
**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
TUESDAY, MAY 13, 2025, AT 6:00 P.M.**

A regular meeting of the Great Neck Library Board of Trustees with an executive session was held on Tuesday, May 13, 2025, at the Main Library, 159 Bayview Avenue, Great Neck, New York 11023. The agenda is attached.

The following Trustees were present constituting a quorum:

Aliza Reicher – President
Brachah Goykadosh – Vice President
Rory Lancman – Secretary
Chayim Mahgerefteh, CPA – Treasurer
Mimi Hu – Assistant Treasurer
Neal Hakimi, MD – Assistant Treasurer

Also Present: Denise Corcoran – Director
Kathryn Baumgartner – Assistant Director
Steven Kashkin – Business Manager

CALL TO ORDER

President Reicher called the meeting to order at 6:04 p.m.

EXECUTIVE SESSION

Upon motion by Trustee Reicher, seconded by Trustee Hakimi, it was,

RESOLVED, that the Great Neck Library Board of Trustees enter Executive Session for personnel matters.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

Upon motion by Trustee Reicher, seconded by Trustee Hu, it was,

RESOLVED, that the Great Neck Library Board of Trustees exit Executive Session.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

No action was taken in the executive session.

The board reconvened at 7:40 p.m.

President Reicher announced that the board interviewed four exceptional candidates to fill their current vacancy, but has not yet reached a decision on how to fill it.

MINUTES

Board Minutes

Upon motion by Trustee Lancman, seconded by Trustee Goykadosh, it was,

MOVED, that the Great Neck Library Board of Trustees approve the minutes of the April 22, 2025, board meeting, as presented..

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

TREASURER/BUSINESS MANAGER REPORT

Upon motion by Trustee Mahgerefteh, seconded by Trustee Hakimi, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the following financial reports:

- a. May 13, 2025, Treasurer's Report;
- b. Warrant dated May 2, 2025, through May 11, 2025, which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to \$399,705.16.
- c. Payroll Warrants for pay dates April 3, 2025, and April 17, 2025 (in the amounts of \$179,829.16 and \$177,134.81, respectively) for a total of \$356,963.97.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

PAYROLL CHANGES

Upon motion by Trustee Mahgerefteh, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Changes report of April 17, 2025, through May 8, 2025, as presented, which has been reviewed by the Treasurer.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

REPORTS

President's Report

President Reicher reported that the union that represents the two dismissed library employees has decided to withdraw their grievances against the library.

Director's Report

Director Denise Corcoran summarized her report, which is attached to the minutes.

NEW BUSINESS

1. Proposed Policy Change – 1st Read

- Add Section 300-75: Workplace Fraternization

2. Security Cameras

Upon motion by Trustee Hu, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Board of Trustees authorize the purchase of new cameras and additional card key access swipes with A+ Technology and Security in the amount of \$135,482.58 to be charged to the Automated Library Fund.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

3. Deduct Change Order #1 for Main Library Retaining Wall

Upon motion by Trustee Hakimi, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve (deduct/credit) change order #1 for the design changes to the concrete retaining wall of the Main Library in the amount of \$7,324.24 from PAV-LAK Contracting, Inc. As a result, the contract amount is reduced to \$543,875.76.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

4. Budget Transfer

Upon motion by Trustee Mahgerefteh, seconded by Trustee Hakimi, it was,

RESOLVED, that the Board of Trustees authorize the transfer of \$1.3 million from the Landscaping fund to the Main Building and Special Services Fund to be used for the MEP modifications of the HVAC and roof replacement at the Main Library.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

5. Personnel

Upon motion by Trustee Goykadosh, seconded by Trustee Hu, it was,

RESOLVED, that the Great Neck Library Board of Trustees approve personnel item 1a-b on the attached Personnel Report.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)

MOTION CARRIED UNANIMOUSLY

6. Change Order #2R to Plant Trees at Main

Upon motion by Trustee Hakimi, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Board of Trustees approve change order #2R to plant three trees along the retaining wall of the Main Library for \$6,259.05 from PAV-LAK Contracting, Inc., to be charged to the Main Building and Special Services Fund.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

DATE OF NEXT MEETING

June 17, 2025 – Board Meeting (Station Branch Library)

EXECUTIVE SESSION

Upon motion by Trustee Lancman, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Great Neck Library Board of Trustees enter Executive Session for personnel matters.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

Upon motion by Trustee Reicher, seconded by Trustee Goykadosh, it was,

RESOLVED, that the Great Neck Library Board of Trustees exit Executive Session.

VOTE: Yes – 6 (Reicher, Goykadosh, Lancman, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

No action was taken in the executive session.

The board reconvened at 8:50 p.m.

STATEMENT FROM THE BOARD OF TRUSTEES

Recently the Board of Trustees of the Great Neck Library approved the termination of two Levels employees. In the interest of honoring the trust which our community places in the Library, we are providing the following information to clarify our decision.

The Library believes the actions of the employees warranted immediate termination. These actions included:

- On multiple occasions, the employees stayed up to 4 hours past closing in the Levels space. At some points, the employees appeared to be playing video games. At other points, the lights were shut off by the employees, and no video games were being played. At no point were the employees given permission by Library administration to remain in Levels past closing time (beyond making up de minimis time when the employees may have arrived late).
- On multiple nights when the employees stayed past closing time, the Library building was not properly alarmed after they exited.
- Contrary to the Library's rules, on multiple occasions, one of the employees entered Levels on days that they were not scheduled to work, after Levels was closed, and remained there with the other employee for multiple hours.

- On multiple occasions, emails were sent from one of the terminated employees to Levels teens and parents, after their termination date and when they had no authorized direct access to this Library information.

After an investigation of the facts, the Great Neck Library Staff Association, which represents the employees, withdrew the grievances related to the employees' terminations.

The Library cherishes its Levels program. The Board of Trustees unanimously voted in favor of approving the upcoming 2025/2026 Library Budget, which includes full funding for Levels. Levels is, and will continue to be, a unique and permanent part of the Great Neck Library. We share the goal of our teens, their parents, and others that Levels continue to serve as an avenue for our teens to gather and express themselves creatively.

ADJOURNMENT

The meeting was adjourned at 8:51 p.m. on a motion by Trustee Reicher and seconded by Trustee Lancman.

Respectfully submitted,

Rory Lancman
Secretary, Board of Trustees

Great Neck Library
Board of Trustees Meeting
June 13, 2025

TREASURER'S REPORT

During the month of May, 2025, revenue received was \$1,327,038. Total expenses were \$1,488,324.

At the close of business, May 31, 2025, total General Fund cash holdings were \$4,244,060. Of these funds \$4,129,752 was on deposit at HSBC, \$112,338 was on deposit at US Bank (as Trustee) and \$1,970 was on hand in Petty Cash funds at all locations. This compares to a May 31, 2024 balance of \$4,371,335.

Additionally, the cash balance of the Restricted Gift fund was \$306,445; the Automated Library fund was \$283,175; the Branch and Special Services fund was \$91,369; the Landscaping fund was \$40,907; the Main Building and Special Services fund was \$2,183,764; and the Bond Retirement fund was \$4,528,823. These funds totaled \$7,434,483 on May 31, 2025. The May 31, 2024 total was \$7,748,338.

At the close of business, May 31, 2025, total holdings in the Construction Fund at US Bank as bond trustee was \$470,310.

I move that the Board of Trustees accept the June 17, 2025
Treasurer's Report.

I move that the Board of Trustees accept the Warrant
dated May 29th, 2025 through June 8th, 2025 which has been reviewed by
the Treasurer, the sums set against their respective names, amounting in the
aggregate to \$477,017.20.

I move that the Board of Trustees accept the Payroll
Warrants for pay dates May 1st, May 15th, and May 29th, 2025 (in the
amounts of \$178,285.25, \$174,829.77, and \$181,104.87 respectively) for a
total of \$534,219.89.

Respectfully submitted,

Chayim Mahgerefteh
Treasurer

MEMORANDUM

TO: Board of Trustees
FROM: Steven Kashkin, Business Manager
DATE: June 17, 2025
RE: Agenda

1. Action items from previous meetings - none
2. Review of Business Manager's report
 - a. Overtime analysis
 - b. Payroll changes report
3. Review of monthly financial reports
4. Review of A/P Weekly checks
5. Review of Warrant
6. New Business
 - a. Budget transfer worksheet
 - b. Capital transfers
 - c. Any remaining requests or discussion items
7. Open time
8. Signing of A/P checks

cc: Denise Corcoran, Director

MEMORANDUM

TO: Board of Trustees
FROM: Steven Kashkin
DATE: June 17, 2025
RE: Business Manager's Report

1. 2024/2025 BUDGET VARIANCE:

- a. Through May 31st we are at 91.7% through the year;
- b. Total Revenues: Through May 31, 2025, we have collected:
 - i. \$9,134,382 (88.56%) of our total 2024/2025 budget of \$10,314,362;
 - ii. \$8,852,363 (87.5%) of budgeted Library Tax revenues. There is 1 installment remaining which will be in June 2025;
 - iii. \$144,599 (192.8%) of budgeted PILOT revenues;
 - iv. \$137,420 (112.29%) of budgeted Other Revenues.
- c. Total Expenditures: Through May 31, 2025, we have expended (including transfers) \$9,351,792 (90.67%) of our total 2024/2025 budget of \$10,314,362 (91.7% through the budget year).
- d. Salary Expense:
 - i. This reporting period includes 24 of 26 payrolls, or 92.31% of the fiscal year;
 - ii. The Budget Variance report indicates \$4,062,658 (85.02%) of annual salaries expended (91.7% through the budget year).
- e. Employee Benefits:
 - i. Through May 31, 2025, we have expended \$2,178,105 (94.62%) of the employee benefits & taxes budget (91.7% through the budget year);
 - ii. Group and retiree health and dental insurance include the prepayment of May 2025 expenses;
 - iii. This includes payment in full of \$552,371 for the year for the NYS pension expense, \$446 over budget.

- f. Library Materials & Programs:
 - i. Through May 31, 2025, we have expended \$815,558 (83.16%) of the library materials and programs budget (91.7% through the budget year).
 - g. Administrative Expense:
 - i. Through May 31, 2025, we have expended \$434,963 (107.73%) of the administrative expense budget (91.7% through the budget year).
 - h. Building Occupancy:
 - i. Through May 31, 2025, we have expended \$1,110,531 (94.79%) of the building occupancy budget (91.7% through the budget year);
 - ii. Branch Rentals (all branches) include prepayments for June 2025 rent expense.
 - i. Furniture and Equipment:
 - i. Through May 31, 2025, we have expended \$1,406 (17.15%) of the furniture and equipment budget (91.7% through the budget year);
 - j. Debt Service:
 - i. Through May 31, 2025, we have expended \$748,570 (99.88%) of the debt service budget (91.7% through the budget year). The next bond payment (interest only) will take place in November 2025.
 - k. Budgeted Transfers:
 - i. Budgeted transfers will be made in June 2025 (if needed).
2. Use of Library Credit Card: May 2025 invoice: \$11,237.51
- a. Library supplies for TS and circulation, SHRM fee for employee handbook, reference periodicals, background checks (3), zoom renewal fee for children's, programming supplies for children's, levels, YA, and stem lab, adult and children Hebrew books, AV DVD and CD for Hebrew collection, dual authentication software renewal, filtering software subscription for children's computers, GPS monthly subscription fee, and mail chimp fee for programming.
3. Attachments:
- a. Overtime analysis (1 page)
 - b. Payroll changes report (1 page)

Great Neck Library
Overtime Analysis
06/17/2025

Pay Date	5/1/2025		5/15/2025		5/29/2025		MAY 2025 TOTALS		MAY 2024 TOTALS		YTD 2024-25 TOTALS		YTD 2023-24 TOTALS		2024-25 BUDGET		%
Title	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Expended
DH-Circulation	0.00	0.00	0.00	0.00	1.00	72.63	1.00	72.63	-	-	1.00	72.63	1.00	58.52	\$	500	14.53%
DH-Children's	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-	-	3.00	207.13	5.00	324.05	\$	500	41.43%
DH-Programming	0.00	0.00	1.00	72.63	0.00	0.00	1.00	72.63	-	-	5.00	347.01	4.00	259.64	\$	500	69.40%
DH-TS	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-	-	-	-	3.00	195.83	\$	500	0.00%
DH-Reference	0.00	0.00	0.00	0.00	0.00	0.00	-	-	-	-	-	-	-	-	\$	500	0.00%
DH-Emerging Tech.	0.00	0.00	0.00	0.00	1.00	72.63	1.00	72.63	2.00	134.50	10.00	688.65	7.00	469.43	\$	500	137.73%
Hd Custodian							-	-	-	-	-	-	-	-	\$	500	0.00%
Sr Custodian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25	11.31	2.25	101.82	0.75	33.49	\$	500	20.36%
FT Custodian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.25	178.37	2.25	74.85	10.50	346.74	\$	500	14.97%
PT Custodian							-	-	-	-	-	-	-	-			
Double Time							-	-	-	-	-	-	-	-			
Total OT	0.00	0.00	1.00	72.63	2.00	145.26	3.00	217.89	7.50	324.18	23.50	\$ 1,492.09	31.25	1,687.70	\$	4,500	33.16%
On-Call	124.50	3,661.85	209.75	6,506.47	177.25	5,148.84	511.50	15,317.16	554.50	\$ 15,306.37	3,510.25	\$ 103,507.80	2,797.75	\$ 83,106.98	\$	65,500	158.03%
Sunday Pay	65.50	3,790.98	81.00	4,871.14	77.25	5,033.73	223.75	13,695.85	266.00	\$ 15,176.74	2,675.75	\$ 160,332.88	2,033.00	\$ 114,696.30	\$	134,959	118.80%
Employee count	96		96		94												
F/T P/T	52	44	52	44	50	44											
Check count	92		92		90												
F/T P/T	52	40	52	40	50	40											
July '24 Longevity							-				-	27,171			0 \$	27,171	100.00%
											-	-			0	0	#DIV/0!

Legend

2023/24 information
2024/25 information

**GREAT NECK LIBRARY
TREASURER'S REPORT
June 17, 2025
Payroll Changes Report
For the period 05/09/2025 - 06/12/2025**

Action	Name	Dept	Title	Current Hourly	Change in	Change in	New	New Annual	Effective Date	Comments
				Rate/Salary	Hours per Week	Annual Salary	Weekly Hours	Salary		
Additions	Alison Urkiel	Childrens	Librarian - PT	\$ 30.00	14.50	\$ 22,620	-	\$ -	6/2/2025	Replacing S. Garrison open position
				\$ -	-	\$ -				
				\$ -	-	\$ -				
				\$ -	-	\$ -				
				\$ -	-	\$ -				
				\$ -	-	\$ -				
				\$ -	-	\$ -				
				-	\$ -		\$ -			
				14.50	\$ 22,620					
Reductions	Sarah Lewin Diane Partinico	Station Circulation	Librarian - FT Clerk - PT	\$ 34.30	(35.00)	\$ (62,424)	-	\$ -	5/7/2025	Separated
				\$ 21.22	(19.00)	\$ (20,969)	-	\$ -	5/21/2025	Separated
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				(54.00)	\$ (83,393)					
Foot note				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
				\$ -	-	\$ -	-	\$ -		
Totals					(39.50)	(60,773)	-			
<u>Note: The following hours are unfilled at this time:</u>										
								Budget date	Date Open	
	Levels	Assistant Manager		\$ 38.46	35.00	\$ 70,000		7/1/2025	3/3/2025	S. Zahabian position to be replaced
	Levels	Levels - PT		\$ 32.00	13.00	\$ 21,632		7/1/2025	3/19/2025	M. Meehan position to be replaced
	Levels	Levels - PT		\$ 32.00	13.00	\$ 21,632		7/1/2025	5/31/2025	D. Avila Holguin position to be replaced
	Main (child)/Sta	Clerk - PT		\$ 18.00	6.00	\$ 5,616		7/1/2025	11/15/2024	J. Fuentes/A. Gloria hours to be replaced
	Childrens/TS	Clerk - PT		\$ 18.00	24.00	\$ 22,464		7/1/2025	4/26/2024	R. Huang position to be replaced
	Circulation	Clerk - PT		\$ 18.00	19.00	\$ 17,784		7/1/2025	5/21/2025	D. Partinico position to be replaced
	Parkville	Clerk - PT		\$ 18.00	10.00	\$ 9,360		7/1/2025	7/2/2021	K. Tuitt position to be replaced (Page)
	Reference	Clerk - PT		\$ 18.00	14.00	\$ 13,104		7/1/2025	8/15/2023	A. Cheng position to be replaced (Page)
	Circulation	Clerk - PT		\$ 18.00	16.00	\$ 14,976		7/1/2025	12/26/2023	I. Rodriguez previous position to be replaced (Page)
	Station	Librarian - FT		\$ 26.37	35.00	\$ 48,000		7/1/2025	5/7/2025	S. Lewin position to be replaced
	Parkville	Librarian - Branch Head		\$ 42.31	35.00	\$ 77,000		7/1/2025	5/1/2025	W. Rosenblum position to be replaced
	Station (child)	Librarian - PT		\$ 30.00	18.00	\$ 28,080		7/1/2025	10/11/2022	R. Giminiani former PT position to be replaced
Totals					238.00	\$ 349,648				

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Balance</u>	<u>% YTD / Bgt</u>
<u>REVENUES</u>					
<u>Tax Appropriations</u>					
Tax Revenue - Operating Budget	9,382,774.50	1,264,623.38	8,148,151.16	1,234,623.34	86.84
Tax Revenue - Debt Service	734,212.50	0.00	704,212.50	30,000.00	95.91
Total Library Tax Receipts	10,116,987.00	1,264,623.38	8,852,363.66	1,264,623.34	87.50
PILOT Revenues	75,000.00	52,540.38	144,598.67	(69,598.67)	192.80
Total Tax Receipts	10,191,987.00	1,317,163.76	8,996,962.33	1,195,024.67	88.27
<u>Other:</u>					
Registration Fees	2,025.00	415.00	2,170.00	(145.00)	107.16
Fines	500.00	61.95	1,480.75	(980.75)	296.15
Commissions - Vending Machines	3,000.00	0.00	2,573.33	426.67	85.78
Revenue-Copy Machines	1,750.00	0.00	1,289.94	460.06	73.71
Computer Printout Fees	5,000.00	1,016.65	9,873.65	(4,873.65)	197.47
Collection Agency Fees	100.00	0.00	27.90	72.10	27.90
Lost Book Income	4,000.00	333.00	3,319.02	680.98	82.98
Book Sale Income	1,000.00	153.08	1,007.89	(7.89)	100.79
Interest Income - Savings	78,000.00	7,224.16	78,680.72	(680.72)	100.87
Gifts and Donations	0.00	0.00	100.00	(100.00)	0.00
Ad Receipts/Levels	1,000.00	0.00	80.00	920.00	8.00
Programming Income	1,000.00	91.00	1,064.50	(64.50)	106.45
Refunds of Prior Year Expenses	0.00	0.00	400.00	(400.00)	0.00
Expense Recovery - Dbl / WC	0.00	0.00	7,901.35	(7,901.35)	0.00
Expense Recovery-Retirees Ins	11,000.00	579.39	12,583.94	(1,583.94)	114.40
Local Library Service Aid	14,000.00	0.00	14,867.00	(867.00)	106.19
Total Other Revenues	122,375.00	9,874.23	137,419.99	(15,044.99)	112.29
Total Revenues	10,314,362.00	1,327,037.99	9,134,382.32	1,179,979.68	88.56

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
<u>EXPENDITURES</u>					
<u>Salaries - FT</u>					
Salaries-FT-Admin-Dir Ofc	298,200.00	34,280.77	266,428.08	31,771.92	89.35
Salaries-FT-Admin-Youth Svcs	111,600.00	12,959.81	100,400.35	11,199.65	89.96
Salaries-FT-Support-Dir Ofc	144,100.00	18,659.19	90,450.39	53,649.61	62.77
Salaries-FT-Support-Prog/Pub	205,400.00	24,585.80	189,696.99	15,703.01	92.35
Salaries-FT-Support-Bus Ofc	203,600.00	24,593.44	195,627.04	7,972.96	96.08
Salaries-FT-Librarians-Ref	442,800.00	47,738.90	389,599.16	53,200.84	87.99
Salaries-FT-Librarians-AV	81,000.00	9,389.33	74,382.49	6,617.51	91.83
Salaries-FT-Librarians-Youth	280,400.00	34,193.18	258,607.86	21,792.14	92.23
Salaries-FT-Librarians-TS	229,800.00	27,177.37	190,232.82	39,567.18	82.78
Salaries-FT-Librarians-BrnchHd	242,500.00	27,218.68	223,458.92	19,041.08	92.15
Salaries-FT-Librarians-Pkvl	65,400.00	15,214.01	77,234.52	(11,834.52)	118.10
Salaries-FT-Librarians-Sta	129,000.00	8,887.54	71,176.69	57,823.31	55.18
Salaries-FT-Clerical-Circ	338,500.00	39,249.78	306,444.40	32,055.60	90.53
Salaries-FT-Clerical-AV	50,200.00	5,240.74	42,018.51	8,181.49	83.70
Salaries-FT-Clerical-Youth	84,400.00	9,751.66	76,056.36	8,343.64	90.11
Salaries-FT-Clerical-TS	135,700.00	14,557.77	105,148.71	30,551.29	77.49
Salaries-FT-Clerical-Lkvl	116,300.00	6,599.77	86,666.97	29,633.03	74.52
Salaries-FT-Clerical-Pkvl	50,500.00	6,039.46	45,969.21	4,530.79	91.03
Salaries-FT-Clerical-Sta	90,300.00	10,373.59	81,989.32	8,310.68	90.80
Salaries-FT-Network Techs-IT	73,900.00	8,438.05	65,488.16	8,411.84	88.62
Salaries-FT-Levels-Prof's	155,400.00	9,679.45	109,565.69	45,834.31	70.51
Salaries-FT-Maint-Custodians	259,300.00	30,086.37	234,240.42	25,059.58	90.34
Total FT Salaries	3,788,300.00	424,914.66	3,280,883.06	507,416.94	86.61

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
Salaries - PT					
Salaries-PT-Librarians-Ref	195,600.00	29,163.94	215,420.04	(19,820.04)	110.13
Salaries-PT-Librarians-Youth	132,800.00	6,453.42	88,528.67	44,271.33	66.66
Salaries-PT-Librarians-Pkvl	61,800.00	6,938.01	54,100.15	7,699.85	87.54
Salaries-PT-Librarians-Sta	23,800.00	0.00	0.00	23,800.00	0.00
Salaries-PT-Clerical-Ref	25,900.00	2,852.62	22,232.29	3,667.71	85.84
Salaries-PT-Clerical-Circ	196,400.00	15,900.64	108,307.22	88,092.78	55.15
Salaries-PT-Clerical-AV	2,000.00	0.00	395.84	1,604.16	19.79
Salaries-PT-Clerical-Youth	43,800.00	1,931.27	13,476.04	30,323.96	30.77
Salaries-PT-Clerical-Lkvl	28,800.00	4,306.40	37,490.58	(8,690.58)	130.18
Salaries-PT-Clerical-Pkvl	81,500.00	10,541.32	71,090.88	10,409.12	87.23
Salaries-PT-Clerical-Sta	67,800.00	6,714.80	46,471.90	21,328.10	68.54
Salaries-PT-Pages-Ref	2,925.00	0.00	0.00	2,925.00	0.00
Salaries-PT-Pages-Circ	20,050.00	2,142.01	17,487.99	2,562.01	87.22
Salaries-PT-Pages-Pkvl	2,100.00	0.00	0.00	2,100.00	0.00
Salaries-PT-Levels-Profls	87,100.00	11,044.52	88,983.25	(1,883.25)	102.16
Salaries-PT-Business Office	18,000.00	2,295.00	17,790.00	210.00	98.83
Total PT Salaries	990,375.00	100,283.95	781,774.85	208,600.15	78.94
Total Salary Expense	4,778,675.00	525,198.61	4,062,657.91	716,017.09	85.02
Employee Benefits & Taxes					
NYS ERS 44# F/T Pension Exp	483,377.00	0.00	483,770.00	(393.00)	100.08
NYS ERS 37# P/T Pension Exp	68,548.00	0.00	68,601.00	(53.00)	100.08
Social Security/Medicare	362,372.00	38,818.21	296,736.41	65,635.59	81.89
Workers' Compensation	30,231.00	0.00	27,342.50	2,888.50	90.45
NY State Unemployment	1,000.00	0.00	0.00	1,000.00	0.00
Disability Insurance	7,212.00	0.00	5,541.40	1,670.60	76.84
Group Health 39# Insurance	945,665.00	75,458.83	900,395.75	45,269.25	95.21
Retiree Health 37# Insurance	271,725.00	22,049.35	263,663.23	8,061.77	97.03
Group Dental 43# Insurance	15,151.00	1,030.93	16,698.49	(1,547.49)	110.21
Group Vision Insurance	0.00	10.29	495.48	(495.48)	0.00
Group Vol. Life / Legal	0.00	0.18	44.76	(44.76)	0.00
Medicare 32# Reimbursements	116,661.00	29,969.70	114,815.90	1,845.10	98.42
Total Benefits & Taxes	2,301,942.00	167,337.49	2,178,104.92	123,837.08	94.62
Total Personnel Expenses	7,080,617.00	692,536.10	6,240,762.83	839,854.17	88.14

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
<u>Library Materials & Programs</u>					
Books - Reference	5,000.00	166.37	5,117.01	(117.01)	102.34
Books - Children's	85,000.00	6,108.61	66,630.60	18,369.40	78.39
Books - Legacy	1,000.00	0.00	567.18	432.82	56.72
Books - Adult	140,000.00	7,994.97	104,980.51	35,019.49	74.99
Databases - Reference	95,000.00	0.00	88,867.39	6,132.61	93.54
E-Books - Reference	27,500.00	0.00	20,840.40	6,659.60	75.78
Recordings, Audio - A/V	15,000.00	852.87	9,772.99	5,227.01	65.15
Recordings, Video - A/V	30,000.00	1,388.84	13,428.14	16,571.86	44.76
eBooks/eAudiobooks - A/V	115,000.00	5,358.11	103,262.53	11,737.47	89.79
Periodicals - Reference	24,000.00	(2,296.33)	23,194.07	805.93	96.64
Newspapers - Reference	31,000.00	4,419.92	26,039.55	4,960.45	84.00
Newspapers/Microfilm-Referenc	1,200.00	0.00	856.51	343.49	71.38
Database Services - Tech Svcs	24,000.00	0.00	23,829.53	170.47	99.29
Internet Service Provider	17,100.00	2,129.87	15,885.83	1,214.17	92.90
Computer Software	59,490.00	1,162.22	52,019.73	7,470.27	87.44
Bookbinding - Reference	3,200.00	0.00	812.75	2,387.25	25.40
A/V Rentals - A/V	2,500.00	49.99	2,196.51	303.49	87.86
Library Supplies	19,000.00	221.81	5,234.52	13,765.48	27.55
NLS Delivery Service Fee	48,065.00	0.00	48,065.00	0.00	100.00
Programming, Adult - Pub/Prog	77,500.00	10,056.98	76,569.65	930.35	98.80
Programming - Children's	106,600.00	11,467.73	84,719.06	21,880.94	79.47
Programming, Levels	20,000.00	1,239.19	14,441.30	5,558.70	72.21
Programming, Jr. Levels	8,000.00	444.99	8,245.02	(245.02)	103.06
Programming, Lakeville	1,500.00	271.17	1,181.72	318.28	78.78
Programming, Parkville	1,500.00	0.00	1,518.28	(18.28)	101.22
Programming, Station	1,500.00	0.00	984.94	515.06	65.66
Programming, STEM Lab	6,000.00	209.94	5,407.11	592.89	90.12
Programming, YA	7,000.00	312.00	6,470.52	529.48	92.44
Programming, SAT/ACT Prep (	3,000.00	1,600.00	2,350.00	650.00	78.33
Programming, Library of Things	5,000.00	114.80	2,069.86	2,930.14	41.40
Total Materials & Programs	980,655.00	53,274.05	815,558.21	165,096.79	83.16

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
<u>Administrative Expense</u>					
Office Supplies	11,000.00	440.80	6,447.99	4,552.01	58.62
Computer Supplies - PCs	16,000.00	454.07	14,411.38	1,588.62	90.07
eCommerce Fees	5,500.00	323.67	5,481.30	18.70	99.66
Misc Cash Under/(Over)	0.00	(0.05)	(13.75)	13.75	0.00
Miscellaneous Expense	100.00	0.00	450.00	(350.00)	450.00
Telephone	19,056.00	2,073.92	17,753.52	1,302.48	93.16
Postage	21,600.00	2,000.00	12,700.00	8,900.00	58.80
Freight & Delivery	400.00	0.00	126.11	273.89	31.53
Recruiting & Training Expense	13,250.00	15.00	1,926.50	11,323.50	14.54
Newsletter & Printing-Pub/Pro	22,000.00	3,023.86	19,060.69	2,939.31	86.64
Conference Fees & Expenses	11,150.00	779.05	4,778.36	6,371.64	42.86
Local Travel & Meetings	3,000.00	77.63	2,918.77	81.23	97.29
Collection Agency Fees	4,560.00	0.00	1,319.90	3,240.10	28.95
Audit Fees	20,500.00	0.00	17,985.00	2,515.00	87.73
Legal Fees - General Matters	15,000.00	3,499.43	97,862.88	(82,862.88)	652.42
Legal Fees - Negot'ns & Prsnl	10,000.00	7,204.46	15,836.68	(5,836.68)	158.37
Computer/Network Consultant	14,760.00	995.00	9,314.40	5,445.60	63.11
Payroll Processing	18,057.00	1,786.81	17,161.16	895.84	95.04
HR Consulting Fees	5,860.00	283.40	3,383.55	2,476.45	57.74
GASB75 Admin Fees	200.00	0.00	200.00	0.00	100.00
Board Election Expenses	11,870.00	0.00	13,662.97	(1,792.97)	115.11
Trustee Development	1,700.00	0.00	0.00	1,700.00	0.00
Membership Dues	5,400.00	367.00	3,091.00	2,309.00	57.24
Audio-Visual Maintenance	2,500.00	0.00	981.60	1,518.40	39.26
Office Equipmnt Rent & Repair	17,900.00	1,302.90	16,909.90	990.10	94.47
Computer Eqpmt Maint - PCs	1,600.00	0.00	1,581.00	19.00	98.81
Computer Eqpmt Maint - OPAC	147,300.00	0.00	147,154.92	145.08	99.90
Van, Gas & Oil	1,500.00	114.77	1,182.16	317.84	78.81
Van Maintenance	2,000.00	188.75	1,295.27	704.73	64.76
Total Administrative Expense	403,763.00	24,930.47	434,963.26	(31,200.26)	107.73



GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
<u>Building Occupancy</u>					
Electricity - Main	121,700.00	8,762.18	106,042.05	15,657.95	87.13
Electricity - Lkvl	8,700.00	1,473.80	10,214.94	(1,514.94)	117.41
Electricity - Pkvl	17,450.00	2,119.70	13,067.01	4,382.99	74.88
Electricity - Station	18,000.00	3,230.44	21,787.38	(3,787.38)	121.04
Gas - Main	19,000.00	3,558.24	18,083.31	916.69	95.18
Gas - Parkville	9,350.00	0.00	1,079.29	8,270.71	11.54
Gas - Station	10,500.00	1,917.10	10,938.24	(438.24)	104.17
Water	9,000.00	445.20	6,913.08	2,086.92	76.81
Sewer Tax	17,400.00	0.00	17,328.53	71.47	99.59
Custodial Supplies	19,000.00	1,209.27	18,438.96	561.04	97.05
Repairs & Maintenance	21,000.00	3,511.81	19,620.32	1,379.68	93.43
Cleaning Service - Lakeville	12,840.00	1,101.05	11,828.15	1,011.85	92.12
Cleaning Service - Parkville	15,060.00	1,737.55	18,627.65	(3,567.65)	123.69
Cleaning Service - Station	17,160.00	1,451.25	15,798.75	1,361.25	92.07
Cleaning Service - Main	61,920.00	4,774.05	56,703.15	5,216.85	91.57
Landscaping	10,865.00	1,082.50	8,573.50	2,291.50	78.91
Snow Removal	12,675.00	0.00	10,878.00	1,797.00	85.82
Service Contracts	128,835.00	3,393.10	105,269.08	23,565.92	81.71
Branch Rentals - Lakeville	95,454.00	7,793.44	100,108.20	(4,654.20)	104.88
Branch Rentals - Parkville	158,453.00	13,375.87	158,452.60	0.40	100.00
Branch Rentals - Station	263,797.00	19,866.49	257,545.31	6,251.69	97.63
Insurance, Prop/Liab	123,466.00	611.67	123,233.88	232.12	99.81
Total Building Occupancy	<u>1,171,625.00</u>	<u>81,414.71</u>	<u>1,110,531.38</u>	<u>61,093.62</u>	<u>94.79</u>

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eleven Months Ending May 31, 2025

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2024-25 Y-T-D</u>	<u>2024-25 Unspent</u>	<u>% YTD / Bgt</u>
<u>Furniture and Equipment</u>					
Equipment, Furniture & Fixture	4,400.00	0.00	1,406.33	2,993.67	31.96
Computer Hardware - PCs	3,800.00	0.00	0.00	3,800.00	0.00
Total Furniture and Eqpmt	8,200.00	0.00	1,406.33	6,793.67	17.15
<u>Debt Service</u>					
Debt Service Int and Principal	747,337.50	636,168.75	747,337.50	0.00	100.00
Debt Service Admin Fees	2,164.50	0.00	1,232.25	932.25	56.93
Total Debt Service	749,502.00	636,168.75	748,569.75	932.25	99.88
 Total General Operating Fund					
Appropriations	10,394,362.00	1,488,324.08	9,351,791.76	1,042,570.24	89.97
 <u>Budgeted Capital Transfers</u>					
Budget Transfer - LF	(80,000.00)	0.00	0.00	(80,000.00)	0.00
Total Tranfers Out	(80,000.00)	0.00	0.00	(80,000.00)	0.00
 Excess of Revenues					
over (under) Expenditures	0.00	(161,286.09)	(217,409.44)	217,409.44	0.00
 <u>OTHER FINANCING SOURCES AND (USES)</u>					
Total Tranfers Out	0.00	0.00	0.00	0.00	0.00
 <u>Revenues over Expenditures and Transfers</u>					
Net Surplus (Deficit)	0.00	(161,286.09)	(217,409.44)	217,409.44	0.00

**GREAT NECK LIBRARY
Treasurer's Report**

**Balance Sheet
May 31, 2025**

GENERAL FUND

ASSETS

Cash

HSBC Payroll Acct *7319	\$ 25,192.60	
HSBC Operating Chk *7606	45,187.95	
HSBC Operating MMA *0566	4,059,371.18	
US Bank as Trustee - Debt Svc	112,337.93	
Petty Cash Fund - Operating	610.00	
Petty Cash Fund - Circulation	240.00	
Petty Cash Fund - Children	120.00	
Petty Cash Fund - Lkvl	50.00	
Petty Cash Fund - Pkvl	100.00	
Petty Cash Fund - Station	150.00	
Petty Cash Fund - Levels	250.00	
Petty Cash Fund - Bus Off	450.00	
Total Cash		4,244,059.66

Other Current Assets

Prepaid Insurance	43,338.62	
Prepaid Expenses - Other	8,855.37	
Due To/From Restricted Gift Fd	(3,674.98)	
Due To/From Main Bldg & SS Fd	284,864.32	
Total Other Current Assets		333,383.33

Total Current Assets		4,577,442.99
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Other Assets

Total Other Assets		0.00
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Total Assets	\$	4,577,442.99
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**GREAT NECK LIBRARY
Treasurer's Report**

**Balance Sheet
May 31, 2025**

GENERAL FUND

LIABILITIES AND FUND BALANCES

Current Liabilities

Accrued Payroll Payable	\$ 1,339.03
Accrued NYS Retirement	137,961.00
NYS ERS Deductions Payable	63.44
Deferred revenue	2,201.10
PFL payable	494.36
Accounts Payable - Vendor	24,215.00
Accounts Payable - Auditor	18,000.00

Total Current Liabilities	184,273.93
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Long-Term Liabilities

Total Long-Term Liabilities	0.00
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Total Liabilities	184,273.93
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Fund Balance

Fund Balance - Operating Fund	4,351,550.75
Nonspendable: Prepaids	196,350.19
Assigned: Open Encumbrances	62,677.56
Net Income	(217,409.44)

Total Fund Balance	4,393,169.06
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Total Liabilities & Fund Balance	\$ 4,577,442.99
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GNL: AUTOMATED LIBRARY FD
Income Statement
For the Eleven Months Ending May 31, 2025

	Authorized	Current Month	Year to Date	%
Revenues				
Transfer In - Capital Budget	\$ 0.00	\$ 0.00	\$ 0.00	0.00
Transfer In - GF Surplus	0.00	0.00	0.00	0.00
Interest Income-Savings	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Computer Hardware	0.00	0.00	0.00	0.00
Computer Software	0.00	0.00	0.00	0.00
Reimb/Expense-Auto Lib Fnd	0.00	0.00	0.00	0.00
Printing Kiosk/Scanners (TBS)	0.00	0.00	17,897.80	0.00
Computer Expense	0.00	0.00	0.00	0.00
RFID Expenses	0.00	0.00	0.00	0.00
Stem Lab Expenses	0.00	0.00	0.00	0.00
LILRC Expenses	0.00	0.00	0.00	0.00
Docuware expenses	0.00	0.00	0.00	0.00
Hotel/Motel Grant Expenses	0.00	0.00	0.00	0.00
CRP Grant	0.00	0.00	0.00	0.00
Software Expense	0.00	0.00	7,500.00	0.00
Total Expenses	0.00	0.00	25,397.80	0.00
Net Revenue (Expense)	\$ 0.00	\$ 0.00	\$ (25,397.80)	0.00

**Automated Library Fund
Balance Sheet
May 31, 2025**

ASSETS

Current Assets		
HSBC -ALF- MMA *6091	283,174.54	
Future Cash Commitments (below)	<u>(196,675.98)</u>	
Total Current Assets		86,498.56
Total Assets		\$ 86,498.56

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	\$ 308,572.34	
Future Commitments (Encumbrances):		
A+ technology (new camera install) (\$	135,482.58)	
Bridgeall (collection HQ) (\$	7,500.00)	
TBS - mobile printing / Kiosks (\$	31,757.40)	
TBS - scanners (\$	<u>21,936.00)</u>	
Ending Fund Balance	111,896.36	
Net Income (loss)	<u>(25,397.80)</u>	
AVAILABLE FUND BALANCE		86,498.56
Total Liabilities & Fund Balance		\$ 86,498.56

Unaudited - For Management Purposes Only

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GNL: LANDSCAPING FUND
Income Statement
For the Eleven Months Ending May 31, 2025

	Current Month	Year to Date
Revenues		
Total Revenues	<u>0.00</u>	<u>0.00</u>
Expenses		
Tfr to MBSS - 24/25	\$ <u>1,300,000.00</u>	\$ <u>1,800,000.00</u>
Total Expenses	<u>1,300,000.00</u>	<u>1,800,000.00</u>
Net Income	<u>\$ (1,300,000.00)</u>	<u>\$ (1,800,000.00)</u>

Landscaping Fund
Balance Sheet
May 31, 2025

ASSETS

Current Assets

HSBC -LF- MMA *6091	\$	40,907.49
Future Cash Commitments (below)		<u>0.00</u>

Total Current Assets		40,907.49
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Total Assets	\$	<u>40,907.49</u>
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LIABILITIES AND FUND BALANCE

Fund Balance

Fund Bal-Unrestr Hyde Bequest	\$	655,259.40
Opening Fund Balance		1,185,648.09
Future Commitments (Encumbrances):		

		<u>-</u>
Ending Fund Balance		1,840,907.49

Net Income (loss)		<u>(1,800,000.00)</u>
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AVAILABLE FUND BALANCE		<u>40,907.49</u>
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Total Liabilities & Fund Balance	\$	<u>40,907.49</u>
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Unaudited - For Management Purposes Only

GNL: BRANCH & SPCL SVCS FD
Income Statement
For the Eleven Months Ending May 31, 2025

	<u>Authorized</u>	<u>Current</u>	<u>Year to</u>	<u>%</u>
		<u>Month</u>	<u>Date</u>	
Revenues				
SED Construction Grant	\$ 0.00	\$ 0.00	\$ 27,929.00	0.00
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>27,929.00</u>	<u>0.00</u>
 Lakeville Branch Expenses				
Parkville Branch Expenses				
Space Planner - Parkville	0.00	0.00	7,256.99	0.00
Station Branch Expenses				
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>7,256.99</u>	<u>0.00</u>
 Net Revenue (Expense)	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 20,672.01</u>	<u>0.00</u>

**Branch and Special Services Fund
Balance Sheet
May 31, 2025**

ASSETS

Current Assets

HSBC - BSSF - MMA *6091

91,368.62

Future Cash Commitments (below)

0.00

Total Current Assets

91,368.62

Total Assets

\$ 91,368.62

LIABILITIES AND FUND BALANCE

Fund Balance

Opening Fund Balance

\$ 70,696.61

Future Commitments (Encumbrances):

Parkville

-

Ending Fund Balance

70,696.61

Net Income (loss)

20,672.01

AVAILABLE FUND BALANCE

91,368.62

Total Liabilities & Fund Balance

\$ 91,368.62

Unaudited - For Management Purposes Only

GNL: MAIN BUILDING & SPCL SVCS FUND
Income Statement
For the Eleven Months Ending May 31, 2025

	Current Month	Year to Date
Revenues		
Tfr from LF - 24/25	\$ 1,300,000.00	\$ 1,800,000.00
Total Revenues	1,300,000.00	1,800,000.00
Expenses		
Expense-Main Bldg & SS	0.00	4,217.13
Various CAPEX expenses	0.00	46,250.00
-CM/GC Fees	98,478.08	534,105.42
Engineering Fees	14,323.40	165,296.36
Legal Fees	6,940.30	50,046.75
_Library Movers/Storage(07/14)	0.00	550.00
_Permits (05/15)	0.00	17,672.80
Total Expenses	119,741.78	818,138.46
Net Income	\$ 1,180,258.22	\$ 981,861.54

Main Building and Special Services Fund
Balance Sheet
May 31, 2025

ASSETS

Current Assets

HSBC -MBSSF- MMA *6091	\$	2,468,628.38
Due To/From General Fund		(284,864.32)
Future Cash Commitments (below)		<u>(2,202,338.45)</u>

Total Current Assets **(18,574.39)**

Total Assets **(\$ 18,574.39)**

LIABILITIES AND FUND BALANCE

Accounts Payable \$ -

Fund Balance

Opening Fund Balance \$ 1,201,902.52

Future Commitments (Encumbrances):

Barrett Roofs Inc. (roof replacement)	\$	745,000.00
Municipal Testing Laboratory Inc. (test & inspect soil, concrete)	\$	10,730.00
Pav-Lak (stair and retaining wall replacement)	\$	(351,693.13)
SIBA (MEP/HVAC work at Main)	\$	986,000.00
H2M Architects and Engineers (Retaining wall/lower level stairs)	\$	11,260.94
H2M Architects and Engineers (roof replacement design and bid)	\$	3,643.50
H2M Architects and Engineers (retaining wall testing)	\$	(5,074.00)
H2M Architects and Engineers (alternate)	\$	(74.50)
H2M Architects and Engineers(1)	\$	(29,283.57)
H2M Architects and Engineers (additional costs)	\$	<u>(59,578.81)</u>

Ending Fund Balance (1,000,435.93)

Net Income (loss) 981,861.54

AVAILABLE FUND BALANCE **(18,574.39)**

Total Liabilities & Fund Balance **(\$ 18,574.39)**

GNL: RESTRICTED GIFT FD
Income Statement
For the Eleven Months Ending May 31, 2025

	Current Month	Year to Date
Revenues		
Int Income-Carter Fund-Restr.	\$ 5,517.21	\$ 79,218.77
Total Revenues	5,517.21	79,218.77
Expenses - Carter Restr Fund	5,255.00	18,281.00
Expenses - Local History Fund	0.00	548.62
Total Expenses	5,255.00	18,829.62
Net Income	\$ 262.21	\$ 60,389.15

GNL: RESTRICTED GIFT FD

Balance Sheet

May 31, 2025

ASSETS

Current Assets

HSBC -RGF- MMA *6091	\$	302,769.72
Due To/From Operating Fund		<u>3,674.98</u>

Total Current Assets		306,444.70
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Total Assets	\$	<u>306,444.70</u>
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LIABILITIES AND FUND BALANCE

Fund Balance

Fund Balance - Amrhein Fund	\$	2,375.20
Fund Balance - Carter Restr Fd		225,603.42
Fund Balance - Local History		8,076.93
Fund Balance - Halpert Family		10,000.00
Net Income		<u>60,389.15</u>

AVAILABLE FUND BALANCE		<u>306,444.70</u>
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Total Liabilities & Fund Balance	\$	<u>306,444.70</u>
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GNL: CONSTRUCTION (DASNY BOND) FUND

Income Statement

For the Eleven Months Ending May 31, 2025

	Current Month	Year to Date
Revenues		
Investment Income	\$ 1,583.89	\$ 19,731.94
Total Revenues	<u>1,583.89</u>	<u>19,731.94</u>
Expenses		
Total Expenses	<u>0.00</u>	<u>0.00</u>
Net Income	\$ <u>1,583.89</u>	\$ <u>19,731.94</u>



May 31, 2025

GNL: BOND RETIREMENT FUND
Income Statement
For the Eleven Months Ending May 31, 2025

	Current Month	Year to Date
Revenues		
Interest Income - CD	\$ 13,936.53	\$ 169,011.44
Total Revenues	<u>13,936.53</u>	<u>169,011.44</u>
Expenses		
Total Expenses	<u>0.00</u>	<u>0.00</u>
Net Income	<u>\$ 13,936.53</u>	<u>\$ 169,011.44</u>

GNL: BOND RETIREMENT FUND

Balance Sheet

May 31, 2025

ASSETS

Current Assets

HSBC - BRF - CD *3411	\$	<u>4,528,823.13</u>
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Total Current Assets		<u>4,528,823.13</u>
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Total Assets	\$	<u><u>4,528,823.13</u></u>
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LIABILITIES AND FUND BALANCE

Fund Balance

Opening Fund Balance	\$	4,359,811.69
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Net Income		<u>169,011.44</u>
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Current Fund Balance		<u>4,528,823.13</u>
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Total Liabilities & Fund Balance	\$	<u><u>4,528,823.13</u></u>
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GREAT NECK LIBRARY**Check Register****For the Period From May 9, 2025 to May 28, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
64851V	5/9/25	Laura Lopez Weir	1221-000	-1,110.00
65226	5/9/25	Laura Lopez Weir	1221-000	1,110.00
65227	5/9/25	Water Authority of Great Neck North	1221-000	445.20
65228	5/9/25	Xerox Financial Services	1221-000	469.00
65229	5/9/25	Metropolitan Life Insurance Company	1221-000	4,114.04
095008-250522	5/15/25	OPTIMUM	1221-000	233.56
490287-250522	5/15/25	OPTIMUM	1221-000	239.45
250515	5/15/25	OPTIMUM	1221-000	1,159.20
3/27-4/28/25	5/15/25	PSEGLI	1221-000	8,762.18
5/10-6/9/25	5/15/25	Verizon	1221-000	54.87
5/5-6/4/25	5/15/25	VERIZON - 354-781-338-0001-82	1221-000	169.99
5/2-6/1/25	5/15/25	VERIZON - 554-774-410-0001-94	1221-000	169.99
491210-250530	5/28/25	OPTIMUM	1221-000	249.45
4/10-5/12/25	5/28/25	National Grid	1221-000	638.21
4/10-5/12/2025	5/28/25	National Grid	1221-000	1,364.44
4/18-5/19/25	5/28/25	PSEGLI	1221-000	1,063.90
4/15-5/15/25	5/28/25	PSEGLI	1221-000	591.59
4/17-5/16/25	5/28/25	PSEGLI	1221-000	1,634.62
5/16-6/15/25	5/28/25	Verizon	1221-000	299.00
1929-2506	5/28/25	Verizon	1221-000	87.75
4917-2506	5/28/25	Verizon	1221-000	132.04
7863-2506	5/28/25	Verizon	1221-000	83.33
5/22-6/21/25	5/28/25	VERIZON - 955617959000155	1221-000	109.99
5/25-6/24/25	5/28/25	VERIZON	1221-000	131.87
Total				22,203.67

GREAT NECK LIBRARY
Cash Disbursements Journal

For the Period From May 9, 2025 to May 28, 2025

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
5/9/25	64851V	9070-000 1221-000	Medicare 32# Reimbursements HSBC Operating Chk *7606	Invoice: 211006 Laura Lopez Weir	1,110.00	1,110.00
5/9/25	65226	9070-000 1221-000	Medicare 32# Reimbursements HSBC Operating Chk *7606	Invoice: 211006 Laura Lopez Weir	1,110.00	1,110.00
5/9/25	65227	4503-000 4503-000 1221-000	Water Water HSBC Operating Chk *7606	Invoice: 4/2-5/2/25-0163 Invoice: 4/2-5/2/25-0288 Water Authority of Great Neck North	352.72 92.48	445.20
5/9/25	65228	4393-000 1221-000	Office Equipmnt Rent & Repai HSBC Operating Chk *7606	Invoice: 40478332-4/27-5/26 Xerox Financial Services	469.00	469.00
5/9/25	65229	9065-000 9066-000 9067-000 1221-000	Group Dental 43# Insurance Group Vision Insurance Group Vol. Life / Legal HSBC Operating Chk *7606	Invoice: 20250601 Invoice: 20250601 Invoice: 20250601 Metropolitan Life Insurance Company	3,671.35 382.29 60.40	4,114.04
5/15/25	095008-25052	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	975047837 OPTIMUM	233.56	233.56
5/15/25	250515	4310-000 1221-000	Telephone HSBC Operating Chk *7606	975044866 OPTIMUM	1,159.20	1,159.20
5/15/25	3/27-4/28/25	4501-000 1221-000	Electricity - Main HSBC Operating Chk *7606	601108 PSEGLI	8,762.18	8,762.18
5/15/25	490287-25052	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	975045597 OPTIMUM	239.45	239.45
5/15/25	5/10-6/9/25	4310-000 1221-000	Telephone HSBC Operating Chk *7606	v642141 Verizon	54.87	54.87
5/15/25	5/2-6/1/25	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	v641905 VERIZON - 554-774-410-0001-94	169.99	169.99
5/15/25	5/5-6/4/25	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	v642021 VERIZON - 354-781-338-0001-82	169.99	169.99
5/28/25	1929-2506	4310-000 1221-000	Telephone HSBC Operating Chk *7606	Verizon	87.75	87.75
5/28/25	4/10-5/12/202	4502-000 1221-000	Gas - Main HSBC Operating Chk *7606	094264 National Grid	1,364.44	1,364.44
5/28/25	4/10-5/12/25	4502-113 1221-000	Gas - Station HSBC Operating Chk *7606	766726 National Grid	638.21	638.21
5/28/25	4/15-5/15/25	4501-111 1221-000	Electricity - Lkvl HSBC Operating Chk *7606	752441 PSEGLI	591.59	591.59
5/28/25	4/17-5/16/25	4501-113 1221-000	Electricity - Station HSBC Operating Chk *7606	467905 PSEGLI	1,634.62	1,634.62
5/28/25	4/18-5/19/25	4501-112 1221-000	Electricity - Pkvl HSBC Operating Chk *7606	626437 PSEGLI	1,063.90	1,063.90
5/28/25	491210-25053	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	976637625 OPTIMUM	249.45	249.45
5/28/25	4917-2506	4310-000 1221-000	Telephone HSBC Operating Chk *7606	v312315 Verizon	132.04	132.04
5/28/25	5/16-6/15/25	4140-000	Internet Service Provider	v312203	299.00	

GREAT NECK LIBRARY
Cash Disbursements Journal

For the Period From May 9, 2025 to May 28, 2025

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		1221-000	HSBC Operating Chk *7606	Verizon		299.00
5/28/25	5/22-6/21/25	4140-000	Internet Service Provider	v312521	109.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 955617959000155		109.99
5/28/25	5/25-6/24/25	4310-000	Telephone	v312629	131.87	
		1221-000	HSBC Operating Chk *7606	VERIZON		131.87
5/28/25	7863-2506	4310-000	Telephone	v312415	83.33	
		1221-000	HSBC Operating Chk *7606	Verizon		83.33
Total					24,423.67	24,423.67

GREAT NECK LIBRARY**Warrant****For the Period From May 29, 2025 to Jun 8, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
250604	6/6/25	HSBC	1221-000	11,237.51
64596V	5/29/25	Baker & Taylor	1221-000	-22.99
65230	6/6/25	Amazon Capital Services Inc	1221-000	6,389.44
65231	6/6/25	VOID	1221-000	
65232	6/6/25	VOID	1221-000	
65233	6/6/25	VOID	1221-000	
65234	6/6/25	Aridan Books, Inc	1221-000	969.00
65235	6/6/25	A+ TECHNOLOGY & SECURITY SO	1221-000	78,202.58
65236	6/6/25	A Time For Kids, Inc.	1221-000	1,600.00
65237	6/6/25	Randi Barenholtz	1221-000	300.00
65238	6/6/25	The BenAnna Band	1221-000	350.00
65239	6/6/25	Body Dynamics, Inc.	1221-000	960.00
65240	6/6/25	BP	1221-000	159.60
65241	6/6/25	Bridgeall Libraries Limited	1221-000	7,500.00
65242	6/6/25	Cleaning Systems	1221-000	2,480.02
65243	6/6/25	DASNY	1221-000	932.25
65244	6/6/25	Farnaz Delafraz	1221-000	227.00
65245	6/6/25	Demco Inc	1221-000	357.73
65246	6/6/25	David Denison, RPT	1221-000	165.00
65247	6/6/25	Kelsey Edquist	1221-000	350.00
65248	6/6/25	FUN EXPRESS, LLC	1221-000	1,328.28
65249	6/6/25	Brittany R Georgalas	1221-000	250.00
65250	6/6/25	Great Neck Union Free School District	1221-000	137.15
65251	6/6/25	Hicksville Window Cleaning Co Inc	1221-000	215.00
65252	6/6/25	Gold Coast Arts Center	1221-000	400.00
65253	6/6/25	GovConnection, Inc.	1221-000	6,930.42
65254	6/6/25	Grainger	1221-000	164.62
65255	6/6/25	Ronald Gross	1221-000	100.00

GREAT NECK LIBRARY**Warrant****For the Period From May 29, 2025 to Jun 8, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65256	6/6/25	Global Telecom Supply	1221-000	308.00
65257	6/6/25	H2M architects+engineers	1221-000	35,461.16
65258	6/6/25	Home Depot Credit Services	1221-000	279.48
65259	6/6/25	Island Elevator Services	1221-000	406.00
65260	6/6/25	118 Solutions LLC	1221-000	8,888.90
65261	6/6/25	Jaspan Schlesinger LLP.	1221-000	14,830.43
65262	6/6/25	Kanopy, Inc	1221-000	709.00
65263	6/6/25	Ketab Corp.	1221-000	1,013.00
65264	6/6/25	Kinokuniya Bookstores of America CO	1221-000	523.06
65265	6/6/25	Konica Minolta Premier Finance	1221-000	628.90
65266	6/6/25	Lakeshore Learning Materials	1221-000	1,405.03
65267	6/6/25	Julie Lam-Leong	1221-000	300.00
65268	6/6/25	Julie Lam-Leong	1221-000	800.00
65269	6/6/25	Debra LaMountain	1221-000	1,125.00
65270	6/6/25	My Classy Baby	1221-000	600.00
65271	6/6/25	Marginal Gap Films LLC	1221-000	300.00
65272	6/6/25	Midwest Tape, LLC	1221-000	3,691.76
65273	6/6/25	The Museum of Modern Art	1221-000	1,500.00
65274	6/6/25	Italo Naccarato	1221-000	650.00
65275	6/6/25	Christin Nash	1221-000	440.00
65276	6/6/25	Nassau Library System	1221-000	270.00
65277	6/6/25	NYLA	1221-000	3,225.00
65278	6/6/25	NYS Employees' Health Ins. Pending A	1221-000	109,914.79
65279	6/6/25	Oriental Culture Enterprises Co., Inc.	1221-000	397.02
65280	6/6/25	Orkin	1221-000	810.00
65281	6/6/25	OSI Technologies, Inc	1221-000	995.00
65282	6/6/25	OverDrive, Inc	1221-000	1,690.39
65283	6/6/25	PAV-LAK CONTRACTING, INC	1221-000	93,327.57

GREAT NECK LIBRARY**Warrant****For the Period From May 29, 2025 to Jun 8, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65284	6/6/25	Culligan Quench	1221-000	205.00
65285	6/6/25	Roma Horticulture Inc.	1221-000	1,135.00
65286	6/6/25	SECURITY USA, INC	1221-000	805.31
65287	6/6/25	Sweetbriar Nature Center	1221-000	370.00
65288	6/6/25	Sujay Sood	1221-000	150.00
65289	6/6/25	Staples Contract & Commercial LLC	1221-000	369.15
65290	6/6/25	Sunrise Theatre Company LLC	1221-000	875.00
65291	6/6/25	T-MOBILE	1221-000	114.80
65292	6/6/25	Uline	1221-000	703.68
65293	6/6/25	Unique Management Services, Inc.	1221-000	334.90
65294	6/6/25	Urban Stages	1221-000	300.00
65295	6/6/25	WageWorks, Inc.	1221-000	123.50
65296	6/6/25	Barry Weil	1221-000	108.36
65297	6/6/25	Christopher Van Wickler	1221-000	55.36
65298	6/6/25	Winters Bros. Hauling of LI, LLC	1221-000	543.70
65299	6/6/25	Xerox Financial Services	1221-000	469.00
65300	6/6/25	Baker & Taylor	1221-000	2,323.77
65301	6/6/25	Baker & Taylor	1221-000	282.01
65302	6/6/25	Baker & Taylor	1221-000	27.70
65303	6/6/25	Baker & Taylor, - Lockbox 510486	1221-000	2,070.53
65304	6/6/25	Ingram Library Services	1221-000	16,327.85
65305	6/6/25	VOID	1221-000	
65306	6/6/25	VOID	1221-000	
65307	6/6/25	VOID	1221-000	
65308	6/6/25	VOID	1221-000	
65309	6/6/25	VOID	1221-000	
65310	6/6/25	VOID	1221-000	
65311	6/6/25	VOID	1221-000	

GREAT NECK LIBRARY**Warrant****For the Period From May 29, 2025 to Jun 8, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65312	6/6/25	VOID	1221-000	
65313	6/6/25	VOID	1221-000	
65314	6/6/25	VOID	1221-000	
65315	6/6/25	VOID	1221-000	
65316	6/6/25	VOID	1221-000	
65317	6/6/25	VOID	1221-000	
65318	6/6/25	VOID	1221-000	
65319	6/6/25	VOID	1221-000	
65320	6/6/25	VOID	1221-000	
65321	6/6/25	VOID	1221-000	
65322	6/6/25	VOID	1221-000	
65323	6/6/25	VOID	1221-000	
65324	6/6/25	VOID	1221-000	
65325	6/6/25	VOID	1221-000	
65326	6/6/25	VOID	1221-000	
65327	6/6/25	VOID	1221-000	
65328	6/6/25	VOID	1221-000	
65329	6/6/25	VOID	1221-000	
65330	6/6/25	VOID	1221-000	
65331	6/6/25	Midwest Tape	1221-000	2,114.68
65332	6/6/25	VOID	1221-000	
65333	6/6/25	VOID	1221-000	
65334	6/6/25	Great Neck Union Free School	1221-000	13,375.87
65335	6/6/25	KK GREAT NECK 2470, LLC	1221-000	19,866.49
65336	6/6/25	Plymouth Realty LLC	1221-000	7,793.44
Total				477,017.20

GREAT NECK LIBRARY
GNL WARRANT w/GL Description

For the Period From May 29, 2025 to Jun 8, 2025

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
6/6/25	250604	4343-116	Programming, Levels	AMAZON.COM	105.00	
		4101-106	Books - Children's	SP JUDAICA PRESS	230.73	
		4101-108	Books - Adult	SP JUDAICA PRESS	583.52	
		4101-106	Books - Children's	FELDHEIM PUBLISHERS		1.90
		4101-108	Books - Adult	SP JUDAICA PRESS		42.41
		4340-109	Newsletter & Printing-Pub/Pro	MAILCHIMP	112.20	
		4121-105	Recordings, Video - A/V	THE JUDAICA PLACE	150.95	
		4101-108	Books - Adult	SP JUDAICA PRESS	285.68	
		4101-108	Books - Adult	SP MENUCHA PUBLISHER	256.93	
		4101-108	Books - Adult	FELDHEIM PUBLISHERS	664.48	
		4101-108	Books - Adult	SP MENUCHA PUBLISHER		18.62
		4375-500	HR Consulting Fees	SOCIETYFORHUMANR ESOURC	315.00	
		4101-108	Books - Adult	FELDHEIM PUBLISHERS		28.23
		4101-108	Books - Adult	SP JUDAICA PRESS		42.41
		4150-114	Computer Software	DNSFILTER.COM	57.50	
		4121-105	Recordings, Video - A/V	SP MOSTLY MUSIC	262.92	
		4101-108	Books - Adult	THE JUDAICA PLACE	441.42	
		4121-105	Recordings, Video - A/V	THE JUDAICA PLACE	194.94	
		4121-105	Recordings, Video - A/V	THE JUDAICA PLACE	106.97	
		4342-106	Programming - Children's	JASSI'S FINE INDIAN CU	102.34	
		4121-105	Recordings, Video - A/V	THE JUDAICA PLACE		36.99
		4525-115	Service Contracts	FTSGPS.COM	13.94	
		4121-105	Recordings, Video - A/V	SP MOSTLY MUSIC	183.93	
		4301-000	Library Supplies	ENVELOPES.COM	323.37	
		4345-114	Programming, STEM Lab	JOHNSON PLASTICS PLUS	234.84	
		4131-102	Periodicals - Reference	THE NEW YORKER	169.99	
		4131-102	Periodicals - Reference	THE NEW YORKER	169.99	
		4131-102	Periodicals - Reference	THE NEW YORKER	179.99	
		4131-102	Periodicals - Reference	BPI*HARVARDWOME NHEALTH	24.00	
		4131-102	Periodicals - Reference	BOTTOM LINE PERSONAL	39.00	
		4342-106	Programming - Children's	MICHAELS	104.65	
		4375-500	HR Consulting Fees	SENTRYLINK	39.90	
		4342-106	Programming - Children's	ZOOM.COM	159.90	
		4346-102	Programming, YA	MICHAELS	28.85	
		4520-115	Repairs & Maintenance	COSTELLO S ACE	30.24	
		4342-106	Programming - Children's	SQ*MUDDWORKS	100.00	
		4342-106	Programming - Children's	NANA'S WONDERLAND	100.00	
		4101-106	Books - Children's	MESORAH PUBLICATIONS	877.73	
		4101-108	Books - Adult	SP MENUCHA PUBLISHER	1,612.64	
		4342-106	Programming - Children's	CHICAGO BOOKS & JOURNA	85.26	
		4101-108	Books - Adult	MESORAH PUBLICATIONS	486.00	
		4101-108	Books - Adult	BARNES & NOBLE	30.00	
		4375-500	HR Consulting Fees	SENTRYLINK	19.95	
		4101-106	Books - Children's	SP MENUCHA PUBLISHER	53.41	
		4345-114	Programming, STEM Lab	SHOP POP DISPLAYS	541.66	
		4301-000	Library Supplies	DOLLARTREE	13.75	
		4150-114	Computer Software	DUO*COM	1,440.00	
		4301-000	Library Supplies	SYSTEMATIC ART INC	399.50	
		4170-105	A/V Rentals - A/V	VIDEOLIBRARIAN.CO M	75.00	
		1221-000	HSBC Operating Chk *7606	HSBC		11,237.51
5/29/25	64596V	4342-106	Programming - Children's	Invoice: 2038722336		22.99

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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		1221-000	HSBC Operating Chk *7606	Baker & Taylor	22.99	
6/6/25	65230	4345-114	Programming, STEM Lab	Invoice: 05/30/25-CHLP	41.98	
		4101-108	Books - Adult	Invoice: 05/29/25-4KCL		27.00
		4343-116	Programming, Levels	Invoice: 05/27/25-3DF4	85.45	
		4510-115	Custodial Supplies	Invoice: 05/23/25-V76W	67.52	
		4510-115	Custodial Supplies	Invoice: 05/23/25-V76W	73.08	
		4342-106	Programming - Children's	Invoice: 05/23/25-V76W	14.89	
		4342-106	Programming - Children's	Invoice: 05/23/25-V76W	2.69	
		4342-106	Programming - Children's	Invoice: 05/23/25-V76W	59.38	
		4302-000	Office Supplies	Invoice: 05/23/25-V76W	30.06	
		4345-111	Programming, Lakeville	Invoice: 05/22/25-MNMG	26.50	
		4345-111	Programming, Lakeville	Invoice: 05/22/25-MNMG	3.19	
		4345-111	Programming, Lakeville	Invoice: 05/22/25-MNMG	7.99	
		4345-111	Programming, Lakeville	Invoice: 05/22/25-MNMG	4.29	
		4342-106	Programming - Children's	Invoice: 05/21/25-H1GF	69.16	
		4342-106	Programming - Children's	Invoice: 05/20/25-WHDV		86.92
		4341-109	Programming, Adult - Pub/Prog	Invoice: 05/20/25-WJLX	215.88	
		4346-102	Programming, YA	Invoice: 05/19/25-NV4V	51.97	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	24.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	17.98	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	16.48	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	17.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	12.95	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	12.63	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	16.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	19.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	24.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-M6WT	86.70	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	14.99	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	15.99	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	15.98	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	18.04	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	9.99	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	41.58	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	89.97	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	9.49	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	93.04	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	59.88	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T	104.49	
		4345-113	Programming, Station	Invoice: 05/16/25-T96T		14.29
		4345-113	Programming, Station	Invoice: 05/13/25-CPK9		55.89
		4343-116	Programming, Levels	Invoice: 05/13/25-7D36	37.04	
		4343-116	Programming, Levels	Invoice: 05/12/25-9443	835.48	
		4101-108	Books - Adult	Invoice: 05/12/25-3Y67	29.11	
		4345-114	Programming, STEM Lab	Invoice: 05/08/25-VPWQ	61.78	
		4345-114	Programming, STEM Lab	Invoice: 05/05/25-1KNG	273.51	
		4342-106	Programming - Children's	Invoice: 05/05/25-XD43	9.98	
		4342-106	Programming - Children's	Invoice: 05/05/25-XD43	4.99	
		4302-000	Office Supplies	Invoice: 05/05/25-XD43	8.79	
		4302-000	Office Supplies	Invoice: 05/05/25-XD43	10.97	
		4302-000	Office Supplies	Invoice: 05/05/25-XD43	62.70	
		4101-108	Books - Adult	Invoice: 05/05/25-XD43	38.51	
		4101-108	Books - Adult	Invoice: 05/05/25-XD43	34.01	
		4302-000	Office Supplies	Invoice: 05/05/25-XD43	6.99	
		4101-108	Books - Adult	Invoice: 05/04/25-NM3V	388.94	
		4343-116	Programming, Levels	Invoice: 05/05/25-XQRH	56.78	
		4343-116	Programming, Levels	Invoice: 05/05/25-39CH	29.99	
		4120-105	Recordings, Audio - A/V	Invoice: 05/10/25-H9GT	90.03	
		4343-116	Programming, Levels	Invoice: 05/12/25-7X4F	79.98	
		4343-116	Programming, Levels	Invoice: 05/12/25-FQVT	406.84	
		4348-000	Programming, Library of Thing	Invoice: 05/13/25-C41J	16.95	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 05/13/25-C41J	152.95	
		4343-116	Programming, Levels	Invoice: 05/14/25-C41L	96.79	
		5004-000	Equipment, Furniture & Fixture	Invoice: 05/19/25-J6YG	654.04	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	11.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	4.58	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	12.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	11.85	

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		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	14.87	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	10.89	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	16.96	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	16.79	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	23.74	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	20.62	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	19.99	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	20.92	
		4342-106	Programming - Children's	Invoice: 05/19/25-K9DF	8.33	
		4343-116	Programming, Levels	Invoice: 05/19/25-LQJN	115.62	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	63.78	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	16.19	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	13.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	38.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	17.16	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	24.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	14.69	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	12.75	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	9.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	14.71	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	29.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	29.59	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	35.14	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	12.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	20.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	26.59	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	25.49	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	15.48	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	27.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	20.50	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	27.99	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	15.19	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	8.95	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	13.37	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	12.63	
		4342-106	Programming - Children's	Invoice: 05/20/25-YGV9	18.91	
		4101-108	Books - Adult	Invoice: 05/20/25-6PPX		14.99
		4302-000	Office Supplies	Invoice: 05/22/25-FH14	89.05	
		4302-000	Office Supplies	Invoice: 05/22/25-FH14	8.91	
		4302-000	Office Supplies	Invoice: 05/22/25-FH14	12.67	
		4302-000	Office Supplies	Invoice: 05/22/25-FH14	47.40	
		4302-000	Office Supplies	Invoice: 05/22/25-RJH9	50.34	
		4342-106	Programming - Children's	Invoice: 05/24/25-963Q	241.31	
		4301-000	Library Supplies	Invoice: 05/27/25-GCWL	18.99	
		4301-000	Library Supplies	Invoice: 05/27/25-GCWL	6.99	
		4343-116	Programming, Levels	Invoice: 05/30/25-7G9Q	137.86	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 05/30/25-C13H	193.88	
		4343-116	Programming, Levels	Invoice: 06/02/25-F1P4	35.65	
		1221-000	HSBC Operating Chk *7606	Amazon Capital Services Inc		6,389.44
6/6/25	65231	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65232	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65233	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65234	4525-115	Service Contracts	Invoice: TELC092325	969.00	
		1221-000	HSBC Operating Chk *7606	Aridan Books, Inc		969.00
6/6/25	65235	1605-000	Due To/From Auto Library Fun	Invoice: IN144791	78,202.58	
		1221-000	HSBC Operating Chk *7606	A+ TECHNOLOGY & SECURITY SOLUTIONS, INC		78,202.58
6/6/25	65236	4342-106	Programming - Children's	Invoice: PGM 6/9-6/30 '25	1,600.00	
		1221-000	HSBC Operating Chk *7606	A Time For Kids, Inc.		1,600.00
6/6/25	65237	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 6/9,6/23 '25	300.00	

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		1221-000	HSBC Operating Chk *7606	Randi Barenholtz		300.00
6/6/25	65238	4342-106	Programming - Children's	Invoice: PGM 7/9/25 M	350.00	
		1221-000	HSBC Operating Chk *7606	The BenAnna Band		350.00
6/6/25	65239	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 6/5-6/30 '25	480.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 6/5-6/30 '25	480.00	
		1221-000	HSBC Operating Chk *7606	Body Dynamics, Inc.		960.00
6/6/25	65240	4715-115	Van, Gas & Oil	Invoice: 68555991	159.60	
		1221-000	HSBC Operating Chk *7606	BP		159.60
6/6/25	65241	1605-000	Due To/From Auto Library Fun	Invoice: SIN007054	7,500.00	
		1221-000	HSBC Operating Chk *7606	Bridgeall Libraries Limited		7,500.00
6/6/25	65242	4510-115	Custodial Supplies	Invoice: 618466	1,072.91	
		4510-115	Custodial Supplies	Invoice: 613740	114.98	
		4510-115	Custodial Supplies	Invoice: 618904	129.99	
		4510-115	Custodial Supplies	Invoice: 618466A	41.94	
		4510-115	Custodial Supplies	Invoice: 619287	1,120.20	
		1221-000	HSBC Operating Chk *7606	Cleaning Systems		2,480.02
6/6/25	65243	9605-000	Debt Service Admin Fees	Invoice: 6/10/2025	932.25	
		1221-000	HSBC Operating Chk *7606	DASNY		932.25
6/6/25	65244	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 6/23/25	227.00	
		1221-000	HSBC Operating Chk *7606	Farnaz Delafraz		227.00
6/6/25	65245	4301-000	Library Supplies	Invoice: 7646899	80.70	
		4345-111	Programming, Lakeville	Invoice: 7646899	29.99	
		4345-111	Programming, Lakeville	Invoice: 7646899	7.64	
		4345-111	Programming, Lakeville	Invoice: 7646899	8.99	
		4345-111	Programming, Lakeville	Invoice: 7646899	7.93	
		4345-111	Programming, Lakeville	Invoice: 7646899	9.99	
		4342-106	Programming - Children's	Invoice: 7646899	37.99	
		4301-000	Library Supplies	Invoice: 7646899	16.14	
		4301-000	Library Supplies	Invoice: 7646899	79.18	
		4301-000	Library Supplies	Invoice: 7646899	79.18	
		1221-000	HSBC Operating Chk *7606	Demco Inc		357.73
6/6/25	65246	4390-105	Audio-Visual Maintenance	Invoice: 782724	165.00	
		1221-000	HSBC Operating Chk *7606	David Denison, RPT		165.00
6/6/25	65247	4342-106	Programming - Children's	Invoice: PGM 6/19/25L	350.00	
		1221-000	HSBC Operating Chk *7606	Kelsey Edquist		350.00
6/6/25	65248	4342-106	Programming - Children's	Invoice: 736564376-01	61.12	
		4342-106	Programming - Children's	Invoice: 736564376-01	12.98	
		4342-106	Programming - Children's	Invoice: 736564376-01	8.09	
		4342-106	Programming - Children's	Invoice: 736564376-01	29.69	
		4342-106	Programming - Children's	Invoice: 736564376-01	17.96	
		4342-106	Programming - Children's	Invoice: 736564376-01	49.96	
		4342-106	Programming - Children's	Invoice: 736564449-03	125.97	
		4342-106	Programming - Children's	Invoice: 73729472101	9.89	
		4342-106	Programming - Children's	Invoice: 73729472101	9.89	
		4342-106	Programming - Children's	Invoice: 73729472101	22.49	
		4342-106	Programming - Children's	Invoice: 73729472101	21.57	
		4342-106	Programming - Children's	Invoice: 73729472101	29.67	
		4342-106	Programming - Children's	Invoice: 73729472101	29.67	
		4342-106	Programming - Children's	Invoice: 73729472101	17.99	
		4342-106	Programming - Children's	Invoice: 73729472101	6.48	
		4342-106	Programming - Children's	Invoice: 73729472101	9.89	
		4342-106	Programming - Children's	Invoice: 73729472101	22.49	
		4342-106	Programming - Children's	Invoice: 73729472101	24.27	
		4342-106	Programming - Children's	Invoice: 73729472101	3.48	
		4342-106	Programming - Children's	Invoice: 73729472101	8.09	
		4342-106	Programming - Children's	Invoice: 73729472101	1.34	
		4342-106	Programming - Children's	Invoice: 73729472101	4.04	

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		4342-106	Programming - Children's	Invoice: 73729472101	4.04	
		4342-106	Programming - Children's	Invoice: 73729472101	134.94	
		4342-106	Programming - Children's	Invoice: 73729472101	45.87	
		4342-106	Programming - Children's	Invoice: 73729472101	179.97	
		4342-106	Programming - Children's	Invoice: 73729472101	25.19	
		4342-106	Programming - Children's	Invoice: 73729472101	59.38	
		4342-106	Programming - Children's	Invoice: 73729472101	8.08	
		4342-106	Programming - Children's	Invoice: 73729472101	19.79	
		4342-106	Programming - Children's	Invoice: 73729472101	15.29	
		4342-106	Programming - Children's	Invoice: 73729472101	149.94	
		4342-106	Programming - Children's	Invoice: 73729472101	134.97	
		4342-106	Programming - Children's	Invoice: 73729472101	23.80	
		1221-000	HSBC Operating Chk *7606	FUN EXPRESS, LLC		1,328.28
6/6/25	65249	4342-106	Programming - Children's	Invoice: PGM 7/7/25 S	250.00	
		1221-000	HSBC Operating Chk *7606	Brittany R Georgalas		250.00
6/6/25	65250	4502-112	Gas - Parkville	Invoice: 666-25A	137.15	
		1221-000	HSBC Operating Chk *7606	Great Neck Union Free School District		137.15
6/6/25	65251	4522-112	Cleaning Service - Parkville	Invoice: 10513	105.00	
		4522-111	Cleaning Service - Lakeville	Invoice: 10514	35.00	
		4522-113	Cleaning Service - Station	Invoice: 10515	75.00	
		1221-000	HSBC Operating Chk *7606	Hicksville Window Cleaning Co Inc		215.00
6/6/25	65252	4341-109	Programming, Adult - Pub/Prog	Invoice: GNL25OCT7, 6/18/25	400.00	
		1221-000	HSBC Operating Chk *7606	Gold Coast Arts Center		400.00
6/6/25	65253	4150-114	Computer Software	Invoice: 76482544	1,108.29	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	162.30	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	536.64	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	129.57	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	506.40	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	847.45	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	1,016.94	
		4303-114	Computer Supplies - PCs	Invoice: 76468937	847.45	
		5005-114	Computer Hardware - PCs	Invoice: 76460235	848.38	
		4303-114	Computer Supplies - PCs	Invoice: 76512696	169.50	
		4303-114	Computer Supplies - PCs	Invoice: 76512696	178.50	
		1221-000	HSBC Operating Chk *7606	GovConnection, Inc.		6,930.42
6/6/25	65254	4520-115	Repairs & Maintenance	Invoice: 9495260003	121.71	
		4520-115	Repairs & Maintenance	Invoice: 9500498689	42.91	
		1221-000	HSBC Operating Chk *7606	Grainger		164.62
6/6/25	65255	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 6/17/25	100.00	
		1221-000	HSBC Operating Chk *7606	Ronald Gross		100.00
6/6/25	65256	4525-115	Service Contracts	Invoice: 88705	308.00	
		1221-000	HSBC Operating Chk *7606	Global Telecom Supply		308.00
6/6/25	65257	1607-000	Due To/From Main Bldg & SS	Invoice: 278507	30,771.96	
		1607-000	Due To/From Main Bldg & SS	Invoice: 278508	4,689.20	
		1221-000	HSBC Operating Chk *7606	H2M architects+engineers		35,461.16
6/6/25	65258	4520-115	Repairs & Maintenance	Invoice: 4255382	29.91	
		4520-115	Repairs & Maintenance	Invoice: 3312048	10.26	
		4520-115	Repairs & Maintenance	Invoice: 4906082	6.03	
		4520-115	Repairs & Maintenance	Invoice: 4906082	4.18	
		4520-115	Repairs & Maintenance	Invoice: 4906082	212.85	
		4520-115	Repairs & Maintenance	Invoice: 4906082	11.68	
		4520-115	Repairs & Maintenance	Invoice: 4906082	4.57	
		4520-115	Repairs & Maintenance	Invoice: 4906082	29.88	

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		4520-115	Repairs & Maintenance	Invoice: 4906149		29.88
		1221-000	HSBC Operating Chk *7606	Home Depot Credit Services		279.48
6/6/25	65259	4525-115	Service Contracts	Invoice: 121044118394	406.00	
		1221-000	HSBC Operating Chk *7606	Island Elevator Services		406.00
6/6/25	65260	4522-111	Cleaning Service - Lakeville	Invoice: 8478	1,066.05	
		4522-112	Cleaning Service - Parkville	Invoice: 8478	1,632.55	
		4522-113	Cleaning Service - Station	Invoice: 8478	1,416.25	
		4522-115	Cleaning Service - Main	Invoice: 8478	4,774.05	
		1221-000	HSBC Operating Chk *7606	118 Solutions LLC		8,888.90
6/6/25	65261	4372-999	Legal Fees - Negot's & Prsnl	Invoice: 294517	2,881.59	
		4372-999	Legal Fees - Negot's & Prsnl	Invoice: 294516	248.19	
		1607-000	Due To/From Main Bldg & SS	Invoice: 294177	5,482.90	
		4372-000	Legal Fees - General Matters	Invoice: 294515	2,299.00	
		4372-999	Legal Fees - Negot's & Prsnl	Invoice: 294518	3,918.75	
		1221-000	HSBC Operating Chk *7606	Jaspan Schlesinger LLP.		14,830.43
6/6/25	65262	4122-105	eBooks/eAudiobooks - A/V	Invoice: 453289-PPU	709.00	
		1221-000	HSBC Operating Chk *7606	Kanopy, Inc		709.00
6/6/25	65263	4101-108	Books - Adult	Invoice: 38810	1,013.00	
		1221-000	HSBC Operating Chk *7606	Ketab Corp.		1,013.00
6/6/25	65264	4101-108	Books - Adult	Invoice: SO62310	523.06	
		1221-000	HSBC Operating Chk *7606	Kinokuniya Bookstores of America CO LTD		523.06
6/6/25	65265	4393-000	Office Equipmnt Rent & Repai	Invoice: 5034599047	628.90	
		1221-000	HSBC Operating Chk *7606	Konica Minolta Premier Finance		628.90
6/6/25	65266	4342-106	Programming - Children's	Invoice: 90812760	39.98	
		4342-106	Programming - Children's	Invoice: 90812760	49.99	
		4342-106	Programming - Children's	Invoice: 90812760	59.97	
		4342-106	Programming - Children's	Invoice: 90812760	27.99	
		4342-106	Programming - Children's	Invoice: 90812760	39.99	
		4342-106	Programming - Children's	Invoice: 90812760	29.99	
		4342-106	Programming - Children's	Invoice: 90812760	49.99	
		4342-106	Programming - Children's	Invoice: 90812760	39.99	
		4342-106	Programming - Children's	Invoice: 90812760	50.71	
		4342-106	Programming - Children's	Invoice: 90797739	49.99	
		4342-106	Programming - Children's	Invoice: 90797739	39.99	
		4342-106	Programming - Children's	Invoice: 90797739	13.50	
		4342-106	Programming - Children's	Invoice: 90797738	49.99	
		4342-106	Programming - Children's	Invoice: 90797738	7.50	
		4342-106	Programming - Children's	Invoice: 90812761	19.99	
		4342-106	Programming - Children's	Invoice: 90812761	29.99	
		4342-106	Programming - Children's	Invoice: 90812761	34.99	
		4342-106	Programming - Children's	Invoice: 90812761	39.99	
		4342-106	Programming - Children's	Invoice: 90812761	39.99	
		4342-106	Programming - Children's	Invoice: 90812761	29.99	
		4342-106	Programming - Children's	Invoice: 90812761	29.99	
		4342-106	Programming - Children's	Invoice: 90812761	39.99	
		4342-106	Programming - Children's	Invoice: 90812761	79.98	
		4342-106	Programming - Children's	Invoice: 90812761	51.75	
		4342-106	Programming - Children's	Invoice: 90870215	59.99	
		4342-106	Programming - Children's	Invoice: 90870215	119.00	
		4342-106	Programming - Children's	Invoice: 90870215	99.98	
		4342-106	Programming - Children's	Invoice: 90870215	119.99	
		4342-106	Programming - Children's	Invoice: 90870215	59.85	
		1221-000	HSBC Operating Chk *7606	Lakeshore Learning Materials		1,405.03
6/6/25	65267	4342-106	Programming - Children's	Invoice: PGM 6/18/25S	300.00	
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong		300.00

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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
6/6/25	65268	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 6/3-6/24 '25 Julie Lam-Leong	800.00	800.00
6/6/25	65269	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 5/13-6/24 '25 Debra LaMountain	1,125.00	1,125.00
6/6/25	65270	4342-106 1221-000	Programming - Children's HSBC Operating Chk *7606	Invoice: PGM 6/3-6/24 '25 My Classy Baby	600.00	600.00
6/6/25	65271	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: #1, PGM 7/30/25 Marginal Gap Films LLC	300.00	300.00
6/6/25	65272	4122-105 1221-000	eBooks/eAudiobooks - A/V HSBC Operating Chk *7606	Invoice: 507257476 Midwest Tape, LLC	3,691.76	3,691.76
6/6/25	65273	1602-000 1221-000	Due To/From Restricted Gift F HSBC Operating Chk *7606	Invoice: Membership 5/14/25 The Museum of Modern Art	1,500.00	1,500.00
6/6/25	65274	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 6/28/25 Italo Naccarato	650.00	650.00
6/6/25	65275	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 6/19/25 Christin Nash	440.00	440.00
6/6/25	65276	1602-000 1221-000	Due To/From Restricted Gift F HSBC Operating Chk *7606	Invoice: 19911 Nassau Library System	270.00	270.00
6/6/25	65277	4380-000 4380-000 1221-000	Membership Dues Membership Dues HSBC Operating Chk *7606	Invoice: 5703 Invoice: 5805 NYLA	3,015.00 210.00	3,225.00
6/6/25	65278	9060-000 9060-999 1221-000	Group Health 39# Insurance Retiree Health 37# Insurance HSBC Operating Chk *7606	Invoice: 619-2507 Invoice: 619-2507 NYS Employees' Health Ins. Pending Acct	87,865.44 22,049.35	109,914.79
6/6/25	65279	4101-108 4101-106 1221-000	Books - Adult Books - Children's HSBC Operating Chk *7606	Invoice: 211016404 Invoice: 211016405 Oriental Culture Enterprises Co., Inc.	179.89 217.13	397.02
6/6/25	65280	4525-115 4525-115 4525-115 4525-115 4525-115 4525-115 4525-115 4525-115 4525-115 1221-000	Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts HSBC Operating Chk *7606	Invoice: 258785492M Invoice: 256650890S Invoice: 257302002L Invoice: 257302003M Invoice: 257303961S Invoice: 258785361L Invoice: 256648919L Invoice: 256650099M Invoice: 258788380S Orkin	103.00 84.00 83.00 103.00 84.00 83.00 83.00 103.00 84.00	810.00
6/6/25	65281	4374-114 1221-000	Computer/Network Consultant HSBC Operating Chk *7606	Invoice: 16950 OSI Technologies, Inc	995.00	995.00
6/6/25	65282	4122-105 4122-105 4122-105 4122-105 4122-105 1221-000	eBooks/eAudiobooks - A/V eBooks/eAudiobooks - A/V eBooks/eAudiobooks - A/V eBooks/eAudiobooks - A/V eBooks/eAudiobooks - A/V HSBC Operating Chk *7606	Invoice: 1386CO25143302 Invoice: 1386CO25150783 Invoice: 1386CO25159587 Invoice: 1386CO25170301 Invoice: 1386CO25177271 OverDrive, Inc	425.35 312.85 455.20 281.49 215.50	1,690.39

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6/6/25	65283	1607-000	Due To/From Main Bldg & SS	Invoice: GNLB2402, 5/31/25	93,327.57	
		1221-000	HSBC Operating Chk *7606	PAV-LAK CONTRACTING, INC		93,327.57
6/6/25	65284	4393-000	Office Equipmnt Rent & Repai	Invoice: INV09074260L	50.00	
		4393-000	Office Equipmnt Rent & Repai	Invoice: INV09073479S	50.00	
		4393-000	Office Equipmnt Rent & Repai	Invoice: INV09096602M	105.00	
		1221-000	HSBC Operating Chk *7606	Culligan Quench		205.00
6/6/25	65285	4523-115	Landscaping	Invoice: 27771	1,135.00	
		1221-000	HSBC Operating Chk *7606	Roma Horticulture Inc.		1,135.00
6/6/25	65286	4525-115	Service Contracts	Invoice: 50643	805.31	
		1221-000	HSBC Operating Chk *7606	SECURITY USA, INC		805.31
6/6/25	65287	4342-106	Programming - Children's	Invoice: PGM 6/27/25M	370.00	
		1221-000	HSBC Operating Chk *7606	Sweetbriar Nature Center		370.00
6/6/25	65288	4346-102	Programming, YA	Invoice: PGM 5/22/25	150.00	
		1221-000	HSBC Operating Chk *7606	Sujay Sood		150.00
6/6/25	65289	4302-000	Office Supplies	Invoice: 6033172992	289.90	
		4302-000	Office Supplies	Invoice: 6033172992	49.25	
		4302-000	Office Supplies	Invoice: 6033172992	30.00	
		1221-000	HSBC Operating Chk *7606	Staples Contract & Commercial LLC		369.15
6/6/25	65290	4342-106	Programming - Children's	Invoice: PGM 6/19/25M	875.00	
		1221-000	HSBC Operating Chk *7606	Sunrise Theatre Company LLC		875.00
6/6/25	65291	4348-000	Programming, Library of Thing	Invoice: 5/23/2025	114.80	
		1221-000	HSBC Operating Chk *7606	T-MOBILE		114.80
6/6/25	65292	4301-000	Library Supplies	Invoice: 192729240	624.00	
		4301-000	Library Supplies	Invoice: 192729240	51.00	
		4301-000	Library Supplies	Invoice: 192729240	28.68	
		1221-000	HSBC Operating Chk *7606	Uline		703.68
6/6/25	65293	4355-000	Collection Agency Fees	Invoice: 6138756	206.85	
		4355-000	Collection Agency Fees	Invoice: 6139864	128.05	
		1221-000	HSBC Operating Chk *7606	Unique Management Services, Inc.		334.90
6/6/25	65294	4342-106	Programming - Children's	Invoice: #10924, PGM 6/27/25M	300.00	
		1221-000	HSBC Operating Chk *7606	Urban Stages		300.00
6/6/25	65295	4375-500	HR Consulting Fees	Invoice: INV7857714	123.50	
		1221-000	HSBC Operating Chk *7606	WageWorks, Inc.		123.50
6/6/25	65296	4343-116	Programming, Levels	Invoice: 5/23/2025	108.36	
		1221-000	HSBC Operating Chk *7606	Barry Weil		108.36
6/6/25	65297	4345-114	Programming, STEM Lab	Invoice: 5/8/25-1	17.36	
		4345-114	Programming, STEM Lab	Invoice: 5/8/25-1	13.01	
		4353-000	Local Travel & Meetings	Invoice: 5/8/25-2	24.99	
		1221-000	HSBC Operating Chk *7606	Christopher Van Wickler		55.36
6/6/25	65298	4525-115	Service Contracts	Invoice: 4605262	543.70	
		1221-000	HSBC Operating Chk *7606	Winters Bros. Hauling of LI, LLC		543.70
6/6/25	65299	4393-000	Office Equipmnt Rent & Repai	Invoice: 40583250-5/27-6/26	469.00	
		1221-000	HSBC Operating Chk *7606	Xerox Financial Services		469.00

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6/6/25	65300	4101-106	Books - Children's	Invoice: 2039033062	186.54	
		4101-106	Books - Children's	Invoice: 2039082624	229.93	
		4101-106	Books - Children's	Invoice: 2039018267	156.97	
		4101-106	Books - Children's	Invoice: 2039067211	493.16	
		4101-106	Books - Children's	Invoice: 2039036033	72.53	
		4101-106	Books - Children's	Invoice: 2039057970	266.20	
		4101-106	Books - Children's	Invoice: 2039084584	129.80	
		4101-106	Books - Children's	Invoice: 2039076961	115.04	
		4101-106	Books - Children's	Invoice: 2039086954	673.60	
		1221-000	HSBC Operating Chk *7606	Baker & Taylor		2,323.77
6/6/25	65301	4342-106	Programming - Children's	Invoice: 2039079972	20.95	
		4342-106	Programming - Children's	Invoice: 2039041416	238.07	
		4342-106	Programming - Children's	Invoice: 2038722336	22.99	
		1221-000	HSBC Operating Chk *7606	Baker & Taylor		282.01
6/6/25	65302	4101-108	Books - Adult	Invoice: 5019479449	27.70	
		1221-000	HSBC Operating Chk *7606	Baker & Taylor		27.70
6/6/25	65303	4101-108	Books - Adult	Invoice: 2039061633	96.99	
		4101-108	Books - Adult	Invoice: 2039046241	474.57	
		4101-108	Books - Adult	Invoice: 2039082637	38.14	
		4101-108	Books - Adult	Invoice: 2039086902	1,460.83	
		1221-000	HSBC Operating Chk *7606	Baker & Taylor, - Lockbox 510486		2,070.53
6/6/25	65304	4101-106	Books - Children's	Invoice: 67823949	25.76	
		4101-106	Books - Children's	Invoice: 67823947	10.37	
		4101-106	Books - Children's	Invoice: 67817964	61.56	
		4101-106	Books - Children's	Invoice: 67817962	20.31	
		4101-108	Books - Adult	Invoice: 67817168	40.60	
		4101-108	Books - Adult	Invoice: 67817166	76.13	
		4101-108	Books - Adult	Invoice: 67817164	13.30	
		4101-108	Books - Adult	Invoice: 67817162	112.11	
		4101-106	Books - Children's	Invoice: 67815603	146.79	
		4101-106	Books - Children's	Invoice: 67815601	36.33	
		4101-106	Books - Children's	Invoice: 67815599	30.01	
		4101-106	Books - Children's	Invoice: 67815597	17.14	
		4101-108	Books - Adult	Invoice: 63185052	56.73	
		4101-106	Books - Children's	Invoice: 63184936	6.15	
		4101-106	Books - Children's	Invoice: 63184934	25.48	
		4101-108	Books - Adult	Invoice: 63184195	106.71	
		4101-108	Books - Adult	Invoice: 63184193	80.12	
		4101-106	Books - Children's	Invoice: 63184004	7.27	
		4101-106	Books - Children's	Invoice: 63184002	38.22	
		4101-106	Books - Children's	Invoice: 63184000	38.22	
		4101-108	Books - Adult	Invoice: 63183590	18.91	
		4101-106	Books - Children's	Invoice: 63183280	11.75	
		4101-106	Books - Children's	Invoice: 63183278	12.74	
		4101-108	Books - Adult	Invoice: 63183169	108.84	
		4101-108	Books - Adult	Invoice: 63183167	20.03	
		4101-108	Books - Adult	Invoice: 63182785	14.57	
		4101-108	Books - Adult	Invoice: 63182783	75.64	
		4101-108	Books - Adult	Invoice: 63182781	104.36	
		4101-108	Books - Adult	Invoice: 63182779	27.05	
		4101-108	Books - Adult	Invoice: 63182777	113.46	
		4101-106	Books - Children's	Invoice: 63182707	23.14	
		4101-106	Books - Children's	Invoice: 63182705	34.67	
		4101-106	Books - Children's	Invoice: 63182703	26.60	
		4101-106	Books - Children's	Invoice: 63182701	26.60	
		4101-106	Books - Children's	Invoice: 63182537	45.32	
		4101-106	Books - Children's	Invoice: 63182535	24.36	
		4101-106	Books - Children's	Invoice: 63182533	43.68	
		4101-108	Books - Adult	Invoice: 63182319	132.61	
		4101-108	Books - Adult	Invoice: 63182317	115.14	
		4101-108	Books - Adult	Invoice: 63181936	58.28	
		4101-106	Books - Children's	Invoice: 63181853	12.74	
		4101-108	Books - Adult	Invoice: 63181426	20.16	
		4101-108	Books - Adult	Invoice: 63181424	17.78	

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		4101-108	Books - Adult	Invoice: 63181422	12.54	
		4101-108	Books - Adult	Invoice: 63180888	17.91	
		4101-108	Books - Adult	Invoice: 63180886	19.04	
		4101-108	Books - Adult	Invoice: 63180884	69.56	
		4101-108	Books - Adult	Invoice: 63180882	36.68	
		4101-106	Books - Children's	Invoice: 63179894	56.70	
		4101-108	Books - Adult	Invoice: 63179765	17.79	
		4101-108	Books - Adult	Invoice: 63179763	13.30	
		4101-108	Books - Adult	Invoice: 63179761	91.00	
		4101-108	Books - Adult	Invoice: 63179759	93.96	
		4101-108	Books - Adult	Invoice: 63179461	388.06	
		4101-108	Books - Adult	Invoice: 63179459	37.81	
		4101-108	Books - Adult	Invoice: 63179457	70.58	
		4101-108	Books - Adult	Invoice: 63179455	37.82	
		4101-108	Books - Adult	Invoice: 63179453	13.30	
		4101-108	Books - Adult	Invoice: 63179451	17.57	
		4101-108	Books - Adult	Invoice: 63179449	21.70	
		4101-106	Books - Children's	Invoice: 63178950	36.93	
		4101-106	Books - Children's	Invoice: 63178948	24.06	
		4101-106	Books - Children's	Invoice: 63178946	44.70	
		4101-106	Books - Children's	Invoice: 63178944	48.72	
		4101-108	Books - Adult	Invoice: 63178693	121.49	
		4101-108	Books - Adult	Invoice: 63178691	568.88	
		4101-108	Books - Adult	Invoice: 63178689	75.62	
		4101-108	Books - Adult	Invoice: 63178687	142.48	
		4101-108	Books - Adult	Invoice: 63178685	108.21	
		4101-106	Books - Children's	Invoice: 63178064	113.58	
		4101-106	Books - Children's	Invoice: 63178062	74.40	
		4101-106	Books - Children's	Invoice: 63178060	174.72	
		4101-106	Books - Children's	Invoice: 63178058	13.30	
		4101-106	Books - Children's	Invoice: 63178056	149.15	
		4101-108	Books - Adult	Invoice: 63177999	10.61	
		4101-108	Books - Adult	Invoice: 63177997	77.48	
		4101-108	Books - Adult	Invoice: 63177995	103.17	
		4101-106	Books - Children's	Invoice: 63177696	67.76	
		4101-106	Books - Children's	Invoice: 63177694	157.36	
		4101-106	Books - Children's	Invoice: 63176664	21.00	
		4101-106	Books - Children's	Invoice: 63176662	26.02	
		4101-106	Books - Children's	Invoice: 63176660	18.76	
		4101-106	Books - Children's	Invoice: 63176658	12.74	
		4101-108	Books - Adult	Invoice: 63176656	26.32	
		4101-108	Books - Adult	Invoice: 63176654	89.25	
		4101-108	Books - Adult	Invoice: 63176652	14.55	
		4101-106	Books - Children's	Invoice: 63176007	606.05	
		4101-106	Books - Children's	Invoice: 63176005	13.30	
		4101-106	Books - Children's	Invoice: 63176003	25.80	
		4101-106	Books - Children's	Invoice: 63176001	46.48	
		4101-108	Books - Adult	Invoice: 63175836	161.46	
		4101-108	Books - Adult	Invoice: 63175834	56.19	
		4101-108	Books - Adult	Invoice: 63175832	75.64	
		4101-108	Books - Adult	Invoice: 63175830	44.76	
		4101-106	Books - Children's	Invoice: 63175672	24.36	
		4101-106	Books - Children's	Invoice: 63175670	58.80	
		4101-106	Books - Children's	Invoice: 63175668	121.24	
		4101-108	Books - Adult	Invoice: 63175251	37.82	
		4101-108	Books - Adult	Invoice: 63175249	26.60	
		4101-108	Books - Adult	Invoice: 63175247	11.81	
		4101-108	Books - Adult	Invoice: 63175245	75.60	
		4101-108	Books - Adult	Invoice: 63175232	20.71	
		4101-108	Books - Adult	Invoice: 63175230	40.04	
		4101-108	Books - Adult	Invoice: 63175228	18.34	
		4101-108	Books - Adult	Invoice: 63175226	12.74	
		4101-108	Books - Adult	Invoice: 63174688	160.95	
		4101-108	Books - Adult	Invoice: 63174686	18.35	
		4101-108	Books - Adult	Invoice: 63174684	18.34	
		4101-106	Books - Children's	Invoice: 63173905	11.75	
		4101-106	Books - Children's	Invoice: 63173903	36.92	
		4101-106	Books - Children's	Invoice: 63173901	236.49	
		4101-108	Books - Adult	Invoice: 63173839	20.58	

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		4101-108	Books - Adult	Invoice: 63173837	41.16	
		4101-108	Books - Adult	Invoice: 63173835	17.22	
		4101-108	Books - Adult	Invoice: 63173833	82.32	
		4101-108	Books - Adult	Invoice: 63173831	87.85	
		4101-106	Books - Children's	Invoice: 63173145	13.99	
		4101-106	Books - Children's	Invoice: 63173143	26.60	
		4101-106	Books - Children's	Invoice: 63173141	12.74	
		4101-108	Books - Adult	Invoice: 63172936	406.23	
		4101-108	Books - Adult	Invoice: 63172934	47.89	
		4101-108	Books - Adult	Invoice: 63172932	13.30	
		4101-108	Books - Adult	Invoice: 63172930	21.71	
		4101-108	Books - Adult	Invoice: 63172544	20.16	
		4101-108	Books - Adult	Invoice: 63172542	41.36	
		4101-108	Books - Adult	Invoice: 63172540	21.15	
		4101-108	Books - Adult	Invoice: 63172538	35.56	
		4101-108	Books - Adult	Invoice: 63172536	110.42	
		4101-108	Books - Adult	Invoice: 63172335	14.58	
		4101-108	Books - Adult	Invoice: 63172333	51.14	
		4101-108	Books - Adult	Invoice: 63172331	37.82	
		4101-106	Books - Children's	Invoice: 63172245	10.07	
		4101-106	Books - Children's	Invoice: 63172244	39.70	
		4101-106	Books - Children's	Invoice: 63172246	9.51	
		4101-108	Books - Adult	Invoice: 63172332	37.36	
		4101-108	Books - Adult	Invoice: 63172334	41.91	
		4101-108	Books - Adult	Invoice: 63172336	37.51	
		4101-108	Books - Adult	Invoice: 63172537	15.77	
		4101-108	Books - Adult	Invoice: 63172539	13.30	
		4101-108	Books - Adult	Invoice: 63172541	13.30	
		4101-108	Books - Adult	Invoice: 63172543	19.46	
		4101-108	Books - Adult	Invoice: 63172929	56.73	
		4101-108	Books - Adult	Invoice: 63172931	37.82	
		4101-108	Books - Adult	Invoice: 63172933	18.34	
		4101-108	Books - Adult	Invoice: 63172935	108.76	
		4101-106	Books - Children's	Invoice: 63173140	60.60	
		4101-106	Books - Children's	Invoice: 63173142	85.26	
		4101-106	Books - Children's	Invoice: 63173144	23.50	
		4101-108	Books - Adult	Invoice: 63173830	73.40	
		4101-108	Books - Adult	Invoice: 63173832	134.03	
		4101-108	Books - Adult	Invoice: 63173834	18.35	
		4101-108	Books - Adult	Invoice: 63173836	49.79	
		4101-108	Books - Adult	Invoice: 63173838	148.25	
		4101-108	Books - Adult	Invoice: 63173840	15.15	
		4101-106	Books - Children's	Invoice: 63173902	15.73	
		4101-106	Books - Children's	Invoice: 63173904	14.54	
		4101-108	Books - Adult	Invoice: 63174683	43.42	
		4101-108	Books - Adult	Invoice: 63174685	18.35	
		4101-108	Books - Adult	Invoice: 63174687	141.29	
		4101-108	Books - Adult	Invoice: 63175225	9.17	
		4101-108	Books - Adult	Invoice: 63175227	13.30	
		4101-108	Books - Adult	Invoice: 63175229	55.05	
		4101-108	Books - Adult	Invoice: 63175231	35.58	
		4101-108	Books - Adult	Invoice: 63175233	19.04	
		4101-108	Books - Adult	Invoice: 63175246	18.35	
		4101-108	Books - Adult	Invoice: 63175248	72.68	
		4101-108	Books - Adult	Invoice: 63175250	52.25	
		4101-108	Books - Adult	Invoice: 63175252	275.35	
		4101-106	Books - Children's	Invoice: 63175669	52.08	
		4101-106	Books - Children's	Invoice: 63175671	12.74	
		4101-106	Books - Children's	Invoice: 63175673	247.87	
		4101-108	Books - Adult	Invoice: 63175831	17.57	
		4101-108	Books - Adult	Invoice: 63175833	27.16	
		4101-108	Books - Adult	Invoice: 63175835	46.85	
		4101-106	Books - Children's	Invoice: 63176000	66.50	
		4101-106	Books - Children's	Invoice: 63176002	63.00	
		4101-106	Books - Children's	Invoice: 63176004	39.90	
		4101-106	Books - Children's	Invoice: 63176006	119.28	
		4101-108	Books - Adult	Invoice: 63176651	77.00	
		4101-108	Books - Adult	Invoice: 63176653	40.34	
		4101-108	Books - Adult	Invoice: 63176655	27.31	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description

For the Period From May 29, 2025 to Jun 8, 2025

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4101-108	Books - Adult	Invoice: 63176657	16.13	
		4101-106	Books - Children's	Invoice: 63176659	22.74	
		4101-106	Books - Children's	Invoice: 63176661	55.44	
		4101-106	Books - Children's	Invoice: 63176663	24.36	
		4101-106	Books - Children's	Invoice: 63176665	123.86	
		4101-106	Books - Children's	Invoice: 63177695	6.71	
		4101-106	Books - Children's	Invoice: 63177697	40.83	
		4101-108	Books - Adult	Invoice: 63177996	17.23	
		4101-108	Books - Adult	Invoice: 63177998	39.06	
		4101-108	Books - Adult	Invoice: 63178000	15.15	
		4101-106	Books - Children's	Invoice: 63178057	12.74	
		4101-106	Books - Children's	Invoice: 63178059	144.35	
		4101-106	Books - Children's	Invoice: 63178061	52.21	
		4101-106	Books - Children's	Invoice: 63178063	6.87	
		4101-108	Books - Adult	Invoice: 63178684	61.71	
		4101-108	Books - Adult	Invoice: 63178686	34.78	
		4101-108	Books - Adult	Invoice: 63178688	30.11	
		4101-108	Books - Adult	Invoice: 63178690	18.90	
		4101-108	Books - Adult	Invoice: 63178692	591.91	
		4101-106	Books - Children's	Invoice: 63178943	25.25	
		4101-106	Books - Children's	Invoice: 63178945	51.00	
		4101-106	Books - Children's	Invoice: 63178947	24.62	
		4101-106	Books - Children's	Invoice: 63178949	23.50	
		4101-108	Books - Adult	Invoice: 63179448	12.77	
		4101-108	Books - Adult	Invoice: 63179450	30.15	
		4101-108	Books - Adult	Invoice: 63179452	56.09	
		4101-108	Books - Adult	Invoice: 63179454	36.68	
		4101-108	Books - Adult	Invoice: 63179456	13.30	
		4101-108	Books - Adult	Invoice: 63179458	45.65	
		4101-108	Books - Adult	Invoice: 63179460	153.48	
		4101-108	Books - Adult	Invoice: 63179758	18.17	
		4101-108	Books - Adult	Invoice: 63179760	18.91	
		4101-108	Books - Adult	Invoice: 63179762	43.42	
		4101-108	Books - Adult	Invoice: 63179764	53.07	
		4101-106	Books - Children's	Invoice: 63179893	25.48	
		4101-106	Books - Children's	Invoice: 63179895	24.36	
		4101-108	Books - Adult	Invoice: 63180883	23.58	
		4101-108	Books - Adult	Invoice: 63180885	78.98	
		4101-108	Books - Adult	Invoice: 63180887	18.17	
		4101-108	Books - Adult	Invoice: 63180889	17.36	
		4101-108	Books - Adult	Invoice: 63181423	69.56	
		4101-108	Books - Adult	Invoice: 63181425	36.37	
		4101-108	Books - Adult	Invoice: 63181427	16.79	
		4101-106	Books - Children's	Invoice: 63181854	29.38	
		4101-108	Books - Adult	Invoice: 63181937	307.30	
		4101-108	Books - Adult	Invoice: 63182318	18.91	
		4101-106	Books - Children's	Invoice: 63182532	20.31	
		4101-106	Books - Children's	Invoice: 63182534	32.16	
		4101-106	Books - Children's	Invoice: 63182536	423.68	
		4101-106	Books - Children's	Invoice: 63182700	74.70	
		4101-106	Books - Children's	Invoice: 63182702	33.44	
		4101-106	Books - Children's	Invoice: 63182704	72.10	
		4101-106	Books - Children's	Invoice: 63182706	30.22	
		4101-106	Books - Children's	Invoice: 63182708	226.35	
		4101-108	Books - Adult	Invoice: 63182778	84.58	
		4101-108	Books - Adult	Invoice: 63182780	17.79	
		4101-108	Books - Adult	Invoice: 63182782	20.03	
		4101-108	Books - Adult	Invoice: 63182784	57.97	
		4101-108	Books - Adult	Invoice: 63183166	37.25	
		4101-108	Books - Adult	Invoice: 63183168	29.07	
		4101-106	Books - Children's	Invoice: 63183277	23.24	
		4101-106	Books - Children's	Invoice: 63183279	39.03	
		4101-108	Books - Adult	Invoice: 63183589	108.94	
		4101-108	Books - Adult	Invoice: 63183591	324.67	
		4101-106	Books - Children's	Invoice: 63184001	25.48	
		4101-106	Books - Children's	Invoice: 63184003	13.42	
		4101-106	Books - Children's	Invoice: 63184005	12.31	
		4101-108	Books - Adult	Invoice: 63184194	83.55	
		4101-108	Books - Adult	Invoice: 63184196	20.02	

GREAT NECK LIBRARY
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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4101-106	Books - Children's	Invoice: 63184935	12.74	
		4101-106	Books - Children's	Invoice: 63184937	13.43	
		4101-108	Books - Adult	Invoice: 63185054	12.31	
		4101-106	Books - Children's	Invoice: 67815598	39.61	
		4101-106	Books - Children's	Invoice: 67815600	58.88	
		4101-106	Books - Children's	Invoice: 67815602	59.23	
		4101-108	Books - Adult	Invoice: 67817161	13.98	
		4101-108	Books - Adult	Invoice: 67817163	41.75	
		4101-108	Books - Adult	Invoice: 67817165	30.07	
		4101-108	Books - Adult	Invoice: 67817167	15.18	
		4101-108	Books - Adult	Invoice: 67817169	153.82	
		4101-106	Books - Children's	Invoice: 67817963	58.04	
		4101-106	Books - Children's	Invoice: 67823946	34.11	
		4101-106	Books - Children's	Invoice: 67823948	26.56	
		4101-106	Books - Children's	Invoice: 67823950	156.52	
		4101-108	Books - Adult	Invoice: 63185053	55.71	
		1221-000	HSBC Operating Chk *7606	Ingram Library Services		16,327.85
6/6/25	65305	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65306	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65307	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65308	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65309	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65310	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65311	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65312	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65313	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65314	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65315	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65316	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65317	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65318	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65319	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65320	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65321	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65322	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65323	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65324	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65325	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65326	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65327	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65328	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65329	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65330	1221-000	HSBC Operating Chk *7606	VOID		

GREAT NECK LIBRARY
GNL WARRANT w/GL Description

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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
6/6/25	65331	4120-105	Recordings, Audio - A/V	Invoice: 507218525	39.99	
		4121-105	Recordings, Video - A/V	Invoice: 507218523	153.91	
		4120-105	Recordings, Audio - A/V	Invoice: 507202731	14.24	
		4120-105	Recordings, Audio - A/V	Invoice: 507181459	49.99	
		4120-105	Recordings, Audio - A/V	Invoice: 507181457	11.24	
		4120-105	Recordings, Audio - A/V	Invoice: 507181455	23.23	
		4121-105	Recordings, Video - A/V	Invoice: 507181453	358.93	
		4121-105	Recordings, Video - A/V	Invoice: 507165435	162.33	
		4120-105	Recordings, Audio - A/V	Invoice: 507165432	66.69	
		4120-105	Recordings, Audio - A/V	Invoice: 507165430	29.98	
		4120-105	Recordings, Audio - A/V	Invoice: 507136224	68.95	
		4121-105	Recordings, Video - A/V	Invoice: 507136222	72.76	
		4120-105	Recordings, Audio - A/V	Invoice: 507136223	11.24	
		4121-105	Recordings, Video - A/V	Invoice: 507136226	200.10	
		4120-105	Recordings, Audio - A/V	Invoice: 507165431	65.20	
		4120-105	Recordings, Audio - A/V	Invoice: 507165434	244.94	
		4120-105	Recordings, Audio - A/V	Invoice: 507181451	26.23	
		4120-105	Recordings, Audio - A/V	Invoice: 507181454	39.99	
		4120-105	Recordings, Audio - A/V	Invoice: 507181456	55.99	
		4120-105	Recordings, Audio - A/V	Invoice: 507181458	55.99	
		4121-105	Recordings, Video - A/V	Invoice: 507202730	27.98	
		4120-105	Recordings, Audio - A/V	Invoice: 507218522	22.48	
		4120-105	Recordings, Audio - A/V	Invoice: 507218524	39.99	
		4121-105	Recordings, Video - A/V	Invoice: 507218526	151.83	
		4120-105	Recordings, Audio - A/V	Invoice: 507218527	65.21	
		4121-105	Recordings, Video - A/V	Invoice: 507218529	55.27	
		1221-000	HSBC Operating Chk *7606	Midwest Tape		2,114.68
6/6/25	65332	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65333	1221-000	HSBC Operating Chk *7606	VOID		
6/6/25	65334	1540-000	Prepaid Rent	Invoice: 683-25A	13,375.87	
		1221-000	HSBC Operating Chk *7606	Great Neck Union Free School		13,375.87
6/6/25	65335	1540-000	Prepaid Rent	Invoice: 240723	22,783.16	
		1540-000	Prepaid Rent	Invoice: 240723		2,916.67
		1221-000	HSBC Operating Chk *7606	KK GREAT NECK 2470, LLC		19,866.49
6/6/25	65336	1540-000	Prepaid Rent	Invoice: 240745	7,793.44	
		1221-000	HSBC Operating Chk *7606	Plymouth Realty LLC		7,793.44
Total					480,379.38	480,379.38

Director

June 2025 Board Report

ADMINISTRATION

- On Thursday, May 29th, the Library hosted the Great Neck Coalition for Unity Community Forum. The event celebrated both AAPI heritage month and Jewish American heritage month and featured panelists from the community speaking about their experiences in Great Neck. The event was very successful. Thank you to our community partners and local restaurants for supporting the event.
- We are posting positions for Sunday Only staff members due to our planned increased Sunday hours beginning in September.
- We will be receiving \$5000. in bullet aid from Assemblyman Norber to purchase a poster printer.
- Installation of additional security cameras at all of our locations will begin within the next few weeks and take approx. three weeks to complete.
- We will be having an in-person book sale at Main on June 27th from 10-5.
- We will be the first library that has Toveedo tablets. Two will be added to the Library of Things collection. The tablet is loaded with Jewish videos, books, and games for children.
- The Fitzgerald Society invited staff to attend their literary network on June 6th and conference on June 24th. Our mansion model created by our STEM lab was requested for display for the events and will be prominently displayed.
- We have completed installation of the Roman Vishniac photos on the mezzanine at Main. Roman Vishniac was a Russian American photographer who photographed Central and Eastern European Jews. The collection was donated by Mr. & Mrs. Sydney Berg in 1986.
- PIN numbers are now required for all library cards. The implementation of this new process went well.
- We continue to work with the board and general counsel on policy revisions.
- On Wednesdays, I have a round-robin virtual meeting with department heads, branch heads, and administrators.
- Each week I meet individually with department heads.
- I reviewed and approved vacation, leave, FMLA requests.
- We continue to post, interview, and make recommendations for hire for open funded positions.
- The Great Neck Library continues to accept donations of new and gently used books in good condition at all locations. Patrons leaving their information when they donate receive a letter of gratitude.
- I reviewed invoices to be processed for BoT approval.
- I met, spoke with, or wrote to several patrons to resolve issues and answer queries.

COMMUNITY & OUTREACH

- I attended the Community Coalition meetings on 5/23. The library will be hosting Explore Our Heritage Great Neck Coalition for Unity Community Forum on May 29th from 6:30-8:30.

- Girl Scout Emma Condello from Troop 626 will be collaborating with us on a project for her Girl Scout Journey which will include a kindness wall in Parkville as well as a mental health resource station.
- Kat and I met with the team from North Shore University Hospital on 4/23 to work on our Health Literacy Education collaboration.
- We continue to collaborate with the Lions Club as a drop off site for their eyeglass collection program.
- We continue to collaborate with Long Island Cares and continue to host a food donation box at Main.
- We continue to collaborate with Humane Urban Group by contributing discarded outdated newspaper for their feral cat program.

MAIN LIBRARY

- The Retaining Wall/Staircase project is progressing.
- I have been working with H2M, our insurance broker, and our vendor to make sure that all insurance documents are in place to begin our MEP/HVAC project. Unfortunately, there will be days that the Library will need to close during the work.
- On 5/8 we had our Roof Replacement Kick-Off meeting. The work will begin soon. During that time, there may be disruptions to service areas as well as closing of various entrances and exits.
- We continue to work with H2M to provide information about building matters regarding the roof, HVAC, etc.

BRANCHES

- We have been evaluating spaces and shelving in the Station and Lakeville branches. Lakeville staff have been doing more programming for children and could use more floor space. Station could use a new layout of shelves for better site lines in the Children's room.

Respectfully Submitted,

Denise Corcoran
Director

Assistant Director

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- I continued to meet weekly with the Branch Heads and Head of Media.
- I attended weekly round robins with Department and Branch Heads, as well as members of Administration.
- I attended biweekly construction meetings regarding the several ongoing projects currently underway.
- I spent the majority of my working hours down at Parkville to ensure they have someone on hand to answer any questions or handle situations that may arise in the absence of a Branch Head. I also assisted with vendor programs and desk coverage as needed, and ran the monthly book club. Our new manager will begin next month.
- I worked with Steve and Denise to set up accounts with a couple of new vendors, which has allowed us to add Media items to our new Jewish Traditional Collection.
- I assisted with interviews for some of our open positions.
- Denise and I met with several Department Heads to discuss our collection policy.
- Denise, Christina, and I met with a young patron to discuss a Girl Scout Journey project she would like to complete at the library. This will involve the creation of a Kindness Wall at the Parkville Branch, as well as materials to aid relaxation and resources for local and national mental health services.
- Ashley and I met with our Ingram sales representatives to discuss our current setup and what changes are coming from them down the road.

STAFF TRAINING:

- Denise and I received training from Ashley on how to process book carts so we can assist in placing orders, as well as how to run various statistical reports.

Respectfully Submitted,

Kat Baumgartner
Assistant Director

System Program Coordinator

May 2025 Board Report

NEW INITIATIVES:

- We were able to negotiate an agreement with Toveedo to bring them to our Library of Things collection for our patrons. Not only is this a new initiative for us, it is a new initiative for Toveedo as well, as we are their first library account.
- Completed Budget Aid proposal in collaboration with Library Director for funding to purchase a printer poster for the Great Neck Library.

ADMINISTRATION & TRAINING:

- Coordinated May/June programming with multiple departments.
- Continued to coordinate Summer Challenge planning between departments.
- Provide monthly programming stats report.
- Provided training to IT staff on Owl Lab video conferencing.
- Participated in interviews for Levels hiring.
- Finished preparation for Summer Challenge.

COMMUNITY & OUTREACH:

- Coordinated outreach at North Middle and South Middle for the Levels teen center. Levels went to North Middle for one day and to South Middle for two days.
- Coordinated participation for the Memorial Day Parade event.
- Continued to work in Levels as needed during our current staffing shortage.
- Coordinated a Service Day Event with North High School. Twelve student volunteers came and worked with three departments at the Main Library.
- Provided A/V, publicity, and other organizational components of the collaborative event with the Great Neck Coalition program.
- Planned additional events for the summer and fall with the Gold Coast Arts Center, including a screening of Children of October 7.

Respectfully Submitted,
Adam Hinz, System Coordinator of Programming

ADMINISTRATION (HUMAN RESOURCES)

June 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- **RECRUITMENT:**
 - Posting new vacancies, screening candidates, scheduling & conducting interviews, conducting background/ reference checks, coordinating new hire/ onboarding sessions.
- **LGS-1 (document retention & deletion):**
 - Retaining and deletion of documents according to Local government Schedule (I-9's, interview records)
 - Proper filing of Employee personnel records (Digital & physical filing)
- **GREAT NECK LIBRARY EMPLOYEE HANDBOOK:**
 - Commenced the creation of the Great Neck Library Employee handbook Policy
 - Outlining Key Employee policies (State Mandated policies)
- **BENEFITS:**
 - Administering Leaves (FMLA/ Disability)

Respectfully Submitted,

Andrew Sanford
HR Generalist

ADULT PROGRAMMING, PUBLICITY & OUTREACH

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- There were many department program and event collaborations this month:
 - STEM Lab for Star Wars Day on May 4th
 - Media for the rescheduled screening and discussion on *Sunset Boulevard* with Foster Hirsch, courtesy of Gold Coast Arts Center on May 29th.
 - May is also AANHPI Heritage and Jewish-American Heritage Month. Many of these offerings are listed below with the other programs for this month that did well.
- North Shore Hebrew Academy's elementary and middle grade's art departments are exhibiting May 5-29, with a successful reception on May 5th. Saddle Rock Elementary will be on display next for May 30 - June 18.
- Phase 1 of the PINS rollout began on May 19th. Other preparations for this year's Summer Challenge program are also under way. Adult Programming is assisting Reference again to fledge out the Adults segment this year.
- Some special outreach events this month included:
 - Outreach table visit by Health & Welfare Council of Long Island
 - Sid Jacobsen JCC and Alzheimer's Association workshop on Supporting Independence
 - Brain Health lecture led by the Alzheimer's Association, LI Chapter.
 - Charles Evans Center (CEC) Health Care and St Francis Hospital also continue to make monthly stops at the Station Branch for social/mental health services and blood pressure screenings, respectively.
- Wanda continues to prepare and send press releases to the local Great Neck papers and digital/online news websites, and assists with program coverage as needed. She also continues to update and manage our collection of Museum Passes.
- Joseph continues to update and maintain the library's website, social media, and email newsletter. He also continues to prepare any other internal and external publicity and announcements for the departments and administration (flyers and other signage), and coordinates with Technical Services and Reference for updating the Vega catalog and digital databases for patron use. He also assists with program coverage as needed.

- Social media posts that did well this month:
 - Inaugural Great Neck Coalition for Unity Community Form:
<https://x.com/GreatNeckLib/status/1923031989881294973>
 - Play & Learn at Lakeville:
<https://www.instagram.com/p/DJXCzYRyi4y/>
 - Girl Scouts at the STEM Lab:
<https://www.facebook.com/GreatNeckLibrary/posts/pfbid0L9FnQn3FXA9b1Fqf6LVWgB7cfAjHoLDhJmhFREFSnMN6fNUZVUkqHT5HRZcT1HA8l#>
 - Cherry Blossom Lattice Papercraft:
<https://www.tiktok.com/@greatnecklibrary/photo/7505078125303237931>
- Other adult programs that did well this month:
 - Arts and crafts: Jewelry, Sumi-e Painting, Regency Embroidered Tea Towel
 - Wellness classes: Yoga (Daytime, Evening, Chair), Tai Chi, Healing Sound Bath, Israeli Folk Dancing
 - Clubs and conversation circles: Socrates Salon, Performance Poets Association, Women in Conversation, Yiddish, French
 - Author Events and Workshops: Author Cynthia X. Pan, MD, Challah Bread Making, "The Great Jewish Migration" to NYC: 1881-1924, Birding Tour, Frank Sinatra lecture, Intermediate Bridge, Long Island and the Legacy of Eugenics
 - Performances: Moshe Sobol Band

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

Total Programs Report

May 2025

Totals

Date	Group Programs	Group Program Attendance	Appointments / Take-and-Makes	Appointments / Take-and-Makes Attendance
January 2025	216	5,134	181	269
February 2025	190	5,479	186	389
March 2025	252	4,245	79	108
April 2025	258	4,070	95	157
May 2025	282	4,946	132	225

Adults

Date	Group Programs	Group Program Attendance
January 2025	81	1,174
February 2025	69	826
March 2025	83	1,687
April 2025	66	925
May 2025	88	1,209

Children's

Date	Group Programs	Group Program Attendance
January 2025	82	1,481
February 2025	63	1,500
March 2025	106	1,986
April 2025	109	1,878
May 2025	100	2,141

Outreach

Date	Programs	Program Attendance
January 2025	12	345
February 2025	8	466
March 2025	16	610
April 2025	6	79
May 2025	23	1,135

STEM Lab

Date	Group Programs	Group Program Attendance	Appointments / Take-and-Makes	Appointments / Take-and-Makes Attendance
January 2025	14	325	106	196
February 2025	9	46	105	175
March 2025	6	43	57	78
April 2025	9	72	78	134
May 2025	16	110	123	176

Young Adults

Date	Group Programs	Group Program Attendance
January 2025	2	18
February 2025	3	17
March 2025	3	67
April 2025	3	79
May 2025	2	57

Levels

Date	Group Programs	Group Program Attendance
January 2025	50	433
February 2025	43	335
March 2025	56	429
April 2025	64	541
May 2025	64	541

Jr. Levels

Date	Group Programs	Group Program Attendance
January 2025	18	94
February 2025	3	41
March 2025	27	121
April 2025	28	126
May 2025	80	1,413

All Ages

Date	Group Programs	Group Program Attendance
January 2025	36	145
February 2025	9	623
March 2025	4	76
April 2025	16	687
May 2025	11	262

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Social Media

May 2025

Facebook

Date	Posts	Stories	Likes	Comments	Reach	Shares	Total Followers
January 2025	38	4	84	4	1,998	10	1,627
February 2025	36	0	99	1	2,199	9	1,639
March 2025	25	0	69	2	2,370	3	1,656
April 2025	38	1	178	3	4,077	20	1,666
May 2025	37	1	179	2	5,135	11	1,668

Instagram

Date	Posts	Stories	Likes	Comments	Reach	Shares	Total Followers
January 2025	34	4	209	7	1,882	22	1,498
February 2025	34	3	248	10	1,295	21	1,521
March 2025	23	2	126	3	1,059	15	1,541
April 2025	34	9	318	7	1,951	39	1,572
May 2025	32	6	349	8	1,610	28	1,599

Twitter (X)

Date	Tweets	Likes	Replies	Total Followers
January 2025	39	33	0	1,077
February 2025	38	18	0	1,077
March 2025	27	7	1	1,073
April 2025	39	10	0	1,074
May 2025	37	2	0	1,067

TikTok

Date	Posts	Views	Likes	Comments	Shares	Total Followers
January 2025	5	15,389	81	0	3	141
February 2025	5	13,957	60	6	7	144
March 2025	5	13,168	40	2	7	144
April 2025	6	18,960	92	19	16	146
May 2025	5	18,820	128	12	8	156

YouTube

Date	Subscribers	Unique Viewers	Impressions	Views	Watch Hours
January 2025	897	2,629	29,812	3,197	144.8
February 2025	912	2,523	30,488	3,020	157.2
March 2025	928	2,084	24,906	2,606	115.3
April 2025	949	2,117	28,920	3,005	141.6
May 2025	954	2,313	26,194	2,961	119.7

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Computer Services

May 2025

Library Website with Google Analytics

Date	Sessions	Pageviews	New Visitors	Returning Visitors	Unique Users
January 2025	23,122	43,013	8,574	1,756	10,041
February 2025	21,492	33,817	7,798	1,654	9,167
March 2025	22,866	35,424	8,239	1,683	9,683
April 2025	24,416	36,753	8,816	1,846	10,478
May 2025	24,146	39,078	8,791	1,815	10,427

Top 4 Page Views on Library Website

Date	#1	#2	#3	#4
January 2025	Digital Archives (1,108)	Museum Passes (1,000)	Main Building (916)	Research Resources (593)
February 2025	Digital Archives (1,058)	Museum Passes (982)	Main Building (750)	Parkville Branch (545)
March 2025	Digital Archives (1,138)	Museum Passes (1,077)	Main Building (708)	Our Locations (566)
April 2025	Digital Archives (1,216)	Museum Passes (1,088)	Main Building (630)	Research Resources (566)
May 2025	Digital Archives (1,593)	Museum Passes (880)	Main Building (647)	Research Resources (581)

e-Newsletter with MailChimp

Date	New Signups	Cancellations	Total Signups
January 2025	35	25	5,110
February 2025	53	26	5,137
March 2025	55	24	5,168
April 2025	48	30	5,186
May 2025	49	15	5,220

Public Computer Usage Sessions

Date	Main	Lakeville	Station	Parkville	Total
January 2025	564	175	680	263	1,682
February 2025	598	169	628	249	1,644
March 2025	689	171	707	301	1,868
April 2025	655	183	694	269	1,801
May 2025	697	215	665	244	1,821

Pages Printed from Public Computers

Date	Main	Lakeville	Station	Parkville	Total
January 2025	3,924	357	3,837	643	8,761
February 2025	3,048	575	3,850	1,762	9,235
March 2025	3,625	667	3,562	939	8,793
April 2025	5,366	614	3,569	1,103	10,652
May 2025	4,129	1,692	2,641	570	9,032

Cash Deposited into Mobile Printing

Date	Main	Lakeville	Station	Parkville	Total
January 2025	\$454.80	\$39.60	\$483.45	\$101.50	\$1,079.35
February 2025	\$372.75	\$66.20	\$461.80	\$211.15	\$1,111.90
March 2025	\$490.15	\$74.95	\$420.10	\$130.35	\$1,115.55
April 2025	\$609.95	\$72.50	\$452.30	\$130.55	\$1,265.30
May 2025	\$560.65	\$191.55	\$357.70	\$103.05	\$1,212.95

Books and Documents Scanned

Date	Main	Lakeville	Station	Parkville	Total
January 2025	744	100	825	187	1,856
February 2025	1,840	148	389	309	2,686
March 2025	1,097	212	1,747	666	3,722
April 2025	1,319	200	1,305	477	3,301
May 2025	1,064	371	747	225	2,407

Wowbrary

Date	Signups	Canceled	Total Active Signups	Borrows (Clickthroughs – Click ‘Borrow Button’ to Catalog)
January 2025	0	1	191	111
February 2025	0	0	191	159
March 2025	1	2	190	212
April 2025	0	0	190	113
May 2025	1	0	191	157

Innovative Mobile App

Date	Devices	Launches
January 2025	445	2,508
February 2025	426	2,291
March 2025	481	2,774
April 2025	517	2,997
May 2025	482	2,569

Respectfully Submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

STEM LAB

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- The STEM Lab, Adult programming, and the Children's department ran an amazing May the 4th day program for Star Wars Day. Patrons operated the laser engraver independently to make their own Star Wars Keychain, created custom painted bags with the alphabet used in Star Wars, completed coloring pages, and played Star Wars games. The STEM Lab even set up two VR simulations in which patrons had the opportunity to fly an X-Wing or use a lightsaber.
- The STEM Lab hosted 2 private schools on May 14th and 22nd, learning about game design and extended reality technologies like AR, VR, & MR. We also hosted a Girl Scout troop on May 17th that created laser-engraved postcards to give to their moms.
- The STEM Lab helped people celebrate Mother's Day by helping them make a mini bouquet of blooms for their mother figures.
- The Lab team created donation plaques for the Great Neck Coalition for Unity in dual-color plastic using our laser engraver.
- The STEM Lab 3D printed over 102 hours of 3D printing for patrons, including an amazing 3D printed DeLorean from Back to the Future!

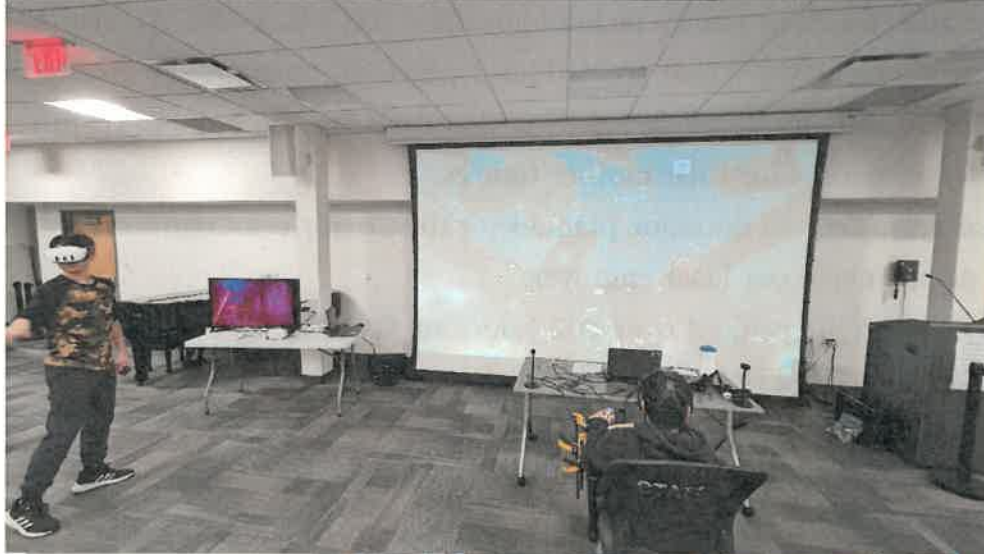
STAFF TRAINING:

- Trudy Delaney continues to self-teach herself about circuitry while building the library an LED curtain, by following written and YouTube tutorials to troubleshoot WIFI connection issues for uploading custom designs to the curtain.
- Christopher Van Wickler has been experimenting with various 3D scanning apps to try to bring 3D scanning into the STEM Lab at the most affordable and versatile option.
- Aimeng Li has been working through various Python coding class online in preparation for the summer programming. She has also been experimenting with using AI to create 3D models with Blender.

Respectfully Submitted,

Christopher Van Wickler
Head of Emerging Technologies (STEM Lab)

STAR WARS Day





Mother's Day Blooms



DeLorean from Back to the Future - Patron Request 3D Print



Plaques for the Great Neck Coalition for Unity

LEVELS

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- We said goodbye to our music coordinator Daniel Avila, who is moving out-of-state to continue his music education. Teens came in for his last weekend bearing cupcakes and gifts, and made sure Daniel knew how much he had given them as a teacher and mentor. We were all very moved, Daniel most of all. We wish Daniel well in his future endeavors, and are glad we had him as part of Levels.
- We held our Summer Theatre Proposal Meeting, but with a twist! To make sure teens can make a more informed decision about the summer show, we're trying out a two-part process. At the in-person meeting, teens proposed shows and voted, getting us to four finalists. We've applied for the rights for each one, put information about each of the finalists online, and encouraged teens to do their own research as well. In early June, we'll have online voting and find out the winning title.
- We had our final weeks of rehearsal for our Spring Drama, *Twelve Angry Men*, which performs June 5, 6, and 7, under the supervision of Levels Manager Barry Weil and theatre/storytelling coordinator Rebecca Hirschhorn. Our teen designers did a great job completing the set, costumes, lighting, playbill, and more, and the cast began to really come together as an ensemble.
- The May Jr. Levels session had a successful run, with workshops that included Rebecca's Birdwatching, Jessica Kiaei's Smash Bros. Tournament, and teen leader Elena Zhuang's 3-D Candy Art. We also featured two vendors who are well-liked by the kids, comic book artist Kel Gordon with Let's Draw Superheroes, and "Professor" Brittany with Pokémon Card Trading.
- Speaking of Pokémon, student Judah Lyman ran his first Pokémon Trading Night for Levels teens, which was well-organized and fun. We plan to grow this event and feature it further in the months ahead.
- In partnership with South Middle School Librarian Heidi D'Onofrio and North Middle School Principal Brendan Nelson, we did Outreach sessions with the 6th, 7th and 8th graders at both middle schools, promoting Levels and Jr. Levels programs to more than 600 students.
- I would like to formally thank Rebecca, Daniel, and Jessica, who all stepped up during a time when we have been very understaffed, and worked hard to keep Levels the place it's supposed to be for the teens, even under difficult circumstances. Thanks are due as well to Adam Hinz, Chris, Aimeng, and Trudy from the STEM Lab, for all of their assistance.

STAFF TRAINING:

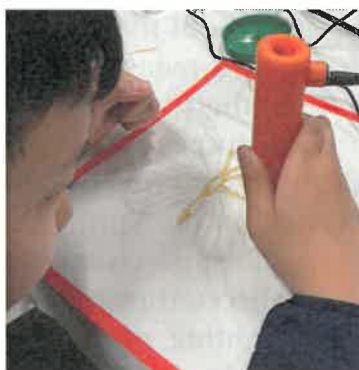
- Daniel and Jessica were given control (respectively) of the Music Studio and Makerspace areas, and they have organized and tailored them to our current needs.

They have also been training other staff in the use of those facilities and helping to create new rules for their use.

- We held our regular monthly staff meeting, clarifying rules and policies and brainstorming new project and event ideas for summer.

Respectfully Submitted,

Barry Weil
Levels Manager



ABOVE, LEFT: Teens compete in a multi-table Pokémon card tournament, organized by student Judah Lyman. *ABOVE, CENTER:* A 5th grader “draws” an edible butterfly with a special pen in teen leader Elena Zhuang’s 3-D Sugar Art class. *ABOVE, RIGHT:* Teens and staff say goodbye to our music coordinator, Daniel Avila (at center).

CHILDREN'S SERVICES DEPARTMENT

June 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- In May, we held 93 programs across our four branches.
- We conducted school visits with JFK, Baker, Magen Ephraim, and the Parent Child Plus program. We also worked with Great Neck North High School for community service.
- We have upcoming visits scheduled with JFK and the Parkville School
- We created a Vega showcase on both AAPI month and Jewish Heritage month.
- We have continued weeding and ordering in all of our locations.
- We have continued working on our community resource lists.
- We had several super successful programs for both AAPI month and Jewish Heritage month. We had author Mari Lowe, Bhangra Dancing and so much more!
- We had displays on Shavuot, Memorial Day, Dragon Boat Festival, Jewish Heritage Month, AAPI Heritage Month, Mental Health Month, Bicycle Safety, Mother's Day, Lag BaOmer, "Get Moving in May," and Self Love & Body Positivity
- Parkville shifted the Tween section, creating a Tween Corner.

STAFF TRAINING:.

- I held 1:1s with children's staff members.
- I held a staff department meeting on May 21
- Children's staff all received training on Pins
- Sarah attended Page Turning Picture Books from School Library Journal
- Sarah also attended the Public Library Youth Services Leadership Summit through School Library Journal at the Plainview- Old Bethpage Library.
- Alexa, Judy, Christina, Kristina and Kori attended the Long Island Library Resource Council Conference. See notes below.
- Kori attended Supporting Children's Mental Wellbeing with Just-Right Reads through LILRC.
- Christina attended A Conversation With Author Tracey Baptiste and School Outreach: Enhancing Library Services and Increasing Patronage through LILRC
- Vivian and I both attended a webinar on Mastering ipage for Children's Selectors through Ingram.

Respectfully Submitted,

Sarah Clarke
Head of Children's Services

LILRC Write-Ups

I had a great experience at the LILRC conference and came back with lots of new knowledge and ideas to implement in the children's department! The first session I attended was a talk with author Tracey Baptiste. I think her books would fill a great niche for children looking for diverse science fiction and horror stories and I will definitely be recommending them at the library. At the following session, I learned about running book clubs for English Language Learners. In this session, I got some great tips for increasing attendance at book clubs, running hybrid book clubs, and engaging reluctant readers. The keynote with Tracie Hall was inspiring! She spoke on the many modern challenges libraries are facing, from decreasing literacy rates to increasing divisiveness and called on librarians to meet this moment. My favorite session that I attended was the final session of the day. In this session, several children's librarians each had 2 minutes and 30 seconds to present a program that had been successful at their library. This format left me with tons of creative programming ideas in a short amount of time. One idea that I'm particularly excited about is hosting a DIY Funko Pop craft. Overall, it was great to network with other librarians from Long Island, visit the table displays, and learn from the various speakers. - Lexi

I attended the Long Island Library Conference, held at the Melville Marriott, on Thursday, May 8. In addition to the keynote address presented by Tracie D. Hall, I attended the three sessions listed below:

- A Conversation with Author Tracey Baptiste
- Women and Technology in Libraries - Ask Me Anything
- School Outreach: Enhancing Library Services and Increasing Patronage

In A Conversation with Author Tracey Baptiste, the author discussed how her Trinidadian roots have influenced the children's stories she writes. In addition to adding more of Baptiste's titles to our collection, some ideas for book displays at the Parkville Branch came out of this session.

The School Outreach session was presented by Kelly Furnari of the Sachem Public Library. One fun outreach idea was to have students work on Breakout Boxes, which were described as an "escape room in a box." Students work together, using problem-solving skills to open the box, which can be tailored to work for different content areas and grade levels. "Storytime and STEAM" was another program idea mentioned that we could add to our future programming. This program would feature a book reading followed by a related STEAM activity.

The Sachem Public Library also visits schools during back-to-school nights, orientations, school clubs, and summer programs. In addition to reaching out to the students, the Sachem Public Library has also offered library resource presentations for teachers on subjects like available databases and how they can use Breakout Boxes with their curriculum. These were wonderful examples of meeting community members where they are. This School Outreach session, as well as the Women and Technology in Libraries panel, both mentioned bringing technology to their in-school visits as another way to get kids excited about library offerings. This was in addition to allowing students to tour STEM spaces during a visit to the library. Potentially incorporating digital art into our Tween Art Club at Parkville using Procreate, was also an idea to come out of the Women and Technology panel. -Kori

Program Session 1 I attended was a conversation with children's author Tracey Baptiste. She spoke about growing up on the islands of Trinidad and Tobago and how it influenced her writing and characters. She always wanted to be a writer. I had previously read her book BOY 2.0 so it was great to hear about her process. She brings issues of race into her writing, both fiction and non-fiction. Session 2 we attended a program about building a departmental bridge between the children's and reference departments. As someone who had worked in both departments as well as at branch libraries I totally agree with the importance of good communication. I also focussed on how libraries can have programs that simultaneously take place in all departments, like summer reading. For instance, when we sign up children for the summer club we can remind parents that there is a club for them as well. The program session 3 speaker had great tips on how to do school outreach. Her library Sachem is very involved in the local schools. They have school groups come to the library for all day visits sometimes, and they attend school clubs and bring targeted programs to the schools, in addition to library card and summer reading drives. They have "breakout boxes" with educational programs and themes like STEM or escape room, that teachers can check out of the library.

The lunch speaker Tracie Hall was very inspiring. She spoke about the challenges we face today as information professionals in an age of censorship and information warfare. She likened it to the times of civil rights issues in the 1960s, and explained that there were many leaders and activists who fought for freedom just as we can do today in our own libraries and communities. She called it a "kairos moment" when these leaders were called by difficult circumstances to fight for justice.- Judy

Attending this year's Long Island Library Conference was nothing short of inspirational. The support and encouragement of all the librarians in attendance was incredible. Being able to share stories and ideas with librarians from other libraries was a fantastic experience. We were able to connect with one another to share ideas of ways to create a great space for our patrons.

The first program I attended was the NCLA Children's Services Division: A conversation with Tracey Baptiste. She not only shared her history in storytelling but the inspiration for her books. She connected history with her tellings, helping me to better understand what her books are about and how to define them for children who may be interested in reading her books or similar stories. It helped to open my mind to the depth involved in creating a collection to not only support literacy for youth, but finding stories that better connect with their interests.

The second program I attended was the Children's Librarians Association of Suffolk County: Building a Departmental Bridge: Strategies for Enhanced Collaboration Between Adult and Youth Services. This program was an excellent representation on how to better connect the library as a whole, not just the children's department. They shared ideas on communication and connection between children's services and the other departments. For example, when signing a child up for summer reading, sharing to their parent/caregiver that they could also register for their adult summer reading program. It's also important to embrace the idea that some programs held are not just for the children but the family. This, again, defines the importance of conversation with perhaps the teen department on what inspires the teens to help them feel involved and connected when attending programs.

The Keynote Speaker, Tracie D. Hall, was absolutely inspiring. Her discussion about libraries being a central point of information as it relates to keeping valid, true, honest information available. That representation is important. In regards to the children's department, this is beyond true as having children see themselves in books can help to boost self esteem and support the rise in literacy skills. Seeing children other than themselves also supports empathy in other children.

The final program attended was the Children's Librarians Association of Suffolk County: "Speed Dating" with Children's Librarians: Quick Connections to Programming ideas. As a librarian trainee, this specific program was eye opening to me to learn more about programs that could be offered to the children who patron the Great Neck Library. These programs helped me to discover new ideas that could support children in areas of not just literacy and cognitive skills, but social-emotional and physical. Being able to offer programs that support the various developmental domains is very important and I truly appreciate being able to gather some new, exciting program ideas from fellow librarians.- Kristina

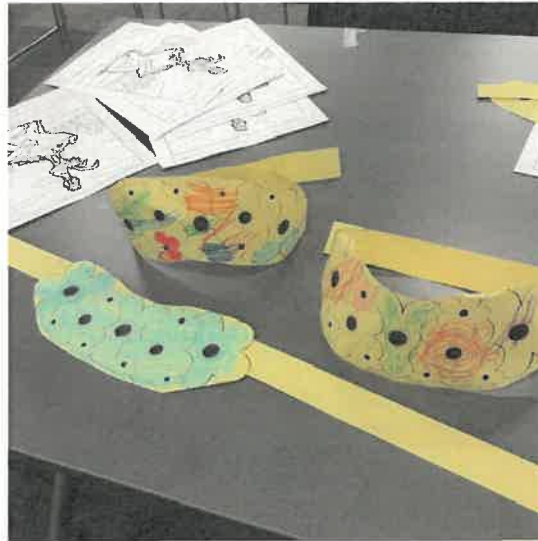
This year's Long Island Library Conference was an enriching and inspiring experience. I left with ideas and new goals related to displays, programming, and school outreach. The first session, "A Conversation With Author Tracey Baptiste," provided valuable insight into the inspirations behind her writing. Baptiste spoke about the influence that Trinidadian folk tales (her home country) and stories from around the world have on her writing. This conversation sparked ideas for new interactive displays and storytimes, including developing interactive book displays that showcase these globally shared folktales. Session II "Women and Technology in Libraries" featured a panel of STEM librarians from across Suffolk County. From their conversation and the Q&A that followed, I gained new program ideas for upper elementary children, including building simple circuits and personalized Cricut-based projects. I was also introduced to new technologies such as Ozobot robots and Tinkercad software, which I am interested in exploring further. In Session III, "School Outreach: Enhancing Library Services and Increasing Patronage," presenter Kelly Funari shared several creative outreach strategies. Based on the examples she shared, I would like to design a flyer highlighting our larger drop-in programs (e.g., LEGO Club, board games) with QR codes linking to both our online library card application and program calendar. I am also very interested in creating programs that involve breakout boxes. These kits are similar to escape rooms in the sense that participants are given puzzles, challenges, and clues that help them open combination locks. The presenter brought in a few examples of these that were created to support classroom learning. For example, she designed Breakout Box kits with the topic of Spanish culture for the local high school's Spanish Club. The presenter uses resources from Breakoutedu.com to put these together. I believe Breakout Boxes could be a very successful and popular new program at GNL, and can be designed around fun and educational themes that our young patrons would enjoy. Overall, the conference provided a wealth of practical ideas and fresh inspiration to enhance our children's services and school outreach efforts. I appreciate the opportunity to attend this year!- Christina

[Sarah's SLJ Public Library Youth Services Leadership Summit notes & action items](#)

Rainbow Fish Craft at Main



Moana Party at Main



Teddy Bear Banks at Main



Flower craft at Parkville



Parkville Tween Corner



CIRCULATION DEPARTMENT

May 2025

DEPARTMENT HIGHLIGHTS:

- Staff continue to work diligently, providing positive service and fulfilling patron inquiries.
- Circulation Staff assisted with the Great Gatsby event, including key chain making and shelf reorganization for the STEM Lab display.
- Main Circulation is collaborating with the Branches, Children's Circulation, and Media departments to ensure adequate coverage at all circulation desks.
- Circulation staff are trained and patiently assisting patrons with PIN implementation and questions in person and over the phone.
- Staff Evaluations are ongoing.

STAFF TRAINING:

- All staff completed the PIN implementation training, led by the TS manager. A video recording is available to all personnel for reference.
- Two staff members attended the Long Island Library Conference on May 8th, gaining valuable experience and knowledge.
- Staff completed the NCLA "Room to Maneuver" customer service training on May 5th, enhancing their skills in managing patron interactions and understanding procedural boundaries.
- The Head Clerk and I continue reviewing and updating circulation information, tasks, and interloan processes, ensuring timely communication with the Circulation staff.

Respectfully Submitted,

Eleen Chook
Circulation Manager

Circulation Statistic May 2025

Checkouts	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
MAIN														
Checkouts	7,669	7,128	7,670	8,175	7,613								38,255	95,931
Online Renewals	18,445	15,864	17,886	16,740	17,703								86,638	203,395
Circ. Self-Check Station	1,552	1,539	1,508	1,510	1,497								7,606	10,861
Children's Self-Check Station	4,363	4,575	4,927	4,664	3,868								22,397	62,645
LAKEVILLE														
Checkouts	695	668	764	681	621								3,429	9,875
Self-Check Station	444	422	371	388	490								2,115	4,716
PARKVILLE														
Checkouts	1,070	1,036	1,064	1,151	1,028								5,349	12,993
Self-Check Station	1,248	1,040	1,382	1,224	1,497								6,391	13,208
STATION														
Checkouts	1,467	1,250	1,597	1,522	1,445								7,281	20,390
Self-Check Station	1,790	1,694	2,046	2,084	1,770								9,384	20,124
E-Book download	7,957	6,762	7,586	7,042	8,019								37,366	80,322
E-Audiobook downloads	2,351	2,399	2,555	2,491	2,649								12,445	26,707
Streaming	3,825	3,620	3,956	3,853	3,815								19,069	40,189
Totals	52,876	47,997	53,312	51,525	52,015								257,725	601,356

Sorter	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
RFID Self Returning Station	943	733	758	1,029	815								4,278	7,171

* Successful items returned (checked-in only). Not included in the Checkouts Totals

Museum Key & Lending Key	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
Museum Passes Checkouts	303	306	329	502	507								1,947	4,456
Library of Things Checkouts	37	41	36	43	56								213	545

* Included in the the MAIN Checkouts

[illegible]

LILINK & OCLC	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
Filled	674	712	664	691	676								3,417	8,175
Placed	893	792	716	743	806								3,950	9,879
Sent to Other Libraries	160	167	177	191	178								873	1,871

* Included in the MAIN Reserves & Interloans FILLED and PLACED.

In House Use		Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
MAIN		3,424	3,586	3,413	3,529	5,547								19,499	41,906
LAKEVILLE		146	98	108	137	131								620	1,257
PARKVILLE		205	408	263	613	344								1,833	4,156
STATION		866	1,274	1,069	1,181	1,088								5,478	10,069
	Totals	4,641	5,366	4,853	5,460	7,110								27,430	57,388

[illegible]

[illegible][illegible]

Patron Count		Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD 2025	YTD 2024
MAIN		12,075	10,516	13,718	14,406	14,328								65,043	179,188
LAKEVILLE		2,589	2,559	2,798	2,774	2,795								13,515	32,411
PARKVILLE		4,475	4,346	4,719	4,906	4,870								23,316	44,252
STATION		4,947	4,674	5,498	5,087	4,803								25,009	58,115
	Totals	24,086	22,095	26,733	27,173	26,796								126,883	313,966

TECHNICAL SERVICES

June 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- In June, the staff cataloged 1005 new titles and processed 1739 new items.
- 1319 new Hoopla titles were uploaded in May
 - 1806 titles were removed

STAFF TRAINING:

- Ashley met with Denise and Kat to go over Ingram Ordering
- Ashley hosted 4 PIN number training sessions for Great Neck Staff.
- Ashley met with representatives from Ingram, Baker & Taylor and Innovative

Respectfully Submitted,

Ashley Gonzalez
Technical Services Manager

Great Neck Library - Technical Services Department

Fiscal Year Summary Report

06/13/25

July 2024-June 2025	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Totals
New Titles	620	788	855	1038	540	352	643	558	608	793	1005		7800
Processing	1291	1426	1499	1683	840	715	1110	900	938	1230	1739		13371
Periodicals	266	263	252	266	221	239	259	260	237	263	241		2767
Donations	5	55	50	37	19	16	13	4	121	8	17		345
Deletes	926	905	1292	74	984	405	902	738	1336	1869	1357		10788
Deleted Magazine	141	168	247	48	363	93	240	127	568	225	350		2570

July 2023-June 2024	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Totals
New Titles	597	800	597	580	836	582	905	466	814	546	594	702	8019
Processing	1206	1628	948	1297	1484	1244	1616	812	1256	766	1026	1,323	14606
Periodicals	295	364	307	311	296	239	225	249	277	285	288	188	3324
Donations	15	36	20	0	55	37	26	37	85	59	0	31	401
Deletes	1106	940	1315	1659	1448	894	1508	572	388	2061	690	817	13398
Deleted Magazine	168	604	169	150	179	75	604	120	114	305	315	69	2872

MEDIA DEPARTMENT

June 2025 Media Board Report

DEPARTMENT HIGHLIGHTS:

- The Media department capped off a series of three noir films with special guest and film critic Foster Hirsch introducing the film and staying for a Q&A. We began with a screening of **On the Waterfront (1954)** in November 2024, continued with our second film in March 2025 the **Pawnbroker (1964)** and concluded with a screening on May 29th with **Sunset Boulevard (1950)** which was rescheduled from February due to a snowstorm.
- Libby/Overdrive vs' Hoopla total circulations [e-book & e-audiobook]
May 2025 statistics:

Overdrive Libby	E-books (8019); E-audiobooks (2649)
Hoopla	E-books (458); E-audiobooks (795)
- We are continuing to weed out worn copies of our DVDs and CD music from our collection. The Library Book Sale is scheduled for the end of the month and we have over 100 DVDs for sale.
- We are also preparing for an end of the month Movie Trivia event celebrating the Media Summer Reading Kickoff. It will be designed as a Jeopardy style trivia contest with (50) questions broken down into different genres of movies. Special prizes will be awarded to the top (3) finishers.
- Looking forward to next month's documentary films special screenings, The (3) three titles are:
 1. [Holding Back the Tide](#) (2023) directed by Emily Packer July 16th
 2. [Black Box Diaries](#) (2024) directed by Shiori Ito July 9th
 3. [Veselka \(2024\)](#) directed by Michael Fiore July 23rd

STAFF TRAINING:

- Debbi attended a customer service workshop sponsored by [Nassau County Library Association] on Monday, May 5th
- I attended a Long Island Libraries Resource Council Zoom workshop entitled, Reducing Stress, Improving Mental Health on Friday, May 9th.

Respectfully Submitted,

David Wang
Media Librarian

LAKEVILLE

MAY 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- May 15th is National Chocolate Chip Cookie day, and we celebrated by taste testing 3 different kinds of chocolate chip cookies! It was a well-attended program, and all ages discovered they prefer crunchy over chewy chocolate chip cookies.
- We had a nice group of patrons come together to discuss Jodi Piccoult's latest novel, "By Any Other Name"
- We had two successful adult programs in May. An outside vendor came to host a two-hour embroidery class that had 15 adults coming to embroider tea towels. The 2nd class was a DIY string art class that a few adults did for the first time and enjoyed themselves.

Respectfully Submitted,

Tara Ragona
Branch

Parkville Branch

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Christina and Kori have received many kind words from parents of our young patrons regarding our in-house programming, including Tween Art Club and Tween Book Club. We've also offered many great vendor programs for children, such as Drama with Your Mama and Golden Lake Painting.
- The branch celebrated AAPI month with a book display and several programs celebrating Asian American and Pacific Islander cultures. One such program was Bhangra Dance for all ages, where patrons enjoyed samosas from a local restaurant and learned a few different types of Indian dance.
- The Parkville Pageturners met on May 29 to discuss *Fifty Words for Rain* by Asha Lemmie. The book is set in various cities in Japan spanning from the 1930s through the 1960s, and tackles topics such as race, family, and duty.
- Sheila's Knitting and Crochet Circle donated a total of 36 afghans to the Ronald McDonald House, receiving a note of thanks from the organization for "giving the gift of togetherness."
- Our adult programs continue to be well attended, particularly yoga and crafting workshops like jewelry and macrame.

STAFF TRAINING:

- Christina and Kori had the chance to attend the Long Island Library Conference at the beginning of the month, taking away ideas on various topics, including how to incorporate more community outreach into our day-to-day.
- Staff members attended PIN trainings hosted by Ashley so everyone is well equipped to assist patrons as we roll out this new feature.

Respectfully Submitted,

Kat Baumgartner
Assistant Director

STATION BRANCH

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Childrens wrapped up several successful programming series including Music for Aardvarks, Spanish Bilingual Storytime, and the LEGO Challenge.
- Station also introduced Station Storytime, a weekly recurring storytime for Crawlers, Walkers, and Preschoolers. We've gotten great feedback from participants on the sense of community that the children's programming and environment in the children's room for families. Special thanks to Kristina Lamagna, Station Children's Librarian Trainee & Sarah Clarke, Head of Children's Services for their planning and development!
- Station displayed materials celebrating Mental Health Awareness, Jewish American Heritage, and Asian American Pacific Islander and Native Hawaiian Heritage throughout May for Adults and Children.
- Station continues to host Blood Pressure Screenings from St. Francis Hospital, Social and Mental Health Counseling Services courtesy of CEC Health Care Community Mental Health Promotion and Support.
- Station also hosted the Healthy Living for Your Brain and Body, presented by the Long Island Chapter of the Alzheimer's and Dementia Association.
- Station Reader's Society Attendees enjoyed a discussion on *The Heaven and Earth Grocery Store* by James McBride.
- West Egg Book Discussion enjoyed a discussion of *The Ministry of Time* by Kaliane Bradley.
- Station continues to offer Free Play Mahjong, Scrabble and Movie Matinees for Adults to enjoy.

STAFF TRAINING:

- Please accept the attached report for Kristina Lamagna's attendance at the Long Island Library Conference on behalf of the library on May 8th.
- I continue to attend weekly meetings with Administration, Managers and Department Heads.
- Station staff are currently working on reorganizing the Children's collections in order to accommodate Family Place Services and security camera installations.

Respectfully Submitted,

Alana J. Mutum *MLS MPA*
Branch Head Librarian, Station Branch

Director

June 2025 Board Report

ADMINISTRATION

- On Thursday, May 29th, the Library hosted the Great Neck Coalition for Unity Community Forum. The event celebrated both AAPI heritage month and Jewish American heritage month and featured panelists from the community speaking about their experiences in Great Neck. The event was very successful. Thank you to our community partners and local restaurants for supporting the event.
- We are posting positions for Sunday Only staff members due to our planned increased Sunday hours beginning in September.
- We will be receiving \$5000. In bullet aid from Assemblyman Norber to purchase a poster printer.
- Installation of additional security cameras at all of our locations will begin within the next few weeks and take approx. three weeks to complete.
- We will be having an in-person book sale at Main on June 27th from 10-5.
- We will be the first library that has Toveedo tablets. Two will be added to the Library of Things collection. The tablet is loaded with Jewish videos, books, and games for children.
- The Fitzgerald Society invited staff to attend their literary network on June 6th and conference on June 24th. Our mansion model created by our STEM lab was requested for display for the events and will be prominently displayed.
- We have completed installation of the Roman Vishniac photos on the mezzanine at Main. Roman Vishniac was a Russian American photographer who photographed Central and Eastern European Jews. The collection was donated by Mr. & Mrs. Sydney Berg in 1986.
- PIN numbers are now required for all library cards. The implementation of this new process went well.
- We continue to work with the board and general counsel on policy revisions.
- On Wednesdays, I have a round-robin virtual meeting with department heads, branch heads, and administrators.
- Each week I meet individually with department heads.
- I reviewed and approved vacation, leave, FMLA requests.
- We continue to post, interview, and make recommendations for hire for open funded positions.
- The Great Neck Library continues to accept donations of new and gently used books in good condition at all locations. Patrons leaving their information when they donate receive a letter of gratitude.
- I reviewed invoices to be processed for BoT approval.
- I met, spoke with, or wrote to several patrons to resolve issues and answer queries.

COMMUNITY & OUTREACH

- I attended the Community Coalition meetings on 5/23. The library will be hosting Explore Our Heritage Great Neck Coalition for Unity Community Forum on May 29th from 6:30-8:30.

- Girl Scout Emma Condello from Troop 626 will be collaborating with us on a project for her Girl Scout Journey which will include a kindness wall in Parkville as well as a mental health resource station.
- Kat and I met with the team from North Shore University Hospital on 4/23 to work on our Health Literacy Education collaboration.
- We continue to collaborate with the Lions Club as a drop off site for their eyeglass collection program.
- We continue to collaborate with Long Island Cares and continue to host a food donation box at Main.
- We continue to collaborate with Humane Urban Group by contributing discarded outdated newspaper for their feral cat program.

MAIN LIBRARY

- The Retaining Wall/Staircase project is progressing.
- I have been working with H2M, our insurance broker, and our vendor to make sure that all insurance documents are in place to begin our MEP/HVAC project. Unfortunately, there will be days that the Library will need to close during the work.
- On 5/8 we had our Roof Replacement Kick-Off meeting. The work will begin soon. During that time, there may be disruptions to service areas as well as closing of various entrances and exits.
- We continue to work with H2M to provide information about building matters regarding the roof, HVAC, etc.

BRANCHES

- We have been evaluating spaces and shelving in the Station and Lakeville branches. Lakeville staff have been doing more programming for children and could use more floor space. Station could use a new layout of shelves for better site lines in the Children's room.

Respectfully Submitted,

Denise Corcoran
Director

Long Island Library Conference
May 8, 2025
Kristina Lamagna

Attending this year's Long Island Library Conference was nothing short of inspirational. The support and encouragement of all the librarians in attendance was incredible. Being able to share stories and ideas with librarians from other libraries was a fantastic experience. We were able to connect with one another to share ideas of ways to create a great space for our patrons.

The first program I attended was the NCLA Children's Services Division: A conversation with Tracey Baptiste. She not only shared her history in storytelling but the inspiration for her books. She connected history with her tellings, helping me to better understand what her books are about and how to define them for children who may be interested in reading her books or similar stories. It helped to open my mind to the depth involved in creating a collection to not only support literacy for youth, but finding stories that better connect with their interests.

The second program I attended was the Children's Librarians Association of Suffolk County: Building a Departmental Bridge: Strategies for Enhanced Collaboration Between Adult and Youth Services. This program was an excellent representation on how to better connect the library as a whole, not just the children's department. They shared ideas on communication and connection between children's services and the other departments. For example, when signing a child up for summer reading, sharing to their parent/caregiver that they could also register for their adult summer reading program. It's also important to embrace the idea that some programs held are not just for the children but the family. This, again, defines the importance of conversation with perhaps the teen department on what inspires the teens to help them feel involved and connected when attending programs.

The Keynote Speaker, Tracie D. Hall, was absolutely inspiring. Her discussion about libraries being a central point of information as it relates to keeping valid, true, honest information available. That representation is important. In regards to the children's department, this is beyond true as having children see themselves in books can help to boost self esteem and support the rise in literacy skills. Seeing children other than themselves also supports empathy in other children.

The final program attended was the Children's Librarians Association of Suffolk County: "Speed Dating" with Children's Librarians: Quick Connections to Programming ideas. As a librarian trainee, this specific program was eye opening to me to learn more about programs that could be offered to the children who patron the Great Neck Library. These programs helped me to discover new ideas that could support children in areas of not just literacy and cognitive skills, but social-emotional and physical. Being able to offer programs that support the various developmental domains is very important and I truly appreciate being able to gather some new, exciting program ideas from fellow librarians.

FACILITIES

May 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Coordinated with National Grid to have the street gas line replaced as required by National Grid.
- Added shelving unit to community room closet at Parkville to better utilize space.
- Received delivery of new vacuums for all branches
- Installed shelving units in Levels' office and completed assembly of numerous new furniture items.
- Rebuilt the condensate P-Trap of AHU-4 due to a crack in the existing assembly that was causing a leak.

Respectfully Submitted,

Ryan Badke
Facilities Manager

1st read: 5.13.25

2nd read & vote: 6.17.25

300-75: Workplace Fraternization Policy

The purpose of this policy is to maintain a professional, respectful, and productive work environment. The Great Neck Library does not prohibit friendships or romantic relationships between employees. However, employees must follow Library guidelines as to how they conduct their relationships in the workplace. This policy applies to all Library volunteers and employees, including senior management, supervisors, full-time and part-time staff, interns, and contractors. It governs interactions within all levels and departments of the Library.

- A.** The Great Neck Library discourages, but does not forbid, fraternization between managers or supervisors and subordinate employees.
- B.** Any employee who is involved in a romantic or intimate relationship, not necessarily limited to sexual relationships, with any other employee must disclose the relationship to the Human Resources Manager or the Library Director. Such information will be treated by the Library as confidential, consistent with the Library legitimate business needs. Failure to report such relationships may result in disciplinary action, including, discharge.
- C.** Employees must maintain professionalism in the workplace at all times. Accordingly:
 - personal romantic relationships must not affect an employee's job performance, the performance of others, or the operational dynamics of the Library;
 - employees involved in a personal romantic relationship are absolutely prohibited from engaging in physical contact or displays of affection (such as kissing, hand-holding, or other similar personal contact) while in the Library or on Library premises, whether during working hours or not; and
 - during non-working time, including lunch, breaks, and before or after work periods, employees engaging in personal romantic relationships should maintain an appropriate workplace manner.
- D.** Where an intimate relationship exists, the Library reserves the right to make employment decisions to limit the risks of such a relationship to the Library and to ensure the avoidance of favoritism, conflicts of interest, and problems of management, accurate evaluations, and discipline. Such steps include but are not limited to:
 - transfer of one or both parties to the relationship;
 - adjusting work schedules;
 - adjusting lines of reporting or communication; or
 - required resignation of one or more of the parties in the relationship.
 - When a resignation is required, the Library will grant the parties a 14-day period during which the parties have the option to submit a joint-

1st read: 5.13.25
2nd read & vote: 6.17.25

recommendation for the forced resignation which the Library will take into consideration when making that final decision.

- E. Where a consensual romantic relationship exists, the parties will be required to sign an agreement acknowledging that the relationship exists and that it is consensual. The agreement will further instruct each party to immediately notify the Human Resources Manager should the relationship terminate.
 - This acknowledgement does not abate either party's right to file a report of sexual harassment with the Library.
- F. Refusal of reasonable modification to an employee's position after disclosure of a personal romantic relationship to the Human Resources Manager or Library Director will be deemed a voluntary resignation.
- G. Employee conduct outside of working hours and outside Library premises is generally regarded as private if such conduct does not create problems within the workplace.
- H. Employees should be mindful the organization maintains a strict anti- harassment policy (see 300-70: Sexual Harassment Policy).
- I. Any employee who believes they have been adversely affected by this policy, or who believes that this policy is not being adhered to, should speak with the Human Resources Manager or Library Director.

400-10: General, Reserve, and Restricted Funds – Definitions and Limitations**a. General Fund**

~~This fund~~The General Fund is established as an unrestricted fund to provide funding for the Library's day-to-day operations. ~~operating budget income and expenses. Expenditures from this fund may include, without limitation minor repairs, utilities, employee wages and benefits, and the purchase of books and other media.~~This is the primary fund for the library's annual budget.

a.b. Main Building and Special Services Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, is established to provide funding for repairs, maintenance and improvements to the Main Building and fixed assets of the Great Neck Library. Expenditures from this fund may include repairs to major building systems, as well as architectural, engineering, legal, and/or other professional fees, actual construction and refurbishment costs, and replacement of furnishings and equipment. This fund may also be used to fund special services as approved by the Board. This is to be an ongoing reserve fund.

b.c. Branch and Special Services Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, is established to provide funding for repairs, maintenance, and improvements to the Branches of the Great Neck Library. Expenditures from this fund may include repairs to major building systems, as well as architectural, engineering, legal and/or other professional fees, actual construction and refurbishment costs, and replacement of furnishings and equipment. This fund may also be used to fund special services as approved by the Board. This is to be an ongoing reserve fund.

e.d. Automated Library Operations Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, is set aside for the specific purpose of acquiring and integrating into library operations those new technological advances in the library field which will help improve the services offered by the Great Neck Library. Expenditures from this fund may include the costs of hardware, software, peripheral equipment and cabling. This is an ongoing reserve fund.

d.e. Restricted Gift Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, is the repository of donor-restricted gifts to the Library. Additions to this fund, comprised of gifts with donor-imposed restrictions as to the use of such funds, must be accepted or rejected by the Board in accordance with the needs and best interests of the Library. Expenditures shall be made at the discretion of the Director and in compliance with the donors' intent. (see also Policy Sec. 1200: Gifts and Donations.)

e.f. Landscaping Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, has been created to provide funding for the landscaping project which includes expenses for architectural, engineering, legal, and/or other professional fees, and actual construction and refurbishment costs. This is a ~~short term~~short-term fund to be closed upon completion of the landscaping project.

f.g. Bond Retirement Fund

This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, has been established to set funds aside to help reduce the tax burden by retiring the bonds at an earlier point in time. The establishment of this new fund will serve as a vehicle to do so. This is an ongoing fund to be closed upon the retirement of the bond.

Additional Funds the Library may consider— Insurance Fund

~~This fund, established as a restricted fund separate and apart from the General Fund of the Great Neck Library, has been established to set funds aside to fund certain uninsured losses, claims, actions or judgements and expert or professional services in connection with the investigation, adjustment or settlement of claims, actions or judgements. The amount paid into this reserve fund shall not exceed \$33,000 a year or 5% of the total budget for the fiscal year, whichever is less.~~

g. Retirement contribution Fund

References: GML § 6-h, § 6-l

Adopted 6/30/97; revised 11/14/2017

500-68: Digital Video Surveillance***Purpose***

The Great Neck Library ~~employs video security cameras~~ strives to ensure the physical security maintain a safe and secure environment for its patrons and staff. In pursuit of this important objective, selected areas of the Library ~~facility, staff, and patrons. A sign is~~ premises are under security camera video surveillance and recording. Signs are posted at ~~the library entrance~~ Library entrances informing the public that security cameras are in use.

~~The purpose of this~~ This policy ~~is to establish~~ establishes guidelines for the placement and use of video security cameras, as well as the access and retrieval of recorded digital video ~~image~~ surveillance footage at the Great Neck Library.

Security Camera Locations

A. Reasonable efforts are made to safeguard the privacy of library patrons and employees.: The video security cameras are ~~positioned to record only those or will be~~ located in areas specified by the Director ~~as and~~ approved by the President of the Board of Trustees or their designee ~~and will complement other measures to maintain a safe and secure environment in compliance with Library policies~~. Camera locations shall not be changed or added without permission of the Director and Board of Trustees. Security cameras shall not be installed in areas where there is a reasonable expectation of privacy, such as in restrooms.

~~Cameras will only be installed in locations where staff and customers would not have an expectation of privacy. Examples include common areas of the Library such as entrances, near book and media collections, public seating, and parking lots. Cameras will not be installed in areas where staff and public have a reasonable expectation of privacy, such as restrooms; nor are they positioned to identify a person's reading, viewing, or listening activities in the library.~~

B. Security Camera Footage Storage and Retention: Images from the Library surveillance system are stored digitally on hardware in the Library and in the cloud, and may be accessed by the Director and authorized Staff, as described below. The Library shall retain all recorded digital video surveillance footage for a minimum of 7 days.

Access to Digital Images

~~Recorded digital video images may contain personally identifiable information about an individual who has used any library service or borrowed any library materials ("patron information") and will be accorded the same level of confidentiality and protection provided to library users by the Great Neck Library's Confidentiality Policy.~~

~~Typically, images will not~~ surveillance footage from the security cameras may be routinely monitored in real time ~~unless specifically authorized by the Director and approved by the Board of Trustees.~~

C. by Library staff. Only the Library Director, ~~the~~ Assistant Director, or a designee approved by the ~~Board of Trustees if the~~ Director and the ~~Assistant Director are unavailable,~~ may Board of Trustees ("Authorized Personnel") shall have access ~~the recorded digital video images in pursuit of incidents~~ to saved and archived footage. In the event of the occurrence of criminal activity, a violation of the Library Code of Conduct, or other legitimate ~~purpose~~ purposes such as a security concern, Authorized Personnel may be permitted to

and the amount of video reviewed at one time will be limited to the minimum needed to give assurance that the system is working and to verify compliance of access policies.

Use/Use and Disclosure of Digital Video Records

Surveillance Footage: Video records and still photographs may be used by authorized individuals/Authorized Personnel to identify those responsible for library/Library policy violations, criminal activity on library/Library property, or actions considered disruptive to normal library/Library operations. ~~These records will not be used to monitor staff performance.~~

D. Under certain circumstances, individuals authorized under this policy/Library staff may use a still/not photograph or selected portions of recorded data to request law enforcement review for assessing the security risk of a specific individual or for investigating a crime on library property; video, or in any manner disclose the content of the digital surveillance footage, unless permitted to do so by Authorized Personnel.

E. Unauthorized Access, Use, or Disclosure: A breach of this Policy by a Library employee may result in disciplinary action up to and including dismissal. Any Library employee who becomes aware of any unauthorized disclosure of digital video surveillance footage or a potential privacy breach has a responsibility to ensure that the Library Director is immediately informed of the breach.

Law Enforcement Requesting/Requests For Access to Security Camera Footage

Library staff and volunteers are required to refer any law enforcement request for security camera footage or still photographs to: In the Director or, in their absence, the Assistant Director. The Library does not make security camera footage or still photographs available to any agency, event of federal, state, or local government unless compelled to by a subpoena, warrant, or court order is issued pursuant to law. Before complying, the Director or Assistant Director shall consult with any such requests, legal counsel will be consulted and the President of the Board of Trustees or their designee to determine the proper response.

F. its obligations and duties, if any, under the applicable laws. In the event of exigent circumstances or imminent danger, Authorized Personnel may choose to provide digital surveillance footage to law enforcement officials. In the event of a search/lawful, valid, and applicable warrant, which is executable immediately, the Director or Assistant Director, after advising the President of the Board of Trustees or their designee, will comply with the search warrant and consult with legal counsel. Upon receipt of a subpoena or other court order, the Director or Assistant Director shall consult with legal counsel and the President of the Board of Trustees or their designee to determine if the document is in proper form and that good cause for its issuance in a court of proper jurisdiction is demonstrated. If not, the Director or Assistant Director shall insist any defect be remedied before releasing records that contain patron information, will comply with the search warrant and consult with legal counsel.

General Public Requesting Access to Security Camera Footage

Confidentiality/privacy issues prohibit the. The general public is prohibited from viewing security camera footage.

Retention of Digital Images

The Library avoids creating unnecessary records, retaining records not needed for the fulfillment of the mission of the Library, as well as practices that could place personally identifiable

G. ~~Recorded~~ digital video images are stored on hardware in a locked area in the Library. Recordings are retained for no longer than 14 days, unless required as part of an ongoing investigation or litigation surveillance footage.

Adopted 11/15/2016, ~~updated~~ 7/22/2024, updated 6/XX/2025

800-70: Parking Lot

The parking lot is for the use of library patrons and staff.

Overnight parking or parking in the lot when the Library is closed is not ~~allowed~~. ~~Three~~permitted.

The Library has reserved certain parking spaces ~~are reserved~~ for people with disabilities, which parking spaces have been clearly marked. In order to park in these parking spaces, cars must have a vehicle plate for reserved parking issued by the DMV or a valid handicapped parking permit that is prominently displayed.

~~Cars must have a handicapped sticker on their windshield in order to park in the handicapped parking space.~~

Violation of this policy will result in the violators' vehicle being towed at their own expense and risk.

Rev. 1/23/01, 6/XX/25

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900-20 900-20: Admission to Programs

~~To ensure the health and safety of our patrons and staff at programs in which a large attendance is anticipated, admission~~Admission to programs will be granted in the following preferential order:

1. Great Neck Library Card Holders
2. ~~2:~~ Great Neck School District ~~Resident~~Residents
- ~~3. 3:~~ Non-residents

Library personnel in charge of supervising the library program will not admit anyone beyond the capacity of the meeting room, pursuant to Policy Manual Section 800-10-~~(USE OF MEETING ROOMS):~~ Use of Meeting Rooms.

~~Doors~~For events with first-come, first served seating, doors will be opened ~~for seating one-half hour~~15-30 minutes prior to ~~the~~ announced starting time. ~~Seating will be on a first-come, first-serve basis and~~The Library retains the right to reserve seats ~~amay not be reserved.s~~ the Library deems necessary or appropriate for the event.

The Great Neck Library Director or their designee may determine that ~~the issuance of admission~~registration or tickets to Great Neck Library will be required for programs which ~~seem likely to~~may attract overflow crowds. Such registration or tickets will be available at least one week prior to the program ~~and will be valid until ten (~~For programs that require registration, a registrant's spot will remain reserved for 10) minutes ~~prior to the scheduled start of~~past the program start time, at which time ~~others will be admitted as space permits.~~the Library may give the spot to a person on the waitlist.

The Library reserves the right to limit admission to programs should conditions exist such that the Library Director or their designee may determine that health and safety of attendees could be compromised.



Proposed NLS Memorandum of Organization Amendments

NLS' Memorandum of Organization, an attachment to our By-Laws, outlines the means for cooperation and participation of Member Library Trustees in System meetings and the election of NLS trustees. It was last updated in 1999 and changes are recommended at this time. The proposed amendments attached include:

1. Clearer Procedures for Filling NLS Board Vacancies

- Clarifies how mid-term replacements are nominated or appointed, including new timelines and processes.

2. Voting Flexibility

- Adds the option for digital or paper ballots for area nominations of NLS Trustees and future amendments and allows absentee voting or proxies if a library cannot attend a meeting at which a vote is held.

3. Meeting Provisions and Communication

- Expansion of the purpose of the Annual Meeting of Member Library Trustees to include continuing education and networking.
- New language throughout allows for meetings to be held virtually or in person, aligning with modern practices and legal requirements.
- New language about coordinating meetings at the request of areas or Member Library Directors.

4. Amendment and Voting Process Clarified

- Redefines timelines for distributing ballots and reviewing proposed changes.

We hope the amendments will enable Member Libraries and NLS to work together more efficiently. These proposed changes were approved by the NLS Board of Trustees at their May 19, 2025 meeting and in order to become effective they must be adopted by a majority of Member Library Boards of Trustees. If a simple majority of Boards vote yes, the amendments go into effect immediately.

Please review the proposed amendments at your next Board meeting and return your ballot on the last page to NLS by September 1, 2025. If you have any questions or concerns or would like clarification about this process, please contact NLS Director Caroline Ashby at 516-292-8920 x220 or cashby@nassaulibrary.org.

NASSAU LIBRARY SYSTEM

Board of Trustees

MEMORANDUM OF ORGANIZATION

(Attachment to By-Laws)

I. BACKGROUND

The Nassau Library System is a cooperative library system chartered under Educational Law 255. It is composed of 54 autonomous member libraries in Nassau County which are governed by their respective Boards of Trustees and which participate on a voluntary basis in the System's service program. The Nassau Library System is governed by a Board of Trustees elected pursuant to the requirements of Education Law and the By-Laws of the Nassau Library System. The member library trustees nominate and elect trustees to govern the System but do not have the right of removal.

The Nassau Library System operates a service center which is under the direction and guidance of a Director appointed by the Board of Trustees of the Nassau Library System. The Director functions within guidelines established by the Board and those of the New York State Division of Library Development which are designed to serve the library needs of the member libraries.

II. OBJECTIVE

The Nassau Library System was created to foster quality library service in Nassau County, to increase the library resources and services available in the local community, to stimulate development of service in unserved areas, to effect economies in operations, and to provide training and continuing education opportunities. The autonomy of each library in the system is preserved. The local community retains responsibility for the financial support of its own library program, facilities and services.

The purpose of this memorandum is to provide a means for the cooperation and participation of the member library trustees in development of the objectives of the System.

III. ORGANIZATION AND ADMINISTRATION

A. Board of Trustees (see Education law 255 para.2.c.)

The Nassau Library System is governed by a nine member Board of Trustees each representing the libraries in a given geographic area of the County. Each trustee is nominated by the boards of trustees of member libraries in that area and is elected at the Annual Meeting of the Member Library Trustees of the Nassau Library System for a term of five years. Two trustees are elected each year during a four-year period and one is elected in the fifth year. A trustee may serve two full five-year terms. A trustee who has been appointed to fill an unexpired term of less than 2.5 years may be re-elected also to serve two full five-year terms ~~if appointed from the area which had the vacancy. A trustee who has been appointed to fill an unexpired term greater than 2.5 years may be re-elected to serve one full five-year term.~~

Legal responsibility for the System's business is vested in the Board of Trustees of the Nassau Library System. The Board's responsibilities include selection and appointment of the Director;

promotion of library interests; securing of funds adequate for a progressive, expanding program; adoption of an annual budget and control of system funds, property and equipment and others normally within the province of such a board.

The general conduct of business by the Board of Trustees is governed by the By-Laws of the Nassau Library System as adopted April 20, 1959 and subsequently revised and amended. Candidates for the office of Trustee shall be residents of Nassau County, over 18 years of age. If a trustee's domicile is no longer in Nassau County, the trustee shall vacate the office of trustee within 30 days of the date of the change of domicile. Employees of the Board and employees of member libraries may not serve on the Board.

B. Area Nominations

The trustees of the member libraries at the Annual Meeting of the Nassau Library System shall elect trustees to vacancies on the Board of Trustees of the Nassau Library System, which is composed of one trustee from each of the nine geographic areas listed below:

<u>Area I</u>	Baldwin Freeport Island Park	Lakeview Long Beach	Oceanside Rockville Centre
<u>Area II</u>	East Rockaway Hewlett-Woodmere	Lynbrook Malverne	Peninsula Valley Stream
<u>Area III</u>	Bellmore Merrick	North Bellmore North Merrick	Roosevelt Uniondale
<u>Area IV</u>	Island Trees Levittown	Massapequa Plainedge	Seaford Wantagh
<u>Area V</u>	Elmont Hillside	Franklin Square West Hempstead	Floral Park
<u>Area VI</u>	East Meadow East Williston	Garden City Hempstead	Mineola Williston Park
<u>Area VII</u>	Great Neck Manhasset	Port Washington Roslyn	Shelter Rock
<u>Area VIII</u>	Bayville Locust Valley Sea Cliff	Glen Cove East Norwich-Oyster Bay Syosset	Gold Coast Jericho
<u>Area IX</u>	Bethpage Farmingdale	Hicksville Plainview	Westbury

Newly formed libraries will be assigned to an appropriate area by the Nassau Library System Board of Trustees. The intention of the foregoing is to permit adequate representation to each of the participating communities.

IV. ELECTION OF TRUSTEES

A. Regular Vacancy Due to Expiration of Term

Six months before the expiration of the regular term of office of a trustee of the Nassau Library System, the Secretary of the System Board or their designee shall notify in writing all the area trustees concerned of the pending vacancy and call for candidates to express their interest in the position.

1. If desired, ~~T~~he area trustees shall meet in person or virtually (in accordance with applicable law and member library policy) no later than 90 days before the expiration of said term upon call of the president of the library board in the district from which the incumbent comes or their designee, to nominate a successor. Notice of the final nomination of said successor shall be sent to the President or Secretary of the Board or the NLS Director at least 30-45 days prior to the annual meeting of the Nassau Library System.
2. Trustees of the several libraries present comprising an area grouping shall vote on a library unit basis when selecting a nominee. In the event of a tie vote, the nominees receiving such tie vote shall stand for election by all the member library trustees attending the annual meeting of the System. In the event more than one nominee is designated by the area member library trustees, biographical data relating to each of the nominees shall be sent to all member library trustees in advance of the annual meeting of the System.
- 2.3. If no area meeting is held, the boards of the area may conduct the nomination by ballot referendum as described in Article VI.A.
- 3.4. In the event an area fails to nominate a person to fill a vacancy on the Board of Trustees of the Nassau Library System, the member library trustees attending the annual meeting shall nominate and elect the trustee to fill said vacancy and in that event the trustee may be chosen without regard to place of residence in the County.

B. Vacancy Caused by Resignation ~~of~~ or Other Contingency

Whenever there is a vacancy on the System Board of Trustees before the expiration of that position's term of office (whether due to a resignation or other any reason)~~Upon the resignation of a trustee from the System Board of Trustees before the term of office expires or for other reasons,~~ the Secretary of the System Board or their designee shall notify in writing all area trustees that a vacancy exists or is about to occur and call for candidates to express their interest in the position.

1. The president of the board of trustees of the member library in the district from which the incumbent comes or their designee shall offer to call an in person or virtual meeting (in accordance with applicable law and member library policy) of all of the area trustees concerned within 30 days of receiving notification of the vacancy to nominate a replacement to complete the unexpired term. The same procedure shall be used to select a replacement as to fill a regular vacancy on the Nassau Library System Board of Trustees.
2. If a nomination for a replacement is made by the area trustees within 90 days of notification of vacancy, the System Board of Trustees shall have the power to appoint the nominee for the remainder of that calendar year, and the election to fulfil the unexpired term will be conducted at the next Annual Meeting after the nomination.

~~2.3.~~ If no recommendation for a replacement is made by the area trustees within ~~90~~60 days of notification of vacancy, the System Board of Trustees shall have the power to appoint a replacement, who may be chosen at the discretion of the board from any area in the County.

~~3.4.~~ Trustees elected under this provision shall serve for the remainder of the term of office vacated and may stand for election to ~~at two~~ full five-year terms of ~~representative representation~~ of the area involved ~~if their partial term is less than 2.5 years if appointed from the area which had the vacancy. They may stand for election to one full five-year term of representation of the area involved if their partial term is greater than 2.5 years.~~

V. MEETINGS

A. Annual Meeting

An annual meeting of the trustees of all member libraries shall be held on call by the System Board for ~~one or more of the following the~~ purposes ~~of~~: (1) electing trustees of the System who shall assume office in the January immediately following the election, ~~and~~ (2) for conducting other such business as that Board shall deem appropriate, ~~and (3) providing trustee education and/or an opportunity to strengthen relationships among member library boards.~~ This meeting shall be conducted by the Board president in accordance with Robert's Rules of Order.

B. Budget ~~Meeting~~Hearing

Prior to the adoption of the annual operating budget the System Board shall ~~invite call a meeting planned for the fall to which~~ all member library trustees ~~are invited to a Budget Hearing.~~ At that meeting the proposed budget shall be presented. ~~together with other matters may also be discussed, as appropriate, matters for discussion by the member library trustees.~~

C. Area Meetings

The System trustee representing a given area ~~or their designee~~ shall call an area meeting of all the member library trustees in the trustee's assigned ~~area~~ to discuss problems of mutual concern as the need may arise or if requested by the area trustees of three libraries of the area. At least annually the System trustee ~~or their designee~~ shall contact the member library trustees in that assigned area to ~~offer to announce a scheduled~~ an area meeting and to check on the availability of area trustees to attend.

D. Special Meetings

Special meetings may be called at any time by the Nassau Library System Board of Trustees. The Board of Trustees will call special meetings upon the request of any five member library boards of trustees. The transaction of business at special meetings will be limited to those items stated in the call.

E. Meetings with Member Library Directors

~~Informal m~~System trustees shall meet with Member Library Directors ("MLD") upon request by the MLD Executive Board or any 5 member library directors, or at any other mutually agreeable time. Directors are also encouraged to attend the monthly meetings of the NLS Board of Trustees. ~~meetings between MLD and system trustees should be held at least quarterly. The~~

~~Directors to attend would be chosen by the area MLD—one from each of 9 areas on a rotating basis.~~

F. Meeting Venue

All meeting types included in this section may be held virtually (in accordance with applicable law and member library policy) or in person.

VI. CONDUCT OF BUSINESS

A. Voting

All member libraries shall vote on a unit basis, each member library being entitled to only one vote. Voting to nominate an area representative may be conducted during an Area meeting or by paper or digital ballot referendum, so long as boards are given at least 30 days to return their ballot. Voting to elect representatives to the Nassau Library System Board of Trustees shall occur at the Annual Meeting of Member Library Trustees. When voting is to be conducted during a meeting and no one from a particular board is able to attend, boards may designate a proxy or submit an absentee vote. Documentation of such proxy designation or absentee vote shall be sent to the NLS Board President, Secretary, or Director in advance of the meeting.

B. Quorum

For purposes of annual, budget, or special meetings of the Member Library Trustees, a quorum shall consist of the representatives of at least 19 Member Libraries; a majority of those present shall be necessary to carry a motion.

C. Agenda

The Nassau Library System Board of Trustees shall be responsible for preparing and distributing an agenda at least ~~10-7~~ days prior to all ~~trustee~~-meetings listed in Section V.

D. Minutes

Minutes of the meetings noted above shall be prepared and distributed by the System Secretary or their designee within one month after the meeting.

VII. AMENDMENTS

This Memorandum may be amended by majority vote of the boards of trustees of the member libraries at an annual or special meeting, provided that a copy of the proposed changes has been ~~mailed or faxed distributed~~ to each Member Library trustee at least ~~forty-five~~³⁰ days prior to the meeting at which the vote is to be taken. A ~~mail~~paper or digital ballot referendum may be used in lieu of a meeting provided the ballot is ~~mailed-distributed~~ 90-60 days before the final balloting is to take place, allowing sufficient time for review and return of ballot.

VIII. EFFECTIVITY

This Memorandum shall be effective upon approval by a majority of all member library boards of trustees.

Last amended at the July 12, 1999 meeting of the NLS Board of Trustees, following the approval of the amendments proposed by the NLS Board by a majority of Member Library Boards of Trustees between April and July 12, 1999.

Gold Coast Public Library added to list of Area VIII libraries in this document at the time they became a full member of NLS. Since membership in NLS is not subject to approval by the member libraries, adding a new member to an existing NLS Area does not require amendment of this document. Gold Coast's full membership was approved by the NLS Board on July 25, 2005.



Proposed NLS Memorandum of Organization Amendments Ballot Vote

The _____ Board of Trustees has reviewed the proposed amendments to the NLS Memorandum of Organization. At a meeting held on _____, 2025, the Board voted to:

_____ Approve the document as submitted

- or -

_____ Disapprove the document as submitted

Board President Signature

Title

Date

Comments (optional):

Please return your vote form via NLS Delivery or by email to gstaffa@nassaulibrary.org by September 1, 2025.



Service & Maintenance/Extended Warranty Quote

Bill To
Great Neck Library
159 Bayview Avenue
Great Neck NY 11023
United States

Ship To
Great Neck Library
159 Bayview Avenue
Great Neck NY 11023
United States

Quote QUO-US23062

Date 5/2/2025

Customer: C0008360-US

Payment Terms: Net 30 Days

Quote Expiration: 7/31/2025

Contract Number: 29883

Term: 9/1/2025 - 8/31/2026

Item	Quantity	Net Price	Net Extended
RFID workstation shielded NA 8494408 Great Neck Library - Main (NY) September 01, 2025 - August 31, 2026	1	215.25	215.25
libraryConnect? Devices subscription - 1 license / device 12 Licenses Great Neck Library September 01, 2025 - August 31, 2026	1	1,354.06	1,354.06
RFID gate? 400 Single Aisle 5713092 Great Neck Library September 01, 2025 - August 31, 2026	1	443.06	443.06
RFID gate premium (600) Buried cable, 1 aisle 5814790 Great Neck Library September 01, 2025 - August 31, 2026	1	581.24	581.24
RFID gate premium (600) Buried cable, 1 aisle 5429544 Great Neck Library September 01, 2025 - August 31, 2026	1	581.24	581.24
RFID gate? 400 Single Aisle 5713070 Great Neck Library September 01, 2025 - August 31, 2026	1	443.06	443.06
RFID workstation shielded 5821723 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 5822066 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70



Item	Quantity	Net Price	Net Extended
RFID workstation shielded ST 6 Main Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded ST 7 Main Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded ST 5 Main Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 5821731 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 5822037 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
selfCheck 500 full height kiosk INT13983 Great Neck Library September 01, 2025 - August 31, 2026	1	559.17	559.17
selfCheck 500 full height kiosk INT13957 Great Neck Library September 01, 2025 - August 31, 2026	1	559.17	559.17
RFID workstation shielded 5821718 Great Neck Library, Lakeville September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 5822046 Great Neck Library, Lakeville September 01, 2025 - August 31, 2026	1	65.70	65.70
selfCheck 500 full height kiosk INT13962 Great Neck Library, Lakeville September 01, 2025 - August 31, 2026	1	559.17	559.17
RFID gate™ 400 Double Aisle 5712939 Great Neck Library, Station September 01, 2025 - August 31, 2026	1	443.06	443.06
RFID workstation shielded 5822064 Great Neck Library, Station September 01, 2025 - August 31, 2026	1	65.70	65.70



Item	Quantity	Net Price	Net Extended
RFID workstation shielded 5822063 Great Neck Library, Station September 01, 2025 - August 31, 2026	1	65.70	65.70
selfCheck 500 full height kiosk INT13958 Great Neck Library, Station September 01, 2025 - August 31, 2026	1	559.17	559.17
RFID gate? 400 Single Aisle 5712945 Great Neck Library, Parkville September 01, 2025 - August 31, 2026	1	443.06	443.06
RFID workstation shielded 7088707 Great Neck Library, Parkville September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 5821720 Great Neck Library, Parkville September 01, 2025 - August 31, 2026	1	65.70	65.70
selfCheck 500 full height kiosk INT13987 Great Neck Library, Parkville September 01, 2025 - August 31, 2026	1	559.17	559.17
Great Neck Library_1INT_STA_5B-1Side FLX-US-00014-000 Great Neck Library September 01, 2025 - August 31, 2026	1	8,634.96	8,634.96
RFID gate? 400 Single Aisle 5712951 Great Neck Library, Lakeville September 01, 2025 - August 31, 2026	1	443.06	443.06
staffConnect? gate Individual License (Year 1) License Great Neck Library, Lakeville September 01, 2025 - August 31, 2026	1	63.97	63.97
RFID workstation shielded 6870014 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 6870026 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
RFID workstation shielded 6870023 Great Neck Library September 01, 2025 - August 31, 2026	1	65.70	65.70
Subtotal:			17,493.07
Tax Total:			0.00

ALLOWANCE AUTHORIZATION 02: Retaining Wall Reconstruction

Date: 19-May-25

H2M Project : GNLB2402 Retaining Wall Reconstruction
Great Neck Library

SED / DOE No.: NOT APPLICABLE

Contractor: Pav-Lak Contracting, Inc.
325 Marcus Blvd.
Hauppauge, NY 11788

Initial allowance amount.....	\$50,000.00
(Allowance Description / Breakdown, if applicable)	
Total amount of previous Allowance Authorization to date.....	\$5,400.00
Allowance remaining to date.....	\$44,600.00
Amount to be added / deducted from this Allowance Authorization.....	\$12,393.95
Remaining allowance amount.....	\$32,206.05

DESCRIPTION OF WORK (see attachments if required):

Extension of stainless steel guardrails

See attached Contractor PCO #4 dated May 14, 2025.

Total Cost \$12,393.95

Allowance \$44,600.00

Proposal \$12,393.95

Remaining \$ 32,206.05

Great Neck Library

Date

H2M


05/19/2025
Date


Pav-Lak Contracting, Inc.

5-19-25
Date



PAV-LAK CONTRACTING, INC.

Change Order Proposal #4

May 14, 2025

Adriana Concepción
H2M Architects and Engineers
538 Broad Hollow Road, 4th Floor.
Melville, NY 11747

Re: Great Neck Library – Exterior Stair & Retaining Wall (PLC #25-4440)

Extend SS Guardrail to accommodate discrepancy in contract drawings vs field conditions

Please see the attached cost proposal below for changes to the extension of the stainless-steel guardrail. Field conditions for the Retaining Wall are greater than the dimensions reflected on the Contract documents resulting in the need to increase the length of the guardrail on top of the Retaining Wall.

Task

Extend SS Guardrail to accommodate
discrepancy in contract drawings

approved as allowance
authorization

\$12,393.95

Subtotal Cost:	\$12,393.95
GC OH&P (10%):	<u>\$1,239.40</u>
Subtotal:	<u>\$13,633.35</u>
GC Insurance Fee (3.5%):	\$477.17
Pollution Liability Insurance (0.2%):	\$28.22
Professional Liability Insurance (0.2%):	\$28.28
Builders Risk (0.15%):	\$21.25
Performance and Payment Bond (1.25%):	<u>\$177.35</u>

Total Amount of Proposal: \$14,365.62

Sincerely,


Peter Pavlakis
President

PAV-LAK Contracting, Inc.

Memo:

To: Denise Corcoran

From: Ryan Badke

Subject: Irrigation Sprinkler Expansion

Date: February 20, 2025

Revision Date: June 9, 2025

At this time interest has been expressed in expanding the coverage of our irrigation sprinkler system. I have met with three vendors onsite all have been provided the same markup, attached here for reference, indicating the number of heads we would like to add. I have also instructed all vendors to include a WIFI controller with the new work. We currently have a controller which can only support 10 zones, at this time we have 4 zones in use. I believe it is in our best interest to proceed with a WIFI controller as it will expand the number of zones we can obcordate and in turn save money by decreasing our water usage. With the expansion of the system the water usage will increase, but not every area of the system will need to be watered as frequently as others (Planting beds will require more watering than open grass areas). With the use of the controller we will be able to customize the water plan dependent on weather and watering needs.

<i>Pacific Lawn Sprinkler</i>	<i>\$20,900.00</i>
LI Lawn Sprinkler	\$35,0000.00
County Irrigation Services	\$37,445.00

As of June 5th, I have received the final quote. I am recommending if the project is to proceed to award the scope to Pacific Lawn Sprinkler. Pacific submitted a bid with the best price. In addition, Pacific had completed the installation of the sleeves that are existing and has a good understanding of our current system as they have been preforming the winterization and spring start up for the last few years.

- New Rotor Head
- New Mist Head
- Existing Rotor Head
- Existing Mist Head

LEGEND

DESCRIPTION	EXISTING	PROPOSED
DISTURBANCE LIMIT LINE	N/A	---
PROPERTY LINE	---	N/A
BUILDING		N/A
BUILDING PERIMETER		N/A
SPOT ELEVATION	± 312.5	N/A
PAVEMENT EDGE		
GRASS SURFACE	N/A	
CONCRETE WALK	N/A	
PERVIOUS PAVERS	N/A	
LIGHT POST	L/P _o	○
CONCRETE PAD	N/A	
FULL DEPTH PAVEMENT	N/A	
CONCRETE CURB		

GREAT NECK LIBRARY

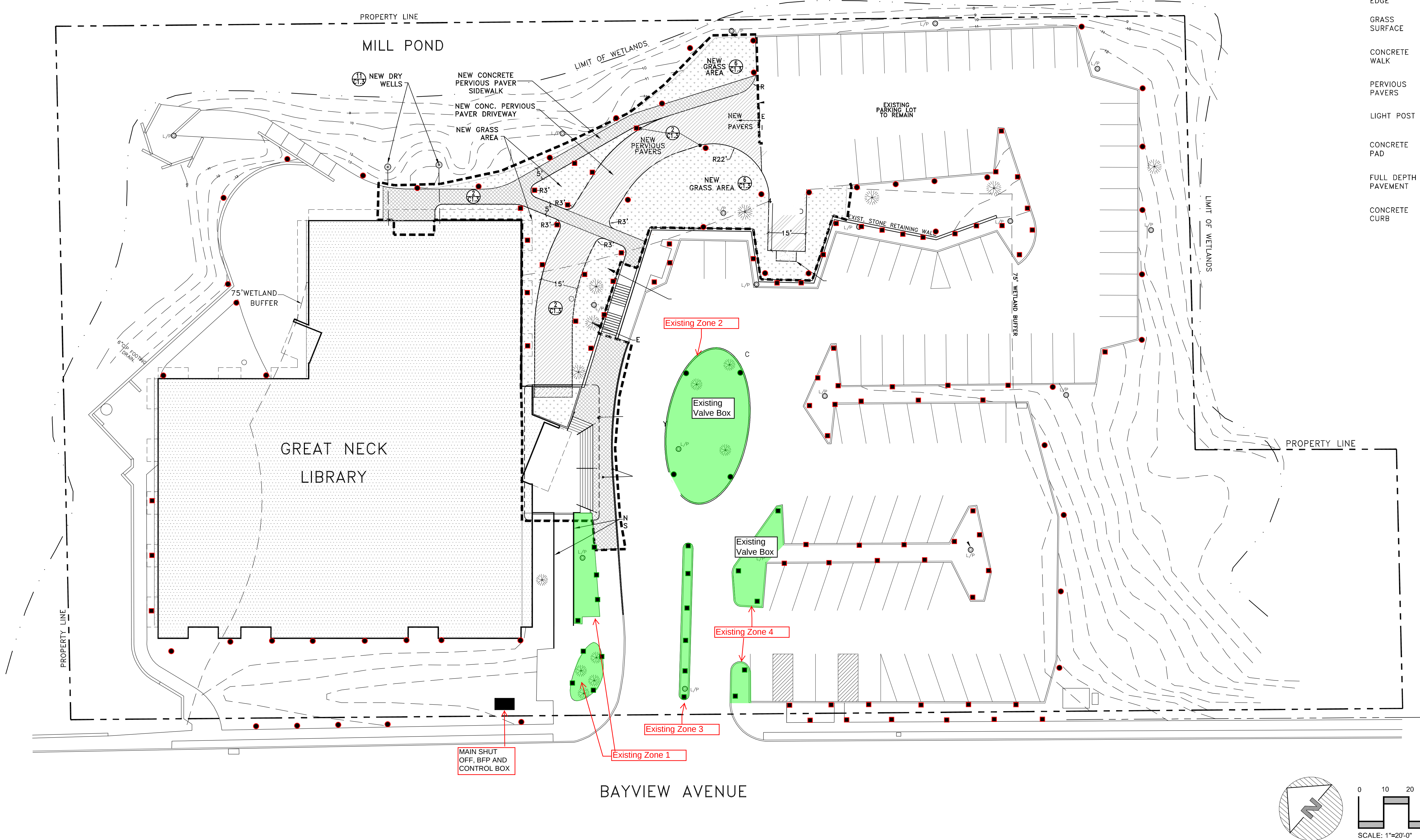
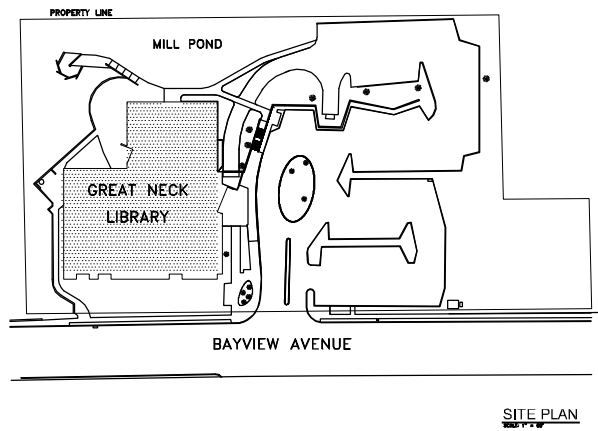
MAIN BUILDING Alterations & Renovations

159 Bayview Ave • Great Neck • NY 11023

KG&D architects

kaeyer, garment & davidson architects, pc
285 main street mount kisco, new york 10549
p: 914.666.5900 f: 914.666.0051 kgdarchitects.com

CONSTRUCTION DOCUMENTS



GENERAL NOTES

1. THE EXISTING TOPOGRAPHY & IMPROVEMENTS SHOWN ON THESE DRAWINGS WERE OBTAINED FROM FIELD SURVEY PREPARED BY VITO A. VALENTI L.S., FARMINGDALE, NY DATED MARCH 21, 2003.
2. THE CONTRACTOR IS ADVISED TO CALL DIG SAFELY NY AT 811 PRIOR TO ANY EXCAVATION AND EXERCISE EXTREME CAUTION DURING ALL SITE WORK.
3. THE WORK SHOWN ON THESE SITE DRAWINGS INCLUDES, BUT IS NOT LIMITED TO: DEMOLITION, INSTALLATION OF EROSION CONTROL DEVICES, TOPSOIL STRIPPING, REMOVAL OF CONCRETE AND ASPHALT CURBS, CONCRETE AND ASPHALT PAVEMENTS, LABORATORY TESTING, SAW CUTTING, GRADING, INSTALLATION OF NEW CONCRETE CURB, ASPHALT PAVEMENT, PAVEMENT OVERLAY, CONCRETE WALKS, ASPHALT WALKS, EXCAVATION OF DRAINAGE PIPE TRENCHES FOR DRAINAGE TRENCHES, PAVEMENT PAINTING, AND TOPSOILING AND SEEDING OF DISTURBED AREAS.

4. THE CONTRACTOR IS ADVISED THAT ADDITIONAL NOTES WILL BE FOUND ON SUBSEQUENT DRAWINGS AND SUCH NOTES, WHILE PERTAINING TO THE SPECIFIC DRAWINGS THEY ARE PLACED IN, ALSO SUPPLEMENT THE GENERAL NOTES LISTED HEREIN.
5. AREAS OF EXISTING PAVEMENT TO REMAIN, EXISTING PAVEMENT TO BE REMOVED AND NEW PAVEMENT ARE SHOWN ON DWG. NOS. C1.1 and C1.2. THE AREAS SO INDICATED ARE SCHEMATIC AND DO NOT NECESSARILY REPRESENT ALL AREAS TO BE REPLACED, REMOVED OR AREAS OF NEW PAVEMENT.
6. WHEN PAVEMENT SAW CUTTING IS REQUIRED THE DEPTH WILL BE AS FOLLOWS UNLESS OTHERWISE NOTED ON THE PLANS:
ASPHALT PAVEMENT - TOP COURSE
CONCRETE AND COMPOSITE PAVEMENT - FULL DEPTH
7. EXISTING PAVEMENT THAT IS TO REMAIN AND WHICH IS REMOVED OR DAMAGED DURING THE CONSTRUCTION WORK OF THIS CONTRACT IS TO BE RESTORED TO ITS ORIGINAL CONDITION.

8. UNLESS OTHERWISE SHOWN ON THE DRAWINGS THE CONTRACTOR SHALL MATCH THE MATERIAL, THICKNESS AND QUALITY OF ALL EXISTING PAVEMENTS THAT ARE TO BE REPLACED.
9. ALL UNPAVED AREAS WITHIN THE WORK AREAS AND ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE TOPSOILED AND SEEDED, UNLESS OTHERWISE DIRECTED BY THE OWNER. TURFED AREAS, DISTURBED BY GRADING, OTHER WORK OF CONTRACTOR and/or DISTURBED ACCIDENTALLY SHALL BE BROUGHT TO THE PROPER SUBGRADE ELEVATION, FINE GRADED, TOPSOILED TO A MINIMUM DEPTH OF 6 INCHES; LIME, FERTILIZER and SEED SHALL BE APPLIED AS SPECIFIED. CONTRACTOR SHALL WATER AND MAINTAIN THE SEEDED AREAS UNTIL THEY HAVE BECOME WELL ESTABLISHED. REFER TO EROSION CONTROL NOTES FOR ADDITIONAL INFORMATION REGARDING PROTECTION OF NEWLY GRADED AREAS.
10. ALL EXISTING UTILITY FRAMES WITH GRATES OR COVERS AND ALL APPURTENANCES IF ANY TO REMAIN WITHIN THE "CLL" LINE, SHALL BE RESET TO MEET THE NEW GRADE.

11. THE CONTRACTOR SHALL LOCATE AND DELINEATE IN THE FIELD ALL UTILITY MANHOLES AND STRUCTURES TO BE INSTALLED. THE CONTRACTOR SHALL NOT COMMENCE INSTALLATION UNTIL THE LOCATIONS ARE REVIEWED BY THE ARCHITECT.
12. DIMENSIONS OF EXISTING STRUCTURES WITH PROPOSED MODIFICATIONS ARE TO BE VERIFIED IN THE FIELD PRIOR TO ANY STRUCTURE MODIFICATION.
13. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT AND/OR CONSTRUCTION MGR. 72 HOURS PRIOR TO START OF WORK.
14. SAFE AND ADEQUATE PEDESTRIAN VEHICULAR TRAFFIC FLOW SHALL BE MAINTAINED AT ALL TIMES TO THE EXISTING BUILDINGS, WHILE THE WORK IS IN PROGRESS. THE CONTRACTOR SHALL SUBMIT FOR APPROVAL OF THE ARCHITECT, A CONSTRUCTION SEQUENCE SCHEDULE AND PLAN FOR PEDESTRIAN AND VEHICULAR TRAFFIC FLOW.

ALTERNATES:

- #4-ENTIRE PARKING LOT AND DRIVEWAY: PAVEMENT OVERLAY (ASPHALT MILLING BASE REPAIR, DRAINAGE, PARKING STRIPING CURBS, SIGNS). SEE 3/C1.3
- #5-REPLACE ALL LIGHT POSTS AND BASE IN THE PARKING LOT AND DRIVEWAY. SEE DWG. E1.0

NOTE: ALL IDEAS, DESIGNS, ARRANGEMENTS AND PLANS INDICATED OR REPRESENTED BY THIS DRAWING ARE OWNED BY AND ARE THE PROPERTY OF KAeyer, GARMENT & DAVIDSON ARCHITECTS, PC (KG&D), AND WERE CREATED, DEVELOPED AND DEVELOPED FOR USE ON, AND IN CONNECTION WITH, THE SPECIFIED PROJECT. NONE OF SUCH IDEAS, DESIGNS, ARRANGEMENTS OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY PERSON WHATSOEVER WITHOUT THE WRITTEN PERMISSION OF (KG&D).

WRITTEN DIMENSIONS ON THIS DRAWING SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE. MUST BE NOTIFIED OF ANY VARIATIONS FROM DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS. SHOP DETAILS MUST BE SUBMITTED TO THIS OFFICE FOR APPROVAL BEFORE PROCEEDING WITH FABRICATION.

LEGAL NOTICE: ALTERATIONS BY ANY PERSON, IN ANY WAY, OF ANY ITEM CONTAINED ON THIS DOCUMENT, UNLESS ACTING UNDER THE DIRECTION OF THE LICENSED ARCHITECT WHOSE PROFESSIONAL SEAL IS AFFIXED HEREON, IS A VIOLATION OF TITLE V.E. SECT. 69.5 (b) OF NEW YORK STATE LAW.

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Professional Seal

5	10/10/2014	ISSUED FOR BID
4	8/11/2014	ISSUED FOR PRICING
3	7/25/2014	ISSUED FOR 70% REVIEW
2	4/23/2014	DESIGN DEVELOPMENT
1	1/24/2014	SCHEMATIC DESIGN
No.	Date	Issue
Sheet Title		

LAYOUT PLAN

Job No.	2012-1086	Sheet No.	
Date	1/15/14		
Scale	AS NOTED		
Drawn/Checked	KBD/TS		
			C1.2



Service Location(s): Glen Head, NY
Franklin Square, NY
Merrick, NY
Phone: 516-326-1222
Designer: John Blaskovic(01)

Quote No: Q333812
Date: 02/05/2025
Quote Expires: 03/07/2025

Independently Owned & Operated

www.pacificlawnsprinklers.com

1.888.438.7224

support@pacificlawnsprinklers.com

Billing Address: AcctNo: 144470

GREAT NECK LIBRARY
159 BAYVIEW AVE
GREAT NECK, NY 11023-1938

Service Address:

GREAT NECK LIBRARY
159 BAYVIEW AVE
GREAT NECK, NY 11023-1938

Desc	Qty	Unit	Price	Extended
Repair Sprinkler System	1.00		20,900.00	20,900.00
Install Spray 4" Head: Commercial Grade including POLY pipe & fittings	94.00	EA		
Install Rotary Head 4": Commercial Grade including POLY pipe & fittings	45.00	EA		
Zone Valve 1" Installed: Commercial Control Valve in valve box	9.00	EA		
Mainline Poly 1 1/2"	380.00	FEET		
Commercial WIFI/ Smart Controller - Operate your system from your phone.	1.00	EA		

1 Year Manufacturer's Warranty on Control Timer, Valves and Heads* 25 Year Manufacturer's Warranty on Pipe

Estimate SubTotal: 20,900.00

Pacific will extend irrigation system to areas not irrigated on plan that was provided. New Wifi controller will be installed.

Accepted By: _____
Printed Name: _____
Date Accepted: _____

Sub Total: \$20,900.00
Sales Tax: \$0.00

TERMS: 10% DEPOSIT, BALANCE DUE UPON COMPLETION

Total: \$20,900.00

All parts and labor are covered by the terms of this contract and are warrantied for one year against material defects from date of installation. Owner agrees to assume responsibility for location, relocation and repair of any underground pipes, wires and hidden obstructions. Product Warranty applicable with an active Pacific Maintenance Package including Winterization.

Here's Why Customers Like You Have Chosen Pacific Lawn Sprinklers Since 1980:



ABOUT US

Pacific Lawn Sprinklers was started in 1980 by three brothers. Since then, we have proudly worked on hundreds of thousands of irrigation systems! We take great pride in being the leading name in the irrigation industry and our entire Pacific Team is committed to offering quality and reliable service.



Our team employs the most advanced, water-efficient technology in the market. We're committed to SMART irrigation—Sustainable, Manageable, Accountable, Responsible, and Trusted solutions, including Smart Wi-Fi controllers, wireless rain sensors, and water-saving nozzles.



EXCLUSIVE OFFERS



We're confident in offering top-quality installations at the best prices, so we provide a price match guarantee on all installations! Exclusions apply.



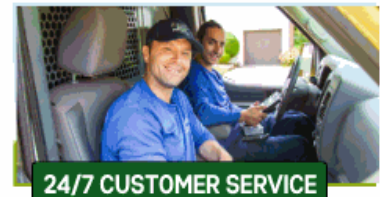
We value your time and loyalty, and promise to be there when we say we will! We even put our money where our mouth is and pay \$50.00 toward your service appointment in the unlikely event that we are late.

SINCE 1980

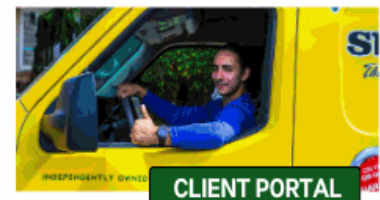


OVER 10,000 FIVE-STAR REVIEWS!

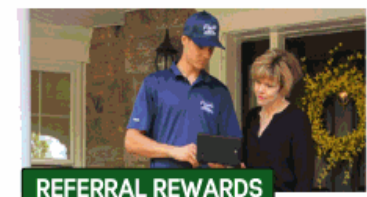
SERVICE & REWARDS



Available 24/7, schedule with us for prompt service from our licensed technicians in our iconic yellow service trucks.



Our easy to use online customer portal makes booking an appointment EASY! You can also pay an invoice on our website, and we accept any major credit card!



Our Referral Program thanks you for recommending your friends and family with valuable coupons and discounts.



Long Island Lawn Sprinklers

190R Lauman Ln
Hicksville, NY 11801

Ryan Great Neck Library

159 Bayview Avenue
Great Neck, New York 11023



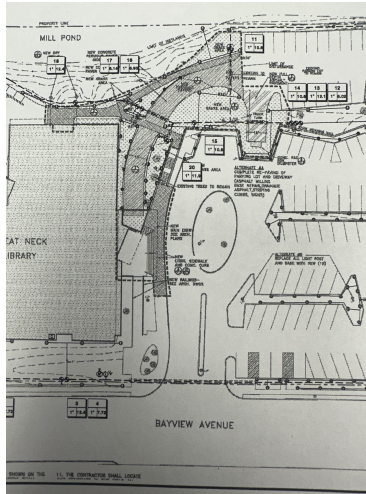
Quote #1849

Sent on 03/18/2025

Phone 516-673-8744

Email service@lilawnsprinklers.com

Website www.lilawnsprinklers.com



Install Irrigation System at Great Neck Library

Long Island Lawn Sprinklers to install new Irrigation system at Great Neck Library.

Product/Service	Description	Qty.	Unit Price	Total
Install New Commercial Irrigation System	Utilize Existing Water Service and Backflow Preventor Installation of (20) Zone Automatic Irrigation System Install 1160 Linear Feet of 1 1/2" Mainline Piping Install 240 Linear Feet of Sleeving Under blacktop/walkways Install Approximately 93 Sprinkler Heads Install Wifi Controller w/ Cloud Rain Sensing Technology	1	\$35,000.00	\$35,000.00*
Connect to Existing System in Island	As per plan, utilize existing equipment Irrigation area. Connect and test for proper operation. Adjust sprinkler heads as needed.	1	\$0.00	\$0.00
Blacktop and Sleeving Repair	Responsibility of Great Neck Water to repair blacktop after install. Cuts in blacktop to be made as per plan.	1	\$0.00	\$0.00
Hold Harmless Agreement	Long Island Lawn Sprinklers not responsible for any damage of utilities (water, sewer, electric, cable) during the installation process of the new work. A call to 811 will be made to mark all public utilities. Any private electric cable or low voltage will not be our responsibility to repair if damaged.	1	\$0.00	\$0.00

* Non-taxable

A deposit of \$5,000.00 will be required to begin.

Long Island Lawn Sprinklers

190R Lauman Ln
Hicksville, NY 11801

Ryan Great Neck Library

159 Bayview Avenue
Great Neck, New York 11023

**Quote #1849**

Sent on 03/18/2025

Phone 516-673-8744

Email service@lilawnsprinklers.com

Website www.lilawnsprinklers.com

Subtotal	\$35,000.00
Sales Tax (8.625%)	\$0.00
Total	\$35,000.00

Payment Schedule:

\$5000 upon agreement. \$15000 after start. \$15,000 Upon Completion.

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____



County Irrigation Services
624 Jerusalem Ave.
Uniondale, New York 11553
(516) 255-9595
sales@countyirrigation.com

Estimate

#9878

04/04/2025

New Install

Customer

Great Neck Library
159 Bayview Avenue,
Great Neck, NY 11023

Service Location

Great Neck Library
159 Bayview Avenue,
Great Neck, NY 11023

Option 1

\$37,445.00 ☐

Description



(Approximately 20) Rotary Head (Hunter)

(Hunter PGP-ADJ Adjustable Rotor 4 in. Riser)



(Approximately 40) 4 in. Mist Head (Hunter)

(Hunter Pro-Spray 4 in. Pop Up with PRS30 Pressure Regulator)



(12) 1 in. Hunter Male x Barb Valve

(Hunter PGP Globe Valve Plastic 1 in. MIPT x Barb)



(3) Valve Box Jumbo (6 Valves)

(NDS Standard Valve Box Tapered Rectangle 13 in. x 20 in. x 6 in. H Black Box/Green Lid Overlapping ICV)



(Existing)DCV

(Double Check Valve Assembly)



Wired Rain Sensor (Hunter)

(Hunter Rain Sensor Wired Adjustable 1/8 - 3/4 in. Rainfall)



Hunter Wifi Modular Controller 4 Zone Base

(Hunter Wi-Fi Smart Controller HPC Modular 4-Station)



Hunter Wifi Expansion Module (3 Zone)

(Hunter Plug-In Expansion Module PCM-300 for Pro-C & HPC 3 Station)



16 station Expansion Module



New System Turn-on



New System Fall Winterization



Estimate Total

\$37,445.00

MEMORANDUM

TO: Denise Corcoran, Director,
Board of Trustees

FROM: Steven Kashkin, Business Manager

DATE: June 17, 2025

RE: Budget transfers

I have reviewed the year-to-date income and expenditures through May 2025, as well as invoices paid in the June 2025 warrant and anticipated year-end audit entries, and have prepared a budget revision analysis suggesting transfers among various budget line items. The total budget remains unchanged at \$10,314,362. The attached analysis:

- a. Moves surplus funds to cover lines that are now or would be over-expended at fiscal year-end;
- b. was presented in advance of the June 17, 2025 Board of Directors meeting for review;
- c. shows some lines with surplus balances that are not being changed. We need to cover the deficit balances only; we don't need to move the rest of the surpluses.

We have been previously advised by our auditors that these transfers should be made at year-end prior to the close of the fiscal year, i.e. in June.

Recommendation

I recommend that the Board of Trustees of the Great Neck Library authorize the year-end line-item changes to the 2025 Operating Budget as detailed in the 2025 Budget Transfer Worksheet, a copy of which is to be appended to the minutes of this meeting, as well as to the copies of the 2025 Budget maintained on file for the public at all branches.

2025 Budget Transfer Worksheet

	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
REVENUES										
<u>Tax Appropriations</u>										
Tax Revenue - Operating Budget	9,382,774.50	8,148,151.16	1,264,623.34	9,412,774.50	(30,000.00)	100.32		9,382,774.50	(30,000.00)	100.3%
Tax Revenue - Debt Service	734,212.50	704,212.50	-	704,212.50	30,000.00	95.91		734,212.50	30,000.00	95.9%
Total Library Tax Receipts	10,116,987.00	8,852,363.66	1,264,623.34	10,116,987.00	-	100.00	-	10,116,987.00	-	
PILOT Revenues	75,000.00	144,598.67	5,129.08	149,727.75	(74,727.75)	199.64		75,000.00	(74,727.75)	199.6%
Total Tax Receipts	10,191,987.00	8,996,962.33	1,269,752.42	10,266,714.75	(74,727.75)	100.73	-	10,191,987.00	(74,727.75)	
<u>Other:</u>										
Registration Fees	2,025.00	2,170.00	-	2,170.00	(145.00)	107.16		2,025.00	(145.00)	107.2%
Fines	500.00	1,480.75	20.00	1,500.75	(1,000.75)	300.15		500.00	(1,000.75)	300.2%
Commissions - Vending Machines	3,000.00	2,573.33	575.00	3,148.33	(148.33)	104.94		3,000.00	(148.33)	104.9%
Revenue-Copy Machines	1,750.00	1,289.94	300.00	1,589.94	160.06	90.85		1,750.00	160.06	90.9%
Computer Printout Fees	5,000.00	9,873.65	700.00	10,573.65	(5,573.65)	211.47		5,000.00	(5,573.65)	211.5%
Collection Agency Fees	100.00	27.90	-	27.90	72.10	27.90		100.00	72.10	27.9%
Lost Book Income	4,000.00	3,319.02	300.00	3,619.02	380.98	90.48		4,000.00	380.98	90.5%
Book Sale Income	1,000.00	1,007.89	-	1,007.89	(7.89)	100.79		1,000.00	(7.89)	100.8%
Interest Income - Savings	78,000.00	78,680.72	7,000.00	85,680.72	(7,680.72)	109.85		78,000.00	(7,680.72)	109.8%
Gifts and Donations	0.00	100.00	-	100.00	(100.00)	0.00		-	(100.00)	#DIV/0!
Ad Receipts / Levels	1,000.00	80.00	-	80.00	920.00	8.00		1,000.00	920.00	8.0%
Programming Income	1,000.00	1,064.50	50.00	1,114.50	(114.50)	111.45		1,000.00	(114.50)	111.5%
Refunds of Prior year expenses	0.00	400.00	-	400.00	(400.00)	0.00		-	(400.00)	#DIV/0!
Expense Recovery-DbI/WC	0.00	7,901.35	-	7,901.35	(7,901.35)	0.00		-	(7,901.35)	#DIV/0!
Expense Recovery-Retirees Ins	11,000.00	12,583.94	-	12,583.94	(1,583.94)	114.40		11,000.00	(1,583.94)	114.4%
Local Library Service Aid	14,000.00	14,867.00	-	14,867.00	(867.00)	106.19		14,000.00	(867.00)	0.0%
Total Other Revenues	122,375.00	137,419.99	8,945.00	146,364.99	(23,989.99)	119.60	-	122,375.00	(23,989.99)	119.6%
Total Revenues	10,314,362.00	9,134,382.32	1,278,697.42	10,413,079.74	(98,717.74)	100.96	-	10,314,362.00	(98,717.74)	101.0%
	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
EXPENDITURES										
<u>Salaries - FT</u>										
Salaries-FT-Admin-Dir Ofc	298,200.00	266,428.08	29,515.75	295,943.83	2,256.17	99.24		298,200.00	2,256.17	99.2%
Salaries-FT-Admin-Youth Svcs	111,600.00	100,400.35	11,158.39	111,558.74	41.26	99.96	1,800	113,400.00	1,841.26	98.4%
Salaries-FT-Support-Dir Ofc	144,100.00	90,450.39	16,065.56	106,515.95	37,584.05	73.92	(30,000)	114,100.00	7,584.05	93.4%
Salaries-FT-Support-Prog/Pub	205,400.00	189,696.99	22,789.33	212,486.32	(7,086.32)	103.45	10,000	215,400.00	2,913.68	98.6%
Salaries-FT-Support-Bus Ofc	203,600.00	195,627.04	21,174.95	216,801.99	(13,201.99)	106.48	15,000	218,600.00	1,798.01	99.2%
Salaries-FT-Librarians-Ref	442,800.00	389,599.16	40,127.43	429,726.59	13,073.41	97.05	(10,000)	432,800.00	3,073.41	99.3%
Salaries-FT-Librarians-AV	81,000.00	74,382.49	7,752.00	82,134.49	(1,134.49)	101.40	2,500	83,500.00	1,365.51	98.4%

Salaries-FT-Librarians-Youth	280,400.00	258,607.86	30,996.94	289,604.80	(9,204.80)	103.28	12,000	292,400.00	2,795.20	99.0%
Salaries-FT-Librarians-TS	229,800.00	190,232.82	22,859.30	213,092.12	16,707.88	92.73	(10,000)	219,800.00	6,707.88	96.9%
Salaries-FT-Librarians-BranchHd	242,500.00	223,458.92	16,640.45	240,099.37	2,400.63	99.01		242,500.00	2,400.63	99.0%
Salaries-FT-Librarians-Pkvl	65,400.00	77,234.52	14,579.15	91,813.67	(26,413.67)	140.39	30,000	95,400.00	3,586.33	96.2%
Salaries-FT-Librarians-Stn	129,000.00	71,176.69	5,083.35	76,260.04	52,739.96	59.12	(45,000)	84,000.00	7,739.96	90.8%
Salaries-FT-Clerical-Circ	338,500.00	306,444.40	39,086.34	345,530.74	(7,030.74)	102.08	10,000	348,500.00	2,969.26	99.1%
Salaries-FT-Clerical-AV	50,200.00	42,018.51	5,512.27	47,530.78	2,669.22	94.68		50,200.00	2,669.22	94.7%
Salaries-FT-Clerical-Youth	84,400.00	76,056.36	8,106.64	84,163.00	237.00	99.72	2,000	86,400.00	2,237.00	97.4%
Salaries-FT-Clerical-TS	135,700.00	105,148.71	12,584.04	117,732.75	17,967.25	86.76	(5,000)	130,700.00	12,967.25	90.1%
Salaries-FT-Clerical-Lkvl	116,300.00	86,666.97	9,029.61	95,696.58	20,603.42	82.28	(9,150)	107,150.00	11,453.42	89.3%
Salaries-FT-Clerical-Pkvl	50,500.00	45,969.21	6,403.43	52,372.64	(1,872.64)	103.71	4,000	54,500.00	2,127.36	96.1%
Salaries-FT-Clerical-Sta	90,300.00	81,989.32	8,889.81	90,879.13	(579.13)	100.64	2,000	92,300.00	1,420.87	98.5%
Salaries-FT-Network Techs-IT	73,900.00	65,488.16	8,465.18	73,953.34	(53.34)	100.07	1,500	75,400.00	1,446.66	98.1%
Salaries-FT-Levels-Prof's	155,400.00	109,565.69	10,034.00	119,599.69	35,800.31	76.96		155,400.00	35,800.31	77.0%
Salaries-FT-Maint-Custodians	259,300.00	234,240.42	28,192.28	262,432.70	(3,132.70)	101.21	5,000	264,300.00	1,867.30	99.3%
Total FT Salaries	3,788,300.00	3,280,883.06	375,046.21	3,655,929.27	132,370.73	96.51	(13,350)	3,774,950.00	119,020.73	96.8%

	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
<u>Salaries - PT</u>										
Salaries-PT-Librarians-Ref	195,600.00	215,420.04	23,243.51	238,663.55	(43,063.55)	122.02	48,000	243,600.00	4,936.45	98.0%
Salaries-PT-Librarians-Youth	132,800.00	88,528.67	7,435.07	95,963.74	36,836.26	72.26	(30,000)	102,800.00	6,836.26	93.3%
Salaries-PT-Librarians-Pkvl	61,800.00	54,100.15	6,751.57	60,851.72	948.28	98.47		61,800.00	948.28	98.5%
Salaries-PT-Librarians-Sta	23,800.00	0.00	-	-	23,800.00	0.00	(23,000)	800.00	800.00	0.0%
Salaries-PT-Clerical-Ref	25,900.00	22,232.29	2,991.03	25,223.32	676.68	97.39	1,000	26,900.00	1,676.68	93.8%
Salaries-PT-Clerical-Circ	196,400.00	108,307.22	13,278.81	121,586.03	74,813.98	61.91	(65,000)	131,400.00	9,813.98	92.5%
Salaries-PT-Clerical-AV	2,000.00	395.84	-	395.84	1,604.16	19.79		2,000.00	1,604.16	19.8%
Salaries-PT-Clerical-Youth	43,800.00	13,476.04	2,154.58	15,630.62	28,169.38	35.69	(17,000)	26,800.00	11,169.38	58.3%
Salaries-PT-Clerical-Lkvl	28,800.00	37,490.58	4,021.91	41,512.49	(12,712.49)	144.14	15,000	43,800.00	2,287.51	94.8%
Salaries-PT-Clerical-Pkvl	81,500.00	71,090.88	9,109.82	80,200.70	1,299.30	98.41		81,500.00	1,299.30	98.4%
Salaries-PT-Clerical-Sta	67,800.00	46,471.90	6,393.59	52,865.49	14,934.51	77.97		67,800.00	14,934.51	78.0%
Salaries-PT-Pages-Ref	2,925.00	0.00	-	-	2,925.00	0.00	(2,000)	925.00	925.00	0.0%
Salaries-PT-Pages-Circ	20,050.00	17,487.99	1,844.26	19,332.25	717.75	96.42		20,050.00	717.75	96.4%
Salaries-PT-Pages-Pkvl	2,100.00	0.00	-	-	2,100.00	0.00	(2,000)	100.00	100.00	0.0%
Salaries-PT-Levels-Prof's	87,100.00	88,983.25	10,668.81	99,652.06	(12,552.06)	114.41	14,000	101,100.00	1,447.94	98.6%
Salaries-PT-Business Office	18,000.00	17,790.00	1,976.00	19,766.00	(1,766.00)	109.81	2,000	20,000.00	234.01	98.8%
Total PT Salaries	990,375.00	781,774.85	89,868.95	871,643.80	118,731.20	88.01	(59,000)	931,375.00	59,731.20	93.6%
Total Salary Expense	4,778,675.00	4,062,657.91	464,915.16	4,527,573.07	251,101.93	94.75	(72,350)	4,706,325.00	178,751.93	96.2%

Employee Benefits & Taxes

NYS ERS 44# F/T Pension Exp	483,377.00	483,770.00	22,414.00	506,184.00	(22,807.00)	104.72	24,000	507,377.00	1,193.00	99.8%
NYS ERS 37# P/T Pension Exp	68,548.00	68,601.00	4,188.00	72,789.00	(4,241.00)	106.19	5,000	73,548.00	759.00	99.0%
Social Security/Medicare	362,372.00	296,736.41	34,808.20	331,544.61	30,827.39	91.49	(25,000)	337,372.00	5,827.39	98.3%
Workers' Compensation	30,231.00	27,342.50	-	27,342.50	2,888.50	90.45	(2,000)	28,231.00	888.50	96.9%
NY State Unemployment	1,000.00	0.00	-	-	1,000.00	0.00		1,000.00	1,000.00	0.0%
Disability Insurance	7,212.00	5,541.40	2,400.00	7,941.40	(729.40)	110.11	1,500	8,712.00	770.60	91.2%
Group Health 39# Insurance	945,665.00	900,395.75	(12,046.42)	888,349.33	57,315.67	93.94	(50,000)	895,665.00	7,315.67	99.2%

Retiree Health 37# Insurance	271,725.00	263,663.23	-	263,663.23	8,061.77	97.03	(7,000)	264,725.00	1,061.77	99.6%
Group Dental 43# Insurance	15,151.00	16,698.49	(2,273.43)	14,425.06	725.94	95.21		15,151.00	725.94	95.2%
Group Vision Insurance	0.00	495.48	(382.83)	112.65	(112.65)	0.00	500	500.00	387.35	22.5%
Group Vol Life/Legal/ID	0.00	44.76	(55.32)	(10.56)	10.56	0.00	500	500.00	510.56	-2.1%
Medicare 32# Reimbursements	116,661.00	114,815.90	-	114,815.90	1,845.10	98.42	(1,000)	115,661.00	845.10	99.3%
Total Benefits & Taxes	2,301,942.00	2,178,104.92	49,052.20	2,227,157.12	74,784.88	96.75	(53,500)	2,248,442.00	21,284.88	99.1%
Total Personnel Expenses	7,080,617.00	6,240,762.83	513,967.36	6,754,730.19	325,886.81	95.40	(125,850)	6,954,767.00	200,036.81	97.1%

	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
<u>Library Materials & Programs</u>										
Books - Reference	5,000.00	5,117.01	-	5,117.01	(117.01)	102.34	1,000	6,000.00	882.99	85.3%
Books - Children's	85,000.00	66,630.60	15,354.32	81,984.92	3,015.08	96.45		85,000.00	3,015.08	96.5%
Books - Legacy	1,000.00	567.18		567.18	432.82	56.72		1,000.00	432.82	56.7%
Books - Adult	140,000.00	104,980.51	26,831.61	131,812.12	8,187.88	94.15	(3,000)	137,000.00	5,187.88	96.2%
Databases - Reference	95,000.00	88,867.39	1,200.00	90,067.39	4,932.61	94.81	(3,000)	92,000.00	1,932.61	97.9%
E-Books - Reference	27,500.00	20,840.40		20,840.40	6,659.60	75.78	(5,000)	22,500.00	1,659.60	92.6%
Recordings, Audio - A/V	15,000.00	9,772.99	2,219.27	11,992.26	3,007.74	79.95	(2,000)	13,000.00	1,007.74	92.2%
Recordings, Video - A/V	30,000.00	13,428.14	3,190.65	16,618.79	13,381.21	55.40	(10,000)	20,000.00	3,381.21	83.1%
eBooks/eAudiobooks - A/V	115,000.00	103,262.53	12,908.84	116,171.37	(1,171.37)	101.02	4,000	119,000.00	2,828.63	97.6%
Periodicals - Reference	24,000.00	23,194.07	982.97	24,177.04	(177.04)	100.74	750	24,750.00	572.96	97.7%
Newspapers - Reference	31,000.00	26,039.55	4,419.92	30,459.47	540.53	98.26	500	31,500.00	1,040.53	96.7%
Newspapers/Microfilm-Reference	1,200.00	856.51	950.00	1,806.51	(606.51)	150.54	1,200	2,400.00	593.49	75.3%
Database Services - Tech Svcs	24,000.00	23,829.53	-	23,829.53	170.47	99.29		24,000.00	170.47	99.3%
Internet Service Provider	17,100.00	15,885.83	1,111.99	16,997.82	102.18	99.40	200	17,300.00	302.18	98.3%
Computer Software	59,490.00	52,019.73	2,605.79	54,625.52	4,864.48	91.82	(3,500)	55,990.00	1,364.48	97.6%
Bookbinding - Reference	3,200.00	812.75	750.00	1,562.75	1,637.25	48.84	(500)	2,700.00	1,137.25	57.9%
A/V Rentals - A/V	2,500.00	2,196.51	275.00	2,471.51	28.49	98.86	500	3,000.00	528.49	82.4%
Library Supplies	19,000.00	5,234.52	4,876.10	10,110.62	8,889.38	53.21	(7,500)	11,500.00	1,389.38	87.9%
NLS Delivery Service Fee	48,065.00	48,065.00	-	48,065.00	-	100.00		48,065.00	-	100.0%
Programming, Adult - Pub/Prog	77,500.00	76,569.65	7,364.71	83,934.36	(6,434.36)	108.30	8,500	86,000.00	2,065.64	97.6%
Programming - Children's	106,600.00	84,719.06	15,884.88	100,603.94	5,996.06	94.38	(2,000)	104,600.00	3,996.06	96.2%
Programming, Levels	20,000.00	14,441.30	2,650.94	17,092.24	2,907.76	85.46		20,000.00	2,907.76	85.5%
Programming, Jr. Levels	8,000.00	8,245.02	250.00	8,495.02	(495.02)	106.19	1,000	9,000.00	504.98	94.4%
Programming, Lakeville	1,500.00	1,181.72	333.21	1,514.93	(14.93)	101.00	450	1,950.00	435.07	77.7%
Programming, Parkville	1,500.00	1,518.28	150.00	1,668.28	(168.28)	111.22	600	2,100.00	431.72	79.4%
Programming, Station	1,500.00	984.94	403.26	1,388.20	111.80	92.55	450	1,950.00	561.80	71.2%
Programming, STEM Lab	6,000.00	5,407.11	1,584.14	6,991.25	(991.25)	116.52	1,600	7,600.00	608.75	92.0%
Programming, YA	7,000.00	6,470.52	230.82	6,701.34	298.66	95.73	200	7,200.00	498.66	93.1%
Programming, SAT/ACT Prep	3,000.00	2,350.00	-	2,350.00	650.00	78.33		3,000.00	650.00	78.3%
Programming, Library of Things	5,000.00	2,069.86	1,573.52	3,643.38	1,356.62	72.87	(700)	4,300.00	656.62	84.7%
Total Materials & Programs	980,655.00	815,558.21	108,101.94	923,660.15	56,994.85	94.19	(16,250)	964,405.00	40,744.85	95.8%

	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
<u>Administrative Expense</u>										
Office Supplies	11,000.00	6,447.99	1,437.73	7,885.72	3,114.28	71.69	(2,000)	9,000.00	1,114.28	87.6%
Computer Supplies - PCs	16,000.00	14,411.38	5,973.75	20,385.13	(4,385.13)	127.41	5,000	21,000.00	614.87	97.1%
eCommerce Fees	5,500.00	5,481.30	454.82	5,936.12	(436.12)	107.93	500	6,000.00	63.88	98.9%
Misc Cash Under/(Over)	0.00	(13.75)	-	(13.75)	13.75	0.00		-	13.75	0.0%
Miscellaneous Expense	100.00	450.00	-	450.00	(350.00)	450.00	350	450.00	-	100.0%

Telephone	19,056.00	17,753.52	1,649.06	19,402.58	(346.58)	101.82	550	19,606.00	203.42	99.0%
Postage	21,600.00	12,700.00	-	12,700.00	8,900.00	58.80	(8,000)	13,600.00	900.00	93.4%
Freight & Delivery	400.00	126.11	50.00	176.11	223.89	44.03		400.00	223.89	44.0%
Recruiting & Training Expense	13,250.00	1,926.50	-	1,926.50	11,323.50	14.54	(10,000)	3,250.00	1,323.50	59.3%
Newsletter & Printing-Pub/Pro	22,000.00	19,060.69	3,023.86	22,084.55	(84.55)	100.38	500	22,500.00	415.45	98.2%
Conference Fees & Expenses	11,150.00	4,778.36	3,217.60	7,995.96	3,154.04	71.71	(1,500)	9,650.00	1,654.04	82.9%
Local Travel & Meetings	3,000.00	2,918.77	124.99	3,043.76	(43.76)	101.46	500	3,500.00	456.24	87.0%
Collection Agency Fees	4,560.00	1,319.90	584.90	1,904.80	2,655.20	41.77	(2,000)	2,560.00	655.20	74.4%
Audit Fees	20,500.00	17,985.00	425.00	18,410.00	2,090.00	89.80	(2,000)	18,500.00	90.00	99.5%
Legal Fees - General Matters	15,000.00	97,862.88	14,299.00	112,161.88	(97,161.88)	747.75	105,000	120,000.00	7,838.12	93.5%
Legal Fees - Negot's & Prsnl	10,000.00	15,836.68	18,048.53	33,885.21	(23,885.21)	338.85	30,000	40,000.00	6,114.79	84.7%
Computer/Network Consultant	14,760.00	9,314.40	2,985.00	12,299.40	2,460.60	83.33	(1,000)	13,760.00	1,460.60	89.4%
Payroll Processing	18,057.00	17,161.16	1,373.35	18,534.51	(477.51)	102.64	1,000	19,057.00	522.49	97.3%
HR Consulting Fees	5,860.00	3,383.55	661.75	4,045.30	1,814.70	69.03	(1,000)	4,860.00	814.70	83.2%
GASB 75 Admin Fees	200.00		-	200.00	-	100.00		200.00	-	100.0%
Board Election Expenses	11,870.00	13,662.97	-	13,662.97	(1,792.97)	115.11	1,800	13,670.00	7.03	99.9%
Trustee Development	1,700.00	0.00	-	-	1,700.00	0.00	(1,500)	200.00	200.00	0.0%
Membership Dues	5,400.00	3,091.00	3,225.00	6,316.00	(916.00)	116.96	1,500	6,900.00	584.00	91.5%
Audio-Visual Maintenance	2,500.00	981.60	165.00	1,146.60	1,353.40	45.86	(1,000)	1,500.00	353.40	76.4%
Office Equipmnt Rent & Repair	17,900.00	16,909.90	1,837.08	18,746.98	(846.98)	104.73	1,250	19,150.00	403.02	97.9%
Computer Eqpmt Maint - PCs	1,600.00	1,581.00	-	1,581.00	19.00	98.81	250	1,850.00	269.00	85.5%
Computer Eqpmt Maint - OPAC	147,300.00	147,154.92	-	147,154.92	145.08	99.90		147,300.00	145.08	99.9%
Van, Gas & Oil	1,500.00	1,182.16	289.60	1,471.76	28.24	98.12	500	2,000.00	528.24	73.6%
Van Maintenance	2,000.00	1,295.27	-	1,295.27	704.73	64.76		2,000.00	704.73	64.8%
Total Administrative Expense	403,763.00	434,963.26	59,826.02	494,789.28	(91,026.28)	122.54	118,700	522,463.00	27,673.72	94.7%

	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
<u>Building Occupancy</u>										
Electricity - Main	121,700.00	106,042.05	26,862.65	132,904.70	(11,204.70)	109.21	13,000	134,700.00	1,795.30	98.7%
Electricity - Lkvl	8,700.00	10,214.94	900.00	11,114.94	(2,414.94)	127.76	4,000	12,700.00	1,585.06	87.5%
Electricity - Pkvl	17,450.00	13,067.01	1,500.00	14,567.01	2,882.99	83.48	(1,000)	16,450.00	1,882.99	88.6%
Electricity - Station	18,000.00	21,787.38	2,800.00	24,587.38	(6,587.38)	136.60	8,000	26,000.00	1,412.62	94.6%
Gas - Main	19,000.00	18,083.31	415.60	18,498.91	501.09	97.36		19,000.00	501.09	97.4%
Gas - Parkville	9,350.00	1,079.29	430.95	1,510.24	7,839.76	16.15	(7,000)	2,350.00	839.76	64.3%
Gas - Station	10,500.00	10,938.24	177.02	11,115.26	(615.26)	105.86	1,500	12,000.00	884.74	92.6%
Water	9,000.00	6,913.08	1,305.04	8,218.12	781.88	91.31		9,000.00	781.88	91.3%
Sewer Tax	17,400.00	17,328.53	-	17,328.53	71.47	99.59		17,400.00	71.47	99.6%
Custodial Supplies	19,000.00	18,438.96	5,220.62	23,659.58	(4,659.58)	124.52	5,500	24,500.00	840.42	96.6%
Repairs & Maintenance	21,000.00	19,620.32	1,610.97	21,231.29	(231.29)	101.10	1,000	22,000.00	768.71	96.5%
Cleaning Service - Lakeville	12,840.00	11,828.15	1,136.05	12,964.20	(124.20)	100.97	700	13,540.00	575.80	95.7%
Cleaning Service - Parkville	15,060.00	18,627.65	1,842.55	20,470.20	(5,410.20)	135.92	6,000	21,060.00	589.80	97.2%
Cleaning Service - Station	17,160.00	15,798.75	1,526.25	17,325.00	(165.00)	100.96	700	17,860.00	535.00	97.0%
Cleaning Service - Main	61,920.00	56,703.15	6,541.05	63,244.20	(1,324.20)	102.14	2,000	63,920.00	675.80	98.9%
Landscaping	10,865.00	8,573.50	2,270.00	10,843.50	21.50	99.80		10,865.00	21.50	99.8%
Snow Removal	12,675.00	10,878.00	-	10,878.00	1,797.00	85.82	(1,500)	11,175.00	297.00	97.3%
Service Contracts	128,835.00	105,269.08	7,653.63	112,922.71	15,912.29	87.65	(10,000)	118,835.00	5,912.29	95.0%
Branch Rentals - Lakeville	95,454.00	100,108.20	-	100,108.20	(4,654.20)	104.88	5,500	100,954.00	845.80	99.2%
Branch Rentals - Parkville	158,453.00	158,452.60	-	158,452.60	0.40	100.00	500	158,953.00	500.40	99.7%
Branch Rentals - Station	263,797.00	257,545.31	-	257,545.31	6,251.69	97.63	(5,500)	258,297.00	751.69	99.7%
Insurance, Prop/Liab	123,466.00	123,233.88	-	123,233.88	232.12	99.81		123,466.00	232.12	99.8%

Total Building Occupancy	1,171,625.00	1,110,531.38	62,192.38	1,172,723.76	(1,098.76)	100.09	23,400	1,195,025.00	22,301.24	98.1%
	<u>Annual Budget</u>	<u>Y-T-D May 2025</u>	<u>June 2025 Projection</u>	<u>2024-25 Projection</u>	<u>2024-25 Surplus/ (Deficit)</u>	<u>% YTD Variance</u>	<u>June 2025 Budget Transfer</u>	<u>Revised 2025 Budget</u>	<u>Revised Surplus/ (Deficit)</u>	<u>Revised YTD Variance</u>
<u>Furniture and Equipment</u>										
Equipment, Furniture & Fixture	4,400.00	1,406.33	3,076.65	4,482.98	(82.98)	101.89	950	5,350.00	867.02	83.8%
Computer Hardware - PCs	3,800.00	0.00	1,815.86	1,815.86	1,984.14	47.79	(950)	2,850.00	1,034.14	63.7%
Total Furniture and Eqpmt	8,200.00	1,406.33	4,892.51	6,298.84	1,901.16	76.82	-	8,200.00	1,901.16	76.8%
<u>Debt Service</u>										
Debt Service Int and Principal	747,337.50	747,337.50	-	747,337.50	-	100.00		747,337.50	-	100.0%
Debt Service Admin Fees	2,164.50	1,232.25	932.25	2,164.50	-	100.00		2,164.50	-	100.0%
Total Debt Service	749,502.00	748,569.75	932.25	749,502.00	-	100.00	-	749,502.00	-	100.0%
Total General Operating Fund Appropriations	10,394,362.00	9,351,791.76	749,912.46	10,101,704.22	292,657.78	97.18	-	10,394,362.00	292,657.78	97.2%
Excess of Revenues over (under) Expenditures	(80,000.00)	(217,409.44)	528,784.96	311,375.52	391,375.52	(389.22)	-	(80,000.00)	391,375.52	-389.2%
<u>OTHER FINANCING SOURCES AND (USES)</u>										
Surplus Transfer - Auto Libr'y	0.00		-	-	-	0.00	-	-	-	#DIV/0!
Surplus Transfer - Branch Fund	0.00		-	-	-	0.00		-	-	#DIV/0!
Surplus Transfer - MBSSF	0.00		-	-	-	0.00		-	-	0.0%
Surplus Transfer - Bond Retirement	0.00		-	-	-	0.00		-	-	#DIV/0!
Surplus Transfer - Auto Libr'y	0.00		-	-	-	0.00		-	-	0.0%
Budget Transfer - Branch Fund	0.00	0.00	-	-	-	0.00		-	-	#DIV/0!
Budget Transfer - Bond Retmnt	0.00		-	-	-	0.00		-	-	#DIV/0!
Budget Transfer - Landscaping Fd	80,000.00		-	-	(80,000.00)	0.00		80,000.00	(80,000.00)	0.0%
Total Tranfers Out	80,000.00	0.00	-	-	(80,000.00)		-	80,000.00	(80,000.00)	
Total Budget	\$ 10,314,362.00	\$ 9,351,791.76	\$ 749,912.46	\$ 10,101,704.22	\$ 212,657.78		\$ -	\$ 10,314,362.00	\$ 372,657.78	
<u>Revenues over Expenditures and Transfers</u>										
Net Surplus (Deficit)	\$ -	\$ (217,409.44)	\$ 528,784.96	\$ 311,375.52	\$ 311,375.52		-	-	\$ 311,375.52	

MEMORANDUM

TO: Denise Corcoran, Director

FROM: Steven Kashkin, Business Manager

DATE: June 17, 2025

RE: Capital transfers

Per the budget that was adopted in April 2024 there was a transfer to be made to the General Fund for 80K from the Landscaping fund. Due to a small surplus for the 24/25 year, we will not need to make that transfer to the General Fund.

After reviewing the May 2025 financial statements as well as the forecast for June, we are anticipating a surplus for the 2024/2025 budget year by approximately \$200,000. I am recommending to transfer these additional funds as follows:

- ***\$100,000 to the Automated Library Fund for new computer processors and monitors and;***
- ***\$100,000 to the Main Building and Special Services Fund to ensure that there are funds available for continued renovation expenses at the Main location as well as legal fees for the ongoing lawsuits.***

RECOMMENDATION

I move that the Board of Trustees of the Great Neck Library authorize the transfer of \$200,000 to the funds as stated above with all transfers coming from the General fund.

Records Disposal Per Retention Policy #400-30

The following records will be disposed of per the Record Retention Schedule 400-30:

General

- 2025 (February and prior) Recording of voice conversations, including audiotape, videotape, stenotype, or stenographer's notebook and also including verbatim minutes used to produce official minutes and committee minutes (1.2, RETENTION 4 months after transcription and/or approval of minutes)

Public Access to Records

- 2024 (and prior) Register or list of applicants seeking access to records and request forms (7.2, RETENTION 1 year)