4
YA Nonfiction	262	0	4	0	1
YA Periodicals	0	0	0	0	0
YA Video	0	0	0	0	0
Total:	57073	120	1223	186	1233

NGRN Items Holdings

August 2024

Category	Total Items	Added this month	Added YTD	Withdrawn this month	Withdrawn YTD
Adult Audio	4778	7	61	2	321
Adult Fiction	17040	72	420	7	71
Adult Nonfiction	6776	16	90	1	6
Adult Periodicals	905	40	279	246	251
Adult Video	4694	17	73	1	5
Electronic	0	0	0	0	0
Juvenile Audio	670	0	1	0	1
Juvenile Fiction	12260	32	208	5	458
Juvenile Nonfiction	5983	4	65	0	13
Juvenile Periodicals	137	2	24	1	1
Juvenile Video	1254	3	11	0	1
Miscellaneous	306	0	0	0	0
Unknown	33	0	5	0	2
YA Audio	74	0	0	0	0
YA Fiction	2110	6	37	0	86
YA Nonfiction	253	0	23	0	2
YA Periodicals	0	0	0	0	0
YA Video	0	0	0	0	0
Total:	57273	199	1297	263	1218

North Greenbush Public Library

Assets

As of September 25, 2025

Current Operating Accounts	\$ 815,887.13
Capital Reserve Fund-non liquid accounts	\$ 302,001.92
Capital Reserve Fund-liquid accounts	\$ 307,345.79
Prepaid Expenses & FUTA Receivable	<u>\$ 2,172.14</u>
Total Assets	\$ 1,427,406.98

North Greenbush Public Library
Balance Sheet
09/25/25

CURRENT ASSETS

Current Operating Accounts

Key Bank Payroll Account	\$	100,034.66
Trustco Operating Account	\$	183,877.60
Trustco Bank Depository Accts	\$	<u>531,974.87</u>

Total Operating Accounts	\$	815,887.13	\$	815,887.13
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Long Term Capital Reserve

Pioneer Bank Money Market	\$	118,274.97
Trustco Bank CD 2009	\$	16,930.67

Total Long Term Capital Account	\$	135,205.64
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Long Term Building Fund Reserve

Key Bank	\$	231,597.83
Trustco Bank CD	\$	<u>75,747.96</u>

Total Building Fund Reserve	\$	307,345.79
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Total Capital Reserve Fund			\$	442,551.43
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Capital Reserve Fund

Trustco Cash Account	\$	<u>166,796.28</u>
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Total Capital Reserve Fund	\$	166,796.28	\$	166,796.28
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Prepaid Expenses & FUTA Receivable	\$	2,172.14	\$	<u>2,172.14</u>
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Total Assets			\$	1,427,406.98
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Statement of Financial Position

North Greenbush Public Library

As of September 22, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Capital Account	0
Pioneer Bank Money Market	118,274.97
Trustco Bank CD-2009	16,930.67
Total for Capital Account	\$135,205.64
Checking Accounts	0
Key Bank Payroll Account	100,034.66
Trustco Operating Account	183,877.60
Total for Checking Accounts	\$283,912.26
Savings Accounts	0
Trustco Bank Depository Account	531,974.87
Trustco Cash Account	166,796.28
Total for Savings Accounts	\$698,771.15
Total for Bank Accounts	\$1,117,889.05
Accounts Receivable	
Other Current Assets	
Building Funds	0
Key Bank CD 2023	231,597.83
Trustco Bank CD	75,747.96
Total for Building Funds	\$307,345.79
Interest Receivable	
Prepaid expenses	1,896.00
Total for Other Current Assets	\$309,241.79
Total for Current Assets	\$1,427,130.84
Fixed Assets	
Other Assets	
Other Assets - Futa Receivable	276.14
Total for Other Assets	\$276.14
Total for Assets	\$1,427,406.98

Statement of Financial Position

North Greenbush Public Library

As of September 22, 2025

DISTRIBUTION ACCOUNT	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Accrued payroll	
Payroll Liabilities	\$59,194.92
Federal Withholding	199,521.80
FICA	0
Company	128,247.70
Employee	133,399.42
Total for FICA	\$261,647.12
FUTA	4,385.21
Medicare	0
Company	30,054.73
Employee	37,079.11
Total for Medicare	\$67,133.84
NY - Disability Employee	3,130.90
State Withholding NY	69,876.58
SUINY	\$87.66
Company	22,242.90
Total for SUINY	\$22,330.56
Total for Payroll Liabilities	\$687,220.93
Payroll Tax Payable	0
NYS WH	5,134.02
Total for Payroll Tax Payable	\$5,134.02
Total for Other Current Liabilities	\$692,354.95
Total for Current Liabilities	\$692,354.95
Long-term Liabilities	
Total for Liabilities	\$692,354.95
Equity	
Opening Bal. Operating Funds	25,400.00
Retained Earnings	592,495.50
Net Income	117,156.53
Total for Equity	\$735,052.03
Total for Liabilities and Equity	\$1,427,406.98

North Greenbush Public Library

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January 1 - September 22, 2025

	TOTAL	
	ACTUAL	BUDGET
Revenue		
Gifts & Endowments		
Donations	11,873.88	6,000.00
Friends of NGPL	600.00	300.00
Total Gifts & Endowments	12,473.88	6,300.00
Library Charges		
Replacements		300.00
Total Library Charges		300.00
Local Public Funds		
Library Tax District	344,553.00	344,553.00
Total Local Public Funds	344,553.00	344,553.00
System Cash Grants		
UHLS Local Library Incentive	3,779.10	4,000.00
Total System Cash Grants	3,779.10	4,000.00
Total Revenue	\$360,805.98	\$355,153.00
GROSS PROFIT	\$360,805.98	\$355,153.00
Expenditures		
Liabilities, Taxes Paid		
Employee Retirement		13,000.00
Federal Withholding Tax	6,545.56	15,000.00
Insurance Paid - Disability	118.03	1,000.00
NYS Withholding Tax	2,773.72	6,000.00
Unemployment Paid - FUTA	558.67	1,000.00
Unemployment Paid - SUTA	1,280.79	3,000.00
Workers' Compensation Tax	697.13	1,300.00
Total Liabilities, Taxes Paid	11,973.90	40,300.00
Library Materials		
A-V Materials	5,004.57	7,000.00
Books	17,164.27	23,890.00
e-books	21,679.85	22,000.00
Large Print Books	2,450.48	2,000.00
Serials	3,143.95	3,000.00
Total Library Materials	49,443.12	57,890.00
Miscellaneous Expenses		
Architect/Lawyer/PR	65,450.00	31,700.00
Board's Expenses	186.17	500.00
D&O Insurance	4,931.55	1,600.00
Fidelity/Employee Dishonesty Bond Coverage	474.00	475.00
Total Miscellaneous Expenses	71,041.72	34,275.00
Operations & Maintenance		
Accountant, AUD, Payroll Servic	1,953.90	5,000.00
Building Cleaning	750.00	975.00

North Greenbush Public Library

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

January 1 - September 22, 2025

	TOTAL	
	ACTUAL	BUDGET
Computer	600.00	1,000.00
Computer Software	80.00	200.00
Equipment Rental / Cleaning		0.00
Furniture, Equip. Purchase		0.00
Network		0.00
Postage	151.11	250.00
Programming	1,007.43	2,500.00
Rent	9,454.14	12,606.00
Supplies, Copier	754.10	5,000.00
Supplies, Library	6,215.61	3,000.00
Telephone	456.83	700.00
UHLAN Fee	6,825.00	8,254.00
Total Operations & Maintenance	28,248.12	39,485.00
Payroll Expenses		
Gross Wages	78,399.89	157,000.00
New York State Deferred Comp	1,020.00	1,500.00
NYS Retirement Withheld (3%)	862.40	1,500.00
SDI Refund		0.00
Vacation Pay		4,000.00
Total Payroll Expenses	80,282.29	164,000.00
Payroll Taxes		
FICA	4,951.04	16,000.00
FUTA	196.37	400.00
Medicare	1,157.88	2,500.00
SUINY		300.00
Total Payroll Taxes	6,305.29	19,200.00
Total Expenditures	\$247,294.44	\$355,150.00
NET OPERATING REVENUE	\$113,511.54	\$3.00
Other Revenue		
Interest Income		
Building Fund Interest Income	64.14	600.00
Capital Fund Interest	2,256.49	1,500.00
Savings Accounts Interest	1,324.36	1,000.00
Surplus Funds		0.00
Total Interest Income	3,644.99	3,100.00
Total Other Revenue	\$3,644.99	\$3,100.00
NET OTHER REVENUE	\$3,644.99	\$3,100.00
NET REVENUE	\$117,156.53	\$3,103.00

North Greenbush Public Library

Checking Accounts:Trustco Operating Account Ending Balance: \$183,877.40

Date	Ref No.	Payee	Memo	Payment	Deposit	Stat	Balance
	Type	Account				Auto	
09/15/2025	14503	Brodart Co.	B7041462,B7036501	\$624.62			\$183,877.40
	Check	Library Materials:Books					
09/15/2025	14502	FASNY Museum of Firefighting		\$100.00			\$184,502.02
	Check	Library Materials:Books					
09/15/2025	14501	Children's Museum at Saratoga		\$300.00			\$184,602.02
	Check	Library Materials:Books					
09/15/2025	14500	21th Century Media-NY	Board & Budget election legal notice	\$25.79			\$184,902.02
	Check	Miscellaneous Expenses:Board's Expenses					
09/15/2025	14499	Donna Riley		\$17.27			\$184,927.81
	Check	Operations & Maintenance:Programming					
09/15/2025	14498	Midwest Tape Exchange		\$351.64			\$184,945.08
	Check	Library Materials:A-V Materials					
09/15/2025	14497	Overdrive Inc.		\$1,771.78			\$185,296.72
	Check	Library Materials:e-books					
09/15/2025	14496	New York Times		\$197.00			\$187,068.50
	Check	Library Materials:Serials					
09/15/2025	14495	Quill Corporation	inv 32872268, 32864326	\$94.12			\$187,265.50
	Check	Operations & Maintenance:Supplies, Library					
09/15/2025	14494	Butler Rowland Mays	Labella Expenses	\$35,100.00			\$187,359.62
	Check	Miscellaneous Expenses:Architect/Lawyer/PR					
09/04/2025	EFT 356	New York State Retirement System	Aug 2025	\$107.37			\$222,459.62
	Check	Payroll Expenses:NYS Retirement Withheld (3%)					
09/04/2025	14493	Quill Corporation	inv 32872268, 32864326	\$1,195.74			\$222,566.99
	Check	Operations & Maintenance:Supplies, Library					
09/04/2025	14492	Vernon Library Supplies		\$203.78			\$223,762.73
	Check	Operations & Maintenance:Supplies, Library					
09/04/2025	14491	Selective Insurance Company		\$3,411.55			\$223,966.51
	Check	Miscellaneous Expenses:D&O Insurance					
09/04/2025	14490	T-Mobile	Wifi Hotspot payment	\$151.50			\$227,378.06
	Check	Library Materials:Books					
09/04/2025	14489	Midwest Tape Exchange		\$422.36			\$227,529.56
	Check	Library Materials:A-V Materials					
09/04/2025	14488	Brodart Co.	B7041462,B7036501	\$1,419.82			\$227,951.92
	Check	-Split-					
09/04/2025	14487	New York State Deferred Compensation Plan		\$180.00			\$229,371.74
	Check	Payroll Expenses:New York State Deferred Comp					
09/04/2025	14486	Charles Hannan	Library cleaning	\$225.00			\$229,551.74
	Check	Operations & Maintenance:Building Cleaning					
09/04/2025	14485	Verizon		\$58.91			\$229,776.74
	Check	Operations & Maintenance:Telephone					
09/04/2025	14484	NYSIF Workers Compensation		\$697.13			\$229,835.65

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat Auto	Balance
	Check	Liabilities, Taxes Paid:Workers' Compensation Tax					
09/04/2025	14483	Town of North Greenbush		\$1,050.46			\$230,532.78
	Check	Operations & Maintenance:Rent					
08/29/2025	14482	Butler Rowland Mays	Labella Expenses	\$20,350.00			\$231,583.24
	Check	Miscellaneous Expenses:Architect/Lawyer/PR					
08/18/2025	14481	JENNIFER ANDERSON		\$500.00		R	\$251,933.24
	Check	Operations & Maintenance:Accountant, AUD, Payroll Servic					
08/18/2025	14480	Midwest Tape Exchange		\$490.28			\$252,433.24
	Check	Library Materials:A-V Materials					
08/18/2025	14479	Overdrive Inc.		\$42.99		R	\$252,923.52
	Check	Library Materials:e-books					
08/18/2025	14478	Brodart Co.	B7029521,B7026852,B7026830,B7032313,B7029810,B7022854	\$1,950.79		R	\$252,966.51
	Check	-Split-					
08/18/2025	14477	Quill Corporation	Voided - inv 45100511, 45098251	\$0.00			\$254,917.30
	Check	Operations & Maintenance:Supplies, Library					
08/18/2025	14476	Reader's Digest Large Print	1 year renewal	\$30.00		R	\$254,917.30
	Check	Library Materials:Serials					
08/18/2025	14475	Prevention Magazine		\$48.00		R	\$254,947.30
	Check	Library Materials:Serials					
08/18/2025	14474	Magnolia Journal		\$25.00			\$254,995.30
	Check	Library Materials:Books					
08/18/2025	14473	CondeNest Traveler		\$29.97		R	\$255,020.30
	Check	Library Materials:Serials					
08/18/2025	14472	Times Union	8 weeks-pd thru 10/11/25	\$230.55		R	\$255,050.27
	Check	Library Materials:Serials					
08/18/2025	14471	New York Times		\$197.00		R	\$255,280.82
	Check	Library Materials:Serials					
08/18/2025	14470	T-Mobile	Wifi Hotspot payment	\$152.50		R	\$255,477.82
	Check	Library Materials:Books					
08/13/2025	14469	Peggy Derevlany		\$40.58		R	\$255,630.32
	Check	Miscellaneous Expenses:Board's Expenses					
08/13/2025	14468	Brodart Co.		\$2,102.45		R	\$255,670.90
	Check	-Split-					
08/13/2025	14467	Midwest Tape Exchange		\$200.45		R	\$257,773.35
	Check	Library Materials:A-V Materials					
08/13/2025	14466	Overdrive Inc.		\$212.50		R	\$257,973.80
	Check	Library Materials:e-books					
08/13/2025	14465	Overdrive Inc.		\$1,816.43		R	\$258,186.30
	Check	Library Materials:e-books					
08/13/2025	14464	William K. Sanford Public Library		\$10.99		R	\$260,002.73
	Check	Library Materials:Books					
08/13/2025	14463	Verizon		\$57.25		R	\$260,013.72
	Check	Operations & Maintenance:Telephone					
08/13/2025	14462	Quill Corporation	inv 32872268, 32864326	\$104.54		R	\$260,070.97
	Check	Operations & Maintenance:Supplies, Library					
08/13/2025	14461	Town of North Greenbush		\$1,050.46		R	\$260,175.51
	Check	Operations & Maintenance:Rent					
08/01/2025	EFT 355	New York State Retirement System	July 2025	\$95.25		R	\$261,225.97

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat	Balance Auto
	Check	Payroll Expenses:NYS Retirement Withheld (3%)					
07/31/2025			money transfer to operating account		\$70,000.00	R	\$261,321.22
	Transfer	Savings Accounts:Trustco Bank Depository Account					
07/31/2025	14460	North Greenbush Public Library	money transfer to PAYROLL ACCT	\$70,000.00		R	\$191,321.22
	Check	Checking Accounts:Key Bank Payroll Account					
07/11/2025	14459	Guilderland Public Library	Lost Book Fee	\$16.99		R	\$261,321.22
	Check	Library Materials:Books					
07/11/2025	14458	New York State Deferred Compensation Plan		\$120.00		R	\$261,338.21
	Check	Payroll Expenses:New York State Deferred Comp					
07/11/2025	14457	Mary S. Klimack		\$532.28		R	\$261,458.21
	Check	-Split-					
07/11/2025	14456	New York Times		\$197.00		R	\$261,990.49
	Check	Library Materials:Serials					
07/11/2025	14455	Quill Corporation	inv 32872268, 32864326	\$2,214.15		R	\$262,187.49
	Check	Operations & Maintenance:Supplies, Library					
07/11/2025	14454	Midwest Tape Exchange		\$530.28		R	\$264,401.64
	Check	Library Materials:A-V Materials					
07/11/2025	14453	Brodart Co.		\$1,659.93		R	\$264,931.92
	Check	-Split-					
07/11/2025	14452	Albany Public Library	Replacement cost for barcode 31182019761138	\$5.00		R	\$266,591.85
	Check	Library Materials:Books					
07/11/2025	14451	Upper Hudson Lib. System		\$4,723.39		R	\$266,596.85
	Check	-Split-					
07/11/2025	14450	Overdrive Inc.		\$119.98		R	\$271,320.24
	Check	Library Materials:e-books					
07/11/2025	14449	Town of North Greenbush		\$1,050.46		R	\$271,440.22
	Check	Operations & Maintenance:Rent					
07/11/2025	14448	Verizon		\$57.62		R	\$272,490.68
	Check	Operations & Maintenance:Telephone					
07/11/2025	14447	Charles Hannan	Library cleaning	\$225.00		R	\$272,548.30
	Check	Operations & Maintenance:Building Cleaning					
07/11/2025	14446	T-Mobile	Wifi Hotspot payment	\$150.50		R	\$272,773.30
	Check	Library Materials:Books					
07/02/2025	EFT 354	New York State Retirement System	June 2025	\$95.01		R	\$272,923.80
	Check	Payroll Expenses:NYS Retirement Withheld (3%)					