



AGENDA

**The Chappaqua Library
Board of Trustees Regular Meeting
Monday, December 18, 2023, 6:45pm**

Chappaqua Library Theater

Hybrid format: In-person and by videoconference

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82910387828?pwd=Q0I5OXZMeVkvelpqMThleVJGRStxdz09>

Passcode: 166694

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 videorecording, where applicable, will follow on the website at prescribed timing.

Presiding Officer: Jennifer Fahey, President

Expected Attendees:

Library Board of Trustees	Library Staff	Invited Guests
In Person:	In Person:	In Person:
Jennifer Fahey, President	Carolyn Reznick, Interim Library Director	
Pam Moskowitz, Vice President	Shantell Pena, Staff Assistant	
Brian Cook, Finance Officer	Presenting:	
John Harrison, Secretary	Larry D’Amico, Gallery Curator	
Videoconference (due to extraordinary circumstance):		Videoconference:
Absent (due to extraordinary circumstance):		
George Benack, Member-at-Large		

- I. CALL PUBLIC MEETING TO ORDER**
 - A. Emergency Exits
- II. ROLL CALL AND INTRODUCTIONS**
 - A. Quorum achieved?
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF THE ORDER OF THE AGENDA**
- V. PROPOSED EXECUTIVE SESSION, SUBJECT TO BOARD APPROVAL** (if required, must identify subject matter within permissible topics):

MOTION: I move that the Board enter Executive Session at ____ pm to discuss Officer slate, with an intended return at 7:00pm.

Motion by: J. Harrison

Second by:

Discussion:

In favor:

Against:

Abstained:

MOTION: I move that the Board terminate the Executive Session at ____ pm and re-enter the public meeting.

Motion by: J. Harrison

Second by:

Discussion:

In favor:

Against:

Abstained:

VI. 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@wlsmail.org. After the public comment period has been completed, Board members may have a discussion among themselves regarding comments presented.

VII. BOARD ADMINISTRATION

A. Acceptance of the Minutes of the November 7, 2023 Regular Meeting

MOTION: I move that the Board approve the **Minutes of the October 23, 2023 Regular Meeting** as drafted.

Motion by: J. Harrison

Second by:

Discussion:

In favor:

Against:

Abstained:

B. Acceptance of the Minutes of the November 2, 2023 Special Meeting (Topic of focus: New website launch)

MOTION: I move that the Board approve the **Minutes of the November 2, 2023 Special Meeting** as drafted.

Motion by: J. Harrison

Second by:

Discussion:

In favor:

Against:

Abstained:

The Staff Assistant is instructed to change any approved draft Minutes to "final" on our website.

- C. Need to initiate weekly meetings with Library Director on priorities – current President and next President.
- D. New slate of officers to be voted upon in January meeting. Proposed:
 - President: Jennifer Fahey => Pam Moskowitz
 - Vice President: Pam Moskowitz => Brian Cook
 - Finance Officer: Brian Cook => George Benack
 - Secretary: John Harrison => Jennifer Fahey
- E. Adjustment of Committees, as needed, to be agreed/appointed in January meeting. Proposed:
 - Standing:
 - Finance Committee: Brian Cook, Chair; George Benack, member => George Benack, Chair; Pam Moskowitz, member
 - Building & Grounds Committee: Jennifer Fahey, Chair, Pam Moskowitz, member => no change
 - Personnel Committee: John Harrison, Chair, Pam Moskowitz, member => Brian Cook, Chair; Jennifer Fahey, member
 - Policy/Bylaws Committee: Pam Moskowitz, Chair, John Harrison, member => John Harrison, Chair; George Benack, member
 - Ad-hoc:
 - Communications Committee: George Benack, Chair; Brian Cook, member => John Harrison, Chair; Brian Cook, member
 - Search Committee: Pam Moskowitz, Chair; George Benack, member => no change

	Current Chair	Current Member	Proposed Chair	Proposed Member
Benack	1	2	1	2
Cook	1	1	1	1
Fahey	1	0	1	1
Harrison	1	1	2	0
Moskowitz	2	2	1	2

- F. Begin planning for 2024 Trustee recruitment
 - Will John Harrison fulfill term (to 6/30/2026) or need to resign early?

VIII. FINANCE

- A. October 2023 Treasurer’s Report – prepared by NawrockiSmith, Darin Iacobelli, Treasurer and presented by Brian Cook, Finance Officer.
 - i. October 2023 Financial Statements
 - ii. Approval of the bills as presented

MOTION: I move that the Board approve the **October 2023 Treasurer’s Report** prepared by NawrockiSmith including the bills as presented.

Motion by: B. Cook

Second by:

Discussion:

In favor:

Against:

Abstained:

IX. FRIENDS OF THE CHAPPAQUA LIBRARY REPORT

X. PRESIDENT’S REPORT

XI. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS

XII. DEPARTMENT HEAD PRESENTATION

A. Larry D’Amico, Gallery Curator

XIII. COMMITTEE REPORTS

A. Standing Committees:

i. Finance Committee – B. Cook, Chair

- Budget planning
- 6/30/2023 Audit process/PKF OD
- Written response to PKF OD regarding their recommendations in the PKF OD 6/30/2022 Audit submitted?
- Claims Audit Process to be detailed by the Finance Committee – Finance Officer is to sign-off monthly
 - For reference: Handbook for Library Trustees of New York State (2018): “...boards are instructed to establish a ‘claims auditing’ procedure where one or more trustees are assigned to review the monthly bills and make a recommendation to the full board for payment.”
- Recommendations for: i) investment of capital fund at higher APR ii) banking alternatives for 50% of Capital Fund
- Endowments – research by Library Director, staff into library files

Endowment Name	Year created	Benefactor	Purpose	Restrictions	Endowment Size	Commingled?	Notes
Reader’s Digest		Reader’s Digest		Use limited to interest	\$40,044	Yes	
Carol Furth Fund		Carol Furth		None	\$50,000		
Garden Fund				To be used solely for staff			

ii. Building and Grounds Committee – J. Fahey, Chair

- KG+D proposals and Next Steps
 - Committee finalized recommendations to KG+D on proposals, options and prioritization.
 - CCSD BOE facilities committee meeting postponed due to change of Facilities Director
- Theater A/V Project update – S. Pena
 - Equipment on order
 - Targeting February installation – likely offline for 2 weeks
- Forthcoming RFPs requested from Bill Link, Facilities Consultant
 - “Project Wonder” – Children’s Area design and furniture (drafted)
 - Roof Electrical Panel (drafted)
 - Weekend Cleaners (current Arco)
 - Engineer to address 9/29 – 9/30/2023 storm damage and future stream management

- Contractor to edge south branch of Tercia Brook encircling south parking lot with large stones to mitigate erosion
 - Electrician replaced parking lot burned out lights (5) for security and safety and now seeking to move one light pole out of the streambed
 - **New developments planned:** Investigating addition of an automated/push button door for one of the Gallery Walk restrooms and the addition of a water bottle filler in our lobby entrance.
- iii. Personnel Committee – J. Harrison, Chair**
- Updated (2024) Employee Handbook status – Pending meeting and further discussion. Likely to be officially finalized under new Library Director
 - APPROVAL OF 2024 HOLIDAY SCHEDULE: MOTION
 - Motion by: John Harrison
 - Second by:
 - Discussion:
 - In favor:
 - Against:
 - Abstained:
 - Facilities Manager?
 - Circulation clerk hire effective 1/1/2024: MOTION
 - I move that the Board approve the appointment of Shane Aiello to the vacant position of full-time Circulation Clerk at the rate of \$25/hour, budgeted at 35 hours per week, beginning January 2, 2024
 - Motion by: John Harrison
 - Second by:
 - Discussion:
 - In favor:
 - Against:
 - Abstained:
 - Westchester minimum wage increase: four Pages at \$15.91 who will have to be increased to \$16 effective 1/1/2024
 - Marjorie Perlin, Head of Circulation and Payroll Administrator will be on leave during the month of January.
 - For Benefits: Shantell Pena is trained and ready to go.
 - Payroll/vacation/sick leave: Will be addressed by Marge remotely through remote access to Paylocity.
 - Retirement: Entries will be made in December and again in February.
- iv. Policy / Bylaws Committee – P. Moskowitz, Chair**
- New Credit Card Policy
 - Update of Purchasing/Bidding Policy
 - New Claims Audit Policy (requires guidance from Finance Committee)

B. Ad-hoc Committees:

- i. **Communications Committee – B. Cook**
 - New website - community feedback remains positive?
- ii. **(Library Director) Search Committee – P. Moskowitz, Chair**
 - List broken: external search for provisional candidate
 - Candidate interviews

XIV. NEXT STEPS / RESPONSIBILITIES

- A. Secretary to note all action items for the Board.
- B. Library Director to note all action items for she and staff.
- C. Board Packet target posting due date:
 - i. December 28, 2023 Special Meeting: **Thursday, January 4th 2023**
 - ii. January 15, 2024 Regular Meeting: **Monday, January 22nd, 2024**

XV. NEXT MEETINGS:

- A. **Regular:** Monday, January 22nd 2024, 7:00pm, in person in The Chappaqua Library Theater and by video
- B. **Special:** Thursday, January 4th, 2024, in person in the Programs Room
Topic of focus: 2024 Budget, 2024 Officer appointments
Any person who seeks accommodation based upon disability should contact Shantell Pena at spena@wlsmail.org, at least five days prior to the meeting.

XVI. ADJOURNMENT

MOTION: It is moved that the Board: adjourn the public meeting at ____pm.

Motion by: J. Harrison

Second by:

In favor:

Against:

Abstained:

Board Packet:

- *Minutes of the prior meetings*
- *Treasurer's Report*
- *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*
- *Any new or updated contracts*
- *Any one-off bills exceeding the prior Library Director's authority or received following his 9/27/2023 termination*

The Chappaqua Library Board of Trustees

195 South Greeley Avenue

Chappaqua, NY 10514

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

Email: chaboard@wlsmail.org

Theater doors close at 7:00pm.

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING.

Chappaqua Central School District Public Library

Monthly Treasurer's Report

October 2023

Prepared by:

Nawrocki Smith LLP

Certified Public Accountants & Business Consultants





Treasurer's Report for October 2023
Meeting Date: December 18, 2023

We have prepared the October 2023 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, October 2023:

- Revenue Collected – 50.00% of School District Tax Levy planned revenue has been collected and approximately \$13,570 in excess planned revenue collected from other sources.
- Expenses – 28.47% of total annual budgeted expense have been recorded to date.

Balance Sheet summary as of October 31, 2023.

- Total Assets: \$2,396,576
- See Page 4 for Assets, Liabilities and Fund Balance summary

We have include in the report below the checks prepared by the Library on November 1st through November 30th. We have not examined the supporting documentation.

We have reviewed the Library's bank statements and the related bank reconciliations for October 2023. The bank account for checking has been reconciled to the Library's books. We noted one bill paid to Amazon that the total check amount was expensed to miscellaneous. It also includes books, supplies and should to be adjusted. The Library is waiting for the American Bankers refund. There are 12 checks that are over 6 months outstanding totaling \$11,636. The Library should contact the vendors and reissue payment if needed.

Sincerely,
Nawrocki Smith LLP
Treasurer

Chappaqua Central School District Public Library
Treasurer's Report Summary
October 2023

Fund Revenues: Fiscal Year to Date

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.4010	School District Tax Levy	\$ 3,544,337.00	\$ 3,544,337.00	\$ 1,772,168.50	\$ (1,772,168.50)	50.00%
.4030	Donations	\$ 250.00	\$ 250.00	\$ -		
.4110	Fines	\$ 12,000.00	\$ 12,000.00	\$ 4,714.37	\$ (7,285.63)	39.29%
.4120	Gallery Commissions	\$ 1,000.00	\$ 1,000.00	\$ -	\$ (1,000.00)	0.00%
.4130	Lost & Paid	\$ 3,500.00	\$ 3,500.00	\$ -	\$ (3,500.00)	0.00%
.4020	Local Library Aid + Misc.	\$ 4,000.00	\$ 4,000.00	\$ -	\$ (4,000.00)	0.00%
.4310	Investment Income	\$ 8,000.00	\$ 8,000.00	\$ 30,721.87	\$ 22,721.87	384.02%
.9910	Friends Reimbursement	\$ -	\$ -	\$ 4,347.89	\$ 4,347.89	100.00%
	Fund Balance/Reserves	\$ 101,251.00	\$ 101,251.00			
	Various Other Income	\$ -	\$ -	\$ 13,569.52	\$ 13,569.52	100.00%
	Total Revenues	\$ 3,674,338.00	\$ 3,674,338.00	\$ 1,825,522.15	\$ (1,848,815.85)	49.68%

Fund Expenditures: Fiscal Year to Date

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.6000	Salaries & Wages 7)	\$ 1,895,452.00	\$ 1,895,452.00	\$ 507,273.64	\$ (1,388,178.36)	26.76%
Benefits						
.6150	Disability Insurance	\$ 984.00	\$ 984.00	\$ 156.57	\$ (827.43)	15.91%
.6120	Health Insurance	\$ 539,041.00	\$ 539,041.00	\$ 148,255.96	\$ (390,785.04)	27.50%
.6130	Medicare Reimbursement	\$ 55,134.00	\$ 55,134.00	\$ 12,935.70	\$ (42,198.30)	23.46%
.6160	NY METRO	\$ 1,500.00	\$ 1,500.00	\$ -	\$ (1,500.00)	0.00%
.6170	NYS Retirement	\$ 248,064.00	\$ 248,064.00	\$ 2,603.52	\$ (245,460.48)	1.05%
.6110	Social Security/FICA	\$ 126,747.00	\$ 126,747.00	\$ 35,412.21	\$ (91,334.79)	27.94%
.6140	Workers Compensation	\$ 15,000.00	\$ 15,000.00	\$ -	\$ (15,000.00)	0.00%
Library Materials						
				\$ -		
.7100	Books	\$ 78,500.00	\$ 78,500.00	\$ 16,438.55	\$ (62,061.45)	20.94%
.7250	Electronic Materials	\$ 70,000.00	\$ 70,000.00	\$ 14,785.39	\$ (55,214.61)	21.12%
.7310	Periodicals 2)	\$ 13,710.00	\$ 13,710.00	\$ 8,751.12	\$ (4,958.88)	63.83%
.7400	Recordings	\$ 21,713.00	\$ 21,713.00	\$ 3,692.06	\$ (18,020.94)	17.00%
Operating Expenses						
				\$ -		
.8010	Building Maint. & Repair 4)	\$ 49,300.00	\$ 49,300.00	\$ 93,747.20	\$ 44,447.20	190.16%
.8020	Building Service Contracts	\$ 84,180.00	\$ 84,180.00	\$ 32,697.50	\$ (51,482.50)	38.84%
.8070	Custodial Supplies	\$ 9,000.00	\$ 9,000.00	\$ 1,963.09	\$ (7,036.91)	21.81%
.9450	Director's Contingency	\$ 500.00	\$ 500.00	\$ -	\$ (500.00)	0.00%
.8040	Electricity	\$ 62,000.00	\$ 62,000.00	\$ 19,712.60	\$ (42,287.40)	31.79%
.9320	Equipment Maintenance	\$ 15,000.00	\$ 15,000.00	\$ 1,636.85	\$ (13,363.15)	10.91%
.8050	Fuel	\$ 22,300.00	\$ 22,300.00	\$ -	\$ (22,300.00)	0.00%
.9310	Insurance 1)	\$ 29,000.00	\$ 29,000.00	\$ 24,275.48	\$ (4,724.52)	83.71%
.9110	IT & Support 3)	\$ 105,793.00	\$ 105,793.00	\$ 44,244.11	\$ (61,548.89)	41.82%
.9490	Misellaneous Expense 6)			\$ 9,656.80		
.9410	Office & Library Supplies	\$ 19,500.00	\$ 19,500.00	\$ 3,712.24	\$ (15,787.76)	19.04%
.9420	Postage	\$ 7,430.00	\$ 7,430.00	\$ 543.70	\$ (6,886.30)	7.32%
.9430	Printing	\$ 10,850.00	\$ 10,850.00	\$ 2,887.50	\$ (7,962.50)	26.61%
.9210	Professional Fees	\$ 144,946.00	\$ 144,946.00	\$ 47,705.07	\$ (97,240.93)	32.91%
.9600	Programs	\$ 24,500.00	\$ 24,500.00	\$ 3,856.67	\$ (20,643.33)	15.74%
.8060	Sewer Taxes	\$ 7,000.00	\$ 7,000.00	\$ -	\$ (7,000.00)	0.00%
.9445	Staff & Board Development	\$ 8,750.00	\$ 8,750.00	\$ 198.99	\$ (8,551.01)	2.27%
.9330	Telephone & Internet 5)	\$ 6,144.00	\$ 6,144.00	\$ 4,620.18	\$ (1,523.82)	75.20%
.9440	Travel	\$ 500.00	\$ 500.00	\$ -	\$ (500.00)	0.00%
.8080	Water	\$ 1,800.00	\$ 1,800.00	\$ 448.00	\$ (1,352.00)	24.89%
.9850	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	100.00%
.9810	Friends Reimbursement	\$ -	\$ -	\$ 3,806.55	\$ 3,806.55	100.00%
	Total Expenditures	\$ 3,674,338.00	\$ 3,674,338.00	\$ 1,046,017.25	\$ (2,628,320.75)	28.47%

Fund Net Income: Fiscal Year to Date

\$ 779,504.90

Budget Codes NS Recommends Monitoring

- 3) IT & Support (.8110) 5) Telephone & Internet (.9330)
- 4) Building Maint. & Repair (.8010)

Budget to Actual Notes:

4 Months = 33.33% of the year

- 1) **Insurance (.9310)** - Yearly bill paid to American Bankers Insurance in September
- 2) **Periodicals (.7310)** - \$7,966 paid to WT Cox for annual subscriptions in Sept.
- 3) **IT & Support (.8110)** - Services for July through December were paid in July
- 4) **Building Maint. & Repair (.8010)**- \$63K was paid to DNR Laboratories in September
- 5) **Telephone (.9330)**- Some databases are expensed under this code
- 6) **Miscellaneous Expense (.9490)**- \$1,786 was paid with credit card for past invoice
- 7) **Salaries & Wages (.6000)**- Four employee checks were paid out of checking for replacement Paylocity checks in October.

Fund Balance Sheet

Balance Sheet Summary	31-Oct-22	31-Oct-23
Westchester Bank - Checking	\$ 1,081,354.94	\$ 992,557.10
Westchester Bank - Money Market	\$ 1,002,872.77	\$ 1,031,148.65
Westchester Bank - MMA Capital	\$ 300,930.28	\$ 310,953.83
Other Current	\$ 62,953.32	\$ 61,917.36
Total Assets	\$ 2,448,111.31	\$ 2,396,576.94
Accounts Payable	\$ 80,435.37	\$ (4,336.00)
Other Current	\$ 341,146.61	\$ 353,928.61
Total Liabilities	\$ 421,581.98	\$ 349,592.61
Fund Balance		
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	\$ 3,012.06
Retained Earnings	\$ 257,787.13	\$ 300,010.71
Capital Fund Net Assets	\$ 735,783.21	\$ 735,783.21
Permanently Rest. Net Assets	\$ 40,044.00	\$ 40,044.00
Net Income	\$ 801,273.48	\$ 779,504.90
Total Equity	\$ 2,026,529.33	\$ 2,046,984.33
Total Liabilities & Equity	\$ 2,448,111.31	\$ 2,396,576.94

Chappaqua Central School District Public Library (new)
Balance Sheet Prev Year Comparison
As of October 31, 2023

	Oct 31, 23	Oct 31, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1001 · Valley- Checking_6387	992,557.10	1,081,354.94	-88,797.84	-8.2%
1002 · Valley - M.M - 1594	1,031,148.65	1,002,872.77	28,275.88	2.8%
1003 · Valley - MMA Cap 3018	310,953.83	300,930.28	10,023.55	3.3%
Total Checking/Savings	2,334,659.58	2,385,157.99	-50,498.41	-2.1%
Accounts Receivable				
11000 · Accounts Receivable	2,233.68	3,269.64	-1,035.96	-31.7%
Total Accounts Receivable	2,233.68	3,269.64	-1,035.96	-31.7%
Other Current Assets				
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%
Total Other Current Assets	59,683.68	59,683.68	0.00	0.0%
Total Current Assets	2,396,576.94	2,448,111.31	-51,534.37	-2.1%
TOTAL ASSETS	2,396,576.94	2,448,111.31	-51,534.37	-2.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2010 · Accounts Payable	-4,742.00	80,029.37	-84,771.37	-105.9%
Total Accounts Payable	-4,742.00	80,029.37	-84,771.37	-105.9%
Credit Cards				
2050 · Bank of America - credit card	406.00	406.00	0.00	0.0%
Total Credit Cards	406.00	406.00	0.00	0.0%
Other Current Liabilities				
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%
2210 · Federal Withholding Tax	2,007.81	0.00	2,007.81	100.0%
2250 · 457(b) Withholding	9,793.32	-980.87	10,774.19	1,098.4%
Total Other Current Liabilities	353,928.61	341,146.61	12,782.00	3.8%
Total Current Liabilities	349,592.61	421,581.98	-71,989.37	-17.1%

Chappaqua Central School District Public Library (new)
Balance Sheet Prev Year Comparison
As of October 31, 2023

	Oct 31, 23	Oct 31, 22	\$ Change	% Change
Total Liabilities	349,592.61	421,581.98	-71,989.37	-17.1%
Equity				
3000 · Unrestricted Net Assets				
3010 · Unassigned	168,052.65	168,052.65	0.00	0.0%
Total 3000 · Unrestricted Net Assets	168,052.65	168,052.65	0.00	0.0%
3100 · Board Designated Net Assets				
3110 · Carol Burk Bequest	20,576.80	20,576.80	0.00	0.0%
Total 3100 · Board Designated Net Assets	20,576.80	20,576.80	0.00	0.0%
3200 · Temporarily Rest. Net Assets				
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%
Total 3200 · Temporarily Rest. Net Assets	3,012.06	3,012.06	0.00	0.0%
32000 · Retained Earnings	300,010.71	257,787.13	42,223.58	16.4%
3300 · Capital Fund Net Assets				
3310 · Capital Fund - General	735,783.21	735,783.21	0.00	0.0%
Total 3300 · Capital Fund Net Assets	735,783.21	735,783.21	0.00	0.0%
3600 · Permanently Rest. Net Assets				
3610 · Reader's Digest Fund	30,044.00	30,044.00	0.00	0.0%
3620 · Schlanger Fund	10,000.00	10,000.00	0.00	0.0%
Total 3600 · Permanently Rest. Net Assets	40,044.00	40,044.00	0.00	0.0%
Net Income	779,504.90	801,273.48	-21,768.58	-2.7%
Total Equity	2,046,984.33	2,026,529.33	20,455.00	1.0%
TOTAL LIABILITIES & EQUITY	2,396,576.94	2,448,111.31	-51,534.37	-2.1%

Chappaqua Central School District Public Library (new)
Profit & Loss Budget vs. Actual
 July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
9311 - Insurance Income	13,454.52	0.00	13,454.52	100.0%
4000 - Support and Revenue				
4010 - School District Tax	1,772,168.50	3,544,337.00	-1,772,168.50	50.0%
4020 - Local Library Aid	0.00	4,000.00	-4,000.00	0.0%
4030 - Donations	0.00	250.00	-250.00	0.0%
4110 - Fines	4,714.37	12,000.00	-7,285.63	39.3%
4120 - Commissions	0.00	1,000.00	-1,000.00	0.0%
4130 - Lost and Paid	0.00	3,500.00	-3,500.00	0.0%
4140 - Theater Rental	115.00	0.00	115.00	100.0%
4310 - Interest Income	30,721.87	8,000.00	22,721.87	384.0%
4810 - Other Income	0.00	101,251.00	-101,251.00	0.0%
Total 4000 - Support and Revenue	1,807,719.74	3,674,338.00	-1,866,618.26	49.2%
Total Income	1,821,174.26	3,674,338.00	-1,853,163.74	49.6%
Gross Profit	1,821,174.26	3,674,338.00	-1,853,163.74	49.6%
Expense				
6000 - Personnel Costs				
6010 - Salaries - Librarians	319,788.06	1,079,981.00	-760,192.94	29.6%
6020 - Salaries - Clerks	157,527.27	655,837.00	-498,309.73	24.0%
6030 - Salaries - Custodians	20,194.86	95,609.00	-75,414.14	21.1%
6040 - Salaries - Pages	8,203.51	64,025.00	-55,821.49	12.8%
6110 - FICA / Medicare	35,412.21	126,747.00	-91,334.79	27.9%
6120 - Health Insurance	148,343.01	539,041.00	-390,697.99	27.5%
6130 - Medicare Reimbursement	12,935.70	55,134.00	-42,198.30	23.5%
6140 - Workers Compensation Insurance	0.00	15,000.00	-15,000.00	0.0%
6150 - Disability Expense	156.57	984.00	-827.43	15.9%
6160 - NY City Metro	0.00	1,500.00	-1,500.00	0.0%
6170 - Retirement Expense	2,603.52	248,064.00	-245,460.48	1.0%
6190 - Payroll Expenses	1,559.94			
6000 - Personnel Costs - Other	-87.05			
Total 6000 - Personnel Costs	706,637.60	2,881,922.00	-2,175,284.40	24.5%
7000 - Materials				
7100 - Books				
7110 - Books - Adult Fiction	6,613.09	0.00	6,613.09	100.0%
7120 - Books - Adult Non-Fiction	4,637.51	0.00	4,637.51	100.0%
7130 - Books - Adult - JIC	354.40	0.00	354.40	100.0%
7140 - Books - Adult Learn	138.41	0.00	138.41	100.0%
7150 - Books - Juvenile	3,903.09	0.00	3,903.09	100.0%
7170 - Books - Standing Order	0.00	0.00	0.00	0.0%
7180 - Books - Young Adult	774.24	0.00	774.24	100.0%
7100 - Books - Other	17.81	78,500.00	-78,482.19	0.0%
Total 7100 - Books	16,438.55	78,500.00	-62,061.45	20.9%
7210 - Databases	0.00	0.00	0.00	0.0%
7250 - Electronic Materials	14,785.39	70,000.00	-55,214.61	21.1%
7310 - Periodicals	8,751.12	13,710.00	-4,958.88	63.8%
7400 - Recordings				
7410 - Recordings - Adult CD	0.00	0.00	0.00	0.0%
7420 - Recordings - Adult Audiobooks	2,781.71	0.00	2,781.71	100.0%

**Chappaqua Central School District Public Library (new)
Profit & Loss Budget vs. Actual**

July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
7430 · Recordings - Adult DVD	847.68	0.00	847.68	100.0%
7460 · Recordings - Juvenile DVD	62.67	0.00	62.67	100.0%
7490 · Recordings - YA DVD	0.00	0.00	0.00	0.0%
7400 · Recordings - Other	0.00	21,713.00	-21,713.00	0.0%
Total 7400 · Recordings	3,692.06	21,713.00	-18,020.94	17.0%
Total 7000 · Materials	43,667.12	183,923.00	-140,255.88	23.7%
8000 · Facilities and Occupancy				
8010 · Building Maintenance & Repairs	81,009.20	49,300.00	31,709.20	164.3%
8020 · Building Service Contracts	32,697.50	84,180.00	-51,482.50	38.8%
8030 · Grounds Maintenance	12,738.00	0.00	12,738.00	100.0%
8040 · Electricity	19,712.60	62,000.00	-42,287.40	31.8%
8050 · Fuel	0.00	22,300.00	-22,300.00	0.0%
8060 · Sewer Tax	0.00	7,000.00	-7,000.00	0.0%
8070 · Custodial Supplies	1,963.09	9,000.00	-7,036.91	21.8%
8080 · Water	448.00	1,800.00	-1,352.00	24.9%
Total 8000 · Facilities and Occupancy	148,568.39	235,580.00	-87,011.61	63.1%
9000 · Administrative Expenses				
9110 · Westlynx / Technology	44,244.11	105,793.00	-61,548.89	41.8%
9210 · Professional Fees	47,705.07	144,946.00	-97,240.93	32.9%
9310 · Insurance	24,275.48	29,000.00	-4,724.52	83.7%
9320 · Equipment Maintenance	1,636.85	15,000.00	-13,363.15	10.9%
9330 · Telephone and Internet	4,620.18	6,144.00	-1,523.82	75.2%
9410 · Office Supplies				
9411 · Library Supplies	3,225.02	9,500.00	-6,274.98	33.9%
9410 · Office Supplies - Other	487.22	10,000.00	-9,512.78	4.9%
Total 9410 · Office Supplies	3,712.24	19,500.00	-15,787.76	19.0%
9420 · Postage and Shipping	543.70	7,430.00	-6,886.30	7.3%
9430 · Printing and Reproduction	2,887.50	10,850.00	-7,962.50	26.6%
9440 · Travel and Miscellaneous				
9445 · Professional Development	0.00	8,750.00	-8,750.00	0.0%
9440 · Travel and Miscellaneous - Other	0.00	500.00	-500.00	0.0%
Total 9440 · Travel and Miscellaneous	0.00	9,250.00	-9,250.00	0.0%
9450 · Director's Contingency	0.00	500.00	-500.00	0.0%
9460 · Development	198.99			
9480 · Suspense	77.17	0.00	77.17	100.0%
9490 · Miscellaneous Expense	9,579.63	0.00	9,579.63	100.0%
9600 · Program Expenses				
9610 · Adult Programming	2,059.96	0.00	2,059.96	100.0%
9620 · Teen Programming	136.01	0.00	136.01	100.0%
9630 · Childrens Programming	1,560.70	0.00	1,560.70	100.0%
9600 · Program Expenses - Other	100.00	24,500.00	-24,400.00	0.4%
Total 9600 · Program Expenses	3,856.67	24,500.00	-20,643.33	15.7%
Total 9000 · Administrative Expenses	143,337.59	372,913.00	-229,575.41	38.4%
Total Expense	1,042,210.70	3,674,338.00	-2,632,127.30	28.4%
Net Ordinary Income	778,963.56	0.00	778,963.56	100.0%

Chappaqua Central School District Public Library (new)
Profit & Loss Budget vs. Actual
 July through October 2023

	Jul - Oct 23	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
9910 · Friends Reimbursement - inc	4,347.89	0.00	4,347.89	100.0%
Total Other Income	4,347.89	0.00	4,347.89	100.0%
Other Expense				
9810 · Friends Reimbursement - exp	3,806.55	0.00	3,806.55	100.0%
9850 · Capital Expenditures	0.00	0.00	0.00	0.0%
9999 · Ask My Accountant	0.00	0.00	0.00	0.0%
Total Other Expense	3,806.55	0.00	3,806.55	100.0%
Net Other Income	541.34	0.00	541.34	100.0%
Net Income	779,504.90	0.00	779,504.90	100.0%

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10407	11/02/2023	Guardian	1001 · Valley- Checking_6387		-3,098.54
Bill	10172...	11/02/2023		6120 · Health Insurance	-3,098.54	3,098.54
TOTAL					-3,098.54	3,098.54
Bill Pmt -Check	10408	11/02/2023	The Libray Store	1001 · Valley- Checking_6387		-1,011.83
Bill	6059807	11/02/2023		9810 · Friends Reimbursement - exp	-1,011.83	1,011.83
TOTAL					-1,011.83	1,011.83
Bill Pmt -Check	10409	11/02/2023	Janway Company ...	1001 · Valley- Checking_6387		-715.00
Bill	3-147...	11/02/2023		9411 · Library Supplies	-715.00	715.00
TOTAL					-715.00	715.00
Bill Pmt -Check	10410	11/13/2023	ARCO Cleaning	1001 · Valley- Checking_6387		-2,070.00
Bill	69960	11/11/2023		8020 · Building Service Contracts	-2,070.00	2,070.00
TOTAL					-2,070.00	2,070.00
Bill Pmt -Check	10411	11/13/2023	Atlantic Westchester	1001 · Valley- Checking_6387		-946.21
Bill	74994	11/11/2023		8020 · Building Service Contracts	-946.21	946.21
TOTAL					-946.21	946.21
Bill Pmt -Check	10412	11/13/2023	Baker & Taylor	1001 · Valley- Checking_6387		-4,129.34
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-23.16	23.16
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-13.89	13.89
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-5.69	5.69
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-332.23	332.23
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-119.66	119.66
Bill	50186...	11/11/2023		7150 · Books - Juvenile	-12.23	12.23
Bill	50185...	11/11/2023		7150 · Books - Juvenile	-14.79	14.79
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-192.83	192.83
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-109.49	109.49
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-430.33	430.33
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-164.68	164.68
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-225.19	225.19

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-270.89	270.89
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-343.24	343.24
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-103.76	103.76
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-36.34	36.34
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-31.83	31.83
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-27.13	27.13
Bill	50186...	11/11/2023		7110 · Books - Adult Fiction	-147.98	147.98
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-89.19	89.19
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-40.57	40.57
Bill	50186...	11/11/2023		7110 · Books - Adult Fiction	-13.57	13.57
Bill	50186...	11/11/2023		7110 · Books - Adult Fiction	-213.90	213.90
Bill	50186...	11/11/2023		7120 · Books - Adult Non-Fiction	-85.09	85.09
Bill	50185...	11/11/2023		7150 · Books - Juvenile	-15.37	15.37
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-134.19	134.19
Bill	50185...	11/11/2023		7110 · Books - Adult Fiction	-65.66	65.66
Bill	50185...	11/11/2023		7120 · Books - Adult Non-Fiction	-207.53	207.53
Bill	50185...	11/11/2023		7150 · Books - Juvenile	-357.80	357.80
Bill	50185...	11/11/2023		7180 · Books - Young Adult	-33.21	33.21
Bill	50186...	11/11/2023		7120 · Books - Adult Non-Fiction	-257.12	257.12
				7140 · Books - Adult Learn	-10.80	10.80
TOTAL					-4,129.34	4,129.34
Bill Pmt -Check	10413	11/13/2023	Berger Hardware	1001 · Valley- Checking_6387		-60.27
Bill	626542	11/11/2023		8070 · Custodial Supplies	-60.27	60.27
TOTAL					-60.27	60.27
Bill Pmt -Check	10414	11/13/2023	Blackstone Publish...	1001 · Valley- Checking_6387		-433.49
Bill	2122669	11/11/2023		7420 · Recordings - Adult Audiobooks	-72.29	72.29
Bill	2124133	11/11/2023		7420 · Recordings - Adult Audiobooks	-39.25	39.25
Bill	2123929	11/11/2023		7420 · Recordings - Adult Audiobooks	-39.25	39.25
Bill	2123509	11/11/2023		7420 · Recordings - Adult Audiobooks	-7.95	7.95
Bill	2124130	11/11/2023		7420 · Recordings - Adult Audiobooks	-78.50	78.50
Bill	2123379	11/11/2023		7420 · Recordings - Adult Audiobooks	-196.25	196.25
TOTAL					-433.49	433.49
Bill Pmt -Check	10415	11/13/2023	Bond Schoeneck &...	1001 · Valley- Checking_6387		-5,000.00
Bill	19992...	11/11/2023		9210 · Professional Fees	-5,000.00	5,000.00
TOTAL					-5,000.00	5,000.00

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10416	11/13/2023	Catherine Paulsen	1001 · Valley- Checking_6387		-7.79
Bill	10262...	11/11/2023		9620 · Teen Programming	-7.79	7.79
TOTAL					-7.79	7.79
Bill Pmt -Check	10417	11/13/2023	Demco	1001 · Valley- Checking_6387		-130.93
Bill	7389106	11/11/2023		9411 · Library Supplies	-130.93	130.93
TOTAL					-130.93	130.93
Bill Pmt -Check	10418	11/13/2023	ECubed	1001 · Valley- Checking_6387		-245.00
Bill	8941	11/11/2023		9330 · Telephone and Internet	-245.00	245.00
TOTAL					-245.00	245.00
Bill Pmt -Check	10419	11/13/2023	Integrated Behavio...	1001 · Valley- Checking_6387		-294.00
Bill	282939	11/11/2023		6120 · Health Insurance	-294.00	294.00
TOTAL					-294.00	294.00
Bill Pmt -Check	10420	11/13/2023	J.Vasquez Landsca...	1001 · Valley- Checking_6387		-5,775.00
Bill	10312...	11/11/2023		8020 · Building Service Contracts	-3,600.00	3,600.00
Bill	1162023	11/11/2023		8020 · Building Service Contracts	-975.00	975.00
Bill	11620...	11/11/2023		8020 · Building Service Contracts	-1,200.00	1,200.00
TOTAL					-5,775.00	5,775.00
Bill Pmt -Check	10421	11/13/2023	Jamie Gordon	1001 · Valley- Checking_6387		-240.00
Bill	11022...	11/11/2023		9630 · Childrens Programming	-240.00	240.00
TOTAL					-240.00	240.00
Bill Pmt -Check	10422	11/13/2023	John C Hart Memo...	1001 · Valley- Checking_6387		-7.99
Bill	08252...	11/11/2023		9480 · Suspense	-7.99	7.99
TOTAL					-7.99	7.99

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	10424	11/28/2023	ShelterPoint Life	1001 · Valley- Checking_6387		-534.60
Bill	11212...	11/28/2023		6150 · Disability Expense	-534.60	534.60
TOTAL					-534.60	534.60
Bill Pmt -Check	10429	11/13/2023	NYS Employees He...	1001 · Valley- Checking_6387		-46,215.43
Bill	600	11/11/2023		6120 · Health Insurance	-46,215.43	46,215.43
TOTAL					-46,215.43	46,215.43
Bill Pmt -Check	10431	11/13/2023	Wings & Tails Wild...	1001 · Valley- Checking_6387		-225.00
Bill	10312...	11/11/2023		8010 · Building Maintenance & Repairs	-225.00	225.00
TOTAL					-225.00	225.00
Bill Pmt -Check	10432	11/13/2023	William C Link	1001 · Valley- Checking_6387		-6,975.00
Bill	Augus...	11/11/2023		8020 · Building Service Contracts	-2,700.00	2,700.00
Bill	Sept2...	11/11/2023		8020 · Building Service Contracts	-2,250.00	2,250.00
Bill	Oct2023	11/11/2023		8020 · Building Service Contracts	-2,025.00	2,025.00
TOTAL					-6,975.00	6,975.00
Bill Pmt -Check	10433	11/13/2023	WB Mason	1001 · Valley- Checking_6387		-3,480.68
Bill	24215...	11/11/2023		8070 · Custodial Supplies	-1,734.94	1,734.94
Bill	24088...	11/11/2023		8070 · Custodial Supplies	-856.35	856.35
Bill	24218...	11/11/2023		9411 · Library Supplies	-72.98	72.98
Bill	24220...	11/11/2023		9411 · Library Supplies	-0.99	0.99
Bill	24173...	11/11/2023		8070 · Custodial Supplies	-815.42	815.42
TOTAL					-3,480.68	3,480.68
Bill Pmt -Check	10434	11/13/2023	Verizon 0001-75	1001 · Valley- Checking_6387		-131.94
Bill	10222...	11/11/2023		9330 · Telephone and Internet	-131.94	131.94
TOTAL					-131.94	131.94
Bill Pmt -Check	10435	11/13/2023	Verizon 0001-70	1001 · Valley- Checking_6387		-111.53

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	10242...	11/11/2023		9330 · Telephone and Internet	-111.53	111.53
TOTAL					-111.53	111.53
Bill Pmt -Check	10436	11/13/2023	Verizon 0001-37	1001 · Valley- Checking_6387		-7.69
Bill	10152...	11/11/2023		9330 · Telephone and Internet	-7.69	7.69
TOTAL					-7.69	7.69
Bill Pmt -Check	10437	11/13/2023	Verizon 00001	1001 · Valley- Checking_6387		-102.53
Bill	99476...	11/11/2023		9330 · Telephone and Internet	-102.53	102.53
TOTAL					-102.53	102.53
Bill Pmt -Check	10438	11/13/2023	Teresa Bueti	1001 · Valley- Checking_6387		-67.98
Bill	450835	11/11/2023		9810 · Friends Reimbursement - exp	-17.98	17.98
Bill	564	11/11/2023		9810 · Friends Reimbursement - exp	-50.00	50.00
TOTAL					-67.98	67.98
Bill Pmt -Check	10439	11/13/2023	StudioAbe, LLC	1001 · Valley- Checking_6387		-1,125.00
Bill	20231...	11/11/2023		9210 · Professional Fees	-1,125.00	1,125.00
TOTAL					-1,125.00	1,125.00
Bill Pmt -Check	10440	11/13/2023	Playaway Products...	1001 · Valley- Checking_6387		-207.47
Bill	445157	11/11/2023		7250 · Electronic Materials	-79.99	79.99
Bill	445289	11/11/2023		7250 · Electronic Materials	-127.48	127.48
TOTAL					-207.47	207.47
Bill Pmt -Check	10441	11/13/2023	Pitney Bowes - Pur...	1001 · Valley- Checking_6387		-36.17
Bill	10162...	11/11/2023		9420 · Postage and Shipping	-36.17	36.17
TOTAL					-36.17	36.17
Bill Pmt -Check	10442	11/13/2023	Pitney Bowes	1001 · Valley- Checking_6387		-35.00

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	33182...	11/11/2023		9420 · Postage and Shipping	-35.00	35.00
TOTAL					-35.00	35.00
Bill Pmt -Check	10443	11/13/2023	OverDrive	1001 · Valley- Checking_6387		-4,563.83
Bill	01322...	11/11/2023		7250 · Electronic Materials	-151.50	151.50
Bill	01322...	11/11/2023		7250 · Electronic Materials	-1,519.02	1,519.02
Bill	01322...	11/11/2023		7250 · Electronic Materials	-563.78	563.78
Bill	01322...	11/11/2023		7250 · Electronic Materials	-1,842.57	1,842.57
Bill	01322...	11/11/2023		7250 · Electronic Materials	-486.96	486.96
TOTAL					-4,563.83	4,563.83
Bill Pmt -Check	10444	11/13/2023	NYS Deferred Com...	1001 · Valley- Checking_6387		-2,423.67
Bill	1378508	11/11/2023		2250 · 457(b) Withholding	-146.42	146.42
				2250 · 457(b) Withholding	-103.36	103.36
				2250 · 457(b) Withholding	-50.00	50.00
				2250 · 457(b) Withholding	-400.00	400.00
				2250 · 457(b) Withholding	-55.61	55.61
				2250 · 457(b) Withholding	-1,557.08	1,557.08
				2250 · 457(b) Withholding	-111.20	111.20
TOTAL					-2,423.67	2,423.67
Bill Pmt -Check	10446	11/13/2023	NawrockiSmith	1001 · Valley- Checking_6387		-1,800.00
Bill	61758	11/11/2023		8020 · Building Service Contracts	-1,800.00	1,800.00
TOTAL					-1,800.00	1,800.00
Bill Pmt -Check	10447	11/13/2023	Nalco Water	1001 · Valley- Checking_6387		-111.33
Bill	8255954	11/11/2023		8020 · Building Service Contracts	-111.33	111.33
TOTAL					-111.33	111.33
Bill Pmt -Check	10448	11/13/2023	Mount Vernon Publ...	1001 · Valley- Checking_6387		-12.99
Bill	09302...	11/11/2023		9480 · Suspense	-12.99	12.99
TOTAL					-12.99	12.99
Bill Pmt -Check	10449	11/13/2023	Midwest Tape	1001 · Valley- Checking_6387		-128.65

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	50444...	11/11/2023		7430 · Recordings - Adult DVD	-98.42	98.42
Bill	50454...	11/11/2023		7490 · Recordings - YA DVD	-30.23	30.23
TOTAL					-128.65	128.65
Bill Pmt -Check	10450	11/13/2023	JP McHale	1001 · Valley- Checking_6387		-125.52
Bill	10220...	11/11/2023		8020 · Building Service Contracts	-125.52	125.52
TOTAL					-125.52	125.52
Bill Pmt -Check	10451	11/17/2023	AFLAC	1001 · Valley- Checking_6387		-484.20
Bill	289696	11/17/2023		6120 · Health Insurance	-242.10	242.10
Bill	308109	11/17/2023		6120 · Health Insurance	-242.10	242.10
TOTAL					-484.20	484.20
Bill Pmt -Check	10452	11/17/2023	Atlantic A Program	1001 · Valley- Checking_6387		-315.98
Bill	81321...	11/17/2023		9320 · Equipment Maintenance	-315.98	315.98
TOTAL					-315.98	315.98
Bill Pmt -Check	10453	11/17/2023	Bank of America	1001 · Valley- Checking_6387		-3,668.99
Bill	10/05-...	11/17/2023		7310 · Periodicals	-175.00	175.00
				9810 · Friends Reimbursement - exp	-50.00	50.00
				9330 · Telephone and Internet	-15.99	15.99
				9460 · Development	-35.00	35.00
				9330 · Telephone and Internet	-60.00	60.00
				9460 · Development	-99.00	99.00
				7310 · Periodicals	-200.00	200.00
				9330 · Telephone and Internet	-414.40	414.40
				9210 · Professional Fees	-75.00	75.00
				9810 · Friends Reimbursement - exp	-2,091.10	2,091.10
				7310 · Periodicals	-428.50	428.50
				9330 · Telephone and Internet	-25.00	25.00
TOTAL					-3,668.99	3,668.99
Bill Pmt -Check	10454	11/17/2023	Guardian	1001 · Valley- Checking_6387		-1,549.27

Chappaqua Central School District Public Library (new)
Check Detail
November 2023

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Bill	11142...	11/17/2023		6120 · Health Insurance	-1,549.27	1,549.27
TOTAL					-1,549.27	1,549.27
Bill Pmt -Check	10455	11/17/2023	Library Market	1001 · Valley- Checking_6387		-15,950.00
Bill	2659	11/17/2023		9210 · Professional Fees	-12,450.00	12,450.00
				9210 · Professional Fees	-2,000.00	2,000.00
				9210 · Professional Fees	-1,500.00	1,500.00
TOTAL					-15,950.00	15,950.00
Bill Pmt -Check	10456	11/17/2023	New York Power A...	1001 · Valley- Checking_6387		-4,144.84
Bill	61001...	11/17/2023		8040 · Electricity	-4,144.84	4,144.84
TOTAL					-4,144.84	4,144.84

Chappaqua Central School District Public Library (new) Reconciliation Detail

1001 - Valley- Checking_6387, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						621,621.13
Cleared Transactions						
Checks and Payments - 45 items						
Bill Pmt -Check	07/17/2023	10189	InfoUSA Marketing, I...	X	-1,600.00	-1,600.00
Bill Pmt -Check	08/14/2023	10227	Cristina Shih	X	-200.00	-1,800.00
Bill Pmt -Check	09/08/2023	10281	Mele Plumbing and H...	X	-585.00	-2,385.00
Bill Pmt -Check	09/08/2023	10288	Paylocity	X	-549.37	-2,934.37
Bill Pmt -Check	09/08/2023	10268	Brodart Co.	X	-420.82	-3,355.19
Bill Pmt -Check	09/08/2023	10290	Playaway Products L...	X	-382.44	-3,737.63
Bill Pmt -Check	09/08/2023	10299	ZORO	X	-371.97	-4,109.60
Bill Pmt -Check	09/08/2023	10271	ECubed	X	-245.00	-4,354.60
Bill Pmt -Check	09/08/2023	10284	New-York Historical ...	X	-160.00	-4,514.60
Bill Pmt -Check	09/08/2023	10270	Chicago Distribution ...	X	-92.15	-4,606.75
Bill Pmt -Check	09/08/2023	10274	Hendrick Hudson Fre...	X	-70.00	-4,676.75
Bill Pmt -Check	09/08/2023	10291	Saw Mill River Audub...	X	-50.00	-4,726.75
Bill Pmt -Check	09/08/2023	10293	Teresa Bueti	X	-38.68	-4,765.43
Bill Pmt -Check	09/08/2023	10280	Mamaroneck Public L...	X	-29.99	-4,795.42
Bill Pmt -Check	09/08/2023	10282	Mt. Pleasant Public Li...	X	-28.95	-4,824.37
Bill Pmt -Check	09/08/2023	10276	Joan Kuhn	X	-10.99	-4,835.36
Bill Pmt -Check	09/08/2023	10286	Ossining Public Library	X	-4.99	-4,840.35
Bill Pmt -Check	09/13/2023	10307	J.Vasquez Landscapi...	X	-3,600.00	-8,440.35
Bill Pmt -Check	09/13/2023	10308	Janice A Cleland	X	-479.10	-8,919.45
Bill Pmt -Check	09/13/2023	10309	Joan Skahan	X	-479.10	-9,398.55
Bill Pmt -Check	09/13/2023	10304	Francis E Martini	X	-479.10	-9,877.65
Bill Pmt -Check	09/13/2023	10303	Elaine Webber	X	-479.10	-10,356.75
Bill Pmt -Check	09/13/2023	10329	William V Guthrie	X	-479.10	-10,835.85
Bill Pmt -Check	09/13/2023	10327	Terry L Martini	X	-479.10	-11,314.95
Bill Pmt -Check	09/13/2023	10325	Roger Pollak	X	-479.10	-11,794.05
Bill Pmt -Check	09/13/2023	10312	Judy Lauder	X	-479.10	-12,273.15
Bill Pmt -Check	09/13/2023	10318	Mary L Platt	X	-479.10	-12,752.25
Bill Pmt -Check	09/13/2023	10324	Robert Platt	X	-479.10	-13,231.35
Bill Pmt -Check	09/13/2023	10300	AFLAC	X	-242.10	-13,473.45
Bill Pmt -Check	09/27/2023	10335	American Bankers In...	X	-4,742.00	-18,215.45
Bill Pmt -Check	09/27/2023	10336	AA All American Loc...	X	-826.36	-19,041.81
Bill Pmt -Check	10/04/2023	10337	InfoUSA Marketing, I...	X	-1,600.00	-20,641.81
Bill Pmt -Check	10/04/2023	10339	Mele Plumbing and H...	X	-725.00	-21,366.81
Bill Pmt -Check	10/04/2023	10340	Safeguard Marketing ...	X	-451.22	-21,818.03
Check	10/06/2023	PRT1...	Paylocity Payroll	X	-42,634.09	-64,452.12
Check	10/06/2023	PRT1...	Paylocity Taxes	X	-16,362.08	-80,814.20
Check	10/06/2023	PRT1...	Paylocity Payroll	X	-1,464.64	-82,278.84
Check	10/20/2023	PRT1...	Paylocity Payroll	X	-39,932.30	-122,211.14
Check	10/20/2023	PRT1...	Paylocity Taxes	X	-15,087.01	-137,298.15
Check	10/20/2023	PRT1...	Paylocity Payroll	X	-1,057.23	-138,355.38
Bill Pmt -Check	10/23/2023	10343	Amazon	X	-4,530.84	-142,886.22
Bill Pmt -Check	10/23/2023	10350	Atlantic Westchester	X	-1,123.58	-144,009.80
Bill Pmt -Check	10/23/2023	10352	Bank of America	X	-973.27	-144,983.07
Bill Pmt -Check	10/23/2023	10346	Angel Velasquez	X	-300.00	-145,283.07
Check	10/26/2023	PRT1...	NYS Retirement	X	-1,428.95	-146,712.02
Total Checks and Payments					-146,712.02	-146,712.02
Deposits and Credits - 25 items						
Deposit	10/02/2023			X	83.84	83.84
Deposit	10/03/2023			X	34.94	118.78
General Journal	10/04/2023	10308		X	479.10	597.88
General Journal	10/04/2023	10189		X	1,600.00	2,197.88
Deposit	10/05/2023			X	57.27	2,255.15
Deposit	10/10/2023			X	27.13	2,282.28
Deposit	10/10/2023			X	5,060.97	7,343.25
Deposit	10/10/2023			X	5,985.24	13,328.49
Deposit	10/11/2023			X	10.61	13,339.10
Deposit	10/11/2023			X	2,385.00	15,724.10
Deposit	10/12/2023			X	46.38	15,770.48
Deposit	10/12/2023			X	798,398.50	814,168.98
Deposit	10/13/2023			X	9.64	814,178.62
Deposit	10/16/2023			X	42.33	814,220.95
Deposit	10/19/2023			X	9.64	814,230.59
Deposit	10/20/2023			X	24.82	814,255.41

Chappaqua Central School District Public Library (new) Reconciliation Detail

1001 - Valley- Checking_6387, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	10/23/2023	10358	Bronxville Public Libr...	X	0.00	814,255.41
Deposit	10/23/2023			X	54.33	814,309.74
Deposit	10/24/2023			X	43.95	814,353.69
Deposit	10/26/2023			X	9.64	814,363.33
Deposit	10/27/2023			X	23.28	814,386.61
Deposit	10/30/2023			X	31.65	814,418.26
Deposit	10/30/2023			X	60.19	814,478.45
Deposit	10/31/2023			X	26.09	814,504.54
Deposit	10/31/2023			X	4,283.30	818,787.84
Total Deposits and Credits					818,787.84	818,787.84
Total Cleared Transactions					672,075.82	672,075.82
Cleared Balance					672,075.82	1,293,696.95
Uncleared Transactions						
Checks and Payments - 86 items						
Bill Pmt -Check	12/21/2021	8903	Judy Lauder		-445.50	-445.50
Bill Pmt -Check	04/19/2022	9145	Town of New Castle		-1,200.00	-1,645.50
Bill Pmt -Check	04/19/2022	9125	Diane DeBellis		-40.00	-1,685.50
Bill Pmt -Check	06/06/2022	9303	Morningstar Inc.		-1,457.00	-3,142.50
Bill Pmt -Check	06/06/2022	9285	Joan Kuhn		-72.96	-3,215.46
Bill Pmt -Check	08/09/2022	9430	ID Cards Unlimited		-833.30	-4,048.76
Bill Pmt -Check	09/30/2022	9556	Marie Trzcinski		-510.30	-4,559.06
Bill Pmt -Check	10/18/2022	9608	Teresa Bueti		-124.25	-4,683.31
Bill Pmt -Check	11/15/2022	9648	iPROMOTEu		-805.89	-5,489.20
Bill Pmt -Check	12/20/2022	9719	OverDrive		-4,402.91	-9,892.11
Bill Pmt -Check	02/13/2023	9845	Demco		-349.30	-10,241.41
Bill Pmt -Check	03/27/2023	9920	Grey House Publishing		-1,395.00	-11,636.41
Bill Pmt -Check	04/24/2023	10025	Teresa Bueti		-133.05	-11,769.46
Bill Pmt -Check	05/08/2023	10049	Grey House Publishing		-1,395.00	-13,164.46
Bill Pmt -Check	06/07/2023	10077	Baker & Taylor		-2,302.11	-15,466.57
Bill Pmt -Check	07/17/2023	10205	Robbin Friedman		-60.77	-15,527.34
Bill Pmt -Check	07/17/2023	10208	Scarsdale Public Libr...		-25.00	-15,552.34
Bill Pmt -Check	08/14/2023	10248	Trivia King Sticker Bo...		-155.00	-15,707.34
Bill Pmt -Check	08/14/2023	10245	Teresa Bueti		-40.00	-15,747.34
Bill Pmt -Check	09/08/2023	10262	Automated Control Lo...		-4,609.00	-20,356.34
Bill Pmt -Check	09/08/2023	10287	OverDrive		-4,202.48	-24,558.82
Bill Pmt -Check	09/08/2023	10263	Baker & Taylor		-4,180.12	-28,738.94
Bill Pmt -Check	09/08/2023	10266	Blackstone Publishing		-1,021.69	-29,760.63
Bill Pmt -Check	09/08/2023	10272	Friends of the Chapp...		-154.75	-29,915.38
Bill Pmt -Check	09/08/2023	10297	WB Mason		-147.38	-30,062.76
Bill Pmt -Check	10/23/2023	10385	NYS Employees Heal...		-186,548.89	-216,611.65
Bill Pmt -Check	10/23/2023	10375	KG+D		-16,000.00	-232,611.65
Bill Pmt -Check	10/23/2023	10371	Joe Lombardo Plumb...		-11,630.00	-244,241.65
Bill Pmt -Check	10/23/2023	10384	NYS Deferred Comp...		-6,521.01	-250,762.66
Bill Pmt -Check	10/23/2023	10382	New York Power Aut...		-5,342.48	-256,105.14
Bill Pmt -Check	10/23/2023	10386	OverDrive		-5,084.13	-261,189.27
Bill Pmt -Check	10/23/2023	10351	Baker & Taylor		-5,041.32	-266,230.59
Bill Pmt -Check	10/23/2023	10368	J.Vasquez Landscapi...		-3,600.00	-269,830.59
Bill Pmt -Check	10/23/2023	10356	Bond Schoeneck & K...		-3,355.00	-273,185.59
Bill Pmt -Check	10/23/2023	10349	Atlantic Tomorrow's ...		-2,887.50	-276,073.09
Bill Pmt -Check	10/23/2023	10405	William C Link		-2,250.00	-278,323.09
Bill Pmt -Check	10/23/2023	10380	NawrockiSmith		-1,800.00	-280,123.09
Bill Pmt -Check	10/23/2023	10374	Keating Electric		-1,739.00	-281,862.09
Bill Pmt -Check	10/23/2023	10381	New Castle Commun...		-1,592.00	-283,454.09
Bill Pmt -Check	10/23/2023	10363	Danziger & Markhoff ...		-1,462.00	-284,916.09
Bill Pmt -Check	10/23/2023	10379	Nalco Water		-1,161.06	-286,077.15
Bill Pmt -Check	10/23/2023	10393	SavATree		-1,149.00	-287,226.15
Bill Pmt -Check	10/23/2023	10347	ARCO Cleaning		-1,030.00	-288,256.15
Bill Pmt -Check	10/23/2023	10370	Joan Schulman		-900.00	-289,156.15
Bill Pmt -Check	10/23/2023	10364	Dry Building Solutions		-850.00	-290,006.15
Bill Pmt -Check	10/23/2023	10355	Blackstone Publishing		-818.02	-290,824.17
Bill Pmt -Check	10/23/2023	10353	Barbara Bernstein		-720.00	-291,544.17
Bill Pmt -Check	10/23/2023	10376	Larry D'Amico		-706.23	-292,250.40
Bill Pmt -Check	10/23/2023	10341	AA All American Loc...		-698.64	-292,949.04
Bill Pmt -Check	10/23/2023	10377	Mary Rohde		-696.16	-293,645.20

**Chappaqua Central School District Public Library (new)
Reconciliation Detail**

1001 - Valley- Checking_6387, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	10/23/2023	10392	Sani-Pro Disposal		-690.96	-294,336.16
Bill Pmt -Check	10/23/2023	10387	Paylocity		-551.70	-294,887.86
Bill Pmt -Check	10/23/2023	10360	Christine Bobkoff		-540.00	-295,427.86
Bill Pmt -Check	10/23/2023	10395	The Dream Interpreta...		-500.00	-295,927.86
Bill Pmt -Check	10/23/2023	10342	AFLAC		-484.20	-296,412.06
Bill Pmt -Check	10/23/2023	10404	WB Mason		-399.60	-296,811.66
Bill Pmt -Check	10/23/2023	10398	ULINE		-363.55	-297,175.21
Bill Pmt -Check	10/23/2023	10354	Berger Hardware		-349.92	-297,525.13
Bill Pmt -Check	10/23/2023	10401	Verizon 0001-37		-345.08	-297,870.21
Bill Pmt -Check	10/23/2023	10348	Atlantic A Program		-318.43	-298,188.64
Bill Pmt -Check	10/23/2023	10344	American Library Ass...		-314.00	-298,502.64
Bill Pmt -Check	10/23/2023	10399	USA Today		-272.91	-298,775.55
Bill Pmt -Check	10/23/2023	10365	ECubed		-245.00	-299,020.55
Bill Pmt -Check	10/23/2023	10378	Midwest Tape		-211.54	-299,232.09
Bill Pmt -Check	10/23/2023	10361	Cristina Shih		-200.00	-299,432.09
Bill Pmt -Check	10/23/2023	10390	Playaway Products L...		-191.22	-299,623.31
Bill Pmt -Check	10/23/2023	10397	Town of New Castle ...		-150.00	-299,773.31
Bill Pmt -Check	10/23/2023	10357	Boscobel House & G...		-150.00	-299,923.31
Bill Pmt -Check	10/23/2023	10362	Daily News		-139.48	-300,062.79
Bill Pmt -Check	10/23/2023	10388	Pitney Bowes		-137.61	-300,200.40
Bill Pmt -Check	10/23/2023	10403	Verizon 0001-75		-129.99	-300,330.39
Bill Pmt -Check	10/23/2023	10372	JP McHale		-125.52	-300,455.91
Bill Pmt -Check	10/23/2023	10402	Verizon 0001-70		-103.47	-300,559.38
Bill Pmt -Check	10/23/2023	10406	William Costanzo		-100.00	-300,659.38
Bill Pmt -Check	10/23/2023	10359	Cassidy Weddle		-87.05	-300,746.43
Bill Pmt -Check	10/23/2023	10389	Pitney Bowes - Purch...		-70.64	-300,817.07
Bill Pmt -Check	10/23/2023	10367	Harry Mackles		-70.50	-300,887.57
Bill Pmt -Check	10/23/2023	10400	Verizon 00001		-50.96	-300,938.53
Bill Pmt -Check	10/23/2023	10366	Hammond Museum ...		-50.00	-300,988.53
Bill Pmt -Check	10/23/2023	10396	The Libray Store		-46.87	-301,035.40
Bill Pmt -Check	10/23/2023	10345	Amy Berger		-36.00	-301,071.40
Bill Pmt -Check	10/23/2023	10373	Julie Ann Polasko		-25.24	-301,096.64
Bill Pmt -Check	10/23/2023	10369	Joan Kuhn		-23.97	-301,120.61
Bill Pmt -Check	10/23/2023	10391	Ruth Keeler Memorial...		-6.99	-301,127.60
Bill Pmt -Check	10/23/2023	10383	Nithya Anand		-6.25	-301,133.85
Bill Pmt -Check	10/23/2023	10394	Sirspeedy		-6.00	-301,139.85
Total Checks and Payments					-301,139.85	-301,139.85
Total Uncleared Transactions					-301,139.85	-301,139.85
Register Balance as of 10/31/2023					370,935.97	992,557.10
New Transactions						
Checks and Payments - 43 items						
Bill Pmt -Check	11/02/2023	10407	Guardian		-3,098.54	-3,098.54
Bill Pmt -Check	11/02/2023	10408	The Libray Store		-1,011.83	-4,110.37
Bill Pmt -Check	11/02/2023	10409	Janway Company US...		-715.00	-4,825.37
Bill Pmt -Check	11/13/2023	10429	NYS Employees Heal...		-46,215.43	-51,040.80
Bill Pmt -Check	11/13/2023	10432	William C Link		-6,975.00	-58,015.80
Bill Pmt -Check	11/13/2023	10420	J.Vasquez Landscapi...		-5,775.00	-63,790.80
Bill Pmt -Check	11/13/2023	10415	Bond Schoeneck & K...		-5,000.00	-68,790.80
Bill Pmt -Check	11/13/2023	10443	OverDrive		-4,563.83	-73,354.63
Bill Pmt -Check	11/13/2023	10412	Baker & Taylor		-4,129.34	-77,483.97
Bill Pmt -Check	11/13/2023	10433	WB Mason		-3,480.68	-80,964.65
Bill Pmt -Check	11/13/2023	10444	NYS Deferred Comp...		-2,423.67	-83,388.32
Bill Pmt -Check	11/13/2023	10410	ARCO Cleaning		-2,070.00	-85,458.32
Bill Pmt -Check	11/13/2023	10446	NawrockiSmith		-1,800.00	-87,258.32
Bill Pmt -Check	11/13/2023	10439	StudioAbe, LLC		-1,125.00	-88,383.32
Bill Pmt -Check	11/13/2023	10411	Atlantic Westchester		-946.21	-89,329.53
Bill Pmt -Check	11/13/2023	10414	Blackstone Publishing		-433.49	-89,763.02
Bill Pmt -Check	11/13/2023	10419	Integrated Behavioral ...		-294.00	-90,057.02
Bill Pmt -Check	11/13/2023	10418	ECubed		-245.00	-90,302.02
Bill Pmt -Check	11/13/2023	10421	Jamie Gordon		-240.00	-90,542.02
Bill Pmt -Check	11/13/2023	10431	Wings & Tails Wildlif...		-225.00	-90,767.02
Bill Pmt -Check	11/13/2023	10440	Playaway Products L...		-207.47	-90,974.49
Bill Pmt -Check	11/13/2023	10434	Verizon 0001-75		-131.94	-91,106.43
Bill Pmt -Check	11/13/2023	10417	Demco		-130.93	-91,237.36

Chappaqua Central School District Public Library (new)
Reconciliation Detail

1001 - Valley- Checking_6387, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	11/13/2023	10449	Midwest Tape		-128.65	-91,366.01
Bill Pmt -Check	11/13/2023	10450	JP McHale		-125.52	-91,491.53
Bill Pmt -Check	11/13/2023	10435	Verizon 0001-70		-111.53	-91,603.06
Bill Pmt -Check	11/13/2023	10447	Nalco Water		-111.33	-91,714.39
Bill Pmt -Check	11/13/2023	10437	Verizon 00001		-102.53	-91,816.92
Bill Pmt -Check	11/13/2023	10438	Teresa Bueti		-67.98	-91,884.90
Bill Pmt -Check	11/13/2023	10413	Berger Hardware		-60.27	-91,945.17
Bill Pmt -Check	11/13/2023	10441	Pitney Bowes - Purch...		-36.17	-91,981.34
Bill Pmt -Check	11/13/2023	10442	Pitney Bowes		-35.00	-92,016.34
Bill Pmt -Check	11/13/2023	10448	Mount Vernon Public ...		-12.99	-92,029.33
Bill Pmt -Check	11/13/2023	10422	John C Hart Memoria...		-7.99	-92,037.32
Bill Pmt -Check	11/13/2023	10416	Catherine Paulsen		-7.79	-92,045.11
Bill Pmt -Check	11/13/2023	10436	Verizon 0001-37		-7.69	-92,052.80
Bill Pmt -Check	11/17/2023	10455	Library Market		-15,950.00	-108,002.80
Bill Pmt -Check	11/17/2023	10456	New York Power Aut...		-4,144.84	-112,147.64
Bill Pmt -Check	11/17/2023	10453	Bank of America		-3,668.99	-115,816.63
Bill Pmt -Check	11/17/2023	10454	Guardian		-1,549.27	-117,365.90
Bill Pmt -Check	11/17/2023	10451	AFLAC		-484.20	-117,850.10
Bill Pmt -Check	11/17/2023	10452	Atlantic A Program		-315.98	-118,166.08
Bill Pmt -Check	11/28/2023	10424	ShelterPoint Life		-534.60	-118,700.68
Total Checks and Payments					-118,700.68	-118,700.68
Deposits and Credits - 2 items						
Deposit	12/04/2023				7,085.28	7,085.28
Deposit	12/04/2023				13,391.42	20,476.70
Total Deposits and Credits					20,476.70	20,476.70
Total New Transactions					-98,223.98	-98,223.98
Ending Balance					272,711.99	894,333.12

Chappaqua Central School District Public Library (new)
Reconciliation Detail

1003 - Valley - MMA Cap 3018, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						309,414.99
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	08/31/2023			X	1,253.06	1,253.06
Total Deposits and Credits					1,253.06	1,253.06
Total Cleared Transactions					1,253.06	1,253.06
Cleared Balance					1,253.06	310,668.05
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	08/31/2023				285.78	285.78
Total Deposits and Credits					285.78	285.78
Total Uncleared Transactions					285.78	285.78
Register Balance as of 10/31/2023					1,538.84	310,953.83
Ending Balance					1,538.84	310,953.83

Chappaqua Central School District Public Library (new)
Reconciliation Detail

1002 · Valley - M.M - 1594, Period Ending 10/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,031,148.65
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2023			X	4,175.93	4,175.93
Total Deposits and Credits					4,175.93	4,175.93
Total Cleared Transactions					4,175.93	4,175.93
Cleared Balance					4,175.93	1,035,324.58
Register Balance as of 10/31/2023					4,175.93	1,035,324.58
Ending Balance					4,175.93	1,035,324.58

Chappaqua Central School District Public Library (new)
Check Warrant December 2023
December 18, 2023

Type	Date	Name	Memo	Debit
Bill Pmt -Check	12/18/2023	AFLAC	NG396	\$ 242.10
Bill Pmt -Check	12/18/2023	Atlantic A Program	21952	\$ 315.98
Bill Pmt -Check	12/18/2023	Atlantic Westchester	HVAC	\$ 1,771.43
Bill Pmt -Check	12/18/2023	Automated Control Logic Inc	CHA0310	\$ 240.19
Bill Pmt -Check	12/18/2023	Baker & Taylor	303381 L423567 3 000000	\$ 5,301.34
Bill Pmt -Check	12/18/2023	Benjamin Fine	Items for YA program (food)	\$ 33.91
Bill Pmt -Check	12/18/2023	Blackstone Publishing	101262	\$ 928.98
Bill Pmt -Check	12/18/2023	Bond Schoeneck & King		\$ 4,117.50
Bill Pmt -Check	12/18/2023	Brodart Co.	310238	\$ 447.94
Bill Pmt -Check	12/18/2023	Chappaqua CSD	Chappaqua CSD _ Library BY ERS Period Ending March 31st 2023	\$ 170,483.39
Bill Pmt -Check	12/18/2023	Chappaqua Paint and Hardware		\$ 50.35
Bill Pmt -Check	12/18/2023	Chicago Distribution Center	Invoice 12013515 \$24.11	\$ 24.11
Bill Pmt -Check	12/18/2023	ConEdison	59-0912-1280-1000-8	\$ 695.19
Bill Pmt -Check	12/18/2023	Danziger & Markhoff LLP	03710-00111	\$ 1,462.00
Bill Pmt -Check	12/18/2023	ECubed	Ecube Management fee for Phones _ December 2023	\$ 245.00
Bill Pmt -Check	12/18/2023	Elyse Schreiber		\$ 900.00
Bill Pmt -Check	12/18/2023	George Benack	Food for staff morning breakfast to welcome Carolyn	\$ 147.45
Bill Pmt -Check	12/18/2023	Guardian	Group ID 00 559022	\$ 1,642.28
Bill Pmt -Check	12/18/2023	J.Vasquez Landscaping Inc	Monthly Lawn and Ground Service	\$ 3,600.00
Bill Pmt -Check	12/18/2023	Joan Kuhn	Cake for adult program	\$ 10.99
Bill Pmt -Check	12/18/2023	JP McHale	106217	\$ 125.52
Bill Pmt -Check	12/18/2023	Keating Electric	Keating_Inv. 90181	\$ 1,173.36
Bill Pmt -Check	12/18/2023	Mercy Garland	supplies for jr garden club & Food for jr garden club	\$ 32.27
Bill Pmt -Check	12/18/2023	Midwest Tape	2000001395	\$ 914.68
Bill Pmt -Check	12/18/2023	Nalco Water	150373412	\$ 572.39
Bill Pmt -Check	12/18/2023	NawrockiSmith	Billing for Assistance with Annual financial Audit	\$ 1,080.00
Bill Pmt -Check	12/18/2023	New Castle-Stanwood Water District	52-0011560-0	\$ 524.00
Bill Pmt -Check	12/18/2023	New York Power Authority	59 0912 1279 8102 7	\$ 4,023.75
Bill Pmt -Check	12/18/2023	NYS Employees Health Insurance	NYS Benefits Div. STMT601 for January coverage_\$46,939.76	\$ 46,939.76
Bill Pmt -Check	12/18/2023	OverDrive	13225-1006	\$ 3,677.10
Bill Pmt -Check	12/18/2023	Pitney Bowes - Purchase Power	8000-9090-1087-8747	\$ 269.81
Bill Pmt -Check	12/18/2023	Playaway Products LLC		\$ 374.94
Bill Pmt -Check	12/18/2023	Plymouth Rocket, Inc.		\$ 1,200.00
Bill Pmt -Check	12/18/2023	Postmaster - White Plains	Permit Fee for 2024	\$ 310.00
Bill Pmt -Check	12/18/2023	ProQuest LLC	Ancestry Library	\$ 1,449.96
Bill Pmt -Check	12/18/2023	Sani-Pro Disposal	47859	\$ 690.96
Bill Pmt -Check	12/18/2023	SavATree	Arbor Fertilization	\$ 225.00
Bill Pmt -Check	12/18/2023	Sticker Book Publishing	Trivia Program fro 8/17/2023	\$ 155.00
Bill Pmt -Check	12/18/2023	Teresa Bueti	Wash & Fold stroy time tarps	\$ 80.00
Bill Pmt -Check	12/18/2023	Verizon 00001	882468792-00001	\$ 103.14
Bill Pmt -Check	12/18/2023	Verizon 0001-70	251-785-048-0001-70	\$ 220.92
Bill Pmt -Check	12/18/2023	Verizon 0001-75	655-510-559-0001-75	\$ 263.91
Bill Pmt -Check	12/18/2023	WB Mason	C1312511	\$ 3,767.73
Bill Pmt -Check	12/18/2023	William Costanzo	Film Program Food in film	\$ 100.00
Bill Pmt -Check	12/18/2023	WT Cox	1987705	\$ 132.92
			Total	\$ 261,067.25



INTRODUCING VALLEY BANK



WELCOME

For more than 95 years, we've been one of the premier commercial, retail, and private banks in the U.S. We have a vast roster of cutting-edge financial services and products, delivered by a dedicated team of experts.

Understanding your goals and challenges and helping you navigate your financial landscape is our priority.

Discover what's possible with Valley.

ABOUT US

When you bank with Valley, you have confidence and peace of mind knowing that you're working with a strong and stable bank that can help you succeed.

Our Vision

As a regional bank with approximately \$57 billion in assets and more than 230 locations across six major metropolitan areas, Valley has never been stronger. We help our customers make smarter financial decisions through personalized service and customized solutions — from an array of consumer banking products and home financing programs to comprehensive commercial financing and wealth management solutions.



AMERICA'S BEST BANKS 2023



FULL SERVICE BANK

We are a premier commercial, retail, and private bank with dedicated solutions



NATIONAL PRESENCE

Our footprint extends across the U.S. metropolitan markets of New York, New Jersey, Florida, Alabama, California, and Illinois



INDUSTRY EXPERTISE

Our banking expertise spans across a range of industries including Commercial Real Estate, healthcare, technology, cannabis, C&I and more

AT A GLANCE



FOUNDED
IN 1927



\$57 BILLION
IN ASSETS



LOANS OVER
\$46.9 BILLION



DEPOSITS OVER
\$47.6 BILLION



VALLEY NATIONAL
BANCORP
NASDAQ



3,000+ EMPLOYEES



230+ BRANCHES/
OFFICES ACROSS
6 STATES



240+ ATMS

OUR INDUSTRY EXPERTISE RUNS DEEP

95+ years of diversified expertise across a wide range of industries, currently serving in the following sectors:



COMMERCIAL
REAL ESTATE



TECHNOLOGY



COMMERCIAL & INDUSTRIAL

- NOT-FOR-PROFIT
- TRANSPORTATION & LOGISTICS
- MANUFACTURING
- COMMODITIES
- WHOLESALE DISTRIBUTION
- PROFESSIONAL SERVICES



HEALTHCARE



CANNABIS

We serve businesses of all sizes and specialize in providing corporate, middle market, and business banking services that help businesses optimize cash management, support expansions, and maintain financial health.



COMMUNITY INVESTMENT HIGHLIGHTS

Strengthening and supporting the communities we serve is at the core of our Corporate Social Responsibility (CSR) commitment. We do so through neighborhood-based strategies, products targeted to low-to-moderate-income (LMI) families and small businesses and metrics to benchmark our annual impact on the community.



\$475 Million in community development loans to advance Affordable Housing and Community Services to LMI individuals, Economic and Community Development and Revitalization and Stabilization



6,944 volunteer hours serving approximately 11,000 people and small businesses



\$231 Million in investments supporting LMI neighborhoods, persons and businesses



\$229 Million in Multi-Family loans in LMI neighborhoods



2,136 loans to small businesses and/or in LMI areas



1,655 of residential mortgage loans to LMI borrowers and/or borrowers in LMI neighborhoods



Approximately **13,000 Paycheck Protection Program** loans closed



170,000 jobs impacted



\$3.6 Million in charitable giving

WE ARE COMMITTED

We are committed to creating better banking opportunities for our customers, making positive contributions in our communities, empowering our associates, and managing our company in a sustainable and responsible manner.

Above all, we're committed to you.

.....

Let's get started.





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Cash management today for government finance officers

Safety. Return. Freedom. Now you can access it all for your organization! Through ICS, IntraFi® Cash ServiceSM, government depositors, like you, can make millions eligible for FDIC insurance while earning returns that may compare favorably with other government-backed options. You also save time, receiving detailed reporting that keeps you confidently in control.

Enjoy peace of mind. With ICS, you can access millions of dollars in FDIC insurance – all through a single bank relationship with us, a bank you already know and trust.

Earn a return. Earn interest at a rate set by us. Funds placed through ICS may earn returns that compare favorably to Treasuries and government money market mutual funds and avoid the risks associated with prime money market mutual funds.

Simplify and save time. By providing access to FDIC insurance, ICS can help your organization comply with investment policy mandates and avoid the hassles associated with ongoing collateral-tracking or having to footnote uninsured deposits in financial statements.

Gain transparency. Reporting shows balances, transactions, interest, and other important details associated with your accounts. You also enjoy 24/7 access to information online.

Manage liquidity. Enjoy access to funds placed through ICS into demand deposit accounts.

Support the community. Feel good knowing that the full amount of your funds can stay local to support lending opportunities that build a stronger community.¹

How does ICS work?

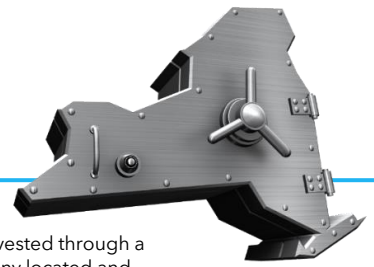
We, like other institutions that offer ICS, are members of the IntraFi network. When we place your deposit through ICS, that deposit is divided into amounts under the standard FDIC insurance maximum of \$250,000. The amounts are then placed into deposit accounts at multiple, FDIC-insured banks. As a result, you can access FDIC coverage from many institutions while working directly just with us. Receive one statement from our bank and, as always, know that your confidential information is protected.

[1] When deposited funds are exchanged on a dollar-for-dollar basis with other institutions that use ICS, our bank can use the full amount of a deposit placed through ICS for local lending, satisfying some depositors' local investment goals or mandates. Alternatively, with a depositor's consent, our bank may choose to receive fee income instead of deposits from other participating institutions. Under these circumstances, deposited funds would not be available for local lending.

Deposit placement through CDARS or ICS is subject to the terms, conditions, and disclosures in applicable agreements. Although deposits are placed in increments that do not exceed the FDIC standard maximum deposit insurance amount ("SMDIA") at any one destination bank, a depositor's balances at the institution that places deposits may exceed the SMDIA (e.g., before settlement for deposits or after settlement for withdrawals) or be uninsured (if the placing institution is not an insured bank). The depositor must make any necessary arrangements to protect such balances consistent with applicable law and must determine whether placement through CDARS or ICS satisfies any restrictions on its deposits. A list identifying IntraFi network banks appears at <https://www.intrafi.com/network-banks>. The depositor may exclude banks from eligibility to receive its funds. IntraFi and ICS are registered service marks, and the IntraFi hexagon and IntraFi logo are service marks, of IntraFi Network LLC.

ICS for Public Funds

In the State of New York



General Municipal Law

Article 2. General Municipal Finances

§ 10. Deposits of public money; security

1) For purposes of this section:

a. "Local government" shall mean any **municipal corporation, school district, board of cooperative educational services, district corporation, special improvement district governed by a separate board of commissioners, industrial development agency or authority or a public library.** "A **municipal corporation**" is defined in GML §2 to include "only a **county, town, city and village.**"

2. a. (i). The governing board of every local government shall designate one or more banks or trust companies for the deposit of public funds

* * *

(ii)The governing board of a local government that has designated one or more banks or trust companies for the deposit of public funds pursuant to subparagraph (i) of this paragraph may, in its discretion, authorize the designated bank or trust company to arrange for the redeposit of the local government's funds in one or more banking institutions, as defined in section nine-r of the banking law, for the account of the local government, through a deposit placement program that meets all of the following conditions:

A. On or after the date that the local government's funds are received, the designated bank or trust company (I) arranges for the redeposit of such funds into deposit accounts in one or more banking institutions and (II) serves as custodian for the local government with respect to the funds redeposited into such accounts.

B. Local government funds deposited in a designated bank or trust company in accordance with this subparagraph and held in the designated bank or trust company in excess of the amount insured by the Federal Deposit Insurance Corporation pending redeposit of the funds pursuant to this subparagraph shall be secured in accordance with subdivision three of this section.

C. The full amount of local government funds redeposited by the designated bank or trust company into deposit accounts in banking institutions pursuant to this subparagraph (plus accrued interest, if any) shall be insured by the federal deposit insurance corporation.

D. At the same time that the money of the local government is redeposited pursuant to this subparagraph, the selected depository receives an amount of deposits from customers of other financial institutions pursuant to the deposit placement program that are at least equal to the amount of the local government's funds redeposited by the designated bank or trust company.

Public Authorities Law

Article 9 General Provisions

Title 7 Investments of Public Authorities*

§2927. Investment of funds by public authorities and public benefit corporations in deposits insured by the Federal Deposit Insurance Corporation.

Notwithstanding any inconsistent provision of this chapter or any other general, special or local law, every corporation whether or not such corporation is otherwise governed by this chapter, may temporarily invest moneys not required for immediate expenditure in accordance with the following conditions:

- 1) the moneys are invested through a bank or trust company located and authorized to do business in this state selected by the corporation;
- 2) selected bank or trust company arranges for the redeposit of the moneys in certificates of deposit and other deposit accounts in one or more banking institutions, as defined in section nine-r of the banking law, for the account of the corporation;
- 3) the full amount of principal and accrued interest of each such deposit is insured by the Federal Deposit Insurance Corporation; the selected bank or trust company in this state acts as custodian for the corporation with respect to the funds redeposited pursuant to this section; and
- 5) at the same time that the corporation's moneys are redeposited pursuant to this section, the selected bank or trust company in this state receives an amount of deposits from customers of other financial institutions equal to or greater than the amount of the moneys invested by the corporation through the selected bank or trust company

State Finance Law

Article VII. Accounts and Audits

§106 Deposit of moneys by state officers, state institutions and charitable and benevolent institutions

D. In lieu of a security bond...the comptroller may authorize a designated bank or trust company to arrange for the deposit of the moneys through a deposit placement program that meets all of the following conditions:

- (1) The designated bank or trust company arranges for the redeposit of the moneys into deposit accounts with one or more banking institutions, as defined in section nine-r of the banking law, for the account of the state, and serves as custodian for the state with respect to the moneys redeposited into such deposit accounts.
- (2) Moneys held by a designated bank or trust company pending redeposit pursuant to paragraph one of this subdivision that are in excess of the amount insured by the federal deposit insurance corporation shall be secured...
- (3) The full amount of the moneys redeposited into deposit accounts pursuant to paragraph one of this subdivision, plus accrued interest, if any, shall be insured by the federal deposit insurance corporation.
- (4) At the same time that the moneys are redeposited pursuant to paragraph one of this subdivision, the designated bank or trust company receives an amount of deposits from customers of other financial institutions pursuant to the deposit placement program that are at least equal to the amount of the moneys redeposited by the designated bank or trust company.

* Entities governed by the Public Authorities Law include Park, Parkway and Highway Authorities; Bridge and Tunnel Authorities; Market Authorities; Public Utility Authorities; Port Authorities; Parking Authorities; the Dormitory Authority (housing and other buildings for colleges, hospitals, museums and other institutions); and various other authorities.

"Corporation" as used in this section refers to a public authority and a public benefit corporation. (§2925 of the Public Authorities Law)





195 South Greeley Avenue, Chappaqua, NY 10514
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Director's Report

December 13, 2023

I am continuing to learn about the library, going to meetings with departments, department heads, trustees and staff and interacting with Bill Link and when I can, the public. This is a busy library with a fine competent staff. At times all the tables, study rooms and chairs in the children's room play area are taken.

I completed my review and revision of the policies and have given it to Pam and John for their input. It was done with input from appropriate department heads. Kristin Warner from BSK was helpful crafting a policy that would allow departments to use a variety of places to dispose of unwanted books. I am happy to talk to any trustee about my suggested revisions.

Marge Perlin and I have reviewed the employee handbook. I submitted our suggestions to the board this week. We would be delighted to talk to any board members about our ideas. I think it is important to

I have begun to work on the budget and have solicited information from department heads. Marge Perlin and I met today to go over staffing. I am meeting on Thursday, 12/14 with Robbin Friedman and on Friday 12/15 with Denise Mincin. Sally Scudo has already talked with me about her department. I am going, of course, to lean on Shantell's expertise for background information on all other budget lines.

Jennifer Fahey has given the library a couch to replace the one in the staff room. Even more generously, she is arranging for transport and removal of the old one. This should happen on Friday, December 15th. David has prepared the staff room.

Bill Link is still waiting for a quote from Long Island Automatic Doors for a door for one of the washrooms.

Carolyn Reznick
Interim Library Director



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Circulation – November 2023 report
Marge Perlin, Head of Circulation, Payroll Administrator

November was a short month due to Veteran’s Day and Thanksgiving closings, but circulation numbers were as strong as ever. We are seeing more activity in the building at night due to evening programs and students coming to study. Circulation enjoyed its first in-person staff meeting, made possible by the Thursday staff development hour from 9-10.

Payroll: I initiated a payroll/personnel file review, beginning with an I-9 audit.

Month	Fines	L&P
July 2023	\$573.10	\$121.84
Aug 2023	\$917.13	\$400.85
Sept 2023	\$763.66	\$371.47
Nov 2023	\$789.86	\$308.79
Dec 2023		
Jan 2024		
Feb 2024		
March 2024		
April 2024		
May 2024		
June 2024		
TOTAL		

November Meetings/Events:

- Nov 1: Department Heads
- Nov 2: All Staff mtg
- Nov 9: CPL Mechanicals training
- Nov 13: CPL Board Mtg
- Nov 14: WLS Circ. Comm meeting
- Nov 16: Circ. Dept. meeting
- Nov 29: DEI Group
- Nov 30: Cultural Diversity workshop

WLS STATS - ITEMS AND PATRONS

- In-building Circulation: 15267
- Loans sent to other libraries: 2377
- Loans received from other libraries: 1807
- New library cards 57
- Items added to collection 468
- Items removed from collection 900



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Circulation – November 2023 report
Marge Perlin, Head of Circulation, Payroll Administrator

CHAPPAQUA LIBRARY USAGE STATS FOR NOV 2023									
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
				1	2	3	4		
				518	379	403	318	Patrons	
				490	471	559	764	Chkout/Ren	
				545	392	538	725	Check ins	
				84	72	89	81	Holds	
				14	27	26	17	Unwanted Hlds	
	5	6	7	8	9	10	11		
	207	476	528	415	424	0	0	Patrons	
	418	611	603	411	539	106	28	Chkout/Ren	
	297	589	460	475	1019	106	28	Check ins	
	29	83	81	89	97	0	0	Holds	
	11	17	15	18	17	4	5	Unwanted Hlds	
	12	13	14	15	16	17	18		
	296	420	400	467	445	356	368	Patrons	
	1082	644	548	485	477	469	661	Chkout/Ren	
	908	654	472	491	362	472	599	Check ins	
	64	110	110	100	99	99	87	Holds	
	32	49	14	17	20	32	21	Unwanted Hlds	
	19	20	21	22	23	24	25		
	210	483	328	440	0	214	260	Patrons	
	574	647	350	695	14	550	580	Chkout/Ren	
	465	554	396	582	31	521	578	Check ins	
	41	137	67	120	0	48	55	Holds	
	5	5	31	20	20	8	24	Unwanted Hlds	
	26	27	28	29	30				
	185	413	556	422	395			Patrons	
	369	601	570	459	455			Chkout/Ren	
	402	826	544	490	497			Check ins	
	42	113	82	83	75			Holds	
	14	17	14	17	24			Unwanted Hlds	
					Backdoor	323		Patrons	
								Chkout/Ren	
								Check ins	
								Holds	
								Unwanted Hlds	
	2022	Patrons	2023	Patrons	Ckout/Ren	Check in	Holds	Unwanted Hld	Circulation**
	Jan(29 days)	5,458	Jan(29 days)	9608	16,167	14,525	3,091	584	18,898
	Feb(26 days)	6186	Feb(27 days)	9715*	14,363	14,487	2,475	590	16,833
	Mar(31 days)	7,787	Mar(31 days)	11016*	17,321	16,680	2,945	649	20,106
	April(29 days)	8,084	April(30 days)	11209*	15,408	15,153	2,463	529	18,098
	May(29 days)	7,924	May(29 days)	8867	14,747	15,445	2,623	576	17,125
	***June(29 da)	7,924	June(28 days)	11833*	16,312	14,664	2,475	549	19,098
	***July(25 da)	7,763	July(25 days)	10943*	15,427	15,685	2,410	616	18,977
	August(27 da)	8,350	August(26 da)	11761*	16,722	15,923	2,553	554	19,333
	Sept(27 days)	8,368	Sept(27 days)	10430*	15,442	15,160	2,353	565	17,939
	Oct(30 days)	8,665	Oct(30 days)	9496	15,409	15,650	2,606	558	17,919
	Nov(28 days)	8,334	Nov(27 days)	10649	15,230	15,018	2,237	555	17,644
	Dec(27 days)	7,883							
	***estimate	92,726							

**from WLS dashboard (includes CHA items sent to other libraries)



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Children's Room -- November 2023 report
Robbin Friedman

Programs and attendance

Date	Program	Attendees
11/1/23	Theater storytime (0-5)	46
11/1/23	Bouncing Babies storytime (0-2)	13
11/1/23	Jr. Garden Club (Gr. 3+)	4
11/2/23	Parking Lot storytime (0-5)	38
11/2/23	Nursery Rhyme Time (2-3)	17
11/2/23	Are You Smarter Than a Squirrel (Gr. K-2)	2
11/3/23	Song Circle online (0-5)	17
11/3/23	Bouncing Babies (0-2)	21
11/4/23	Saturday Storytime (0-5)	17
11/6/23	Movers and Shakers (0-2)	45
11/6/23	Theater storytime (0-5)	71
11/6/23	Dungeons & Dragons (Gr. 4-6)	7
11/7/23	Short Films for Short People (All ages)	13
11/7/23	Free Play for 1s and 2s (1-2)	41
11/8/23	Theater storytime (0-5)	32
11/8/23	Bouncing Babies storytime (0-2)	31
11/8/23	Middle Schooler/Adult book club (Gr. 5-7)	10
11/9/23	Parking Lot storytime (0-5)	31
11/9/23	Nursery Rhyme Time (2-3)	15
11/9/23	Jackie and the Books She Loved Virtual Launch (All ages)	32
11/9/23	Jackie and the Books She Loved activity kits (All ages)	48
11/12/23	Children's Music Recital	14



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11/13/23	Movers and Shakers (0-2)	36
11/13/23	Theater storytime (0-5)	57
11/14/23	Free Play for 1s and 2s (1-2)	26
11/15/23	Theater storytime (0-5)	30
11/15/23	Bouncing Babies storytime (0-2)	29
11/15/23	Messy Art (2-5)	24
11/16/23	Parking Lot storytime (0-5)	39
11/16/23	Nursery Rhyme Time (2-3)	19
11/16/23	Comics Crew (Gr. 4-6)	2
11/17/23	Song Circle online (0-5)	12
11/17/23	Bouncing Babies (0-2)	10
11/20/23	Movers and Shakers (0-2)	42
11/20/23	Theater storytime (0-5)	28
11/20/23	Dungeons & Dragons (Gr. 4-6)	3
11/21/23	Free Play for 1s and 2s (1-2)	14
11/22/23	Theater storytime (0-5)	37
11/22/23	Bouncing Babies (0-2)	28
11/27/23	Movers and Shakers (0-2)	41
11/27/23	Theater storytime (0-5)	52
11/27/23	Dungeons & Dragons (Gr. 4-6)	5
11/29/23	Theater storytime (0-5)	30
11/29/23	Bouncing Babies (0-2)	30
11/30/23	Theater storytime (0-5)	52
11/30/23	Nursery Rhyme Time (2-3)	18
		1229

Professional Development

ALL: Neighbors Link Cultural Awareness Training

MRG: Naturally Inclusive webinar (CSLP)

TCB: Canva and Design for Libraries (Niche Academy)



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Successes

We celebrated Dinovember with a packed Messy Art program in which kids dipped dinosaur toy feet in paint and made dino footprints across large pieces of paper.

We collaborated with the Chappaqua Garden Club for a new flower-arranging workshop and reception. Kids examined a selection of local artist Mara Van Fleet's vibrant paintings and received tips and support from Garden Club members and other experts to create flower arrangements inspired by the artwork. We followed the workshop with a display and reception for the participants and their families. The kids had an amazing time and we hope to have more participants next year!

The Sharing Shelf donation drive was a great success. The library collected 124 pairs of underwear and 224 pairs of socks for kids and teens in need throughout Westchester.

Outreach

Sharon Wiggins, the librarian at Bell Middle School, invited us to meet with teachers and curriculum developers at the middle school. Teresa, Mercy and Cathy Paulsen visited Bell to learn more about changes at Bell and throughout the district and discuss how the library can support the teachers and librarians at the schools.



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Adult Services Department -- November 2023 Report
Denise Mincin

Amy Berger's tweet about audiobooks for Native American History Month was retweeted by 2 authors and subsequently viewed by over 1,300 X/Twitter users!



Displays this month included Veteran's Day, Native American History Month, and Thanksgiving: cookbooks and books about the holiday.

Alan Briones, our newly appointed part-time librarian, worked with Joan Kuhn and started a Spanish Conversation Group online. The group has met a few times already.

Professional Development 11/23	Professional Development 11/23
Building Community through Book Clubs	Webinar: Climate Action Planning: Disaster Preparedness and Community Resilience
The Art of Saying No	All Staff PD - Building Safety Training
How to manage problematic behavior	Niche Academy: Canva & Design for Libraries
Creating events in the calendar	Tech Tune-up: Canva Essentials
Library Market Training videos	Library Branding 101: Thinking Beyond Logos and Trademarks
Booklist Adult Faves for Winter & Beyond	All Staff PD: Neighbors Link Cultural Awareness



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Meetings Attended 11/23	Community Outreach 11/23
All Staff Meeting	Home Delivery of Books
Special Board Meeting	Book Club with ARC
Board Meeting	Bell Library visit
Library Director Search Committee Meetings	HGHS play
Equity Diversity Inclusion Meeting	
Reference Department Meeting	



Joan Kuhn – Adult Program Report – November 2023

<u>Nov. Adult Programs</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Attend</u>	<u>Zoom</u>	<u>Live</u>
<u>Disc. On the Human Condition</u>	<u>Wed</u>	<u>11/1/2023</u>	<u>7:00 PM</u>	<u>11</u>		<u>0</u>
<u>Spanish Conversation Club</u>	<u>Fri</u>	<u>11/3/2023</u>	<u>11:00 AM</u>	<u>3</u>	<u>0</u>	
<u>Qi Gong</u>	<u>Fri</u>	<u>11/3/2023</u>	<u>7:00 PM</u>	<u>11</u>		<u>0</u>
<u>Bridge Club</u>	<u>Sat</u>	<u>11/4/2023</u>	<u>10:00 AM</u>	<u>15</u>		<u>0</u>
<u>Opera Appreciation Club</u>	<u>Mon</u>	<u>11/6/2023</u>	<u>2:00 PM</u>	<u>10</u>		<u>0</u>
<u>Ukulele</u>	<u>Mon</u>	<u>11/6/2023</u>	<u>6:45 PM</u>	<u>11</u>		<u>0</u>
<u>Writing Workshop</u>	<u>Mon</u>	<u>11/6/2023</u>	<u>7:30 PM</u>	<u>6</u>	<u>0</u>	
<u>Mandarin Conversation Club</u>	<u>Tues</u>	<u>11/7/2023</u>	<u>7:00 PM</u>	<u>9</u>	<u>0</u>	
<u>Italian Conversation Club</u>	<u>Wed</u>	<u>11/8/2023</u>	<u>1:00 PM</u>	<u>5</u>		<u>0</u>
<u>Spanish Conversation Club</u>	<u>Fri</u>	<u>11/10/2023</u>	<u>11:00 AM</u>	<u>3</u>	<u>0</u>	
<u>Bridge Club</u>	<u>Sat</u>	<u>11/12/2023</u>	<u>10:00 AM</u>	<u>10</u>		<u>0</u>
<u>FBDG Sanctions</u>	<u>Mon</u>	<u>11/13/2023</u>	<u>10:00 AM</u>	<u>80</u>	<u>0</u>	
<u>Opera Appreciation Club</u>	<u>Mon</u>	<u>11/13/2023</u>	<u>2:00 PM</u>	<u>10</u>		<u>0</u>
<u>Ukulele</u>	<u>Mon</u>	<u>11/13/2023</u>	<u>6:45 PM</u>	<u>10</u>		<u>0</u>
<u>Mandarin Conversation Club</u>	<u>Tues</u>	<u>11/14/2023</u>	<u>7:00 PM</u>	<u>7</u>	<u>0</u>	
<u>Disc. On the Human Condition</u>	<u>Wed</u>	<u>11/15/2023</u>	<u>6:30 PM</u>	<u>8</u>		<u>0</u>
<u>Spanish Conversation Club</u>	<u>Fri</u>	<u>11/17/2023</u>	<u>11:00 AM</u>	<u>4</u>	<u>0</u>	
<u>Bridge Club</u>	<u>Sat</u>	<u>11/18/2023</u>	<u>10:00 AM</u>	<u>16</u>		<u>0</u>
<u>Ukulele</u>	<u>Mon</u>	<u>11/20/2023</u>	<u>6:45 PM</u>	<u>10</u>		<u>0</u>
<u>Writing Workshop</u>	<u>Mon</u>	<u>11/20/2023</u>	<u>7:30 PM</u>	<u>6</u>	<u>0</u>	
<u>Mandarin Conversation Club</u>	<u>Tues</u>	<u>11/21/2023</u>	<u>7:00 PM</u>	<u>5</u>	<u>0</u>	
<u>Bridge Club</u>	<u>Sat</u>	<u>11/25/2023</u>	<u>10:00 AM</u>	<u>11</u>		<u>0</u>
<u>FPDG-China</u>	<u>Mon</u>	<u>11/27/2023</u>	<u>10:00 AM</u>	<u>100</u>	<u>0</u>	
<u>Opera Appreciation Club</u>	<u>Mon</u>	<u>11/27/2023</u>	<u>2:00 PM</u>	<u>11</u>		<u>0</u>
<u>Mandarin Conversation Club</u>	<u>Tues</u>	<u>11/28/2023</u>	<u>7:00 PM</u>	<u>7</u>	<u>0</u>	
<u>Italian Conversation Club</u>	<u>Wed</u>	<u>11/29/2023</u>	<u>1:00 PM</u>	<u>8</u>		<u>0</u>
<u>GBDG</u>	<u>Wed</u>	<u>11/29/2023</u>	<u>7:00 PM</u>	<u>9</u>		<u>0</u>
<u>Food in Film</u>	<u>Wed</u>	<u>11/29/2023</u>	<u>12:00 AM</u>	<u>28</u>	<u>0</u>	



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Technical Services -- November 2023 report
Sally Scudo

In addition to routine processing:

- Sustainable Shelves: 844 books evaluated, 213 eligible for credit.
- Audiobook reprocessing continues.
- Department Presentation made to BOT.
- Additional CD player processed.