



**AGENDA**

**The Chappaqua Library  
Board of Trustees Regular Meeting  
Monday December 16, 2024, 7pm**

Chappaqua Library Theater

Hybrid format: In-person and by videoconference

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

**Presiding Officer:** Pam Moskowitz, President

**Expected Attendees:**

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

**I. CALL PUBLIC MEETING TO ORDER**

A. Emergency Exits

**II. PLEDGE OF ALLEGIANCE**

**III. PUBLIC COMMENTS**

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

**IV. BOARD ADMINISTRATION**

A. Acceptance of the Minutes of the September 23, 2024 Regular Meeting

**MOTION: I move that the Board** approve the **Minutes of the November 18, 2024 Regular Meeting** as drafted.

Motion by: J. Fahey

Second by:

Discussion:

In favor:

Against:

Abstained:

**V. FINANCE**

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

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

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

**II. PRESIDENT’S REPORT**

**III. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS**

**IV. COMMITTEE REPORTS**

**A. Standing Committees:**

- i. **Finance Committee** – George Benack, Chair
- ii. **Building and Grounds Committee** – J. Fahey, Chair
- iii. **Personnel Committee** – J. Harrison, Chair
- iv. **Policy / Bylaws Committee** – J. Harrison, Chair

**XIV. NEXT STEPS / RESPONSIBILITIES**

**XV. NEXT MEETINGS:**

**XVI. ADJOURNMENT**

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

Motion by:

Second by:

In favor:

Against:

Abstained:

**Board Packet:**

- *Minutes of the prior meetings*
- *Treasurer's Report*
- *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](mailto: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**

**November 2024**

**Prepared by:**

**Nawrocki Smith LLP**

**Certified Public Accountants & Business Consultants**





**Treasurer's Report for November 2024**  
Meeting Date: December 16, 2024

We have prepared the November 2024 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, November 2024:

- Revenue Collected – 50.00% of the School District Tax Levy planned revenue has been collected and approximately \$26,937.88 in excess planned revenue collected from other sources.
- Expenses – 38.08% of total annual budgeted expense have been recorded to date.

Balance Sheet summary as of November 30, 2024.

- Total Assets: \$2,370,819
- 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 1<sup>st</sup> through November 30<sup>th</sup>. We have not examined the supporting documentation.

We have prepared the bank reconciliations for the Library's related bank statements for November 2024. The bank accounts for all funds have been reconciled to the Library's books. The second half balance on tax appropriations will be distributed on December 10<sup>th</sup>. There are 14 checks that are outstanding totaling \$9,064. The Library should continue to contact the vendors and reissue payment if needed. Monthly testing will now be performed quarterly. The next scheduled testing will be in January 2025.

Sincerely,  
Nawrocki Smith LLP  
Treasurer

Chappaqua Central School District Public Library  
Treasurer's Report Summary  
November 2024

**Fund Revenues: Fiscal Year to Date**

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.4010	School District Tax Levy	\$ 3,617,102.00	\$ 3,617,102.00	\$ 1,808,551.00	\$ (1,808,551.00)	50.00%
.4030	Donations	\$ 250.00	\$ 250.00	\$ 191.00	\$ (59.00)	76.40%
.4110	Fines	\$ 13,000.00	\$ 13,000.00	\$ 4,971.01	\$ (8,028.99)	38.24%
.4020	Local Library Aid + Misc.	\$ 4,000.00	\$ 4,000.00	\$ 5,060.00	\$ 1,060.00	126.50%
.4310	Investment Income	\$ 35,000.00	\$ 35,000.00	\$ 40,367.08	\$ 5,367.08	115.33%
.4130	Lost and Paid	\$ -	\$ -	\$ 39.99	\$ 39.99	100.00%
.4140	Theater Rentals	\$ -	\$ -	\$ 150.00	\$ 150.00	100.00%
.9910	Friends Reimbursement	\$ -	\$ -	\$ 3,508.43	\$ 3,508.43	100.00%
	Fund Balance/Reserves	\$ -	\$ -	\$ -	\$ -	
	Various Other Income	\$ -	\$ -	\$ 26,937.88	\$ 26,937.88	100.00%
<b>Total Revenues</b>		<b>\$ 3,669,352.00</b>	<b>\$ 3,669,352.00</b>	<b>\$ 1,889,776.39</b>	<b>\$ (1,779,575.61)</b>	<b>51.50%</b>

**Fund Expenditures: Fiscal Year to Date**

Code	Description	Adopted Budget	Modified Budget	YTD Actual	\$ Over/(Under)	% of Budget
.6000	Salaries & Wages	\$ 1,897,477.00	\$ 1,897,477.00	\$ 771,053.09	\$ (1,126,423.91)	40.64%
<b>Benefits</b>						
.6150	Disability Insurance 7)	\$ 984.00	\$ 984.00	\$ (69.23)	\$ (1,053.23)	-7.04%
.6120	Health Insurance 5)	\$ 532,036.00	\$ 532,036.00	\$ 240,394.39	\$ (291,641.61)	45.18%
.6130	Medicare Reimbursement	\$ 66,192.00	\$ 66,192.00	\$ 13,761.28	\$ (52,430.72)	20.79%
.6160	NY METRO	\$ 1,500.00	\$ 1,500.00	\$ -	\$ (1,500.00)	0.00%
.6170	NYS Retirement	\$ 237,401.00	\$ 237,401.00	\$ 3,056.84	\$ (234,344.16)	1.29%
.6110	Social Security/FICA	\$ 124,878.00	\$ 124,878.00	\$ 52,635.80	\$ (72,242.20)	42.15%
.6140	Workers Compensation	\$ 15,000.00	\$ 15,000.00	\$ -	\$ (15,000.00)	0.00%
<b>Library Materials</b>				\$ -		
.7100	Books	\$ 83,600.00	\$ 83,600.00	\$ 26,212.44	\$ (57,387.56)	31.35%
.7250	Electronic Materials	\$ 76,000.00	\$ 76,000.00	\$ 28,606.34	\$ (47,393.66)	37.64%
.7310	Periodicals	\$ 13,710.00	\$ 13,710.00	\$ 3,176.40	\$ (10,533.60)	23.17%
.7400	Recordings	\$ 21,714.00	\$ 21,714.00	\$ 4,023.05	\$ (17,690.95)	18.53%
<b>Operating Expenses</b>				\$ -		
.8010	Building Maint. & Repair 6)	\$ 49,300.00	\$ 49,300.00	\$ 21,789.59	\$ (27,510.41)	44.20%
.8020	Building Service Contracts 2)	\$ 84,180.00	\$ 84,180.00	\$ 52,815.70	\$ (31,364.30)	62.74%
.8070	Custodial Supplies	\$ 11,000.00	\$ 11,000.00	\$ 4,405.12	\$ (6,594.88)	40.05%
.9450	Director's Contingency	\$ 500.00	\$ 500.00	\$ -	\$ (500.00)	0.00%
.8040	Electricity	\$ 62,000.00	\$ 62,000.00	\$ 25,264.49	\$ (36,735.51)	40.75%
.9320	Equipment Maintenance	\$ 23,000.00	\$ 23,000.00	\$ 3,412.51	\$ (19,587.49)	14.84%
.8050	Fuel	\$ 22,300.00	\$ 22,300.00	\$ 2,239.61	\$ (20,060.39)	10.04%
.9310	Insurance 1)	\$ 29,000.00	\$ 29,000.00	\$ 33,147.59	\$ 4,147.59	114.30%
.9110	IT & Support 3)	\$ 105,792.00	\$ 105,792.00	\$ 58,981.36	\$ (46,810.64)	55.75%
.9490	Misellaneous Expense	\$ -	\$ -	\$ 362.40	\$ 362.40	
.9410	Office & Library Supplies	\$ 19,500.00	\$ 19,500.00	\$ 5,937.30	\$ (13,562.70)	30.45%
.9420	Postage	\$ 7,430.00	\$ 7,430.00	\$ 2,063.35	\$ (5,366.65)	27.77%
.9430	Printing	\$ 12,370.00	\$ 12,370.00	\$ 2,048.20	\$ (10,321.80)	16.56%
.9210	Professional Fees	\$ 109,946.00	\$ 109,946.00	\$ 20,915.82	\$ (89,030.18)	19.02%
.9600	Programs	\$ 33,100.00	\$ 33,100.00	\$ 7,220.85	\$ (25,879.15)	21.82%
.8060	Sewer Taxes	\$ 7,018.00	\$ 7,018.00	\$ -	\$ (7,018.00)	0.00%
.9445	Staff & Board Development	\$ 12,250.00	\$ 12,250.00	\$ 1,306.20	\$ (10,943.80)	10.66%
.9330	Telephone & Internet 4)	\$ 6,174.00	\$ 6,174.00	\$ 4,012.20	\$ (2,161.80)	64.99%
.9440	Travel	\$ 2,000.00	\$ 2,000.00	\$ 389.16	\$ (1,610.84)	19.46%
.8080	Water	\$ 2,000.00	\$ 2,000.00	\$ 548.80	\$ (1,451.20)	27.44%
.9850	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	100.00%
.9810	Friends Reimbursement- exp	\$ -	\$ -	\$ 7,483.71	\$ 7,483.71	100.00%
<b>Total Expenditures</b>		<b>\$ 3,669,352.00</b>	<b>\$ 3,669,352.00</b>	<b>\$ 1,397,194.36</b>	<b>\$ (2,272,157.64)</b>	<b>38.08%</b>

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

\$ 492,582.03

**Budget to Actual Notes:**

5 Months = 41.67% of the year

- 1) **Insurance (.9310)** - Yearly insurance payments were made in October
- 2) **Building Service Contracts (.8020)** - NS recommends monitoring expense code
- 3) **IT & Support (.9110)** - First six months of service was paid in August
- 4) **Telephone & Internet (.9330)** - NS recommends monitoring expense code
- 5) **Health Insurance (.6150)**- NS recommends monitoring expense code
- 6) **Building Maint. & Repair (.8010)**- \$7K paid to Lothrop for building assessment in Nov.
- 7) **Disability Expense (.6150)**- Negative due to employee deductions for family medical leave

**Fund Balance Sheet**

<b>Balance Sheet Summary</b>	<b>30-Nov-23</b>	<b>30-Nov-24</b>
Valley - Checking	\$ 764,659.54	\$ 887,756.11
Valley - Money Market	\$ 1,035,324.58	\$ 1,094,693.90
Valley - MMA Capital	\$ 314,439.75	\$ 326,317.78
ICS - Checking	\$ -	\$ -
ICS - Money Market	\$ -	\$ -
ICS - MMA Capital	\$ -	\$ -
Other Current	\$ 65,280.99	\$ 62,051.13
<b>Total Assets</b>	<b>\$ 2,179,704.86</b>	<b>\$ 2,370,818.92</b>
Accounts Payable	\$ 5,710.31	\$ 2,810.06
Other Current	\$ 354,349.67	\$ 355,882.90
<b>Total Liabilities</b>	<b>\$ 360,059.98</b>	<b>\$ 358,692.96</b>
<b>Fund Balance</b>		
Unrestricted Net Assets	\$ 168,052.65	\$ 168,052.65
Board Designated Net Assets	\$ 20,576.80	\$ 20,576.80
Temporarily Rest. Net Assets	\$ 3,012.06	\$ 2,628.38
Retained Earnings	\$ 302,862.71	\$ 552,458.89
Capital Fund Net Assets	\$ 735,783.21	\$ 735,783.21
Permanently Rest. Net Assets	\$ 40,044.00	\$ 40,044.00
Net Income	\$ 549,313.45	\$ 492,582.03
<b>Total Equity</b>	<b>\$ 1,819,644.88</b>	<b>\$ 2,012,125.96</b>
<b>Total Liabilities &amp; Equity</b>	<b>\$ 2,179,704.86</b>	<b>\$ 2,370,818.92</b>

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
**November 2024**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Deposit		11/06/2024		1001 · Valley- Checking_6387		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	ACH	11/01/2024	Paylocity	1001 · Valley- Checking_6387		-217.27
Bill	11260...	10/04/2024		6190 · Payroll Expenses	-217.27	217.27
TOTAL					-217.27	217.27
Bill Pmt -Check	ACH	11/01/2024	NYS Deferred Comp...	1001 · Valley- Checking_6387		-3,805.94
Bill	11012...	11/01/2024		2250 · 457(b) Withholding	-3,805.94	3,805.94
TOTAL					-3,805.94	3,805.94
Bill Pmt -Check	ACH	11/06/2024	AFLAC	1001 · Valley- Checking_6387		-242.10
Bill	11012...	11/06/2024		2250 · 457(b) Withholding	-242.10	242.10
TOTAL					-242.10	242.10
Bill Pmt -Check	ACH	11/12/2024	Pitney Bowes	1001 · Valley- Checking_6387		-497.68
Bill	11012...	11/01/2024		9420 · Postage and Shipping	-497.68	497.68
TOTAL					-497.68	497.68
Bill Pmt -Check	ACH	11/15/2024	Paylocity	1001 · Valley- Checking_6387		-378.21
Bill	11262...	10/18/2024		6190 · Payroll Expenses	-378.21	378.21
TOTAL					-378.21	378.21
Bill Pmt -Check	ACH	11/19/2024	NYS Deferred Comp...	1001 · Valley- Checking_6387		-3,793.14
Bill	110124	11/12/2024		2250 · 457(b) Withholding	-3,793.14	3,793.14
TOTAL					-3,793.14	3,793.14
Bill Pmt -Check	ACH	11/26/2024	Guardian	1001 · Valley- Checking_6387		-2,002.37
Bill	11262...	11/19/2024		6120 · Health Insurance	-2,002.37	2,002.37
TOTAL					-2,002.37	2,002.37
Bill Pmt -Check	ACH	11/26/2024	Valley Bank CARD ...	1001 · Valley- Checking_6387		-4,977.54
Bill	10262...	10/26/2024		9810 · Friends Reimbursement - exp	-460.00	460.00
				9110 · Westlynx / Technology	-60.00	60.00
				9110 · Westlynx / Technology	-383.68	383.68
				9110 · Westlynx / Technology	-136.42	136.42
				9410 · Office Supplies	-33.52	33.52
				9630 · Childrens Programming	-166.66	166.66
				9810 · Friends Reimbursement - exp	-230.11	230.11
				7120 · Books - Adult Non-Fiction	-646.33	646.33
				7150 · Books - Juvenile	-466.22	466.22
				7110 · Books - Adult Fiction	-533.00	533.00
				7180 · Books - Young Adult	-648.34	648.34
				8070 · Custodial Supplies	-575.00	575.00
				9411 · Library Supplies	-638.26	638.26
TOTAL					-4,977.54	4,977.54
Bill Pmt -Check	ACH	11/29/2024	Guardian	1001 · Valley- Checking_6387		-2,002.37
Bill	10292...	10/29/2024		6120 · Health Insurance	-2,002.37	2,002.37
TOTAL					-2,002.37	2,002.37



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

**Check Detail**

November 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/29/2024</b>	<b>NYS Deferred Comp...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-2,967.83</b>
Bill	11292...	11/13/2024		2250 · 457(b) Withholding	-2,967.83	2,967.83
TOTAL					-2,967.83	2,967.83
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/29/2024</b>	<b>AFLAC</b>	<b>1001 · Valley- Checking_6387</b>		<b>-242.10</b>
Bill	11102...	11/10/2024		6120 · Health Insurance	-242.10	242.10
TOTAL					-242.10	242.10
<b>Bill Pmt -Check</b>	<b>ACH</b>	<b>11/29/2024</b>	<b>Paylocity</b>	<b>1001 · Valley- Checking_6387</b>		<b>-214.83</b>
Bill	11282...	10/29/2024		6190 · Payroll Expenses	-214.83	214.83
TOTAL					-214.83	214.83
<b>Check</b>	<b>PRT 1...</b>	<b>11/01/2024</b>	<b>Paylocity Taxes</b>	<b>1001 · Valley- Checking_6387</b>		<b>-17,183.15</b>
				2210 · Federal Withholding Tax	-4,863.74	4,863.74
				6110 · FICA / Medicare	-9,752.42	9,752.42
				2220 · NY State Withholding Tax	-2,382.07	2,382.07
				2230 · NY City Withholding Tax	-184.92	184.92
TOTAL					-17,183.15	17,183.15
<b>Check</b>	<b>PRT 1...</b>	<b>11/15/2024</b>	<b>Paylocity Taxes</b>	<b>1001 · Valley- Checking_6387</b>		<b>-17,259.65</b>
				2210 · Federal Withholding Tax	-4,879.92	4,879.92
				6110 · FICA / Medicare	-9,785.00	9,785.00
				2220 · NY State Withholding Tax	-2,422.42	2,422.42
				2230 · NY City Withholding Tax	-172.31	172.31
TOTAL					-17,259.65	17,259.65
<b>Check</b>	<b>PRT11...</b>	<b>11/01/2024</b>	<b>Paylocity Payroll</b>	<b>1001 · Valley- Checking_6387</b>		<b>-44,243.24</b>
				6010 · Salaries - Librarians	-39,504.46	39,504.46
				6020 · Salaries - Clerks	-26,996.96	26,996.96
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-1,061.84	1,061.84
				2210 · Federal Withholding Tax	4,863.74	-4,863.74
				6110 · FICA / Medicare	4,876.22	-4,876.22
				2220 · NY State Withholding Tax	2,382.07	-2,382.07
				2230 · NY City Withholding Tax	184.92	-184.92
				6150 · Disability Expense	52.28	-52.28
				2250 · 457(b) Withholding	3,805.94	-3,805.94
				6120 · Health Insurance	5,981.42	-5,981.42
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	714.53	-714.53
				1001 · Valley- Checking_6387	2,368.21	-2,368.21
				6120 · Health Insurance	186.68	-186.68
				2190 · Garnishments	250.00	-250.00
TOTAL					-44,243.24	44,243.24
<b>Check</b>	<b>PRT11...</b>	<b>11/15/2024</b>	<b>Paylocity Payroll</b>	<b>1001 · Valley- Checking_6387</b>		<b>-44,389.78</b>
				6010 · Salaries - Librarians	-39,558.88	39,558.88
				6020 · Salaries - Clerks	-27,356.09	27,356.09
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-861.38	861.38
				2210 · Federal Withholding Tax	4,879.92	-4,879.92
				6110 · FICA / Medicare	4,892.50	-4,892.50
				2220 · NY State Withholding Tax	2,422.42	-2,422.42
				2230 · NY City Withholding Tax	172.31	-172.31
				6150 · Disability Expense	49.41	-49.41
				2250 · 457(b) Withholding	3,793.14	-3,793.14
				6120 · Health Insurance	5,981.42	-5,981.42
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	705.44	-705.44
				1001 · Valley- Checking_6387	2,399.32	-2,399.32
				6120 · Health Insurance	186.68	-186.68

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

**Check Detail**

November 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				2190 · Garnishments	250.00	-250.00
TOTAL					-44,389.78	44,389.78
<b>Check</b>	<b>PRT11...</b>	<b>11/29/2024</b>	<b>Paylocity Payroll</b>	<b>1001 · Valley- Checking_6387</b>		<b>-43,905.96</b>
				6010 · Salaries - Librarians	-39,685.20	39,685.20
				6020 · Salaries - Clerks	-26,734.30	26,734.30
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-557.42	557.42
				2210 · Federal Withholding Tax	5,039.05	-5,039.05
				6110 · FICA / Medicare	4,805.79	-4,805.79
				2220 · NY State Withholding Tax	2,457.52	-2,457.52
				2230 · NY City Withholding Tax	183.87	-183.87
				6150 · Disability Expense	47.74	-47.74
				2250 · 457(b) Withholding	2,967.83	-2,967.83
				6120 · Health Insurance	6,315.02	-6,315.02
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	703.71	-703.71
				1001 · Valley- Checking_6387	2,459.74	-2,459.74
				6120 · Health Insurance	186.68	-186.68
				2190 · Garnishments	250.00	-250.00
TOTAL					-43,905.96	43,905.96
<b>Check</b>	<b>PRT 1...</b>	<b>11/29/2024</b>	<b>Paylocity Taxes</b>	<b>1001 · Valley- Checking_6387</b>		<b>-17,292.06</b>
				2210 · Federal Withholding Tax	-5,039.05	5,039.05
				6110 · FICA / Medicare	-9,611.62	9,611.62
				2220 · NY State Withholding Tax	-2,457.52	2,457.52
				2230 · NY City Withholding Tax	-183.87	183.87
TOTAL					-17,292.06	17,292.06
<b>Bill Pmt -Check</b>	<b>11112</b>	<b>11/19/2024</b>	<b>Ajna Dance Company</b>	<b>1001 · Valley- Checking_6387</b>		<b>-135.00</b>
Bill	3163	11/18/2024		9600 · Program Expenses	-135.00	135.00
TOTAL					-135.00	135.00
<b>Bill Pmt -Check</b>	<b>11113</b>	<b>11/19/2024</b>	<b>Alliance Locksmiths</b>	<b>1001 · Valley- Checking_6387</b>		<b>-929.00</b>
Bill	24355	11/18/2024		8010 · Building Maintenance & Repairs	-929.00	929.00
TOTAL					-929.00	929.00
<b>Bill Pmt -Check</b>	<b>11114</b>	<b>11/19/2024</b>	<b>Atlantic Westchester</b>	<b>1001 · Valley- Checking_6387</b>		<b>-747.73</b>
Bill	78304	11/18/2024		8010 · Building Maintenance & Repairs	-747.73	747.73
TOTAL					-747.73	747.73
<b>Bill Pmt -Check</b>	<b>11115</b>	<b>11/20/2024</b>	<b>Baker &amp; Taylor</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,923.64</b>
Bill	50191...	11/19/2024		7460 · Recordings - Juvenile DVD	-16.48	16.48
Bill	50191...	11/19/2024		7460 · Recordings - Juvenile DVD	-8.69	8.69
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-96.09	96.09
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-9.48	9.48
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-12.09	12.09
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-31.50	31.50
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-133.18	133.18
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-38.40	38.40
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-60.38	60.38
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-48.03	48.03
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-30.37	30.37
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-300.94	300.94
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-196.21	196.21
Bill	50191...	11/19/2024		7140 · Books - Adult Learn	-16.52	16.52
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-13.16	13.16
Bill	50191...	11/19/2024		7120 · Books - Adult Non-Fiction	-326.53	326.53
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-256.71	256.71
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-49.70	49.70
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-65.82	65.82
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-16.16	16.16

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

**Check Detail**

November 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-21.90	21.90
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-24.25	24.25
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-25.20	25.20
Bill	50191...	11/19/2024		7110 · Books - Adult Fiction	-53.78	53.78
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-10.86	10.86
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-6.42	6.42
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-24.73	24.73
Bill	50191...	11/19/2024		7150 · Books - Juvenile	-30.06	30.06
TOTAL					-1,923.64	1,923.64
<b>Bill Pmt -Check</b>	<b>11116</b>	<b>11/19/2024</b>	<b>Barbara Bernstein</b>	<b>1001 · Valley- Checking_6387</b>		<b>-720.00</b>
Bill	11182...	11/18/2024		9810 · Friends Reimbursement - exp	-720.00	720.00
TOTAL					-720.00	720.00
<b>Bill Pmt -Check</b>	<b>11117</b>	<b>11/19/2024</b>	<b>Bedford Free Library</b>	<b>1001 · Valley- Checking_6387</b>		<b>-5.00</b>
Bill	11192...	11/19/2024		9480 · Suspense	-5.00	5.00
TOTAL					-5.00	5.00
<b>Bill Pmt -Check</b>	<b>11118</b>	<b>11/19/2024</b>	<b>Bedford Hills Free L...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-26.99</b>
Bill	11192...	11/19/2024		9480 · Suspense	-26.99	26.99
TOTAL					-26.99	26.99
<b>Bill Pmt -Check</b>	<b>11119</b>	<b>11/19/2024</b>	<b>Berger Hardware</b>	<b>1001 · Valley- Checking_6387</b>		<b>-273.39</b>
Bill	633478	11/18/2024		8070 · Custodial Supplies	-59.37	59.37
Bill	634220	11/18/2024		8070 · Custodial Supplies	-107.95	107.95
Bill	634488	11/18/2024		8070 · Custodial Supplies	-48.89	48.89
Bill	634547	11/18/2024		8070 · Custodial Supplies	-14.38	14.38
Bill	634942	11/18/2024		8070 · Custodial Supplies	-42.80	42.80
TOTAL					-273.39	273.39
<b>Bill Pmt -Check</b>	<b>11120</b>	<b>11/19/2024</b>	<b>Better Building Con...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,950.00</b>
Bill	8217	11/18/2024		8010 · Building Maintenance & Repairs	-1,950.00	1,950.00
TOTAL					-1,950.00	1,950.00
<b>Bill Pmt -Check</b>	<b>11121</b>	<b>11/19/2024</b>	<b>Blackstone Publishi...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-628.00</b>
Bill	2173485	11/18/2024		7420 · Recordings - Adult Audiobooks	-314.00	314.00
Bill	2174045	11/18/2024		7420 · Recordings - Adult Audiobooks	-78.50	78.50
Bill	2146159	11/18/2024		7420 · Recordings - Adult Audiobooks	-235.50	235.50
TOTAL					-628.00	628.00
<b>Bill Pmt -Check</b>	<b>11122</b>	<b>11/19/2024</b>	<b>Cengage Learning I...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-223.48</b>
Bill	85779...	11/18/2024		7110 · Books - Adult Fiction	-69.68	69.68
Bill	85787...	11/18/2024		7110 · Books - Adult Fiction	-67.13	67.13
Bill	85799...	11/18/2024		7110 · Books - Adult Fiction	-56.93	56.93
Bill	85715...	11/18/2024		7110 · Books - Adult Fiction	-29.74	29.74
TOTAL					-223.48	223.48
<b>Bill Pmt -Check</b>	<b>11123</b>	<b>11/19/2024</b>	<b>Christine Bobkoff</b>	<b>1001 · Valley- Checking_6387</b>		<b>-540.00</b>
Bill	11182...	11/18/2024		9810 · Friends Reimbursement - exp	-540.00	540.00
TOTAL					-540.00	540.00
<b>Bill Pmt -Check</b>	<b>11124</b>	<b>11/19/2024</b>	<b>ConEdison</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,982.60</b>
Bill	11192...	11/19/2024		8050 · Fuel	-1,982.60	1,982.60

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
**November 2024**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-1,982.60	1,982.60
<b>Bill Pmt -Check</b>	<b>11125</b>	<b>11/19/2024</b>	<b>ECubed</b>	<b>1001 · Valley- Checking_6387</b>		<b>-245.00</b>
Bill	9302	11/18/2024		9330 · Telephone and Internet	-245.00	245.00
TOTAL					-245.00	245.00
<b>Bill Pmt -Check</b>	<b>11126</b>	<b>11/19/2024</b>	<b>EDR</b>	<b>1001 · Valley- Checking_6387</b>		<b>-3,500.00</b>
Bill	23237...	11/18/2024		8010 · Building Maintenance & Repairs	-3,500.00	3,500.00
TOTAL					-3,500.00	3,500.00
<b>Bill Pmt -Check</b>	<b>11127</b>	<b>11/19/2024</b>	<b>Grainger</b>	<b>1001 · Valley- Checking_6387</b>		<b>-936.67</b>
Bill	92868...	11/18/2024		8010 · Building Maintenance & Repairs	-936.67	936.67
TOTAL					-936.67	936.67
<b>Bill Pmt -Check</b>	<b>11128</b>	<b>11/19/2024</b>	<b>Harrison Public Libr...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-3.99</b>
Bill	11192...	11/19/2024		9480 · Suspense	-3.99	3.99
TOTAL					-3.99	3.99
<b>Bill Pmt -Check</b>	<b>11129</b>	<b>11/19/2024</b>	<b>J.Vasquez Landscap...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4,350.00</b>
Bill	11182...	11/18/2024		8020 · Building Service Contracts	-750.00	750.00
Bill	10312...	11/18/2024		8020 · Building Service Contracts	-3,600.00	3,600.00
TOTAL					-4,350.00	4,350.00
<b>Bill Pmt -Check</b>	<b>11130</b>	<b>11/19/2024</b>	<b>Jamie Gordon</b>	<b>1001 · Valley- Checking_6387</b>		<b>-315.00</b>
Bill	11182...	11/18/2024		9630 · Childrens Programming	-315.00	315.00
TOTAL					-315.00	315.00
<b>Bill Pmt -Check</b>	<b>11131</b>	<b>11/19/2024</b>	<b>Jennifer Daddio</b>	<b>1001 · Valley- Checking_6387</b>		<b>-190.00</b>
Bill	11192...	11/19/2024		9440 · Travel and Miscellaneous	-190.00	190.00
TOTAL					-190.00	190.00
<b>Bill Pmt -Check</b>	<b>11132</b>	<b>11/19/2024</b>	<b>Joan Schulman</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,080.00</b>
Bill	11182...	11/18/2024		9810 · Friends Reimbursement - exp	-1,080.00	1,080.00
TOTAL					-1,080.00	1,080.00
<b>Bill Pmt -Check</b>	<b>11133</b>	<b>11/19/2024</b>	<b>JP McHale</b>	<b>1001 · Valley- Checking_6387</b>		<b>-131.80</b>
Bill	10505...	11/18/2024		8020 · Building Service Contracts	-131.80	131.80
TOTAL					-131.80	131.80
<b>Bill Pmt -Check</b>	<b>11134</b>	<b>11/19/2024</b>	<b>Library Market</b>	<b>1001 · Valley- Checking_6387</b>		<b>-3,500.00</b>
Bill	3714	11/18/2024		9110 · Westlynx / Technology	-3,500.00	3,500.00
TOTAL					-3,500.00	3,500.00
<b>Bill Pmt -Check</b>	<b>11135</b>	<b>11/19/2024</b>	<b>Lothrop Associates ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-7,042.21</b>
Bill	2707-2	11/19/2024		8010 · Building Maintenance & Repairs	-7,041.18	7,041.18
Bill	11192...	11/19/2024		8010 · Building Maintenance & Repairs	-1.03	1.03
TOTAL					-7,042.21	7,042.21

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
**November 2024**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>11136</b>	<b>11/19/2024</b>	<b>Midwest Tape</b>	<b>1001 · Valley- Checking_6387</b>		<b>-68.46</b>
Bill	50609...	11/18/2024		7490 · Recordings - YA DVD	-37.48	37.48
Bill	50619...	11/18/2024		7460 · Recordings - Juvenile DVD	-30.98	30.98
TOTAL					-68.46	68.46
<b>Bill Pmt -Check</b>	<b>11138</b>	<b>11/19/2024</b>	<b>New York Power Au...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4,062.92</b>
Bill	11192...	11/19/2024		8040 · Electricity	-4,062.92	4,062.92
TOTAL					-4,062.92	4,062.92
<b>Bill Pmt -Check</b>	<b>11139</b>	<b>11/19/2024</b>	<b>NEw York State Par...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-80.00</b>
Bill	11192...	11/19/2024		7910 · Other Materials	-80.00	80.00
TOTAL					-80.00	80.00
<b>Bill Pmt -Check</b>	<b>11140</b>	<b>11/19/2024</b>	<b>NYS Employees He...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-57,619.79</b>
Bill	612	11/18/2024		6120 · Health Insurance	-57,619.79	57,619.79
TOTAL					-57,619.79	57,619.79
<b>Bill Pmt -Check</b>	<b>11141</b>	<b>11/19/2024</b>	<b>OverDrive</b>	<b>1001 · Valley- Checking_6387</b>		<b>-2,993.11</b>
Bill	01322...	11/19/2024		7250 · Electronic Materials	-264.24	264.24
Bill	01322...	11/19/2024		7250 · Electronic Materials	-415.76	415.76
Bill	01322...	11/19/2024		7250 · Electronic Materials	-150.00	150.00
Bill	01322...	11/19/2024		7250 · Electronic Materials	-2,163.11	2,163.11
TOTAL					-2,993.11	2,993.11
<b>Bill Pmt -Check</b>	<b>11142</b>	<b>11/12/2024</b>	<b>Pitney Bowes - Purc...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-497.68</b>
Bill	11192...	10/01/2024		9420 · Postage and Shipping	-397.68	497.68
TOTAL					-397.68	497.68
<b>Bill Pmt -Check</b>	<b>11143</b>	<b>11/19/2024</b>	<b>Playaway Products ...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-179.97</b>
Bill	476948	11/19/2024		7420 · Recordings - Adult Audiobooks	-179.97	179.97
TOTAL					-179.97	179.97
<b>Bill Pmt -Check</b>	<b>11144</b>	<b>11/19/2024</b>	<b>Renee J. Fleury</b>	<b>1001 · Valley- Checking_6387</b>		<b>-75.00</b>
Bill	11182...	11/19/2024		9610 · Adult Programming	-75.00	75.00
TOTAL					-75.00	75.00
<b>Bill Pmt -Check</b>	<b>11145</b>	<b>11/19/2024</b>	<b>Stratagem Security</b>	<b>1001 · Valley- Checking_6387</b>		<b>-175.00</b>
Bill	349358	10/15/2024		8010 · Building Maintenance & Repairs	-175.00	175.00
TOTAL					-175.00	175.00
<b>Bill Pmt -Check</b>	<b>11146</b>	<b>11/19/2024</b>	<b>Teresa Bueti</b>	<b>1001 · Valley- Checking_6387</b>		<b>-15.17</b>
Bill	11192...	11/19/2024		7150 · Books - Juvenile	-15.17	15.17
TOTAL					-15.17	15.17
<b>Bill Pmt -Check</b>	<b>11147</b>	<b>11/19/2024</b>	<b>Town of New Castle...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-850.00</b>
Bill	11192...	11/19/2024		9210 · Professional Fees	-850.00	850.00
TOTAL					-850.00	850.00
<b>Bill Pmt -Check</b>	<b>11148</b>	<b>11/19/2024</b>	<b>Uma Dandapani</b>	<b>1001 · Valley- Checking_6387</b>		<b>-4.50</b>

**Chappaqua Central School District Public Library (new)**  
**Check Detail**  
November 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	11192...	11/19/2024		9480 · Suspense	-4.50	4.50
TOTAL					-4.50	4.50
<b>Bill Pmt -Check</b>	<b>11149</b>	<b>11/19/2024</b>	<b>Verizon 00001</b>	<b>1001 · Valley- Checking_6387</b>		<b>-51.87</b>
Bill	11192...	11/19/2024		9330 · Telephone and Internet	-51.87	51.87
TOTAL					-51.87	51.87
<b>Bill Pmt -Check</b>	<b>11150</b>	<b>11/19/2024</b>	<b>Verizon 0001-70</b>	<b>1001 · Valley- Checking_6387</b>		<b>-108.56</b>
Bill	11192...	11/19/2024		9330 · Telephone and Internet	-108.56	108.56
TOTAL					-108.56	108.56
<b>Bill Pmt -Check</b>	<b>11151</b>	<b>11/19/2024</b>	<b>Verizon 0001-75</b>	<b>1001 · Valley- Checking_6387</b>		<b>-131.97</b>
Bill	11192...	11/19/2024		9330 · Telephone and Internet	-131.97	131.97
TOTAL					-131.97	131.97
<b>Bill Pmt -Check</b>	<b>11152</b>	<b>11/19/2024</b>	<b>WB Mason</b>	<b>1001 · Valley- Checking_6387</b>		<b>-396.89</b>
Bill	24789...	11/19/2024		8070 · Custodial Supplies	-396.89	396.89
TOTAL					-396.89	396.89
<b>Bill Pmt -Check</b>	<b>11153</b>	<b>11/19/2024</b>	<b>Westchester County...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-500.00</b>
Bill	11192...	11/19/2024		2250 · 457(b) Withholding	-250.00	250.00
Bill	11192...	11/19/2024		2250 · 457(b) Withholding	-250.00	250.00
TOTAL					-500.00	500.00
<b>Bill Pmt -Check</b>	<b>11154</b>	<b>11/19/2024</b>	<b>Westchester Library...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-150.00</b>
Bill	AR000...	11/19/2024		9110 · Westlynx / Technology	-150.00	150.00
TOTAL					-150.00	150.00
<b>Bill Pmt -Check</b>	<b>11155</b>	<b>11/19/2024</b>	<b>William C Link</b>	<b>1001 · Valley- Checking_6387</b>		<b>-1,900.00</b>
Bill	11192...	11/19/2024		8020 · Building Service Contracts	-1,900.00	1,900.00
TOTAL					-1,900.00	1,900.00
<b>Bill Pmt -Check</b>	<b>11156</b>	<b>11/19/2024</b>	<b>Yonkers Public Libr...</b>	<b>1001 · Valley- Checking_6387</b>		<b>-70.00</b>
Bill	11192...	11/19/2024		9610 · Adult Programming	-70.00	70.00
TOTAL					-70.00	70.00
<b>Bill Pmt -Check</b>	<b>11157</b>	<b>11/20/2024</b>	<b>Atlantic A Program</b>	<b>1001 · Valley- Checking_6387</b>		<b>-947.94</b>
Bill	83243...	11/20/2024		9320 · Equipment Maintenance	-947.94	947.94
TOTAL					-947.94	947.94
<b>Bill Pmt -Check</b>	<b>11158</b>	<b>11/20/2024</b>	<b>NawrockiSmith</b>	<b>1001 · Valley- Checking_6387</b>		<b>-3,150.00</b>
Bill	65128	11/19/2024		9210 · Professional Fees	-1,350.00	1,350.00
Bill	64937	11/20/2024		9210 · Professional Fees	-1,800.00	1,800.00
TOTAL					-3,150.00	3,150.00
<b>Bill Pmt -Check</b>	<b>11160</b>	<b>11/20/2024</b>	<b>Sani-Pro Disposal</b>	<b>1001 · Valley- Checking_6387</b>		<b>-354.81</b>
Bill	970199	11/20/2024		8020 · Building Service Contracts	-354.81	354.81

Chappaqua Central School District Public Library (new)

Check Detail

November 2024

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-354.81	354.81

**Chappaqua Central School District Public Library (new)**  
**Balance Sheet Prev Year Comparison**  
**As of November 30, 2024**

	Nov 30, 24	Nov 30, 23	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1001 · Valley- Checking_6387	887,756.11	764,659.54	123,096.57	16.1%
1002 · Valley - M.M - 1594	1,094,693.90	1,035,324.58	59,369.32	5.7%
1003 · Valley - MMA Cap 3018	326,317.78	314,439.75	11,878.03	3.8%
<b>Total Checking/Savings</b>	<b>2,308,767.79</b>	<b>2,114,423.87</b>	<b>194,343.92</b>	<b>9.2%</b>
<b>Accounts Receivable</b>				
11000 · Accounts Receivable	-292.65	-1,487.97	1,195.32	80.3%
<b>Total Accounts Receivable</b>	<b>-292.65</b>	<b>-1,487.97</b>	<b>1,195.32</b>	<b>80.3%</b>
<b>Other Current Assets</b>				
12000 · Undeposited Funds	2,660.10	7,085.28	-4,425.18	-62.5%
1210 · Exchanges	881.33	881.33	0.00	0.0%
1220 · Receivable	14,903.78	14,903.78	0.00	0.0%
1230 · Prepaid Insurance	22,400.00	22,400.00	0.00	0.0%
1240 · Prepaid Other	21,200.07	21,200.07	0.00	0.0%
1290 · Petty Cash	298.50	298.50	0.00	0.0%
<b>Total Other Current Assets</b>	<b>62,343.78</b>	<b>66,768.96</b>	<b>-4,425.18</b>	<b>-6.6%</b>
<b>Total Current Assets</b>	<b>2,370,818.92</b>	<b>2,179,704.86</b>	<b>191,114.06</b>	<b>8.8%</b>
<b>TOTAL ASSETS</b>	<b>2,370,818.92</b>	<b>2,179,704.86</b>	<b>191,114.06</b>	<b>8.8%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
2010 · Accounts Payable	2,437.93	5,304.31	-2,866.38	-54.0%
<b>Total Accounts Payable</b>	<b>2,437.93</b>	<b>5,304.31</b>	<b>-2,866.38</b>	<b>-54.0%</b>
<b>Credit Cards</b>				
2050 · Bank of America - credit card	372.13	406.00	-33.87	-8.3%
<b>Total Credit Cards</b>	<b>372.13</b>	<b>406.00</b>	<b>-33.87</b>	<b>-8.3%</b>
<b>Other Current Liabilities</b>				
2110 · Accrued Expenses	4,688.58	4,688.58	0.00	0.0%
2120 · Accrued Retirement	309,365.00	309,365.00	0.00	0.0%
2130 · Accrued Payroll	27,918.01	27,918.01	0.00	0.0%
2180 · Uncleared Payroll Checks	155.89	155.89	0.00	0.0%
2190 · Garnishments	1,500.00	0.00	1,500.00	100.0%
2210 · Federal Withholding Tax	2,007.81	2,007.81	0.00	0.0%
2250 · 457(b) Withholding	10,247.61	10,214.38	33.23	0.3%
<b>Total Other Current Liabilities</b>	<b>355,882.90</b>	<b>354,349.67</b>	<b>1,533.23</b>	<b>0.4%</b>
<b>Total Current Liabilities</b>	<b>358,692.96</b>	<b>360,059.98</b>	<b>-1,367.02</b>	<b>-0.4%</b>
<b>Total Liabilities</b>	<b>358,692.96</b>	<b>360,059.98</b>	<b>-1,367.02</b>	<b>-0.4%</b>
<b>Equity</b>				
<b>3000 · Unrestricted Net Assets</b>				
3010 · Unassigned	168,052.65	168,052.65	0.00	0.0%
<b>Total 3000 · Unrestricted Net Assets</b>	<b>168,052.65</b>	<b>168,052.65</b>	<b>0.00</b>	<b>0.0%</b>
<b>3100 · Board Designated Net Assets</b>				
3110 · Carol Burk Bequest	20,576.80	20,576.80	0.00	0.0%
<b>Total 3100 · Board Designated Net Assets</b>	<b>20,576.80</b>	<b>20,576.80</b>	<b>0.00</b>	<b>0.0%</b>
<b>3200 · Temporarily Rest. Net Assets</b>				
3210 · Auerbacher	1,270.06	1,270.06	0.00	0.0%
3220 · Belle Harris	173.00	173.00	0.00	0.0%
3230 · Jean George	1,100.00	1,100.00	0.00	0.0%
3240 · Donald Lunetta	50.00	50.00	0.00	0.0%
3250 · Schlienger Income	50.00	50.00	0.00	0.0%
3270 · Taconic Garden Club	369.00	369.00	0.00	0.0%
3280 · WLS NYS Pilot	-383.68	0.00	-383.68	-100.0%
<b>Total 3200 · Temporarily Rest. Net Assets</b>	<b>2,628.38</b>	<b>3,012.06</b>	<b>-383.68</b>	<b>-12.7%</b>
32000 · Retained Earnings	552,458.89	302,862.71	249,596.18	82.4%
<b>3300 · Capital Fund Net Assets</b>				
3310 · Capital Fund - General	735,783.21	735,783.21	0.00	0.0%



**Chappaqua Central School District Public Library (new)**  
**Balance Sheet Prev Year Comparison**  
**As of November 30, 2024**

	Nov 30, 24	Nov 30, 23	\$ Change	% Change
<b>Total 3300 · Capital Fund Net Assets</b>	735,783.21	735,783.21	0.00	0.0%
<b>3600 · Permanently Rest. Net Assets</b>				
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%
<b>Total 3600 · Permanently Rest. Net Assets</b>	40,044.00	40,044.00	0.00	0.0%
<b>Net Income</b>	492,582.03	549,313.45	-56,731.42	-10.3%
<b>Total Equity</b>	2,012,125.96	1,819,644.88	192,481.08	10.6%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,370,818.92</b>	<b>2,179,704.86</b>	<b>191,114.06</b>	<b>8.8%</b>

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>	17,014.25	0.00	17,014.25	100.0%
9311 - Insurance Income	1,808,551.00		-1,808,551.00	50.0%
4000 - Support and Revenue	5,060.00	3,617,102.00	1,060.00	126.5%
4010 - School District Tax	191.00	4,000.00	-59.00	76.4%
4030 - Local Library Aid	4,971.01	250.00	-8,028.99	38.2%
4030 - Donations	39.99	13,000.00		
4110 - Fines	150.00		150.00	100.0%
4130 - Lost and Paid	40,367.08	0.00	5,367.08	115.3%
4140 - Theater Rental	7,902.25	0.00	7,902.25	100.0%
4310 - Interest Income	2,021.38			
4810 - Other Income				
4000 - Support and Revenue - Other				
<b>Total 4000 - Support and Revenue</b>	1,869,253.71	3,669,352.00	-1,800,098.29	50.9%
<b>Total Income</b>	1,886,267.96	3,669,352.00	-1,783,084.04	51.4%
<b>Gross Profit</b>	1,886,267.96	3,669,352.00	-1,783,084.04	51.4%
<b>Expense</b>				
6000 - Personnel Costs	425,835.32	1,080,981.00	-655,145.68	39.4%
6010 - Salaries - Librarians	292,011.09	656,837.00	-364,825.91	44.5%
6020 - Salaries - Clerks	27,101.46	95,609.00	-68,507.54	28.3%
6030 - Salaries - Custodians	12,616.05	64,050.00	-51,433.95	19.7%
6040 - Salaries - Pages	52,635.80	124,878.00	-72,242.20	42.1%
6110 - FICA / Medicare	240,394.39	532,036.00	-291,641.61	45.2%
6120 - Health Insurance	13,761.28	66,192.00	-52,430.72	20.8%
6130 - Medicare Reimbursement	0.00	15,000.00	-15,000.00	0.0%
6140 - Workers Compensation Insurance	-69.23	984.00	-1,053.23	-7.0%
6150 - Disability Expense	0.00	1,500.00	-1,500.00	0.0%
6160 - NY City Metro	3,056.84	237,401.00	-234,344.16	1.3%
6170 - Retirement Expense	13,489.17	0.00	13,489.17	100.0%
6190 - Payroll Expenses	0.00	0.00	0.00	0.0%
6000 - Personnel Costs - Other				
<b>Total 6000 - Personnel Costs</b>	1,080,832.17	2,875,468.00	-1,794,635.83	37.6%
<b>7000 - Materials</b>				
7100 - Books	7,307.49	0.00	7,307.49	100.0%
7110 - Books - Adult Fiction	7,797.41	0.00	7,797.41	100.0%
7120 - Books - Adult Non-Fiction	80.53	0.00	80.53	100.0%
7130 - Books - Adult - JIC	509.46	0.00	509.46	100.0%
7140 - Books - Adult Learn	8,345.33	0.00	8,345.33	100.0%
7150 - Books - Juvenile	0.00	0.00	0.00	0.0%
7170 - Books - Standing Order	2,172.22	0.00	2,172.22	100.0%
7180 - Books - Young Adult	0.00	0.00	0.00	0.0%
7100 - Books - Other	0.00	83,600.00	-83,600.00	0.0%
<b>Total 7100 - Books</b>	26,212.44	83,600.00	-57,387.56	31.4%
<b>7210 - Databases</b>	0.00	0.00	0.00	0.0%
7250 - Electronic Materials	28,606.34	76,000.00	-47,393.66	37.6%
7310 - Periodicals	3,176.40	13,710.00	-10,533.60	23.2%
<b>7400 - Recordings</b>				
7410 - Recordings - Adult CD	0.00	0.00	0.00	0.0%
7420 - Recordings - Adult Audiobooks	3,308.42	0.00	3,308.42	100.0%

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
7430 · Recordings - Adult DVD	6.80	0.00	6.80	100.0%
7450 · Recordings - Juvenile Audiobook	22.49	0.00	443.89	100.0%
7460 · Recordings - Juvenile DVD	443.89	0.00	241.45	100.0%
7490 · Recordings - YA DVD	241.45	21,714.00	-21,714.00	0.0%
7400 · Recordings - Other	0.00			
<b>Total 7400 · Recordings</b>	<b>4,023.05</b>	<b>21,714.00</b>	<b>-17,690.95</b>	<b>18.5%</b>
7910 · Other Materials	1,501.88			
<b>Total 7000 · Materials</b>	<b>63,520.11</b>	<b>195,024.00</b>	<b>-131,503.89</b>	<b>32.6%</b>
<b>8000 · Facilities and Occupancy</b>				
8010 · Building Maintenance & Repairs	21,474.59	49,300.00	-27,825.41	43.6%
8020 · Building Service Contracts	52,815.70	84,180.00	-31,364.30	62.7%
8030 · Grounds Maintenance	315.00	0.00	315.00	100.0%
8040 · Electricity	25,264.49	62,000.00	-36,735.51	40.7%
8050 · Fuel	2,239.61	22,300.00	-20,060.39	10.0%
8060 · Sewer Tax	0.00	7,018.00	-7,018.00	0.0%
8070 · Custodial Supplies	4,405.12	11,000.00	-6,594.88	40.0%
8080 · Water	548.80	2,000.00	-1,451.20	27.4%
<b>Total 8000 · Facilities and Occupancy</b>	<b>107,063.31</b>	<b>237,798.00</b>	<b>-130,734.69</b>	<b>45.0%</b>
<b>9000 · Administrative Expenses</b>				
9110 · Westlynx / Technology	58,981.36	105,792.00	-46,810.64	55.8%
9210 · Professional Fees	20,915.82	109,946.00	-89,030.18	19.0%
9310 · Insurance	33,147.59	29,000.00	4,147.59	114.3%
9320 · Equipment Maintenance	1,910.63	23,000.00	-21,089.37	8.3%
9330 · Telephone and Internet	4,012.20	6,174.00	-2,161.80	65.0%
9410 · Office Supplies	3,748.17	9,500.00	-5,751.83	39.5%
9411 · Library Supplies	2,189.13	10,000.00	-7,810.87	21.9%
9410 · Office Supplies - Other				
<b>Total 9410 · Office Supplies</b>	<b>5,937.30</b>	<b>19,500.00</b>	<b>-13,562.70</b>	<b>30.4%</b>
9420 · Postage and Shipping	2,063.35	7,430.00	-5,366.65	27.8%
9430 · Printing and Reproduction	2,048.20	12,370.00	-10,321.80	16.6%
9440 · Travel and Miscellaneous				
9445 · Professional Development	1,306.20	12,250.00	-10,943.80	10.7%
9440 · Travel and Miscellaneous - Other	389.16	2,000.00	-1,610.84	19.5%
<b>Total 9440 · Travel and Miscellaneous</b>	<b>1,695.36</b>	<b>14,250.00</b>	<b>-12,554.64</b>	<b>11.9%</b>
9450 · Director's Contingency	0.00	500.00	-500.00	0.0%
9460 · Development	0.00	0.00	0.00	0.0%
9480 · Suspense	262.40	0.00	262.40	100.0%
9490 · Miscellaneous Expense	100.00	0.00	100.00	100.0%
9600 · Program Expenses				
9610 · Adult Programming	3,135.54	0.00	3,135.54	100.0%
9620 · Teen Programming	541.25	0.00	541.25	100.0%
9630 · Childrens Programming	3,059.06	0.00	3,059.06	100.0%
9600 · Program Expenses - Other	485.00	33,100.00	-32,615.00	1.5%
<b>Total 9600 · Program Expenses</b>	<b>7,220.85</b>	<b>33,100.00</b>	<b>-25,879.15</b>	<b>21.8%</b>
<b>Total 9000 · Administrative Expenses</b>	<b>138,295.06</b>	<b>361,062.00</b>	<b>-222,766.94</b>	<b>38.3%</b>

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

	Jul - Nov 24	Budget	\$ Over Budget	% of Budget
Total Expense	1,389,710.65	3,669,352.00	-2,279,641.35	37.9%
Net Ordinary Income	496,557.31	0.00	496,557.31	100.0%
Other Income/Expense				
9910 · Friends Reimbursement - inc	3,508.43	0.00	3,508.43	100.0%
Total Other Income	3,508.43	0.00	3,508.43	100.0%
Other Expense				
9810 · Friends Reimbursement - exp	7,483.71	0.00	7,483.71	100.0%
Total Other Expense	7,483.71	0.00	7,483.71	100.0%
Net Other Income	-3,975.28	0.00	-3,975.28	100.0%
<b>Net Income</b>	<b>492,582.03</b>	<b>0.00</b>	<b>492,582.03</b>	<b>100.0%</b>

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

1002 · Valley - M.M - 1594, Period Ending 11/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,090,893.66
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	11/30/2024			X	3,800.24	3,800.24
Total Deposits and Credits					3,800.24	3,800.24
Total Cleared Transactions					3,800.24	3,800.24
Cleared Balance					3,800.24	1,094,693.90
Register Balance as of 11/30/2024					3,800.24	1,094,693.90
<b>Ending Balance</b>					<b>3,800.24</b>	<b>1,094,693.90</b>

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

**1003 · Valley - MMA Cap 3018, Period Ending 11/30/2024**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						325,184.96
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	11/30/2024			X	1,132.82	1,132.82
Total Deposits and Credits					1,132.82	1,132.82
Total Cleared Transactions					1,132.82	1,132.82
Cleared Balance					1,132.82	326,317.78
Register Balance as of 11/30/2024					1,132.82	326,317.78
<b>Ending Balance</b>					<b>1,132.82</b>	<b>326,317.78</b>

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

1001 · Valley- Checking\_6387, Period Ending 11/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,146,757.37
<b>Cleared Transactions</b>						
<b>Checks and Payments - 37 items</b>						
Bill Pmt -Check	10/16/2024	11068	Friends of the Chap...	X	-1,694.16	-1,694.16
Bill Pmt -Check	10/16/2024	11096	The Loft LGBTQ+ C...	X	-750.00	-2,444.16
Bill Pmt -Check	10/16/2024	11078	Minuteman Press	X	-596.70	-3,040.86
Bill Pmt -Check	10/16/2024	11102	Westchester County...	X	-500.00	-3,540.86
Bill Pmt -Check	10/16/2024	11088	Playaway Products ...	X	-373.43	-3,914.29
Bill Pmt -Check	10/16/2024	11094	Steffi Nossen Schoo...	X	-300.00	-4,214.29
Bill Pmt -Check	10/16/2024	11058	Assa Abloy	X	-295.57	-4,509.86
Bill Pmt -Check	10/16/2024	11077	Midwest Tape	X	-122.42	-4,632.28
Bill Pmt -Check	10/16/2024	11089	Pound Ridge Library	X	-62.50	-4,694.78
Bill Pmt -Check	10/16/2024	11095	Teresa Bueti	X	-40.00	-4,734.78
Bill Pmt -Check	10/16/2024	11073	Larchmont Public Li...	X	-27.99	-4,762.77
Bill Pmt -Check	10/16/2024	11071	Joan Kuhn	X	-23.33	-4,786.10
Bill Pmt -Check	10/16/2024	11084	NYS Department of ...	X	-21.44	-4,807.54
Bill Pmt -Check	10/16/2024	11076	Mercy Garland	X	-20.36	-4,827.90
Bill Pmt -Check	10/16/2024	11063	Catherine Paulsen	X	-17.97	-4,845.87
Bill Pmt -Check	10/16/2024	11093	Scarsdale Public Lib...	X	-6.99	-4,852.86
Bill Pmt -Check	10/17/2024	11107	Teresa Bueti	X	-19.35	-4,872.21
Bill Pmt -Check	10/18/2024	11109	Mount Kisco Rotary ...	X	-25.00	-4,897.21
Bill Pmt -Check	11/01/2024	ACH	NYS Deferred Comp...	X	-3,805.94	-8,703.15
Bill Pmt -Check	11/01/2024	ACH	Paylocity	X	-217.27	-8,920.42
Bill Pmt -Check	11/06/2024	ACH	AFLAC	X	-242.10	-9,162.52
Bill Pmt -Check	11/12/2024	ACH	Pitney Bowes	X	-497.68	-9,660.20
Check	11/15/2024	PRT1...	Paylocity Payroll	X	-44,389.78	-54,049.98
Check	11/15/2024	PRT 1...	Paylocity Taxes	X	-17,259.65	-71,309.63
Check	11/15/2024	PRT1...	Paylocity Payroll	X	-2,399.32	-73,708.95
Bill Pmt -Check	11/15/2024	ACH	Paylocity	X	-378.21	-74,087.16
Bill Pmt -Check	11/19/2024	ACH	NYS Deferred Comp...	X	-3,793.14	-77,880.30
Bill Pmt -Check	11/19/2024	11131	Jennifer Daddio	X	-190.00	-78,070.30
Bill Pmt -Check	11/26/2024	ACH	Valley Bank CARD ...	X	-4,977.54	-83,047.84
Bill Pmt -Check	11/26/2024	ACH	Guardian	X	-2,002.37	-85,050.21
Check	11/29/2024	PRT1...	Paylocity Payroll	X	-43,905.96	-128,956.17
Check	11/29/2024	PRT 1...	Paylocity Taxes	X	-17,292.06	-146,248.23
Bill Pmt -Check	11/29/2024	ACH	NYS Deferred Comp...	X	-2,967.83	-149,216.06
Check	11/29/2024	PRT1...	Paylocity Payroll	X	-2,459.74	-151,675.80
Bill Pmt -Check	11/29/2024	ACH	Guardian	X	-2,002.37	-153,678.17
Bill Pmt -Check	11/29/2024	ACH	AFLAC	X	-242.10	-153,920.27
Bill Pmt -Check	11/29/2024	ACH	Paylocity	X	-214.83	-154,135.10
<b>Total Checks and Payments</b>					<b>-154,135.10</b>	<b>-154,135.10</b>
<b>Deposits and Credits - 24 items</b>						
Deposit	10/16/2024			X	0.00	0.00
Deposit	11/04/2024			X	10.91	10.91
Deposit	11/04/2024			X	36.76	47.67
Deposit	11/05/2024			X	17.72	65.39
Deposit	11/06/2024			X	0.00	65.39
Deposit	11/06/2024			X	13.33	78.72
Deposit	11/06/2024			X	2,495.12	2,573.84
Deposit	11/07/2024			X	6.52	2,580.36
Deposit	11/07/2024			X	137.24	2,717.60
Deposit	11/12/2024			X	20.15	2,737.75
Deposit	11/12/2024			X	65.34	2,803.09
Deposit	11/13/2024			X	37.49	2,840.58
Deposit	11/14/2024			X	60.86	2,901.44
Deposit	11/18/2024			X	36.02	2,937.46
Deposit	11/18/2024			X	55.71	2,993.17
Deposit	11/18/2024			X	6,698.56	9,691.73
Deposit	11/21/2024			X	11.29	9,703.02
Deposit	11/22/2024			X	19.38	9,722.40
Deposit	11/25/2024			X	27.85	9,750.25
Deposit	11/25/2024			X	44.97	9,795.22
Deposit	11/26/2024			X	28.27	9,823.49
Deposit	11/27/2024			X	20.99	9,844.48
Deposit	11/29/2024			X	4.77	9,849.25
Deposit	11/30/2024			X	3,815.31	13,664.56

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

1001 - Valley- Checking\_6387, Period Ending 11/30/2024

Type	Date	Num	Name	Clr	Amount	Balance
Total Deposits and Credits					13,664.56	13,664.56
Total Cleared Transactions					-140,470.54	-140,470.54
Cleared Balance					-140,470.54	1,006,286.83
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 71 items</b>						
Bill Pmt -Check	12/20/2022	9719	OverDrive		-4,402.91	-4,402.91
Bill Pmt -Check	03/27/2023	9920	Grey House Publishi...		-1,395.00	-5,797.91
Bill Pmt -Check	04/24/2023	10025	Teresa Bueti		-133.05	-5,930.96
Bill Pmt -Check	07/17/2023	10208	Scarsdale Public Lib...		-25.00	-5,955.96
Bill Pmt -Check	09/08/2023	10272	Friends of the Chap...		-154.75	-6,110.71
Bill Pmt -Check	11/13/2023	10438	Teresa Bueti		-67.98	-6,178.69
Bill Pmt -Check	11/13/2023	10422	John C Hart Memori...		-7.99	-6,186.68
Bill Pmt -Check	12/31/2023	10513	Mary T McGrath		-494.70	-6,681.38
Bill Pmt -Check	01/22/2024	10555	New Castle Commu...		-300.00	-6,981.38
Bill Pmt -Check	02/23/2024	10639	Pound Ridge Library		-40.00	-7,021.38
Bill Pmt -Check	03/18/2024	10671	Nalco Water		-23.05	-7,044.43
Bill Pmt -Check	04/08/2024	10706	Baker & Taylor		-1,673.54	-8,717.97
Bill Pmt -Check	04/08/2024	10707	Bank of America		-33.87	-8,751.84
Bill Pmt -Check	05/23/2024	10790	Town of New Castle		-312.64	-9,064.48
Bill Pmt -Check	06/06/2024	10804	Joan Kuhn		-72.96	-9,137.44
Bill Pmt -Check	06/28/2024	10873	Nora Gross		-60.31	-9,197.75
Bill Pmt -Check	07/22/2024		Baker & Taylor		-225.59	-9,423.34
Bill Pmt -Check	07/22/2024	10891	Beatrix Farrand Gar...		-200.00	-9,623.34
Bill Pmt -Check	09/19/2024	11048	Joan Skahan		-524.10	-10,147.44
Bill Pmt -Check	10/16/2024	11098	Utica National Insur...		-3,230.00	-13,377.44
Bill Pmt -Check	10/16/2024	11103	Westchester Library ...		-248.50	-13,625.94
Bill Pmt -Check	10/16/2024	11072	Julie Ann Polasko		-45.19	-13,671.13
Bill Pmt -Check	10/16/2024	11083	North Castle Public ...		-29.00	-13,700.13
Bill Pmt -Check	10/16/2024	11091	Robbin Friedman		-15.35	-13,715.48
Bill Pmt -Check	10/31/2024	ACH	AFLAC		-242.10	-13,957.58
Bill Pmt -Check	11/12/2024	11142	Pitney Bowes - Purc...		-497.68	-14,455.26
Bill Pmt -Check	11/19/2024	11140	NYS Employees He...		-57,619.79	-72,075.05
Bill Pmt -Check	11/19/2024	11135	Lothrop Associates ...		-7,042.21	-79,117.26
Bill Pmt -Check	11/19/2024	11129	J.Vasquez Landscap...		-4,350.00	-83,467.26
Bill Pmt -Check	11/19/2024	11138	New York Power Aut...		-4,062.92	-87,530.18
Bill Pmt -Check	11/19/2024	11134	Library Market		-3,500.00	-91,030.18
Bill Pmt -Check	11/19/2024	11126	EDR		-3,500.00	-94,530.18
Bill Pmt -Check	11/19/2024	11141	OverDrive		-2,993.11	-97,523.29
Bill Pmt -Check	11/19/2024	11124	ConEdison		-1,982.60	-99,505.89
Bill Pmt -Check	11/19/2024	11120	Better Building Conc...		-1,950.00	-101,455.89
Bill Pmt -Check	11/19/2024	11155	William C Link		-1,900.00	-103,355.89
Bill Pmt -Check	11/19/2024	11132	Joan Schulman		-1,080.00	-104,435.89
Bill Pmt -Check	11/19/2024	11127	Grainger		-936.67	-105,372.56
Bill Pmt -Check	11/19/2024	11113	Alliance Locksmiths		-929.00	-106,301.56
Bill Pmt -Check	11/19/2024	11147	Town of New Castle ...		-850.00	-107,151.56
Bill Pmt -Check	11/19/2024	11114	Atlantic Westchester		-747.73	-107,899.29
Bill Pmt -Check	11/19/2024	11116	Barbara Bernstein		-720.00	-108,619.29
Bill Pmt -Check	11/19/2024	11121	Blackstone Publishing		-628.00	-109,247.29
Bill Pmt -Check	11/19/2024	11123	Christine Bobkoff		-540.00	-109,787.29
Bill Pmt -Check	11/19/2024	11153	Westchester County...		-500.00	-110,287.29
Bill Pmt -Check	11/19/2024	11152	WB Mason		-396.89	-110,684.18
Bill Pmt -Check	11/19/2024	11130	Jamie Gordon		-315.00	-110,999.18
Bill Pmt -Check	11/19/2024	11119	Berger Hardware		-273.39	-111,272.57
Bill Pmt -Check	11/19/2024	11125	ECubed		-245.00	-111,517.57
Bill Pmt -Check	11/19/2024	11122	Cengage Learning I...		-223.48	-111,741.05
Bill Pmt -Check	11/19/2024	11143	Playaway Products ...		-179.97	-111,921.02
Bill Pmt -Check	11/19/2024	11145	Stratagem Security		-175.00	-112,096.02
Bill Pmt -Check	11/19/2024	11154	Westchester Library ...		-150.00	-112,246.02
Bill Pmt -Check	11/19/2024	11112	Ajna Dance Company		-135.00	-112,381.02
Bill Pmt -Check	11/19/2024	11151	Verizon 0001-75		-131.97	-112,512.99
Bill Pmt -Check	11/19/2024	11133	JP McHale		-131.80	-112,644.79
Bill Pmt -Check	11/19/2024	11150	Verizon 0001-70		-108.56	-112,753.35
Bill Pmt -Check	11/19/2024	11139	NEw York State Par...		-80.00	-112,833.35
Bill Pmt -Check	11/19/2024	11144	Renee J. Fleury		-75.00	-112,908.35
Bill Pmt -Check	11/19/2024	11156	Yonkers Public Library		-70.00	-112,978.35
Bill Pmt -Check	11/19/2024	11136	Midwest Tape		-68.46	-113,046.81



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

**1001 - Valley- Checking\_6387, Period Ending 11/30/2024**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Bill Pmt -Check	11/19/2024	11149	Verizon 00001		-51.87	-113,098.68
Bill Pmt -Check	11/19/2024	11118	Bedford Hills Free Li...		-26.99	-113,125.67
Bill Pmt -Check	11/19/2024	11146	Teresa Bueti		-15.17	-113,140.84
Bill Pmt -Check	11/19/2024	11117	Bedford Free Library		-5.00	-113,145.84
Bill Pmt -Check	11/19/2024	11148	Uma Dandapani		-4.50	-113,150.34
Bill Pmt -Check	11/19/2024	11128	Harrison Public Libr...		-3.99	-113,154.33
Bill Pmt -Check	11/20/2024	11158	NawrockiSmith		-3,150.00	-116,304.33
Bill Pmt -Check	11/20/2024	11115	Baker & Taylor		-1,923.64	-118,227.97
Bill Pmt -Check	11/20/2024	11157	Atlantic A Program		-947.94	-119,175.91
Bill Pmt -Check	11/20/2024	11160	Sani-Pro Disposal		-354.81	-119,530.72
Total Checks and Payments					-119,530.72	-119,530.72
<b>Deposits and Credits - 1 item</b>						
Deposit	02/06/2024				1,000.00	1,000.00
Total Deposits and Credits					1,000.00	1,000.00
Total Uncleared Transactions					-118,530.72	-118,530.72
Register Balance as of 11/30/2024					-259,001.26	887,756.11
<b>Ending Balance</b>					<b>-259,001.26</b>	<b>887,756.11</b>



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## Director's Report December 2024

### Announcements and Correspondence

- We have received the first 90% for the NYS Construction Aid Grant in the amount of \$40,922. The final paperwork has been submitted and we should be receiving the balance of \$4,547 soon.
- Harckham Bullet Aid Grant: still in progress.

### Buildings and Grounds

- Building Assessment  
Bill Link and I will be meeting with Lothrop to go over their second draft on December 16th. I expect that the final report will be ready shortly after that and then we can set up a meeting with Lothrop for early in the new year for them to present their findings to the Board.
- Children's Room Redesign
  - The Children's Staff had some concerns about some of the suggestions made by Lothrop. They have asked for a little more back and forth with Lothrop and this would require an additional service fee of \$2000. I sent the proposal to Robbin to see what she thinks and am waiting to hear back from her as of this writing.
- Stratagem:
  - Card keys go into effect January 1.

### Finance

- Robbin, Marge, Amy and I have started meeting to tackle next year's budget.
  - There will be some reallocation of funds for programs and materials to address how the Library is currently being used. This will be based on the statistics for usage of Children's materials and programs vs. Adult materials and programming,

- There are a few people on staff who need to have a salary adjustment. These people have salaries that are way too low for the work that they do and the time that they have been employed by the Library. More to come.
- Per Marge's suggestion, we are going to look at the last three years of each cost related to building expenses, such as cleaning, electricity, insurance, repairs and so on to see if what we are allotting is appropriate. Amy is gathering this info and we will be meeting again in a few weeks.
- Chappaqua School District Retirement Payments: We have received some notices of these, but Marge has discovered that the bills and the payments do not make sense. She is now researching the last several years to try to straighten everything out so that we are paying the correct amount of money each year. The confusion around this is because of the lack of a fleshed out admin department over the last several years and I am grateful that we now have a team working together on these things

### Personnel

- The final draft of the Employee Handbook has been reviewed by BSK and is in the Board packet for approval at the December Board Meeting. Many thanks to Marge and Robbin, who did a lot of legwork on this.
- The Trustees met for a Special Meeting on December 9 to discuss the idea of working with an EAP company, ESI, for staff. I have worked with this company before and have been impressed with all of the things they can assist employees and their families with. I hope that the Board will vote to approve this on December 16.



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**Children's Room -- November 2024 report**  
**Robbin Friedman**

**Programs and attendance**

Date	Program	Attendees
11/1/24	Song Circle online (0-5)	11
11/1/24	Bouncing Babies (0-1)	28
11/1/24	Art in the Afternoon (All ages)	22
11/2/24	Saturday Storytime (0-5)	32
11/3/24	Series Starters (Gr. 2-3 with an adult)	10
11/4/24	Movers and Shakers (0-1)	39
11/4/24	Theater storytime (0-5)	52
11/5/24	Short Films for Short People (All ages)	56
11/5/24	Family LEGO (All ages)	22
11/6/24	Theater storytime (0-5)	32
11/6/24	Bouncing Babies (0-1)	32
11/7/24	Parking Lot storytime (0-5)	75
11/7/24	Nursery Rhyme Time (2-3)	9
11/7/24	Decision 2024: Cats vs Dogs voting (All ages)	319
11/7/24	Pokemon Club (Gr. 3-6)	5
11/8/24	Song Circle online (0-5)	5
11/8/24	Bouncing Babies (0-1)	32
11/12/24	Storybook Dance (2-5)	42
11/12/24	Dinovember Craft (Gr. K-2)	9
11/13/24	Theater storytime (0-5)	43
11/13/24	Bouncing Babies (0-1)	34
11/14/24	Parking Lot storytime (0-5)	62



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11/14/24	Nursery Rhyme Time (2-3)	14
11/14/24	Pokemon Club (Gr. 3-6)	5
11/14/24	Comics Crew (Gr. 4-6)	11
11/15/24	Song Circle online (0-5)	11
11/15/24	Bouncing Babies (0-2)	31
11/18/24	Movers and Shakers (0-1)	28
11/18/24	Theater storytime (0-5)	41
11/18/24	Stuffed Animal Friendsgiving (Gr. K-3)	11
11/18/24	Dungeons & Dragons (Gr. 4-6)	6
11/19/24	Messy Art (2-5)	44
11/20/24	Theater storytime (0-5)	44
11/20/24	Bouncing Babies (0-1)	34
11/20/24	Jr. Garden Club—Flower Arranging (Gr. 3-6)	8
11/20/24	Jr. Garden Club—Flower Arranging Reception (All ages)	23
11/20/24	Luna the Troll middle school/adult book club (Gr. 5-7 with adult)	6
11/21/24	Parking Lot storytime (0-5)	75
11/21/24	Nursery Rhyme Time (2-3)	11
11/21/24	Messy Art (2-5)	28
11/21/24	Pokemon Club (Gr. 3-6)	9
11/22/24	Bouncing Babies (0-1)	24
11/23/24	Practice Music Recital (performers 6-12, audience all ages)	24
11/25/24	Mover and Shakers (0-1)	44
11/25/24	Theater storytime (0-5)	67
11/25/24	Thanksgiving Parade Grab and Go craft (All ages)	18
11/27/24	Theater storytime (0-5)	63
11/27/24	Bouncing Babies (0-1)	25
11/29/24	Friday Film (All ages)	15



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### **Professional Development**

TCB: Manga Goes to School (Booklist)

REF: Standing Up for Libraries: 2024 Election Implications and Next Steps (ALA)

JAP: From Diversity to Inclusion - How to Audit Your Collection & Why (CLRC)

### **Outreach**

We visited Bell Middle School to participate in the 7th Grade ELA Realistic Fiction Celebration, in which students read original creative writing pieces with their classmates and teachers.

### **Successes**

Thank you to the Chappaqua Garden Club for a wonderful flower arranging program, with arrangements inspired by Mara Van Fleet's vibrant paintings.

Young musicians shared their talents with us at the Children's Music Recital, a low-key opportunity for kids to perform in public for an enthusiastic audience. We have seen new performers at each of our recitals and plan to continue with a semi-annual schedule, which allows us to accommodate more performers and to appreciate returning students' growth.

After several popular stuffed animal tea parties, we held our first ever Stuffed Animal Friendsgiving. All attendees, human and stuffy, had a blast! Kids brought canned goods and made cards during the program to donate to a food pantry before Thanksgiving.



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## Adult Services Department -- November 2024 Report

Denise Mincin

### The book displays for November:

- Veteran's Day
- Thanksgiving cookbooks replaced Veteran's Day
- Transgender Awareness Month
- National Homemade Bread Day
- Native American Month - books by Native Americans

### Community Outreach / Glass Display Case:

Neighbor's Link and the benefits of immigration.

### Social Media

Our Library of Things continues to grow and the posts about the Induction Cooktop interested a number of people including the New Castle Sustainability Advisory Board.

## Induction Cooktop Try-it Kit



Check me out!

Induction Cooktop curious but not ready to make the change?

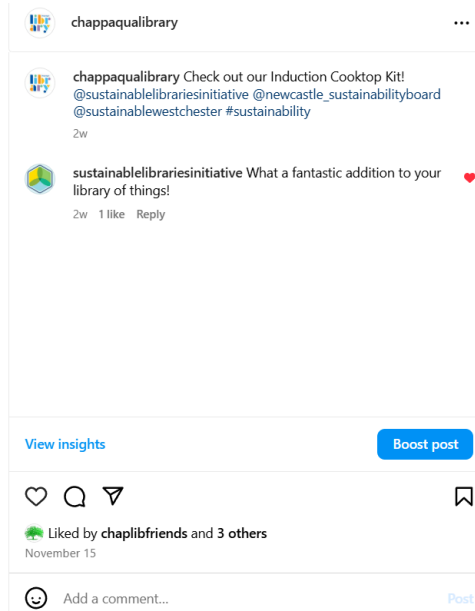
Chappaqua Library patrons can check out this kit to try it at home. Comes with a portable cooktop, pans, and a quick start guide.

#### No dangerous gases

Gas stoves rely on non-renewable fossil fuels, leak methane gas when not in use and emit nitrous oxides, carbon monoxide and formaldehyde when in use.

#### Powerful and quick

Induction heats 50% faster than thermal cooktops.





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**Chappaqua Library**  
Published by Paige Reed  
November 15 at 10:00 AM · 🌐

Check out an Induction Cooktop Try-it Kit! [Sustainable Westchester Sustainable Libraries Initiative](#)  
[New Castle Sustainability Advisory Board](#)  
#Sustainability  
@

# Induction Cooktop Try-it Kit



Check me out!

Induction Cooktop curious but not ready to make the change?

Chappaqua Library patrons can check out this kit to try it at home. Comes with a portable cooktop, pans, and a quick start guide.

**No dangerous gases**  
Gas stoves rely on non-renewable fossil fuels, leak methane gas when not in use and emit nitrous oxides, carbon monoxide and formaldehyde when in use.

**Powerful and quick**  
Induction heats 50% faster than thermal cooktops.

**LiBRARY of THINGS.** Chappaqua library

New Castle Sustainability Advisory Board and 5 others 1 comment 1 share

Like Comment Share

Lauren Brois this is amazing!!!  
2w Like Reply Hide

Comment as Chappaqua Library

A patron came in asking about the air quality monitor that is part of our Library of Things and was pleased to know she could borrow it as her husband is having health issues.





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Professional Dev.	Meetings	Outreach
Branding Training x2	Programming Meeting with Dir and Asst Dir	Home delivery pick up
Booklist What's New in Debuts	All Staff Meeting	Special Needs / ARC Book Group
INGRAM iPage Academy Foundations101	Learning Round Table (ALA) planning meeting	Home delivery drop off
Say What You Mean: Plain Language for Libraries	Programming Meeting for Ref Staff	DIA Museum Outreach
Westchester County Dept of Mental Health - Resources. Chris Johnson	WLS Adult Services monthly meeting	Continue the Sharing Shelf Drive for socks, underwear, and diapers.
Spring 25 Fiction from Viking Penguin	Meet with Program Director Re: Adult Services and Programming	
PRH Morning Book Buzz	LibCal Meeting	
AL Live—Accessibility Partners: Building Inclusive Experiences in Libraries		
PRH Editor's Picks for Spring Summer 25		



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Professional Dev.	Meetings	Outreach
Booklist Adult Faves		



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**Circulation – November 2024 report**  
**Marge Perlin, Head of Circulation, Payroll Administrator**

Month	Fines	L&P	Jamex	Misc	Friends	TOTAL
July 2024	\$873.08	\$182.86	\$22.70	\$78.75	\$56.50	\$1,213.89
August 2024	\$925.21	\$239.24	\$62.80	\$126.50	\$88.85	\$1,442.60
Sept 2024	\$606.52	\$275.87	\$51.50	\$50.50	\$49.05	\$1,033.44
Oct 2024	\$629.28	\$277.83	\$55.95	\$29.60	\$32.37	\$1,025.03
Nov 2024	\$683.11	\$253.39	\$25.50	\$63.60	\$59.41	\$1,085.01
Dec 2024						\$0.00
Jan 2025						\$0.00
Feb 2025						\$0.00
March 2025						\$0.00
April 2025						\$0.00
May 2025						\$0.00
June 2025						\$0.00
<b>TOTAL</b>	<b>\$3,717.20</b>	<b>\$1,229.19</b>	<b>\$218.45</b>	<b>\$348.95</b>	<b>\$286.18</b>	<b>\$5,799.97</b>

**November Meetings/Events:**

- Nov 7 All Staff mtg
- Nov 7 Dept Heads
- Nov 8 Interview
- Nov 12 WLS Circ Comm
- Nov 18 Board Mtg
- Nov 20 WLS Tech Comm
- Nov 26 EAP Mtg

**WLS STATS - ITEMS AND PATRONS**

- In-building Circulation: 16038
- Loans sent to other libraries: 2236
- Loans received from other libraries: 2070
- New library cards: 81
- Items added to collection: 494
- Items removed from collection: 653



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**Circulation – November 2024 report**  
**Marge Perlin, Head of Circulation, Payroll Administrator**

CHAPPAQUA LIBRARY USAGE STATS FOR NOV 2024								
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
					1	2		
					513	407		Patrons
					747	619		Chkout/Ren
					547	595		Check ins
					91	62		Holds
					28	14		Unwanted Hlds
3	4	5	6	7	8	9		
251	472	529	458	424	356	479		Patrons
404	455	598	454	546	515	830		Chkout/Ren
361	471	504	462	537	553	491		Check ins
39	125	95	59	103	94	91		Holds
23	24	7	19	16	18	23		Unwanted Hlds
10	11	12	13	14	15	16		
298	0	494	871	114	361	415		Patrons
454	34	844	440	489	432	890		Chkout/Ren
566	34	790	478	438	356	694		Check ins
39	0	119	93	101	103	151		Holds
11	4	13	19	15	21	19		Unwanted Hlds
17	18	19	20	21	22	23		
246	440	390	544	448	334	449		Patrons
459	567	506	526	469	472	889		Chkout/Ren
426	520	560	470	391	526	818		Check ins
49	141	99	112	113	86	141		Holds
26	27	7	14	9	25	24		Unwanted Hlds
24	25	26	27	28	29	30		
278	537	422	439	0	227	341		Patrons
457	499	555	527	53	615	656		Chkout/Ren
394	591	570	593	53	543	634		Check ins
37	97	122	110	0	98	103		Holds
27	29	13	19	0	21	32		Unwanted Hlds
								Patrons
								Chkout/Ren
								Check ins
								Holds
								Unwanted Hlds
2023	Patrons	2024	Patrons	Ckout/Ren	Check in	Holds	Unwanted Hlds	Circulation**
Jan(29 days)	9608	Jan(28 days)	11348*	15,797	14,622	2,680	528	18,726
Feb(27 days)	9715*	Feb(27 days)	10510*	15,909	15,168	2,413	493	18,432
Mar(31 days)	11016*	Mar(30 days)	11,753	16,928	16,964	2,475	552	19,577
April(30 days)	11209*	April(30 days)	11,599	16,118	15,955	2,356	471	18,591
May(29 days)	8867	May(29 days)	10,624	14,419	14,791	2,336	487	16,815
June(28 days)	11833*	June(28 days)	11,847	15,282	14,207	2,408	503	17,726
July(25 days)	10943*	July(26 days)	10,590	17,080	16,343	2,787	575	19,857
August(26 days)	11761*	Aug(26 days)	11,024	16,599	16,527	2,493	396	19,201
Sept(27 days)	10430*	Sept(28 days)	11,445	16,171	15,313	2,689	582	18,605
Oct(30 days)	9496	Oct(30 Days)	11,248	14,950	13,734	2,304	492	17,555
Nov(27 days)	10649	Nov(28 days)	11,537	16,001	14,966	2,673	547	18,274
Dec(28 days)	10,389							



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**Technical Services – November 2024 Report**  
**Sally Scudo**

In addition to routine processing (211 of 494 items added)

- Consulted with Adult Services and WLS Cataloging about new vendor processing.
- Mending: 21 books and nine AV items repaired and returned to circulation.
- Sustainable Shelves: 274 books evaluated, 31 eligible for credit.