



AGENDA

The Chappaqua Library Board of Trustees Regular Meeting Monday, January 13, 2025, 7pm

Chappaqua Library Theater

Hybrid format: In-person and by videoconference

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

Presiding Officer: Pam Moskowitz, President

Expected Attendees:

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

1. CALL PUBLIC MEETING TO ORDER

A. Emergency Exits

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

We welcome public comments, but in respect for each others' time, we ask that you limit your comments to three minutes in length. Board members may be contacted via email:

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

4. BOARD ADMINISTRATION

B. Acceptance of the Minutes of the December 16, 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:

C. Acceptance of the Minutes of the November , 2024 Regular Meeting

MOTION: I move that the Board approve the **Minutes of the December 16, 2024 Regular Meeting** as drafted.

Motion by: J. Fahey

Second by:

Discussion:

In favor:

Against:

Abstained:

5. FINANCE

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

MOTION: I move that the Board approve the December 2024 **Treasurer's Report** prepared by NawrockiSmith including the bills as presented.

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

B. 2023 Audit from PKF O'Connor Davies is final as of January 6, 2025. Are there any questions or comments about what was provided in last month's meeting?

6. PRESIDENT'S REPORT

7. LIBRARY DIRECTOR AND DEPARTMENT HEAD REPORTS

8. COMMITTEE REPORTS

C. Standing Committees:

1. **Finance Committee**— George Benack, Chair
2. **Building and Grounds Committee** – J. Fahey, Chair
1 - Presentation by Lothrop Associates

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

MOTION: I move that the Board approve a stipend for Amy Kaprelian of \$2500 annually to take the minutes at Library Board meetings to commence with tonight's meeting.

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

MOTION: I move that the Board approve a raise for Rene Wong, Eliza Fink, and Zoya Nabeel to \$16.50/hour to meet the new New York State minimum wage..

Motion by: G. Benack

Second by:

Discussion:

In favor:

Against:

Abstained:

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

9. **New Business**

- D. Building Assessment from Lothrop & Associates – presentation by Bob Gabalski and Marilyn Reid.

10. **NEXT STEPS / RESPONSIBILITIES**

11. **NEXT MEETINGS:**

12. **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

Theater doors close at 7:00pm.

PLEASE TURN OFF ALL CELL PHONES DURING THE MEETING.



DRAFT MINUTES

The Chappaqua Library

Board of Trustees Regular Meeting

Monday, November 18, 2024, 7:00 pm

Chappaqua Library Theater

Hybrid format: In-person and by videoconference

Presiding Officer: Pam Moskowitz, President

Attendees:

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

I. CALL PUBLIC MEETING TO ORDER

- A. P. Moskowitz called the meeting to order at 7:00pm, confirmed a quorum and identified the emergency exits and the Board recited the Pledge of Allegiance.

I. PROPOSED EXECUTIVE SESSION, SUBJECT TO BOARD APPROVAL

MOTION: It was moved that the Board enter Executive Session at 7:01pm.

Motion by: G. Benack

Second by: B. Cook

Discussion: none

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

MOTION: It was moved that the Board exit Executive Session at 7:16pm. The Board discussed Trustee appointments beginning in January 2025.

Motion by: P. Moskowitz

Second by: B. Cook

Discussion: none

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

MOTION: It was moved that the Board return to the public Meeting at 7:17pm. The Executive Session included no Motions or approvals.

Motion by: P. Moskowitz

Second by: J. Harrison

Discussion: none

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

II. PUBLIC COMMENTS

- A. Karen Basik, Trustee of the Chappaqua Garden Club and leader of the Juniors Program, made a presentation. She was extended additional time from the 3 minute allotment.
- The Garden Club is similarly 100 years old and has long supported the Chappaqua library.
 - In preparation for the Library's Centennial, the Club reviewed potential sites with Dennis Corelli and the then Library Director, Andrew Farber.
 - Planted bluebells in the woods, pussytoes and milkweed.
 - Won grant to help the library be part of the Pollinator Pathway.
 - (Struggling) Pussytoe patch was replaced by the Library's planting of a magnolia tree selected by the Library Director.
 - Had finally developed some flowers and American Lady caterpillars.
 - Want to ensure other garden (milkweed) will remain.
 - J. Daddio apologized for any miscommunication that occurred, had thought were all on same page. The library milkweed garden will remain under oversight of the Garden Club.
 - J. Fahey and P. Moskowitz voiced thanks for all the Garden Club has done for years.
- B. Victoria Alzapiedi, resident of NC, former Title IX lawyer, public administration degree, cofounded New Castle Healthy Yards and New Castle Pollinators Coalition
- Saddened by people who use pesticides
 - See pesticide signs at Library? CCSD has forgone use of Pesticides.
 - Suggested that Karen or another Garden Club member participate on the Building & Grounds Committee
 - Asked Library to restore the pussytoe plants
 - J. Fahey advised that per RFP were to use no pesticides except SavATree to address infestation of 2 diseased trees: the large maple in the south parking lot and the crabapple in the entry circle bed.
- C. Denise Mincin, head of Adult Services
- Library of Things headed up by Amy Berger
 - Examples include portable dvd and cd players
 - Air monitor
 - Suggestions welcome at the Reference Desk
 - J. Daddio: Many ideas arise from sustainability focus
 - Walking sticks

III. BOARD ADMINISTRATION

- A. Acceptance of the Minutes of the **October 21, 2024 Regular Meeting**

MOTION: It was moved that the Board approve the **Minutes of the October 21, 2024 Regular Meeting** (Note: Erroneously presented as September Minutes in the Agenda) as drafted.

Motion by: J. Harrison

Second by: B. Cook

Discussion: none

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

VIII. FINANCE

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

MOTION: It was moved that the Board approve the **September 2024 Treasurer's Report** prepared by NawrockiSmith including the bills (Note: Erroneously presented as September Treasurer's Report in the Agenda) as presented.

Motion by: G. Benack

Second by: B.Cook

Discussion: G. Benack: Testing of transactions results much improved. Change to quarterly testing by NawrockiSmith to begin immediately with their next testing in January 2025. 13 checks remain outstanding. Expenses represent 29.5% of budget against 33% of year, including some expenses like insurance paid upfront.

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

IX. **PRESIDENT'S REPORT** – P.Moskowitz

- Continued work with Lothrop on the Building Assessment and Children's Area design recommendations.
- Future training in effective signage

MOTION: It was moved that the Board approve the next officer terms to run from January 2025 to June 30, 2025 to better align with the fiscal year.

Motion by: P. Moskowitz

Second by: B. Cook

Discussion: J. Fahey noted that a Bylaws modification is likely required. P. Moskowitz asked J. Harrison to review.

Has been a January to January term for years.

J. Fahey had recommended in December 2023 and January 2024 to better align the officer slate with the financial/fiscal year.

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

X. **LIBRARY DIRECTOR'S REPORT** – J. Daddio

- 90% of the 2023 Theater AV improvement grant is formally acknowledged as payable as partial reimbursement of that expense. Hoping for payment soon. Submitted paperwork for remaining 10%.
- Still working on \$10,000+ bullet aid with assistance from NYS Senator Pete Harckham. Still hoops to jump through. J. Daddio thanked A Kaprelian for her assistance.
- J. Harrison offered thanks to NYS Senator Pete Harckham.
- Building assessment work is ongoing. Requesting additional information from Lothrop with hopes for a final report to the B&G Committee by year end. Should be in 3 tranches by priority with projects clumped where related.
- Also working on Children's Room redesign, making progress.
- Personnel Committee reviewed proposed language for an updated Employee Handbook (current is as of 2019) – now in hands of attorneys. Goal: to take effect 1/1/2025. Thanks extended to Marjorie Perlin and R Friedman.
- Staff professional development: Westchester County Dept. of Community and Mental Health – discussed mobile crisis unit – may extend to a public training.
- In December will begin working on the 2025-2026 budget.
- J. Harrison questioned the 5 computer reduction agreed as part of the WLS service agreement. J. Daddio reminded that we can change mid-term.

XI. **COMMITTEE REPORTS**

A. **Standing Committees:**

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

- Nothing additional.

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

- Nothing additional.

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

- Employee Handbook process beneficial.

iv. **Policies and Bylaws Committee** – J. Harrison, Chair

- Nothing additional. Will research officer terms in the Bylaws.

B. Ad-hoc Committees:

i. **Communications Committee** – B. Cook

MOTION: It was moved that the committee be dissolved effective November 18, 2024 as not currently needed.

Motion by: P. Moskowitz

Second by: B. Cook

Discussion: J. Fahey congratulated J. Daddio on her work with New Castle government, New Castle Historical Society and P. Moskowitz added Rotary as well.

J. Harrison questioned who presents the budget in May. (Library Director)

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

- P. Moskowitz noted that WLS ranked Chappaqua Library in the top 5. J. Fahey noted as has been the case for years through COVID. Thanks were given to J. Daddio who thanked the staff.

XIV. NEXT MEETING:

- December 16, 2024, 7:00 pm – Regular Meeting in the Library Theater

XV. ADJOURNMENT

MOTION: It was moved that the public meeting be adjourned at 8:06 pm.

Motion by: P. Moskowitz

Second by: G. Benack

Discussion:

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

Against:

Abstained:

The Chappaqua Library Board of Trustees
195 South Greeley Avenue
Chappaqua, NY 10514
Website: <https://www.chappaqualibrary.org/index.php>
Email: chaboard@wlsmail.org

Chappaqua Central School District Public Library

Monthly Treasurer's Report

December 2024

Prepared by:

Nawrocki Smith LLP

Certified Public Accountants & Business Consultants





Treasurer's Report for December 2024

Meeting Date: January 13, 2025

We have prepared the December 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, December 2024:

- Revenue Collected – 100.00% of the School District Tax Levy planned revenue has been collected and approximately \$28,582 in excess planned revenue collected from other sources.
- Expenses – 48.65% of total annual budgeted expense have been recorded to date.

Balance Sheet summary as of December 30, 2024.

- Total Assets: \$3,805,275
- See Page 4 for Assets, Liabilities and Fund Balance summary

We have include in the report below the checks prepared by the Library on December 1st through December 31st. We have not examined the supporting documentation.

We have prepared the bank reconciliations for the Library's related bank statements for December 2024. The bank accounts for all funds have been reconciled to the Library's books. The second half balance on tax appropriations was distributed on December 10th. There are 16 checks that are outstanding totaling \$9,197. 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. NS is currently working on the document request for the fiscal year ending 2024 audit. Also preparing the 1099's for vendors paid in 2024.

Sincerely,
Nawrocki Smith LLP
Treasurer

Chappaqua Central School District Public Library
Treasurer's Report Summary
December 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	\$ 3,617,102.00	\$ -	100.00%
.4030	Donations	\$ 250.00	\$ 250.00	\$ 191.00	\$ (59.00)	76.40%
.4110	Fines	\$ 13,000.00	\$ 13,000.00	\$ 6,380.15	\$ (6,619.85)	49.08%
.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	\$ 52,600.00	\$ 17,600.00	150.29%
.4130	Lost and Paid	\$ -	\$ -	\$ 53.48	\$ 53.48	100.00%
.4140	Theater Rentals	\$ -	\$ -	\$ 220.00	\$ 220.00	100.00%
.9910	Friends Reimbursement	\$ -	\$ -	\$ 2,149.43	\$ 2,149.43	100.00%
	Fund Balance/Reserves	\$ -	\$ -	\$ -	\$ -	
	Various Other Income	\$ -	\$ -	\$ 28,582.12	\$ 28,582.12	100.00%
Total Revenues		\$ 3,669,352.00	\$ 3,669,352.00	\$ 3,712,338.18	\$ 42,986.18	101.17%

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	\$ 911,666.85	\$ (985,810.15)	48.05%
Benefits						
.6150	Disability Insurance 7)	\$ 984.00	\$ 984.00	\$ (169.18)	\$ (1,153.18)	-17.19%
.6120	Health Insurance	\$ 532,036.00	\$ 532,036.00	\$ 227,523.61	\$ (304,512.39)	42.76%
.6130	Medicare Reimbursement	\$ 66,192.00	\$ 66,192.00	\$ 27,387.88	\$ (38,804.12)	41.38%
.6160	NY METRO	\$ 1,500.00	\$ 1,500.00	\$ -	\$ (1,500.00)	0.00%
.6170	NYS Retirement 5)	\$ 237,401.00	\$ 237,401.00	\$ 208,314.30	\$ (29,086.70)	87.75%
.6110	Social Security/FICA	\$ 124,878.00	\$ 124,878.00	\$ 62,361.55	\$ (62,516.45)	49.94%
.6140	Workers Compensation	\$ 15,000.00	\$ 15,000.00	\$ -	\$ (15,000.00)	0.00%
Library Materials				\$ -		
.7100	Books	\$ 83,600.00	\$ 83,600.00	\$ 27,457.07	\$ (56,142.93)	32.84%
.7250	Electronic Materials	\$ 76,000.00	\$ 76,000.00	\$ 30,206.34	\$ (45,793.66)	39.75%
.7310	Periodicals	\$ 13,710.00	\$ 13,710.00	\$ 3,176.40	\$ (10,533.60)	23.17%
.7400	Recordings	\$ 21,714.00	\$ 21,714.00	\$ 4,962.61	\$ (16,751.39)	22.85%
Operating Expenses				\$ -		
.8010	Building Maint. & Repair 6)	\$ 49,300.00	\$ 49,300.00	\$ 31,153.77	\$ (18,146.23)	63.19%
.8020	Building Service Contracts 2)	\$ 84,180.00	\$ 84,180.00	\$ 60,196.14	\$ (23,983.86)	71.51%
.8070	Custodial Supplies	\$ 11,000.00	\$ 11,000.00	\$ 4,603.19	\$ (6,396.81)	41.85%
.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	\$ 59,425.04	\$ (46,366.96)	56.17%
.9490	Misellaneous Expense			\$ 368.39		
.9410	Office & Library Supplies	\$ 19,500.00	\$ 19,500.00	\$ 9,644.80	\$ (9,855.20)	49.46%
.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	\$ 23,986.32	\$ (85,959.68)	21.82%
.9600	Programs	\$ 33,100.00	\$ 33,100.00	\$ 8,838.67	\$ (24,261.33)	26.70%
.8060	Sewer Taxes	\$ 7,018.00	\$ 7,018.00	\$ -	\$ (7,018.00)	0.00%
.9445	Staff & Board Development	\$ 12,250.00	\$ 12,250.00	\$ 2,651.31	\$ (9,598.69)	21.64%
.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	\$ 452.16	\$ (1,547.84)	22.61%
.8080	Water	\$ 2,000.00	\$ 2,000.00	\$ 879.45	\$ (1,120.55)	43.97%
.9850	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	100.00%
.9810	Friends Reimbursement- exp	\$ -	\$ -	\$ 7,883.71	\$ 7,883.71	100.00%
Total Expenditures		\$ 3,669,352.00	\$ 3,669,352.00	\$ 1,785,158.33	\$ (1,884,193.67)	48.65%

Fund Net Income: Fiscal Year to Date

\$ 1,927,179.85

Budget to Actual Notes:

6 Months = 50.00% 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) **NYS Retirement (.6170)**- Bill was paid to Chappaqua CSD in Dec for yearly retirement cost
- 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

Balance Sheet Summary	31-Dec-23	31-Dec-24
Valley - Checking	\$ 2,103,283.91	\$ 2,320,970.09
Valley - Money Market	\$ 1,039,366.60	\$ 1,098,425.13
Valley - MMA Capital	\$ 315,623.19	\$ 327,430.02
ICS - Checking	\$ -	\$ -
ICS - Money Market	\$ -	\$ -
ICS - MMA Capital	\$ -	\$ -
Other Current	\$ 61,657.47	\$ 58,449.40
Total Assets	\$ 3,519,931.17	\$ 3,805,274.64
Accounts Payable	\$ 9,032.91	\$ 2,910.06
Other Current	\$ 361,719.15	\$ 355,640.80
Total Liabilities	\$ 370,752.06	\$ 358,550.86
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	\$ 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	\$ 1,878,847.68	\$ 1,927,179.85
Total Equity	\$ 3,149,179.11	\$ 3,446,723.78
Total Liabilities & Equity	\$ 3,519,931.17	\$ 3,805,274.64

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	ACH	12/13/2024	Paylocity	1001 · Valley- Checking_6387		-362.84
Bill	01072...	11/13/2024		6190 · Payroll Expenses	-362.84	362.84
TOTAL					-362.84	362.84
Bill Pmt -Check	ACH	12/17/2024	NYS Deferred Comp...	1001 · Valley- Checking_6387		-2,335.42
Bill	01072...	12/17/2024		2250 · 457(b) Withholding	-2,335.42	2,335.42
TOTAL					-2,335.42	2,335.42
Bill Pmt -Check	ACH	12/19/2024	Guardian	1001 · Valley- Checking_6387		-41.12
Bill	12192...	11/19/2024		6120 · Health Insurance	-41.12	41.12
TOTAL					-41.12	41.12
Bill Pmt -Check	ACH	12/19/2024	AFLAC	1001 · Valley- Checking_6387		-242.10
Bill	12192...	12/19/2024		2250 · 457(b) Withholding	-242.10	242.10
TOTAL					-242.10	242.10
Bill Pmt -Check	ACH	12/25/2024	Valley Bank CARD ...	1001 · Valley- Checking_6387		-4,031.87
Bill	01072...	11/26/2024		9445 · Professional Development	-26.01	26.01
				9210 · Professional Fees	-325.00	325.00
				9445 · Professional Development	-120.10	120.10
				8010 · Building Maintenance & Repairs	-663.98	663.98
				9110 · Westlynx / Technology	-60.00	60.00
				9630 · Childrens Programming	-7.50	7.50
				9110 · Westlynx / Technology	-383.68	383.68
				8010 · Building Maintenance & Repairs	-59.95	59.95
				9600 · Program Expenses	-298.32	298.32
				9410 · Office Supplies	-731.50	731.50
				7110 · Books - Adult Fiction	-443.47	443.47
				7180 · Books - Young Adult	-333.79	333.79
				7120 · Books - Adult Non-Fiction	-253.03	253.03
				7140 · Books - Adult Learn	-47.00	47.00
				7150 · Books - Juvenile	-69.62	69.62
				7430 · Recordings - Adult DVD	-208.92	208.92
TOTAL					-4,031.87	4,031.87
Bill Pmt -Check	ACH	12/27/2024	Paylocity	1001 · Valley- Checking_6387		-205.07
Bill	01072...	11/27/2024		6190 · Payroll Expenses	-205.07	205.07
TOTAL					-205.07	205.07
Bill Pmt -Check	ACH	12/27/2024	NYS Deferred Comp...	1001 · Valley- Checking_6387		-2,480.84
Bill	010725	12/27/2024		2250 · 457(b) Withholding	-2,480.84	2,480.84
TOTAL					-2,480.84	2,480.84
Check	PRT 12	12/02/2024	NYS Retirement	1001 · Valley- Checking_6387		-2,123.68
				6170 · Retirement Expense	-2,123.68	2,123.68
TOTAL					-2,123.68	2,123.68
Check	PRT 1...	12/12/2024	Paylocity Taxes	1001 · Valley- Checking_6387		-17,216.78
				2210 · Federal Withholding Tax	-5,067.18	5,067.18
				6110 · FICA / Medicare	-9,541.77	9,541.77
				2220 · NY State Withholding Tax	-2,442.72	2,442.72
				2230 · NY City Withholding Tax	-165.11	165.11
TOTAL					-17,216.78	17,216.78

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	PRT 13	12/31/2024	NYS Retirement	1001 · Valley- Checking_6387		-1,387.21
				6170 · Retirement Expense	-1,387.21	1,387.21
TOTAL					-1,387.21	1,387.21
Check	PRT12...	12/12/2024	Paylocity Payroll	1001 · Valley- Checking_6387		-44,127.39
				6010 · Salaries - Librarians	-38,784.16	38,784.16
				6020 · Salaries - Clerks	-26,523.24	26,523.24
				6030 · Salaries - Custodians	-2,467.04	2,467.04
				6040 · Salaries - Pages	-1,046.62	1,046.62
				2210 · Federal Withholding Tax	5,067.18	-5,067.18
				6110 · FICA / Medicare	4,770.84	-4,770.84
				2220 · NY State Withholding Tax	2,442.72	-2,442.72
				2230 · NY City Withholding Tax	165.11	-165.11
				6150 · Disability Expense	48.73	-48.73
				2250 · 457(b) Withholding	2,335.42	-2,335.42
				6120 · Health Insurance	6,148.22	-6,148.22
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	654.92	-654.92
				1001 · Valley- Checking_6387	2,502.80	-2,502.80
				6120 · Health Insurance	186.68	-186.68
				2190 · Garnishments	250.00	-250.00
TOTAL					-44,127.39	44,127.39
Check	PRT12...	12/26/2024	Paylocity Payroll	1001 · Valley- Checking_6387		-46,475.49
				6010 · Salaries - Librarians	-40,177.60	40,177.60
				6020 · Salaries - Clerks	-27,057.33	27,057.33
				6030 · Salaries - Custodians	-2,832.54	2,832.54
				6040 · Salaries - Pages	-1,157.32	1,157.32
				2210 · Federal Withholding Tax	5,251.26	-5,251.26
				6110 · FICA / Medicare	4,954.85	-4,954.85
				2220 · NY State Withholding Tax	2,522.89	-2,522.89
				2230 · NY City Withholding Tax	192.11	-192.11
				6150 · Disability Expense	51.22	-51.22
				2250 · 457(b) Withholding	2,480.84	-2,480.84
				6120 · Health Insurance	6,148.22	-6,148.22
				6120 · Health Insurance	121.05	-121.05
				6170 · Retirement Expense	732.29	-732.29
				1001 · Valley- Checking_6387	1,857.89	-1,857.89
				6120 · Health Insurance	186.68	-186.68
				2190 · Garnishments	250.00	-250.00
TOTAL					-46,475.49	46,475.49
Check	PRT 1...	12/26/2024	Paylocity Taxes	1001 · Valley- Checking_6387		-17,875.93
				2210 · Federal Withholding Tax	-5,251.26	5,251.26
				6110 · FICA / Medicare	-9,909.67	9,909.67
				2220 · NY State Withholding Tax	-2,522.89	2,522.89
				2230 · NY City Withholding Tax	-192.11	192.11
TOTAL					-17,875.93	17,875.93
Bill Pmt -Check	11161	12/23/2024	Ann M Fisher	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11162	12/23/2024	Assa Abloy	1001 · Valley- Checking_6387		-725.80
Bill	SEI18...	12/20/2024		8010 · Building Maintenance & Repairs	-725.80	725.80
TOTAL					-725.80	725.80
Bill Pmt -Check	11163	12/23/2024	Berger Hardware	1001 · Valley- Checking_6387		-198.07
Bill	635540	12/20/2024		8070 · Custodial Supplies	-198.07	198.07

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-198.07	198.07
Bill Pmt -Check	11164	12/23/2024	Better Building Con...	1001 · Valley- Checking_6387		-5,400.00
Bill	8318	12/20/2024		8010 · Building Maintenance & Repairs	-5,200.00	5,200.00
Bill	8319	12/20/2024		8010 · Building Maintenance & Repairs	-200.00	200.00
TOTAL					-5,400.00	5,400.00
Bill Pmt -Check	11165	12/23/2024	Beverly A. Spencer	1001 · Valley- Checking_6387		-275.00
Bill	1222024	12/22/2024		9610 · Adult Programming	-275.00	275.00
TOTAL					-275.00	275.00
Bill Pmt -Check	11166	12/23/2024	Blackstone Publishi...	1001 · Valley- Checking_6387		-546.92
Bill	2179496	12/22/2024		7420 · Recordings - Adult Audiobooks	-425.54	425.54
Bill	2174628	12/22/2024		7420 · Recordings - Adult Audiobooks	-78.50	78.50
Bill	2180852	12/22/2024		7420 · Recordings - Adult Audiobooks	-42.88	42.88
TOTAL					-546.92	546.92
Bill Pmt -Check	11167	12/23/2024	Bond Schoeneck & ...	1001 · Valley- Checking_6387		-945.50
Bill	20051...	12/22/2024		9210 · Professional Fees	-122.00	122.00
Bill	20055...	12/22/2024		9210 · Professional Fees	-823.50	823.50
TOTAL					-945.50	945.50
Bill Pmt -Check	11168	12/23/2024	Brodart Co.	1001 · Valley- Checking_6387		-883.49
Bill	649763	12/20/2024		9411 · Library Supplies	-449.37	449.37
Bill	648903	12/22/2024		9411 · Library Supplies	-413.11	413.11
Bill	648095	12/22/2024		9411 · Library Supplies	-21.01	21.01
TOTAL					-883.49	883.49
Bill Pmt -Check	11169	12/23/2024	Cengage Learning I...	1001 · Valley- Checking_6387		-97.72
Bill	85899...	12/22/2024		7110 · Books - Adult Fiction	-30.59	30.59
Bill	85933...	12/22/2024		7110 · Books - Adult Fiction	-34.84	34.84
Bill	85928...	12/22/2024		7110 · Books - Adult Fiction	-32.29	32.29
TOTAL					-97.72	97.72
Bill Pmt -Check	11170	12/23/2024	Chappaqua CSD	1001 · Valley- Checking_6387		-203,133.78
Bill	22096	12/22/2024		6170 · Retirement Expense	-203,133.78	203,133.78
TOTAL					-203,133.78	203,133.78
Bill Pmt -Check	11171	12/23/2024	Chicago Distributio...	1001 · Valley- Checking_6387		-68.33
Bill	12380...	12/22/2024		9411 · Library Supplies	-68.33	68.33
TOTAL					-68.33	68.33
Bill Pmt -Check	11172	12/23/2024	Christina Shih	1001 · Valley- Checking_6387		-134.00
Bill	12222...	12/23/2024		9610 · Adult Programming	-134.00	134.00
TOTAL					-134.00	134.00
Bill Pmt -Check	11173	12/23/2024	Demco	1001 · Valley- Checking_6387		-1,359.00
Bill	7563439	12/22/2024		9910 · Friends Reimbursement - inc	-1,359.00	1,359.00
TOTAL					-1,359.00	1,359.00

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	11174	12/23/2024	Doris B Lowenfels	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11175	12/23/2024	Elaine Webber	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11176	12/23/2024	Empathy Studios	1001 · Valley- Checking_6387		-1,199.00
Bill	12222...	12/22/2024		9445 · Professional Development	-1,199.00	1,199.00
TOTAL					-1,199.00	1,199.00
Bill Pmt -Check	11177	12/23/2024	Erika the Harpist	1001 · Valley- Checking_6387		-300.00
Bill	12082...	12/22/2024		9610 · Adult Programming	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	11178	12/23/2024	Francis E Martini	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11179	12/23/2024	Geraldine Carpino	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11180	12/23/2024	Gwen B Guthrie	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11181	12/23/2024	InfoUSA Marketing, ...	1001 · Valley- Checking_6387		-1,600.00
Bill	10004...	12/22/2024		7210 · Databases	-1,600.00	1,600.00
TOTAL					-1,600.00	1,600.00
Bill Pmt -Check	11182	12/23/2024	J.Vasquez Landsc...	1001 · Valley- Checking_6387		-3,600.00
Bill	12222...	12/22/2024		8020 · Building Service Contracts	-3,600.00	3,600.00
TOTAL					-3,600.00	3,600.00
Bill Pmt -Check	11183	12/23/2024	Janice A Cleland	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11184	12/23/2024	Jennifer Daddio	1001 · Valley- Checking_6387		-63.00
Bill	122324	12/23/2024		9440 · Travel and Miscellaneous	-63.00	63.00
TOTAL					-63.00	63.00
Bill Pmt -Check	11185	12/23/2024	Jingling Chen	1001 · Valley- Checking_6387		-66.00
Bill	12222...	12/23/2024		9610 · Adult Programming	-66.00	66.00

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-66.00	66.00
Bill Pmt -Check	11186	12/23/2024	Joan Kuhn	1001 · Valley- Checking_6387		-42.96
Bill	12222...	12/23/2024		9610 · Adult Programming 9610 · Adult Programming	-10.99 -31.97	10.99 31.97
TOTAL					-42.96	42.96
Bill Pmt -Check	11187	12/23/2024	Joan Skahan	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11188	12/23/2024	John Alcott	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11189	12/23/2024	Judith Kroehler	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11190	12/23/2024	Judy Lauder	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11191	12/23/2024	Julie Ann Polasko	1001 · Valley- Checking_6387		-56.18
Bill	12232...	12/23/2024		9630 · Childrens Programming 9630 · Childrens Programming	-28.99 -27.19	28.99 27.19
TOTAL					-56.18	56.18
Bill Pmt -Check	11192	12/23/2024	Lois H Siwicki	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11193	12/23/2024	Loretta-Jo Lunetta	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11194	12/23/2024	Marguerite K Gaillard	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11195	12/23/2024	Marie Trzcinski	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11196	12/23/2024	Martha Alcott	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10

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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	11197	12/23/2024	Mary L Platt	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11198	12/23/2024	Mercy Garland	1001 · Valley- Checking_6387		-25.28
Bill	12232...	12/23/2024		9630 · Childrens Programming	-25.28	25.28
TOTAL					-25.28	25.28
Bill Pmt -Check	11199	12/23/2024	Nalco Water	1001 · Valley- Checking_6387		-1,830.44
Bill	8430657	12/22/2024		8020 · Building Service Contracts	-116.86	116.86
Bill	8433614	12/22/2024		8020 · Building Service Contracts	-263.58	263.58
Bill	8447616	12/22/2024		8020 · Building Service Contracts	-800.00	800.00
Bill	8447700	12/22/2024		8020 · Building Service Contracts	-200.00	200.00
Bill	8440925	12/22/2024		8020 · Building Service Contracts	-450.00	450.00
TOTAL					-1,830.44	1,830.44
Bill Pmt -Check	11200	12/23/2024	NawrockiSmith	1001 · Valley- Checking_6387		-1,800.00
Bill	65193	12/22/2024		9210 · Professional Fees	-1,800.00	1,800.00
TOTAL					-1,800.00	1,800.00
Bill Pmt -Check	11201	12/23/2024	New Castle-Stanwo...	1001 · Valley- Checking_6387		-330.65
Bill	11272...	12/22/2024		8080 · Water	-330.65	330.65
TOTAL					-330.65	330.65
Bill Pmt -Check	11202	12/23/2024	Pamela Thornton	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11203	12/23/2024	Plastic Fulfillment Inc	1001 · Valley- Checking_6387		-1,288.70
Bill	8460	12/22/2024		9411 · Library Supplies	-1,288.70	1,288.70
TOTAL					-1,288.70	1,288.70
Bill Pmt -Check	11204	12/23/2024	Playaway Products ...	1001 · Valley- Checking_6387		-183.72
Bill	479925	12/22/2024		7420 · Recordings - Adult Audiobooks	-183.72	183.72
TOTAL					-183.72	183.72
Bill Pmt -Check	11205	12/23/2024	Robert Kroehler	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11206	12/23/2024	Robert Platt	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11207	12/23/2024	Roger Pollak	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11208	12/23/2024	Safeguard Marketin...	1001 · Valley- Checking_6387		-728.60

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	90056...	12/22/2024		9410 · Office Supplies	-728.60	728.60
TOTAL					-728.60	728.60
Bill Pmt -Check	11209	12/23/2024	Sondra Tower	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11210	12/23/2024	Susan Mosher	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11211	12/23/2024	Teresa Bueti	1001 · Valley- Checking_6387		-21.46
Bill	12232...	12/23/2024		9410 · Office Supplies	-6.88	6.88
				9630 · Childrens Programming	-14.58	14.58
TOTAL					-21.46	21.46
Bill Pmt -Check	11212	12/23/2024	Terry L Martini	1001 · Valley- Checking_6387		-524.10
Bill	12222...	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11213	12/23/2024	the New Blue Inc	1001 · Valley- Checking_6387		-700.00
Bill	12232...	12/23/2024		9610 · Adult Programming	-300.00	300.00
				9810 · Friends Reimbursement - exp	-400.00	400.00
TOTAL					-700.00	700.00
Bill Pmt -Check	11214	12/23/2024	Thomas J Fisher	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11215	12/23/2024	Tri-Cat Electric Corp	1001 · Valley- Checking_6387		-2,514.45
Bill	4222	12/23/2024		8010 · Building Maintenance & Repairs	-1,500.00	1,500.00
Bill	4244	12/23/2024		8010 · Building Maintenance & Repairs	-1,014.45	1,014.45
TOTAL					-2,514.45	2,514.45
Bill Pmt -Check	11216	12/23/2024	Warner Library	1001 · Valley- Checking_6387		-8.00
Bill	122024	12/20/2024		9600 · Program Expenses	-8.00	8.00
TOTAL					-8.00	8.00
Bill Pmt -Check	11217	12/23/2024	Westchester County...	1001 · Valley- Checking_6387		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	11218	12/23/2024	White Plains Public ...	1001 · Valley- Checking_6387		-5.99
Bill	12052...	12/05/2024		9480 · Suspense	-5.99	5.99
TOTAL					-5.99	5.99
Bill Pmt -Check	11219	12/23/2024	William C Link	1001 · Valley- Checking_6387		-1,950.00
Bill	12232...	12/23/2024		8020 · Building Service Contracts	-1,950.00	1,950.00

Chappaqua Central School District Public Library (new)

Check Detail

December 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-1,950.00	1,950.00
Bill Pmt -Check	11220	12/23/2024	William Costanzo	1001 · Valley- Checking_6387		-90.00
Bill	12232...	12/23/2024		9610 · Adult Programming	-90.00	90.00
TOTAL					-90.00	90.00
Bill Pmt -Check	11221	12/23/2024	William V Guthrie	1001 · Valley- Checking_6387		-524.10
Bill	1222024	12/22/2024		6130 · Medicare Reimbursement	-524.10	524.10
TOTAL					-524.10	524.10
Bill Pmt -Check	11222	12/23/2024	Westchester County...	1001 · Valley- Checking_6387		-500.00
Bill	12232...	12/23/2024		2250 · 457(b) Withholding	-250.00	250.00
				2250 · 457(b) Withholding	-250.00	250.00
TOTAL					-500.00	500.00

Chappaqua Central School District Public Library (new)
Balance Sheet Prev Year Comparison
As of December 31, 2024

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1001 · Valley- Checking_6387	2,320,970.09	2,103,283.91	217,686.18	10.4%
1002 · Valley - M.M - 1594	1,098,425.13	1,039,366.60	59,058.53	5.7%
1003 · Valley - MMA Cap 3018	327,430.02	315,623.19	11,806.83	3.7%
Total Checking/Savings	3,746,825.24	3,458,273.70	288,551.54	8.3%
Accounts Receivable				
11000 · Accounts Receivable	-4,513.78	1,973.79	-6,487.57	-328.7%
Total Accounts Receivable	-4,513.78	1,973.79	-6,487.57	-328.7%
Other Current Assets				
12000 · Undeposited Funds	3,279.50	0.00	3,279.50	100.0%
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	62,963.18	59,683.68	3,279.50	5.5%
Total Current Assets	3,805,274.64	3,519,931.17	285,343.47	8.1%
TOTAL ASSETS	3,805,274.64	3,519,931.17	285,343.47	8.1%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2010 · Accounts Payable	2,537.93	8,626.91	-6,088.98	-70.6%
Total Accounts Payable	2,537.93	8,626.91	-6,088.98	-70.6%
Credit Cards				
2050 · Bank of America - credit card	372.13	406.00	-33.87	-8.3%
Total Credit Cards	372.13	406.00	-33.87	-8.3%
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%
2190 · Garnishments	2,000.00	0.00	2,000.00	100.0%
2210 · Federal Withholding Tax	2,007.81	2,007.81	0.00	0.0%
2250 · 457(b) Withholding	9,505.51	17,583.86	-8,078.35	-45.9%
Total Other Current Liabilities	355,640.80	361,719.15	-6,078.35	-1.7%
Total Current Liabilities	358,550.86	370,752.06	-12,201.20	-3.3%
Total Liabilities	358,550.86	370,752.06	-12,201.20	-3.3%
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%
3280 · WLS NYS Pilot	-383.68	0.00	-383.68	-100.0%
Total 3200 · Temporarily Rest. Net Assets	2,628.38	3,012.06	-383.68	-12.7%
32000 · Retained Earnings	552,458.89	302,862.71	249,596.18	82.4%
3300 · Capital Fund Net Assets				
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 December 31, 2024

	Dec 31, 24	Dec 31, 23	\$ Change	% Change
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	1,927,179.85	1,878,847.68	48,332.17	2.6%
Total Equity	3,446,723.78	3,149,179.11	297,544.67	9.5%
TOTAL LIABILITIES & EQUITY	3,805,274.64	3,519,931.17	285,343.47	8.1%

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

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
9311 - Insurance Income	18,658.49	0.00	18,658.49	100.0%
4000 - Support and Revenue				
4010 - School District Tax	3,617,102.00	3,617,102.00	0.00	100.0%
4020 - Local Library Aid	5,060.00	4,000.00	1,060.00	126.5%
4030 - Donations	191.00	250.00	-59.00	76.4%
4110 - Fines	6,380.15	13,000.00	-6,619.85	49.1%
4130 - Lost and Paid	53.48	0.00	220.00	100.0%
4140 - Theater Rental	220.00	0.00	17,600.00	150.3%
4310 - Interest Income	52,600.00	35,000.00	17,600.00	100.0%
4810 - Other Income	7,902.25	0.00	7,902.25	100.0%
4000 - Support and Revenue - Other	2,021.38			
Total 4000 - Support and Revenue	3,691,530.26	3,669,352.00	22,178.26	100.6%
Total Income	3,710,188.75	3,669,352.00	40,836.75	101.1%
Gross Profit	3,710,188.75	3,669,352.00	40,836.75	101.1%
Expense				
6000 - Personnel Costs				
6010 - Salaries - Librarians	504,797.08	1,080,981.00	-576,183.92	46.7%
6020 - Salaries - Clerks	345,591.66	656,837.00	-311,245.34	52.6%
6030 - Salaries - Custodians	32,401.04	95,609.00	-63,207.96	33.9%
6040 - Salaries - Pages	14,819.99	64,050.00	-49,230.01	23.1%
6110 - FICA / Medicare	62,361.55	124,878.00	-62,516.45	49.9%
6120 - Health Insurance	227,523.61	532,036.00	-304,512.39	42.8%
6130 - Medicare Reimbursement	27,387.88	66,192.00	-38,804.12	41.4%
6140 - Workers Compensation Insurance	0.00	15,000.00	-15,000.00	0.0%
6150 - Disability Expense	-169.18	984.00	-1,153.18	-17.2%
6160 - NY City Metro	0.00	1,500.00	-1,500.00	0.0%
6170 - Retirement Expense	208,314.30	237,401.00	-29,086.70	87.7%
6190 - Payroll Expenses	14,057.08	0.00	14,057.08	100.0%
6000 - Personnel Costs - Other	0.00	0.00	0.00	0.0%
Total 6000 - Personnel Costs	1,437,085.01	2,875,468.00	-1,438,382.99	50.0%
7000 - Materials				
7100 - Books				
7110 - Books - Adult Fiction	7,848.68	0.00	7,848.68	100.0%
7120 - Books - Adult Non-Fiction	8,050.44	0.00	8,050.44	100.0%
7130 - Books - Adult - JIC	80.53	0.00	80.53	100.0%
7140 - Books - Adult Learn	556.46	0.00	556.46	100.0%
7150 - Books - Juvenile	8,414.95	0.00	8,414.95	100.0%
7170 - Books - Standing Order	0.00	0.00	0.00	0.0%
7180 - Books - Young Adult	2,506.01	0.00	2,506.01	100.0%
7100 - Books - Other	0.00	83,600.00	-83,600.00	0.0%
Total 7100 - Books	27,457.07	83,600.00	-56,142.93	32.8%
7210 - Databases	1,600.00	0.00	1,600.00	100.0%
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%
7400 - Recordings				
7410 - Recordings - Adult CD	0.00	0.00	0.00	0.0%
7420 - Recordings - Adult Audiobooks	4,039.06	0.00	4,039.06	100.0%

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

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
7430 · Recordings - Adult DVD	215.72	0.00	215.72	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			
Total 7400 · Recordings	4,962.61	21,714.00	-16,751.39	22.9%
7910 · Other Materials	1,501.88			
Total 7000 · Materials	67,304.30	195,024.00	-127,719.70	34.5%
8000 · Facilities and Occupancy				
8010 · Building Maintenance & Repairs	30,838.77	49,300.00	-18,461.23	62.6%
8020 · Building Service Contracts	60,196.14	84,180.00	-23,983.86	71.5%
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	4,603.19	11,000.00	-6,396.81	41.8%
8080 · Water	879.45	2,000.00	-1,120.55	44.0%
Total 8000 · Facilities and Occupancy	124,336.65	237,798.00	-113,461.35	52.3%
9000 · Administrative Expenses				
9110 · Westlynx / Technology	59,425.04	105,792.00	-46,366.96	56.2%
9210 · Professional Fees	23,986.32	109,946.00	-85,959.68	21.8%
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				
9411 · Library Supplies	5,988.69	9,500.00	-3,511.31	63.0%
9410 · Office Supplies - Other	3,656.11	10,000.00	-6,343.89	36.6%
Total 9410 · Office Supplies	9,644.80	19,500.00	-9,855.20	49.5%
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	2,651.31	12,250.00	-9,598.69	21.6%
9440 · Travel and Miscellaneous - Other	452.16	2,000.00	-1,547.84	22.6%
Total 9440 · Travel and Miscellaneous	3,103.47	14,250.00	-11,146.53	21.8%
9450 · Director's Contingency	0.00	500.00	-500.00	0.0%
9460 · Development	0.00	0.00	0.00	0.0%
9480 · Suspense	268.39	0.00	268.39	100.0%
9490 · Miscellaneous Expense	100.00	0.00	100.00	100.0%
9600 · Program Expenses				
9610 · Adult Programming	4,343.50	0.00	4,343.50	100.0%
9620 · Teen Programming	541.25	0.00	541.25	100.0%
9630 · Childrens Programming	3,162.60	0.00	3,162.60	100.0%
9600 · Program Expenses - Other	791.32	33,100.00	-32,308.68	2.4%
Total 9600 · Program Expenses	8,838.67	33,100.00	-24,261.33	26.7%
Total 9000 · Administrative Expenses	148,548.66	361,062.00	-212,513.34	41.1%

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

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Total Expense	1,777,274.62	3,669,352.00	-1,892,077.38	48.4%
Net Ordinary Income	1,932,914.13	0.00	1,932,914.13	100.0%
Other Income/Expense				
9910 · Friends Reimbursement - inc	2,149.43	0.00	2,149.43	100.0%
Total Other Income	2,149.43	0.00	2,149.43	100.0%
Other Expense				
9810 · Friends Reimbursement - exp	7,883.71	0.00	7,883.71	100.0%
Total Other Expense	7,883.71	0.00	7,883.71	100.0%
Net Other Income	-5,734.28	0.00	-5,734.28	100.0%
Net Income	1,927,179.85	0.00	1,927,179.85	100.0%

Chappaqua Central School District Public Library (new)

Reconciliation Detail

1001 - Valley- Checking_6387, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,006,286.83
Cleared Transactions						
Checks and Payments - 60 items						
Bill Pmt -Check	09/19/2024	11048	Joan Skahan	X	-524.10	-524.10
Bill Pmt -Check	10/16/2024	11072	Julie Ann Polasko	X	-45.19	-569.29
Bill Pmt -Check	10/16/2024	11083	North Castle Public ...	X	-29.00	-598.29
Bill Pmt -Check	11/12/2024	11142	Pitney Bowes - Purc...	X	-397.68	-995.97
Bill Pmt -Check	11/19/2024	11140	NYS Employees He...	X	-57,619.79	-58,615.76
Bill Pmt -Check	11/19/2024	11135	Lothrop Associates ...	X	-7,042.21	-65,657.97
Bill Pmt -Check	11/19/2024	11129	J.Vasquez Landsca...	X	-4,350.00	-70,007.97
Bill Pmt -Check	11/19/2024	11138	New York Power Aut...	X	-4,062.92	-74,070.89
Bill Pmt -Check	11/19/2024	11126	EDR	X	-3,500.00	-77,570.89
Bill Pmt -Check	11/19/2024	11134	Library Market	X	-3,500.00	-81,070.89
Bill Pmt -Check	11/19/2024	11141	OverDrive	X	-2,993.11	-84,064.00
Bill Pmt -Check	11/19/2024	11124	ConEdison	X	-1,982.60	-86,046.60
Bill Pmt -Check	11/19/2024	11120	Better Building Conc...	X	-1,950.00	-87,996.60
Bill Pmt -Check	11/19/2024	11155	William C Link	X	-1,900.00	-89,896.60
Bill Pmt -Check	11/19/2024	11132	Joan Schulman	X	-1,080.00	-90,976.60
Bill Pmt -Check	11/19/2024	11127	Grainger	X	-936.67	-91,913.27
Bill Pmt -Check	11/19/2024	11113	Alliance Locksmiths	X	-929.00	-92,842.27
Bill Pmt -Check	11/19/2024	11147	Town of New Castle ...	X	-850.00	-93,692.27
Bill Pmt -Check	11/19/2024	11114	Atlantic Westchester	X	-747.73	-94,440.00
Bill Pmt -Check	11/19/2024	11116	Barbara Bernstein	X	-720.00	-95,160.00
Bill Pmt -Check	11/19/2024	11121	Blackstone Publishing	X	-628.00	-95,788.00
Bill Pmt -Check	11/19/2024	11123	Christine Bobkoff	X	-540.00	-96,328.00
Bill Pmt -Check	11/19/2024	11153	Westchester County...	X	-500.00	-96,828.00
Bill Pmt -Check	11/19/2024	11152	WB Mason	X	-396.89	-97,224.89
Bill Pmt -Check	11/19/2024	11130	Jamie Gordon	X	-315.00	-97,539.89
Bill Pmt -Check	11/19/2024	11119	Berger Hardware	X	-273.39	-97,813.28
Bill Pmt -Check	11/19/2024	11125	ECubed	X	-245.00	-98,058.28
Bill Pmt -Check	11/19/2024	11122	Cengage Learning I...	X	-223.48	-98,281.76
Bill Pmt -Check	11/19/2024	11143	Playaway Products ...	X	-179.97	-98,461.73
Bill Pmt -Check	11/19/2024	11154	Westchester Library ...	X	-150.00	-98,611.73
Bill Pmt -Check	11/19/2024	11112	Ajna Dance Company	X	-135.00	-98,746.73
Bill Pmt -Check	11/19/2024	11151	Verizon 0001-75	X	-131.97	-98,878.70
Bill Pmt -Check	11/19/2024	11133	JP McHale	X	-131.80	-99,010.50
Bill Pmt -Check	11/19/2024	11150	Verizon 0001-70	X	-108.56	-99,119.06
Bill Pmt -Check	11/19/2024	11139	NEw York State Par...	X	-80.00	-99,199.06
Bill Pmt -Check	11/19/2024	11144	Renee J. Fleury	X	-75.00	-99,274.06
Bill Pmt -Check	11/19/2024	11136	Midwest Tape	X	-68.46	-99,342.52
Bill Pmt -Check	11/19/2024	11149	Verizon 00001	X	-51.87	-99,394.39
Bill Pmt -Check	11/19/2024	11118	Bedford Hills Free Li...	X	-26.99	-99,421.38
Bill Pmt -Check	11/19/2024	11146	Teresa Bueti	X	-15.17	-99,436.55
Bill Pmt -Check	11/19/2024	11128	Harrison Public Libr...	X	-3.99	-99,440.54
Bill Pmt -Check	11/20/2024	11158	NawrockiSmith	X	-3,150.00	-102,590.54
Bill Pmt -Check	11/20/2024	11115	Baker & Taylor	X	-1,923.64	-104,514.18
Bill Pmt -Check	11/20/2024	11157	Atlantic A Program	X	-947.94	-105,462.12
Bill Pmt -Check	11/20/2024	11160	Sani-Pro Disposal	X	-354.81	-105,816.93
Check	12/02/2024	PRT 12	NYS Retirement	X	-2,123.68	-107,940.61
Check	12/12/2024	PRT1...	Paylocity Payroll	X	-44,127.39	-152,068.00
Check	12/12/2024	PRT 1...	Paylocity Taxes	X	-17,216.78	-169,284.78
Check	12/12/2024	PRT1...	Paylocity Payroll	X	-2,502.80	-171,787.58
Bill Pmt -Check	12/13/2024	ACH	Paylocity	X	-362.84	-172,150.42
Bill Pmt -Check	12/17/2024	ACH	NYS Deferred Comp...	X	-2,335.42	-174,485.84
Bill Pmt -Check	12/19/2024	ACH	AFLAC	X	-242.10	-174,727.94
Bill Pmt -Check	12/19/2024	ACH	Guardian	X	-41.12	-174,769.06
Bill Pmt -Check	12/25/2024	ACH	Valley Bank CARD ...	X	-4,031.87	-178,800.93
Check	12/26/2024	PRT1...	Paylocity Payroll	X	-46,475.49	-225,276.42
Check	12/26/2024	PRT 1...	Paylocity Taxes	X	-17,875.93	-243,152.35
Check	12/26/2024	PRT1...	Paylocity Payroll	X	-1,857.89	-245,010.24
Bill Pmt -Check	12/27/2024	ACH	NYS Deferred Comp...	X	-2,480.84	-247,491.08
Bill Pmt -Check	12/27/2024	ACH	Paylocity	X	-205.07	-247,696.15
Check	12/31/2024	PRT 13	NYS Retirement	X	-1,387.21	-249,083.36
Total Checks and Payments					-249,083.36	-249,083.36
Deposits and Credits - 22 items						
Deposit	12/02/2024			X	20.15	20.15

Chappaqua Central School District Public Library (new)

Reconciliation Detail

1001 · Valley- Checking_6387, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	12/05/2024			X	35.84	55.99
Deposit	12/05/2024			X	5,522.57	5,578.56
Deposit	12/06/2024			X	12.07	5,590.63
Deposit	12/09/2024			X	82.23	5,672.86
Deposit	12/10/2024			X	225.00	5,897.86
Deposit	12/10/2024			X	1,808,570.57	1,814,468.43
Deposit	12/11/2024			X	8.96	1,814,477.39
Deposit	12/13/2024			X	15.47	1,814,492.86
Deposit	12/16/2024			X	56.95	1,814,549.81
Deposit	12/17/2024			X	9.25	1,814,559.06
Deposit	12/18/2024			X	28.92	1,814,587.98
Deposit	12/19/2024			X	31.93	1,814,619.91
Deposit	12/20/2024			X	4.77	1,814,624.68
Bill Pmt -Check	12/23/2024	11217	Westchester County...	X	0.00	1,814,624.68
Deposit	12/23/2024			X	71.97	1,814,696.65
Deposit	12/23/2024			X	357.49	1,815,054.14
Deposit	12/24/2024			X	104.39	1,815,158.53
Deposit	12/27/2024			X	66.31	1,815,224.84
Deposit	12/30/2024			X	36.81	1,815,261.65
Deposit	12/31/2024			X	27.95	1,815,289.60
Deposit	12/31/2024			X	7,389.45	1,822,679.05
Total Deposits and Credits					1,822,679.05	1,822,679.05
Total Cleared Transactions					1,573,595.69	1,573,595.69
Cleared Balance					1,573,595.69	2,579,882.52
Uncleared Transactions						
Checks and Payments - 87 items						
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	10/16/2024	11098	Utica National Insur...		-3,230.00	-12,853.34
Bill Pmt -Check	10/16/2024	11103	Westchester Library ...		-248.50	-13,101.84
Bill Pmt -Check	10/16/2024	11091	Robbin Friedman		-15.35	-13,117.19
Bill Pmt -Check	10/31/2024	ACH	AFLAC		-242.10	-13,359.29
Bill Pmt -Check	11/19/2024	11145	Stratagem Security		-175.00	-13,534.29
Bill Pmt -Check	11/19/2024	11156	Yonkers Public Library		-70.00	-13,604.29
Bill Pmt -Check	11/19/2024	11117	Bedford Free Library		-5.00	-13,609.29
Bill Pmt -Check	11/19/2024	11148	Uma Dandapani		-4.50	-13,613.79
Bill Pmt -Check	12/23/2024	11170	Chappaqua CSD		-203,133.78	-216,747.57
Bill Pmt -Check	12/23/2024	11164	Better Building Conc...		-5,400.00	-222,147.57
Bill Pmt -Check	12/23/2024	11182	J.Vasquez Landsca...		-3,600.00	-225,747.57
Bill Pmt -Check	12/23/2024	11215	Tri-Cat Electric Corp		-2,514.45	-228,262.02
Bill Pmt -Check	12/23/2024	11219	William C Link		-1,950.00	-230,212.02
Bill Pmt -Check	12/23/2024	11199	Nalco Water		-1,830.44	-232,042.46
Bill Pmt -Check	12/23/2024	11200	NawrockiSmith		-1,800.00	-233,842.46
Bill Pmt -Check	12/23/2024	11181	InfoUSA Marketing, ...		-1,600.00	-235,442.46
Bill Pmt -Check	12/23/2024	11173	Demco		-1,359.00	-236,801.46
Bill Pmt -Check	12/23/2024	11203	Plastic Fulfillment Inc		-1,288.70	-238,090.16
Bill Pmt -Check	12/23/2024	11176	Empathy Studios		-1,199.00	-239,289.16
Bill Pmt -Check	12/23/2024	11167	Bond Schoeneck & ...		-945.50	-240,234.66
Bill Pmt -Check	12/23/2024	11168	Brodart Co.		-883.49	-241,118.15

Chappaqua Central School District Public Library (new)

Reconciliation Detail

1001 · Valley- Checking_6387, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	12/23/2024	11208	Safeguard Marketin...		-728.60	-241,846.75
Bill Pmt -Check	12/23/2024	11162	Assa Abloy		-725.80	-242,572.55
Bill Pmt -Check	12/23/2024	11213	the New Blue Inc		-700.00	-243,272.55
Bill Pmt -Check	12/23/2024	11166	Blackstone Publishing		-546.92	-243,819.47
Bill Pmt -Check	12/23/2024	11197	Mary L Platt		-524.10	-244,343.57
Bill Pmt -Check	12/23/2024	11161	Ann M Fisher		-524.10	-244,867.67
Bill Pmt -Check	12/23/2024	11221	William V Guthrie		-524.10	-245,391.77
Bill Pmt -Check	12/23/2024	11187	Joan Skahan		-524.10	-245,915.87
Bill Pmt -Check	12/23/2024	11188	John Alcott		-524.10	-246,439.97
Bill Pmt -Check	12/23/2024	11189	Judith Kroehler		-524.10	-246,964.07
Bill Pmt -Check	12/23/2024	11190	Judy Lauder		-524.10	-247,488.17
Bill Pmt -Check	12/23/2024	11174	Doris B Lowenfels		-524.10	-248,012.27
Bill Pmt -Check	12/23/2024	11192	Lois H Siwicki		-524.10	-248,536.37
Bill Pmt -Check	12/23/2024	11193	Loretta-Jo Lunetta		-524.10	-249,060.47
Bill Pmt -Check	12/23/2024	11194	Marguerite K Gaillard		-524.10	-249,584.57
Bill Pmt -Check	12/23/2024	11195	Marie Trzcinski		-524.10	-250,108.67
Bill Pmt -Check	12/23/2024	11196	Martha Alcott		-524.10	-250,632.77
Bill Pmt -Check	12/23/2024	11183	Janice A Cleland		-524.10	-251,156.87
Bill Pmt -Check	12/23/2024	11175	Elaine Webber		-524.10	-251,680.97
Bill Pmt -Check	12/23/2024	11214	Thomas J Fisher		-524.10	-252,205.07
Bill Pmt -Check	12/23/2024	11180	Gwen B Guthrie		-524.10	-252,729.17
Bill Pmt -Check	12/23/2024	11212	Terry L Martini		-524.10	-253,253.27
Bill Pmt -Check	12/23/2024	11202	Pamela Thornton		-524.10	-253,777.37
Bill Pmt -Check	12/23/2024	11179	Geraldine Carpino		-524.10	-254,301.47
Bill Pmt -Check	12/23/2024	11210	Susan Mosher		-524.10	-254,825.57
Bill Pmt -Check	12/23/2024	11205	Robert Kroehler		-524.10	-255,349.67
Bill Pmt -Check	12/23/2024	11206	Robert Platt		-524.10	-255,873.77
Bill Pmt -Check	12/23/2024	11207	Roger Pollak		-524.10	-256,397.87
Bill Pmt -Check	12/23/2024	11178	Francis E Martini		-524.10	-256,921.97
Bill Pmt -Check	12/23/2024	11209	Sondra Tower		-524.10	-257,446.07
Bill Pmt -Check	12/23/2024	11222	Westchester County...		-500.00	-257,946.07
Bill Pmt -Check	12/23/2024	11201	New Castle-Stanwo...		-330.65	-258,276.72
Bill Pmt -Check	12/23/2024	11177	Erika the Harpist		-300.00	-258,576.72
Bill Pmt -Check	12/23/2024	11165	Beverly A. Spencer		-275.00	-258,851.72
Bill Pmt -Check	12/23/2024	11163	Berger Hardware		-198.07	-259,049.79
Bill Pmt -Check	12/23/2024	11204	Playaway Products ...		-183.72	-259,233.51
Bill Pmt -Check	12/23/2024	11172	Christina Shih		-134.00	-259,367.51
Bill Pmt -Check	12/23/2024	11169	Cengage Learning I...		-97.72	-259,465.23
Bill Pmt -Check	12/23/2024	11220	William Costanzo		-90.00	-259,555.23
Bill Pmt -Check	12/23/2024	11171	Chicago Distribution ...		-68.33	-259,623.56
Bill Pmt -Check	12/23/2024	11185	Jingling Chen		-66.00	-259,689.56
Bill Pmt -Check	12/23/2024	11184	Jennifer Daddio		-63.00	-259,752.56
Bill Pmt -Check	12/23/2024	11191	Julie Ann Polasko		-56.18	-259,808.74
Bill Pmt -Check	12/23/2024	11186	Joan Kuhn		-42.96	-259,851.70
Bill Pmt -Check	12/23/2024	11198	Mercy Garland		-25.28	-259,876.98
Bill Pmt -Check	12/23/2024	11211	Teresa Bueti		-21.46	-259,898.44
Bill Pmt -Check	12/23/2024	11216	Warner Library		-8.00	-259,906.44
Bill Pmt -Check	12/23/2024	11218	White Plains Public ...		-5.99	-259,912.43
Total Checks and Payments					-259,912.43	-259,912.43
Deposits and Credits - 1 item						
Deposit	02/06/2024				1,000.00	1,000.00
Total Deposits and Credits					1,000.00	1,000.00
Total Uncleared Transactions					-258,912.43	-258,912.43
Register Balance as of 12/31/2024					1,314,683.26	2,320,970.09
Ending Balance					1,314,683.26	2,320,970.09

Chappaqua Central School District Public Library (new)

Reconciliation Detail

1002 · Valley - M.M - 1594, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,094,693.90
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2024			X	3,731.23	3,731.23
Total Deposits and Credits					3,731.23	3,731.23
Total Cleared Transactions					3,731.23	3,731.23
Cleared Balance					3,731.23	1,098,425.13
Register Balance as of 12/31/2024					3,731.23	1,098,425.13
Ending Balance					3,731.23	1,098,425.13

Chappaqua Central School District Public Library (new)
Reconciliation Detail

1003 · Valley - MMA Cap 3018, Period Ending 12/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						326,317.78
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2024			X	1,112.24	1,112.24
Total Deposits and Credits					1,112.24	1,112.24
Total Cleared Transactions					1,112.24	1,112.24
Cleared Balance					1,112.24	327,430.02
Register Balance as of 12/31/2024					1,112.24	327,430.02
Ending Balance					1,112.24	327,430.02



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Director's Report January 2025

Announcements and Correspondence

- We are the recipient of two grant awards written by two Adult Services Librarians.
 - The first is from the Network of the National Library of Medicine (NNLM) and was applied for by Amy Berger. The award is for a free Citizen Science Kit that will explore biodiversity in our area. Kits come fully equipped with everything needed for our community to participate in collecting real scientific data, with the end goal of improving their community's health outcomes. The kit will be added to our Library of Things for checkout individually and will be used as a base for programming related to biodiversity in our community.
 - The second is a grant written by Rebecca Rogan. This will be funded in part by *Poets & Writers inc* with public funds from the *New York State Council on the Arts* with the support of the Office of the Governor and the New York State Legislature. This is a 50/50 matching grant which will allow us to offer a two session poetry workshop in March with the poet Elaine Sexton. Elaine will also do an evening reading later in the year as she has a book launch in May.

Buildings and Grounds

- Building Assessment
Bill Link and I met with Marilyn Reid from Lothrop to go over the second draft of the assessment. A final has been received as of January 6 and Lothrop will be presenting their findings at our next Board meeting.
- 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.
- Stratagem:
 - Card keys are now fully operational.

- Boilers: Recently a leak gave way above one of the boilers. Atlantic Westchester came out over the course of 2-3 days and made repairs. All of this was overseen by Bill Link. As of this writing the boilers seem to be functioning properly.
- Roof: The roof has some issues. There is pooling on the roof and it needs to be cleaned. There is currently a leak that is dripping into the KPR. Bill is working on the leak and will be contacting Tremco to address. Per Lothrop's report, we also need to get the stairs on the roof replaced with metal stairs and place some kind of barrier around the skylights. Bill is going to speak with Tremco about this as well. Bill has also mentioned Mike and Sons as a possible vendor to make the stairs. More to come on this.
- Raised Patio in Main Courtyard: It is Lothrop's recommendation that we close this area to the public immediately as there are too many possible accidents that can happen. We are ordering signage and supplies to make it clear that this area is off limits indefinitely moving forward.
- Children's Room Addition: There was a question about the seam between the last addition for the Children's Room and the original building and whether or not that was to code. I have spoken with an attorney at BSK and need to get them the contract for the work that was done. Amy K. is in the process of trying to find it.
- Children's Room Upgrade: As of this writing, the CR staff has asked for a separate proposal and more than one suggestion, to address the lighting issues over the CR desk. I have had a back and forth with Lothrop and want to see what Robbin thinks before I do anything else to push this project forward.
- During the wind storm that took place on January 2, tiles in the lobby fell and were dislodged. Amy and I set up barriers to prevent patrons from walking underneath the tiles that were in danger of falling. Bill Link addressed this issue on Friday, January 3.

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 couple of 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.
- Library Fund Balance: There have been some discussions about how much money the Chappaqua Library should keep in its Fund Balance. I have polled the other Directors in WL S and the consensus seems to be 3-6 months. I then contacted Kyle Zaharatos at Nawrocki

Smith to see if he had a recommendation and to see if we can consolidate some of our funds to make it easier to recognize in their monthly reports exactly what our Fund Balance is. Right now, there are a number of funds blending into a Fund balance and I would like an easier way for all of us to identify it. More to come on this.

Personnel

- Amy Kaprelian will be taking Board meeting minutes beginning at the January 2025 meeting. She will be paid an annual stipend of \$2,500. This will need to be approved by a Board vote at the January meeting.
- I have had several conversations with Joan Kuhn, who is considering retiring and going part time in March. Having her stay on part time will help the Adult Department to transition in their new role of handling programming. Right now, we are thinking of having her back at 17 hours a week with the understanding that it will be scaled back when it is beneficial for the Library to do so.
- The minimum wage is going up to \$16.50/hour starting in January. We have three pages that will need to be bumped up and this will have to be voted on at the January Board meeting.



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Children's Room -- December 2024 report
Robbin Friedman

Programs and attendance

Date	Program	Attendees
12/2/24	Movers and Shakers (0-1)	36
12/2/24	Theater storytime (0-5)	59
12/2/24	Dungeons & Dragons (Gr. 4-6)	4
12/3/24	A Little Science, A Little Art (2-5)	29
12/4/24	Theater storytime (0-5)	45
12/4/24	Bouncing Babies (0-1)	40
12/4/24	Free Play for 1s and 2s (1-2)	19
12/5/24	Theater storytime (0-5)	92
12/5/24	Nursery Rhyme Time (2-3)	5
12/5/24	A Little Science, A Little Art (2-5)	24
12/6/24	Song Circle online (0-5)	20
12/6/24	Bouncing Babies (0-1)	34
12/7/24	Saturday Storytime (0-5)	37
12/8/24	Series Starters (Gr. 2-3 with an adult)	4
12/9/24	Movers and Shakers (0-1)	32
12/9/24	Theater storytime (0-5)	41
12/9/24	Dungeons & Dragons (Gr. 4-6)	4
12/10/24	Storybook Dance (2-5)	50
12/11/24	Theater storytime (0-5)	77
12/11/24	Bouncing Babies (0-1)	24
12/11/24	Free Play for 1s and 2s (1-2)	16
12/11/24	Jr. Garden Club (Gr. K-6)	11



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12/12/24	Theater storytime (0-5)	93
12/12/24	Nursery Rhyme Time (2-3)	4
12/12/24	Comics Crew (Gr. 4-6)	8
12/13/24	Song Circle online (0-5)	23
12/13/24	Bouncing Babies (0-2)	26
12/15/24	Winter Meetup with New Castle LGBTQ+ Committee (All ages)	15
12/17/24	Easy Origami (Gr. 1-4)	16
12/18/24	Theater storytime (0-5)	67
12/18/24	Bouncing Babies (0-1)	33
12/18/24	Free Play for 1s and 2s (1-2)	17
12/18/24	Luna the Troll middle school/adult book club (Gr. 5-7 with adult)	5
12/19/24	Theater storytime (0-5)	69
12/19/24	Nursery Rhyme Time (2-3)	2
12/19/24	Cookie Decorating (Gr. K-3)	12
12/20/24	Song Circle online (0-5)	19
12/20/24	Bouncing Babies (0-1)	24
12/23/24	Mover and Shakers (0-1)	21
12/23/24	Theater storytime (0-5)	61
12/26/24	Theater storytime (0-5)	48
12/26/24	Nursery Rhyme Time (2-3)	22
12/26/24	Family Game Night (All ages)	0
12/27/24	Song Circle online (0-5)	14
12/27/24	Bouncing Babies (0-1)	18
12/27/24	Friday Film (All ages)	13
12/30/24	Mover and Shakers (0-1)	31
12/20/24	Theater storytime (0-5)	79
12/31/24	Noon Year's Eve (143 storytime + 309 dance party/countdown)	452



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	TOTAL	1894
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Professional Development

TCB: Ryan Dowd webinar: Managing Your Own Emotions During Conflict; Native Ways Of Knowing webinar: Cynthia Leitich Smith [Sponsored by The San Diego County Office of Education (SDCOE) and California Indian Education for All (CIEFA)]

REF: WLS Data Walk (WLS), Effective Library Signage (ALA)

JAP: Streamline Movie Access for K-12 Education (SWANK)

MRG: Ryan Dowd webinar: Managing Your Own Emotions During Conflict; Native Ways Of Knowing webinar

Outreach

We cosponsored a Cocoa and Crafts Family Winter meet up with the Town of New Castle LGBTQ+ committee, which reached new families who had not visited the library before.

Successes

Drop-in origami for grades 1-3 led by high school students was well attended and we will repeat it again in February or later this spring.

Noon Year's Eve, developed by Jacob, was a great success and probably the start of a new annual tradition- we had 143 at our special morning storytime (with approx 40 turned away after it started) and 309 people for the crafts, pictures, dance party and countdown.

We're thrilled with our monthly Storybook Dance programs with Tara from Steffi Nossen. The already popular program is even more popular! Having a regular time slot has helped us reach a more consistent audience and helped kids grow their familiarity with movement and dance.



December 2024 Adult Programs

Program	Day	Date	Time	Att.	zoom	Live	
FPDG: Venezuela	Mon	12/2/2024	10:00 AM	26	0		
Opera Appreciation Club	Mon	12/2/2024	2:00 PM	6		0	
Writing Workshop	Mon	12/2/2024	7:00 PM	7	0		
Mandarin Conversation Club	Tues	12/3/2024	7:00 PM	9	0		
Plant Pruning program	Wed	12/4/2024	7:00 PM	69	0		
Bridge Club	Sat	12/7/2024	10:00 AM	18		0	
Opera Appreciation Club	Mon	12/9/2024	2:00 PM	9		0	
BBYNR	Mon	12/9/2024	4:00 PM	7	0		
Author Susan Friedman	Wed	12/11/2024	7:00 PM	24		0	
GBGD	Wed	12/11/2024	7:00 PM	14		0	
Art series with Larry D'Amico	Fri	12/13/2024	2:00 PM	21	0		
Bridge Club	Sat	12/14/2024	10:00 AM	17		0	
Harpist Erika Lieberman	Sun	12/15/2024	2:00 PM	36		0	
FPDG-Afghanistan	Mon	12/16/2024	11:00 AM	22	0		
Opera Appreciation Club	Mon	12/16/2024	2:00 PM	4		0	
Mandarin Conversation Club	Tues	12/17/2024	7:00 PM	7	0		
Holiday Collage w. Larry	Wed	12/18/2024	10:30 AM	6		0	
Holiday TV Specials	Wed	12/18/2024	11:00 AM	7	0		
Italian Conversation Club	Wed	12/18/2024	1:00 PM	4		0	
Art series with Larry D'Amico	Fri	12/27/2024	2:00 PM	24	0		
Bridge Club	Sat	12/28/2024	10:00 AM	13		0	



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Technical Services – December 2024 Report
Sally Scudo

In addition to routine processing (135 of 406 items added)

- Consulted with Adult Services and WLS Cataloging about new vendor processing.
- Facilitated processing of museum passes into new program requiring they be linked to the catalog.
- Helped troubleshoot new ILL platform.
- Made new dividers for several areas in the Non-Fiction stacks.
- Mending: 20 books and eight AV items repaired and returned to circulation.
- Sustainable Shelves: 417 books evaluated, 35 eligible for credit.



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Circulation – December 2024 report

Marge Perlin, Head of Circulation, Payroll and Benefits

Month	Fines	L&P	Jamex	Misc	Friends	TOTAL
July 2024	\$873.08	\$182.86	\$22.70	\$78.75	\$56.50	\$1,213.89
August 2024	\$925.21	\$239.24	\$62.80	\$126.50	\$88.85	\$1,442.60
Sept 2024	\$606.52	\$275.87	\$51.50	\$50.50	\$49.05	\$1,033.44
Oct 2024	\$629.28	\$277.83	\$55.95	\$29.60	\$32.37	\$1,025.03
Nov 2024	\$683.11	\$253.39	\$25.50	\$63.60	\$59.41	\$1,085.01
Dec 2024	\$660.41	\$266.79	\$98.69	\$38.35	\$66.00	\$1,130.24
Jan 2025						\$0.00
Feb 2025						\$0.00
March 2025						\$0.00
April 2025						\$0.00
May 2025						\$0.00
June 2025						\$0.00
TOTAL	\$4,377.61	\$1,495.98	\$317.14	\$387.30	\$352.18	\$6,930.21

December Meetings/Events:

Dec 2 Budget Mtg
Dec 3 Annual NYSHIP training
Dec 5 All Staff
Dec 5 Dept Heads
Dec 9 Data Walk @ WLS
Dec 11 Ryan Dowd Mtg
Dec 12 Stop the Bleed
Dec 16 Board Mtg
Dec 19 Circ Staff Mtg

WLS STATS - ITEMS AND PATRONS

In-building Circulation: 15479
Loans sent to other libraries: 2271
Loans received from other libraries: 2136
New library cards: 64
Items added to collection: 406
Items removed from collection: 670



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Circulation – December 2024 report
Marge Perlin, Head of Circulation, Payroll and Benefits

CHAPPAQUA LIBRARY USAGE STATS FOR DEC 2024							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6	7
Patrons	222	562	500	284	343	343	372
Chkout/Ren	511	485	657	459	408	503	812
Check ins	557	565	683	507	416	461	740
Holds	51	121	108	78	77	149	100
Unwanted Hlds	16	29	36	23	25	23	8
	8	9	10	11	12	13	14
Patrons	209	411	374	399	362	228	353
Chkout/Ren	465	530	449	502	517	354	712
Check ins	387	609	537	564	504	494	791
Holds	56	136	101	75	94	56	117
Unwanted Hlds	24	29	6	29	22	18	26
	15	16	17	18	19	20	21
Patrons	219	270	289	400	244	400	300
Chkout/Ren	422	429	565	561	451	449	575
Check ins	504	294	647	524	458	665	484
Holds	75	93	80	111	140	128	86
Unwanted Hlds	31	26	8	31	31	31	31
	22	23	24	25	26	27	28
Patrons	154	393	0	0	406	291	230
Chkout/Ren	390	700	96	25	883	526	556
Check ins	270	561	96	25	923	493	622
Holds	61	104	0	0	120	93	76
Unwanted Hlds	30	23	2	4	9	49	14
	29	30	31				
Patrons	172	431	480				
Chkout/Ren	341	542	562				
Check ins	383	576	652				
Holds	38	85	78				
Unwanted Hlds	26	39	10				
Patrons							
Chkout/Ren							
Check ins							
Holds							
Unwanted Hlds							
2023	Patrons	2024	Patrons	Chkout/Ren	Check in	Holds	Unwanted Hlds
Jan(29 days)	9608	Jan(28 days)	11348*	15,797	14,622	2,680	528
Feb(27 days)	9715*	Feb(27 days)	10510*	15,909	15,168	2,413	493
Mar(31 days)	11016*	Mar(30 days)	11,753	16,928	16,964	2,475	552
April(30 days)	11209*	April(30 days)	11,599	16,118	15,955	2,356	471
May(29 days)	8867	May(29 days)	10,624	14,419	14,791	2,336	487
June(28 days)	11833*	June(28 days)	11,847	15,282	14,207	2,408	503
July(25 days)	10943*	July(26 days)	10,590	17,080	16,343	2,787	575
August(26 days)	11761*	Aug(26 days)	11,024	16,599	16,527	2,493	396
Sept(27 days)	10430*	Sept(28 days)	11,445	16,171	15,313	2,689	582
Oct(30 days)	9496	Oct(30 days)	11,248	14,950	13,734	2,304	492
Nov(27 days)	10649	Nov(28 days)	11,537	16,001	14,966	2,673	547
Dec(28 days)	10,389	Dec(29 days)	8,857	15,437	15,992	2,687	709