

Great Neck Library
BOARD OF TRUSTEES MEETING
w/ Anticipated Executive Session (Legal and Personnel Matters)

MAIN LIBRARY
159 Bayview Avenue, Great Neck, New York 11023

Tuesday, September 16, 2025
6:30 P.M. – Board Meeting
6:35 P.M. - Anticipated Executive Session (*Not open to the public)
7:00 P.M. (approx.) – Public Meeting

AGENDA

Please Note: Members of the public may comment on the published agenda for 3 minutes at the beginning of the meeting and on any new topic for 3 minutes at the end of the meeting during open time. There shall be no public comments during the board discussions or votes. Please wait until the President recognizes you for discussion. Please turn off cell phones or place them in silent mode.

CALL TO ORDER

ANTICIPATED EXECUTIVE SESSION

PUBLIC COMMENTS

APPROVAL OF MINUTES

July 17, 2025, board meeting

SECRETARY'S REPORT ON INDEPENDENT CANDIDATES

TREASURER'S REPORT

DIRECTOR'S REPORT

NEW BUSINESS

1. Proposed Policy Changes – 1st Read
 - a. Revise Section 600-10: Collection of Materials: Selection Policies
2. Deduct Change Order #2 for Main Library Retaining Wall
3. Deduct Change Order #3 for Main Library Retaining Wall
4. Approve proposal for Emergency Lighting Design
5. Approve proposal for Station Branch Shelving
6. Approve Proposal for Carpet Cleaning
7. Approve Purchase of New Computers
8. Approve Purchase of Laptop for Levels
9. Nassau Digital Doorway Commitment
10. Gift Cards for Staff Recognition
11. Property Liability Insurance Renewal
12. Board Volunteers to Open and Close Polls
13. Approve Personnel for Library Election
14. Personnel

OPEN TIME

DATE OF UPCOMING MEETING

October 21, 2025 – Board Meeting (Main Library)

ADJOURNMENT

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
THURSDAY, JULY 17, 2025, AT 7:00 P.M.**

A special meeting of the Great Neck Library Board of Trustees was held on Thursday, July 17, 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
Chayim Mahgerefteh, CPA – Treasurer
Mimi Hu – Assistant Treasurer
Neal Hakimi, MD – Assistant Treasurer

Also Present: Denise Corcoran – Director
Steven Kashkin – Business Manager

Also Absent: Kathryn Baumgartner – Assistant Director
Rory Lancman – Secretary

CALL TO ORDER

President Reicher called the meeting to order at 7:06 p.m.

MINUTES

Board Minutes

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

MOVED, that the Great Neck Library Board of Trustees approve the minutes of the June 17, 2025, board meeting, as presented.

VOTE: Yes – 5 (Reicher, Goykadosh, Hu, Hakimi)
Abstain – 1 (Mahgerefteh)

MOTION CARRIED

TREASURER/BUSINESS MANAGER REPORT

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

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

- a. July 15, 2025, Treasurer's Report;
- b. Warrant dated July 3, 2025, through July 13, 2025, which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to \$579,391.98.
- c. Payroll Warrants for pay dates June 12 and June 26, 2025 (in the amounts of \$179,085.36 and \$162,284.99, respectively) for a total of \$341,370.35.

VOTE: Yes – 5 (Reicher, Goykadosh, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

PAYROLL CHANGES

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Changes report of June 13, 2025, through July 10, 2025, as presented, which has been reviewed by the Treasurer.

VOTE: Yes – 5 (Reicher, Goykadosh, Lancman, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

REPORTS

Director's Report

Director Denise Corcoran provided updates on the installation of the security cameras at all library locations, the HVAC project at the Main Library, and the selection of a moderator for Meet the Candidates night.

OLD BUSINESS

1. Proposed Policy Change – 2nd Read and Vote

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

RESOLVED, that the Board of Trustees adopt the following changes to the Policy Manual.

- a) Revise Section 400-10: General, Reserve, and Restricted Funds – Definitions and Limitations
- b) Revise Section 500-68: Digital Video Surveillance
- c) Revise Section 800-70: Parking Lot
- d) Revise Section 900-20: Admission to Programs

Yes – 5 (Reicher, Goykadosh, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Allowance Authorization #1 for Main Library Roof Replacement

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

RESOLVED, that the Board of Trustees approve Allowance Authorization #1 to complete a full roof survey for the Main Library in the amount of \$18,200.00 from Barrett Roofs Inc.; such funds to be deducted from the contract allowances for this project in the Main Building and Special Services fund.

VOTE: Yes – 5 (Reicher, Goykadosh, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

2. Change Order #6 for Main Library Exterior Stair & Retaining Wall

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

RESOLVED, that the Board of Trustees approve Change Order #6 to add striping, not part of the original contract, along the front entrance of the Main Library in the amount of \$927.27 from PAV-LAK Contracting Inc.; such funds to be deducted from the contract allowances for this project in the Main Building and Special Services fund.

VOTE: Yes – 5 (Reicher, Goykadosh, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

3. Personnel

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

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

VOTE: Yes – 5 (Reicher, Goykadosh, Mahgerefteh, Hu, Hakimi)
MOTION CARRIED UNANIMOUSLY

DATE OF NEXT MEETING

September 16, 2025 – Board Meeting (Main Library)

ADJOURNMENT

The meeting was adjourned at 7:27 p.m. on a motion by Trustee Reicher and seconded by Trustee Mahgerefteh.

Respectfully submitted,

Aliza Reicher
President, Board of Trustees

Great Neck Library
Board of Trustees Meeting
September 16, 2025

TREASURER'S REPORT

During the month of July, 2025, revenue received was \$16,769. Total expenses were \$917,429.

During the month of August, 2025, revenue received was \$8,826. Total expenses were \$736,954.

At the close of business, August 31, 2025, total General Fund cash holdings were \$2,971,886. Of these funds \$2,856,414 was on deposit at HSBC, \$113,502 was on deposit at US Bank (as Trustee) and \$1,970 was on hand in Petty Cash funds at all locations. This compares to an August 31, 2024 balance of \$2,910,983.

Additionally, the cash balance of the Restricted Gift fund was \$249,424; the Automated Library fund was \$221,051; the Branch and Special Services fund was \$93,798; the Landscaping fund was \$64,706; the Main Building and Special Services fund was \$1,948,127; and the Bond Retirement fund was \$4,558,189. These funds totaled \$7,135,295 on August 31, 2025. The August 31, 2024 total was \$7,960,242.

At the close of business, August 31, 2025, total holdings in the Construction Fund at US Bank as bond trustee was \$475,320.

I move that the Board of Trustees accept the September 16, 2025 Treasurer's Report.

I move that the Board of Trustees accept the Warrant dated August 1st, 2025 through August 10th, 2025 which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to \$661,984.86.

I move that the Board of Trustees accept the Warrant dated September 10th, 2025 through September 14th, 2025 which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to \$916,396.00.

I move that the Board of Trustees accept the Payroll Warrants for pay dates July 10th and July 24th, 2025 (in the amounts of \$197,876.83 and \$170,778.74 respectively) for a total of \$368,655.57.

I move that the Board of Trustees accept the Payroll Warrants for pay dates August 7th and August 21st, 2025 (in the amounts of \$181,037.21 and \$172,432.81 respectively) for a total of \$353,470.02.

Respectfully submitted,

Chayim Mahgereftch

Treasurer

MEMORANDUM

TO: Board of Trustees
FROM: Steven Kashkin, Business Manager
DATE: September 16, 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. Business Insurance renewals
 - b. Computers/monitors replacement
 - c. Movement of heavy statue
 - d. Carpet cleaning
 - e. 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: September 16, 2025
RE: Business Manager's Report

1. 2025/2026 BUDGET VARIANCE:

- a. Through August 31st we are at 16.67% through the year;
- b. Total Revenues: Through August 31, 2025, we have collected:
 - i. \$25,595 (.23%) of our total 2025/2026 budget of \$11,027,041;
 - ii. \$0 (0%) of budgeted Library Tax revenues;
 - iii. (\$3,064) (-3.56%) of budgeted PILOT revenues;
 - iv. \$28,659 (6.16%) of budgeted Other Revenues.
- c. Total Expenditures: Through August 31, 2025, we have expended (including transfers) \$1,654,383 (15.00%) of our total 2025/2026 budget of \$11,027,041 (16.67% through the budget year).
- d. Salary Expense:
 - i. This reporting period includes 4 of 26 payrolls, or 15.38% of the fiscal year;
 - ii. The Budget Variance report indicates \$599,840 (11.68%) of annual salaries expended (16.67% through the budget year).
- e. Employee Benefits:
 - i. Through August 31, 2025, we have expended \$393,475 (15.6%) of the employee benefits & taxes budget (16.67% through the budget year);
 - ii. Group and retiree health insurance include the prepayment of September 2025 expenses.

- f. Library Materials & Programs:
 - i. Through August 31, 2025, we have expended \$242,976 (25.10%) of the library materials and programs budget (16.67% through the budget year).
- g. Administrative Expense:
 - i. Through August 31, 2025, we have expended \$173,633 (40.56%) of the administrative expense budget (16.67% through the budget year).
- h. Building Occupancy:
 - i. Through August 31, 2025, we have expended \$244,459 (20.07%) of the building occupancy budget (16.67% through the budget year);
 - ii. Branch Rentals (all branches) include prepayments for September 2025 rent expense.
- i. Furniture and Equipment:
 - i. Through August 31, 2025, we have expended \$0 (0%) of the furniture and equipment budget (16.67% through the budget year);
- j. Debt Service:
 - i. Through August 31, 2025, we have expended \$0 (0%) of the debt service budget (16.67% through the budget year). The next bond payment (interest only) will take place in November 2025.
- k. Budgeted Transfers:
 - i. There are no transfers budgeted for the 2025/2026 budget year.
- 2. Use of Library Credit Card: August 2025 invoice: \$3,552.63
 - a. Adult and children's Jewish books and DVD's, programming supplies for STEM lab, children's', and levels, notary fees for admin, NYLA conference fee, bulk mail renewal, PO box renewal, paypal renewal, software renewal for publicity, 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
09/16/2025

Pay Date	8/7/2025		8/21/2025		AUG 2025 TOTALS		AUGUST 2024 TOTALS		YTD 2025-26 TOTALS		YTD 2024-25 TOTALS		2025-26 BUDGET		%
Title	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Expended
DH-Circulation	1.00	72.63	0.00	0.00	1.00	\$ 72.63	-	-	1.00	72.63	-	-	\$	500	14.53%
DH-Children's	0.00	0.00	0.00	0.00	-	\$ -	-	-	1.00	72.63	-	-	\$	500	14.53%
DH-Programming	0.00	0.00	1.00	72.63	1.00	\$ 72.63	-	-	1.00	72.63	1.00	67.25	\$	500	14.53%
DH-TS	0.00	0.00	1.00	72.63	1.00	\$ 72.63	-	-	1.00	72.63	-	-	\$	500	14.53%
DH-Reference	0.00	0.00	0.00	0.00	-	\$ -	-	-	-	-	-	-	\$	500	0.00%
DH-Emerging Tech.	0.00	0.00	0.00	0.00	-	\$ -	1.00	67.25	1.00	72.63	1.00	67.25	\$	500	14.53%
Hd Custodian	1.50	108.95	0.00	0.00	1.50	\$ 108.95	-	-	1.50	108.95	-	-	\$	500	21.79%
Sr Custodian	0.00	0.00	0.00	0.00	-	\$ -	0.00	0.00	-	-	-	-	\$	500	0.00%
FT Custodian	3.00	97.42	0.00	0.00	3.00	\$ 97.42	0.50	16.99	3.00	97.42	0.50	16.99	\$	500	19.48%
PT Custodian					-	\$ -	-	-	-	-	-	-	-	-	
Double Time					-	\$ -	-	-	-	-	-	-	-	-	
Total OT	5.50	279.00	2.00	145.26	7.50	424.26	1.50	84.24	9.50	\$ 569.52	2.50	151.49	\$	4,500	12.66%
On-Call	89.00	2,576.61	87.25	2,379.26	176.25	4,955.87	335.50	\$ 9,549.81	480.00	\$ 13,827.41	674.50	\$ 19,663.99	\$	64,500	21.44%
Sunday Pay	12.00	975.71	7.50	529.77	19.50	\$ 1,505.48	12.00	\$ 714.62	40.50	\$ 3,131.07	24.00	\$ 1,519.08	\$	329,823	0.95%
Employee count		99		98											
F/T	P/T	54	45	54	44										
Check count		94		92											
F/T	P/T	54	40	54	38										
July '25 Longevity									22,495				0 \$	22,494	100.00%
									-				0	0	#DIV/0!

**GREAT NECK LIBRARY
TREASURER'S REPORT
September 16, 2025
Payroll Changes Report
For the period 07/11/2025 - 09/11/2025**

Action	Name	Dept	Title	Change in		Change in		New		Effective Date	Comments
				Current Hourly	Hours per	Annual	Weekly	New Annual			
				Rate/Salary	Week	Salary	Hours	Salary			
Additions	Melanie Sultan	Circulation	Clerk - PT	\$ 18.00	15.50	\$ 14,505	-	\$ -	7/24/2025		
	Michaela Marans	Levels	Levels - PT	\$ 32.00	18.00	\$ 29,952	-	\$ -	7/29/2025	Replacing D. Avila Holguin open position	
	Michele McCauley	Reference	Librarian - PT SR2	\$ 36.00	-	\$ -	-	\$ -	8/26/2025	New Sunday only hire	
	Noureen Qadir-Jafar	Reference	Librarian - PT SR2	\$ 36.00	-	\$ -	-	\$ -	8/22/2025	New Sunday only hire	
	Ellen E McTyre	Reference	Librarian - PT SR2	\$ 38.00	-	\$ -	-	\$ -	8/23/2025	New Sunday only hire	
	Zarabeth Senft	Circulation	Clerk - PT	\$ 18.00	-	\$ -	-	\$ -	8/19/2025	New Sunday only hire	
	Gulnuma Khan-Tirmaz	Circulation	Clerk - PT	\$ 18.00	-	\$ -	-	\$ -	8/28/2025	New Sunday only hire	
					-	\$ -		\$ -			
					33.50	\$ 44,460					
Reductions	Howard London	Circulation	Clerk - PT	\$ 19.10	(15.00)	\$ (14,900)	-	\$ -	8/2/2025	Separated	
	Keith Melecio	Circulation	Clerk - PT	\$ 18.00	(17.00)	\$ (15,912)	-	\$ -	9/2/2025	Separated	
						\$ -	-	\$ -			
						\$ -	-	\$ -			
						\$ -	-	\$ -			
					(32.00)	\$ (30,812)					
Foot note	Rebecca Hirschhorn	Levels	Levels - PT	\$ 29.13	5.00	\$ 7,574	-	\$ -			Increase hours per week from 13 to 18 (from open position)
	Jessica Kiael	Levels	Levels - PT	\$ 29.13	5.00	\$ 7,574	-	\$ -			Increase hours per week from 13 to 18 (from open position)
				\$ -	-	\$ -	-	\$ -			
				\$ -	-	\$ -	-	\$ -			
				\$ -	-	\$ -	-	\$ -			
Totals					6.50	21,223	-				
<u>Note: The following hours are unfilled at this time:</u>											
							<u>Budget date</u>	<u>Date Open</u>			
	Main (child)/Sta	Clerk - PT	\$ 18.00	5.00	\$ 4,680		7/1/2025	11/15/2024	J. Fuentes/R.Huang hours to be replaced		
	Parkville	Clerk - PT	\$ 18.00	18.00	\$ 16,848		7/1/2025	7/2/2021	K. Tuitt position to be replaced (Page)		
	TS	Clerk - PT	\$ 18.00	15.00	\$ 14,040		7/1/2025	8/15/2023	A. Cheng position to be replaced (Page)		
	Circulation	Clerk - PT	\$ 18.00	4.00	\$ 3,744		7/1/2025	12/26/2023	H. London position to be replaced		
	Circulation	Clerk - PT	\$ 18.00	17.00	\$ 15,912		7/1/2025	9/1/2025	K. Melecio position to be replaced		
	Childrens	Librarian - PT	\$ 30.00	18.00	\$ 28,080		7/1/2025	6/25/2025	S. Gardos prior position to be replaced		
	Sta(child)/Main/Lake	Librarian - PT	\$ 30.00	21.00	\$ 32,760		7/1/2025	10/11/2022	R. Giminiani /E Bley former PT position to be replaced		
Totals					98.00	\$ 116,064					

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Balance</u>	<u>% YTD / Bgt</u>
<u>REVENUES</u>					
<u>Tax Appropriations</u>					
Tax Revenue - Operating Budget	9,743,095.50	0.00	0.00	9,743,095.50	0.00
Tax Revenue - Debt Service	732,337.50	0.00	0.00	732,337.50	0.00
Total Library Tax Receipts	10,475,433.00	0.00	0.00	10,475,433.00	0.00
 PILOT Revenues	 86,000.00	 0.00	 (3,063.69)	 89,063.69	 (3.56)
Total Tax Receipts	10,561,433.00	0.00	(3,063.69)	10,564,496.69	(0.03)
 <u>Other:</u>					
Registration Fees	2,025.00	415.00	415.00	1,610.00	20.49
Fines	1,500.00	30.80	106.30	1,393.70	7.09
Commissions - Vending Machines	3,000.00	423.34	834.72	2,165.28	27.82
Revenue-Copy Machines	1,750.00	0.00	6.40	1,743.60	0.37
Computer Printout Fees	10,000.00	691.90	2,764.10	7,235.90	27.64
Collection Agency Fees	50.00	0.00	20.00	30.00	40.00
Lost Book Income	3,500.00	341.00	829.00	2,671.00	23.69
Book Sale Income	1,000.00	27.00	385.00	615.00	38.50
Interest Income - Savings	80,000.00	6,147.80	14,649.13	65,350.87	18.31
Ad Receipts/Levels	500.00	0.00	0.00	500.00	0.00
Programming Income	1,000.00	2.50	100.00	900.00	10.00
Refunds of Prior Year Expenses	0.00	167.55	167.55	(167.55)	0.00
Expense Recovery - Dbl / WC	11,000.00	0.00	3,400.00	7,600.00	30.91
Expense Recovery-Retirees Ins	0.00	579.39	4,981.59	(4,981.59)	0.00
Local Library Service Aid	14,250.00	0.00	0.00	14,250.00	0.00
Appropriated Fund Balance	336,033.00	0.00	0.00	336,033.00	0.00
Total Other Revenues	465,608.00	8,826.28	28,658.79	436,949.21	6.16
 Total Revenues	 11,027,041.00	 8,826.28	 25,595.10	 11,001,445.90	 0.23

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>EXPENDITURES</u>					
<u>Salaries - FT</u>					
Salaries-FT-Admin-Dir Ofc	304,400.00	22,853.86	39,042.00	265,358.00	12.83
Salaries-FT-Admin-Youth Svcs	113,900.00	8,639.88	14,759.78	99,140.22	12.96
Salaries-FT-Support-Dir Ofc	163,900.00	12,439.46	21,250.74	142,649.26	12.97
Salaries-FT-Support-Prog/Pub	223,600.00	16,033.28	27,338.75	196,261.25	12.23
Salaries-FT-Support-Bus Ofc	216,100.00	16,395.65	28,009.23	188,090.77	12.96
Salaries-FT-Librarians-Ref	436,600.00	30,465.84	52,118.45	384,481.55	11.94
Salaries-FT-Librarians-AV	86,200.00	6,002.32	10,253.96	75,946.04	11.90
Salaries-FT-Librarians-Youth	317,300.00	22,392.19	38,296.97	279,003.03	12.07
Salaries-FT-Librarians-TS	256,300.00	17,531.36	29,897.95	226,402.05	11.67
Salaries-FT-Librarians-BrnchHd	268,100.00	18,093.33	30,314.34	237,785.66	11.31
Salaries-FT-Librarians-Pkvl	137,700.00	10,142.67	17,327.06	120,372.94	12.58
Salaries-FT-Librarians-Sta	118,600.00	7,461.55	12,672.70	105,927.30	10.69
Salaries-FT-Clerical-Circ	369,800.00	25,717.26	43,840.45	325,959.55	11.86
Salaries-FT-Clerical-AV	51,100.00	3,493.83	5,968.62	45,131.38	11.68
Salaries-FT-Clerical-Youth	87,200.00	6,276.94	10,723.09	76,476.91	12.30
Salaries-FT-Clerical-TS	132,000.00	8,324.62	15,129.88	116,870.12	11.46
Salaries-FT-Clerical-Lkvl	120,800.00	8,016.58	15,894.60	104,905.40	13.16
Salaries-FT-Clerical-Pkvl	53,200.00	3,883.96	6,637.08	46,562.92	12.48
Salaries-FT-Clerical-Sta	98,300.00	6,653.37	11,371.18	86,928.82	11.57
Salaries-FT-Network Techs-IT	75,400.00	5,625.36	9,630.92	65,769.08	12.77
Salaries-FT-Levels-Prof's	159,200.00	11,922.13	17,800.68	141,399.32	11.18
Salaries-FT-Maint-Custodians	288,900.00	20,707.19	35,099.22	253,800.78	12.15
Total FT Salaries	4,078,600.00	289,072.63	493,377.65	3,585,222.35	12.10

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>Salaries - PT</u>					
Salaries-PT-Librarians-Ref	220,400.00	15,816.96	28,311.60	192,088.40	12.85
Salaries-PT-Librarians-Youth	122,700.00	3,964.86	6,783.75	115,916.25	5.53
Salaries-PT-Librarians-Pkvl	68,000.00	4,612.97	7,864.70	60,135.30	11.57
Salaries-PT-Librarians-Sta	28,600.00	0.00	0.00	28,600.00	0.00
Salaries-PT-Clerical-Ref	37,600.00	1,894.32	3,164.62	34,435.38	8.42
Salaries-PT-Clerical-Circ	172,600.00	10,874.92	18,067.55	154,532.45	10.47
Salaries-PT-Clerical-AV	2,000.00	0.00	0.00	2,000.00	0.00
Salaries-PT-Clerical-Youth	50,700.00	2,315.08	4,227.21	46,472.79	8.34
Salaries-PT-Clerical-Lkvl	46,000.00	2,416.37	4,142.55	41,857.45	9.01
Salaries-PT-Clerical-Pkvl	121,700.00	6,710.02	11,365.83	110,334.17	9.34
Salaries-PT-Clerical-Sta	62,900.00	4,591.93	7,662.65	55,237.35	12.18
Salaries-PT-Pages-Circ	18,600.00	1,445.87	2,453.65	16,146.35	13.19
Salaries-PT-Levels-Prof's	85,200.00	6,002.54	9,804.75	75,395.25	11.51
Salaries-PT-Business Office	20,000.00	1,530.00	2,613.75	17,386.25	13.07
Total PT Salaries	1,057,000.00	62,175.84	106,462.61	950,537.39	10.07
Total Salary Expense	5,135,600.00	351,248.47	599,840.26	4,535,759.74	11.68
<u>Employee Benefits & Taxes</u>					
NYS ERS 44# F/T Pension Exp	573,197.00	0.00	0.00	573,197.00	0.00
NYS ERS 37# P/T Pension Exp	84,725.00	0.00	0.00	84,725.00	0.00
Social Security/Medicare	389,477.00	25,577.06	44,189.56	345,287.44	11.35
Workers' Compensation	28,587.00	0.00	11,986.50	16,600.50	41.93
Disability Insurance	7,236.00	0.00	0.00	7,236.00	0.00
Group Health 39# Insurance	1,022,388.00	83,118.59	239,252.34	783,135.66	23.40
Retiree Health 37# Insurance	277,191.00	22,049.35	66,148.05	211,042.95	23.86
Group Dental 43# Insurance	16,221.00	1,232.73	2,340.45	13,880.55	14.43
Group Vision Insurance	0.00	25.30	12.16	(12.16)	0.00
Group Vol. Life / Legal	0.00	22.00	(4.00)	4.00	0.00
Medicare 32# Reimbursements	123,874.00	29,550.30	29,550.30	94,323.70	23.86
Total Benefits & Taxes	2,522,896.00	161,575.33	393,475.36	2,129,420.64	15.60
Total Personnel Expenses	7,658,496.00	512,823.80	993,315.62	6,665,180.38	12.97

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>Library Materials & Programs</u>					
Books - Reference	5,000.00	863.94	863.94	4,136.06	17.28
Books - Children's	105,000.00	6,708.24	6,708.24	98,291.76	6.39
Books - Legacy	750.00	0.00	0.00	750.00	0.00
Books - Adult	140,000.00	9,936.03	12,513.46	127,486.54	8.94
Databases - Reference	91,000.00	0.00	30,418.92	60,581.08	33.43
Recordings, Audio - A/V	15,000.00	225.28	225.28	14,774.72	1.50
Recordings, Video - A/V	25,000.00	13.99	13.99	24,986.01	0.06
eBooks/eAudiobooks - A/V	120,000.00	34,931.27	34,931.27	85,068.73	29.11
Periodicals - Reference	25,000.00	23,065.47	23,065.47	1,934.53	92.26
Newspapers - Reference	31,000.00	4,419.92	4,619.92	26,380.08	14.90
Newspapers/Microfilm-Referenc	1,200.00	0.00	0.00	1,200.00	0.00
Database Services - Tech Svcs	25,000.00	0.00	23,574.77	1,425.23	94.30
Internet Service Provider	17,700.00	1,720.82	2,643.74	15,056.26	14.94
Computer Software	53,276.00	1,057.50	35,727.53	17,548.47	67.06
Bookbinding - Reference	2,200.00	0.00	0.00	2,200.00	0.00
A/V Rentals - A/V	2,500.00	0.00	0.00	2,500.00	0.00
Library Supplies	18,000.00	4,081.11	4,109.11	13,890.89	22.83
NLS Delivery Service Fee	49,215.00	0.00	24,215.00	25,000.00	49.20
Programming, Adult - Pub/Prog	80,000.00	6,461.76	13,463.76	66,536.24	16.83
Programming - Children's	106,600.00	13,033.09	22,861.09	83,738.91	21.45
Programming, Levels	20,000.00	1,393.13	1,793.13	18,206.87	8.97
Programming, Jr. Levels	8,000.00	52.57	802.57	7,197.43	10.03
Programming, Lakeville	1,500.00	0.00	0.00	1,500.00	0.00
Programming, Parkville	1,500.00	0.00	0.00	1,500.00	0.00
Programming, Station	1,500.00	0.00	0.00	1,500.00	0.00
Programming, STEM Lab	8,000.00	112.90	112.90	7,887.10	1.41
Programming, YA	5,000.00	176.87	176.87	4,823.13	3.54
Programming, SAT/ACT Prep (	5,000.00	0.00	0.00	5,000.00	0.00
Programming, Library of Things	4,000.00	134.79	134.79	3,865.21	3.37
Total Materials & Programs	967,941.00	108,388.68	242,975.75	724,965.25	25.10

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>Administrative Expense</u>					
Office Supplies	10,500.00	809.55	816.89	9,683.11	7.78
Computer Supplies - PCs	21,250.00	15.99	5.49	21,244.51	0.03
eCommerce Fees	5,500.00	492.36	956.62	4,543.38	17.39
Misc Cash Under/(Over)	0.00	1.00	1.60	(1.60)	0.00
Miscellaneous Expense	100.00	0.00	0.00	100.00	0.00
Telephone	20,040.00	1,701.58	2,991.89	17,048.11	14.93
Postage	16,000.00	0.00	2,000.00	14,000.00	12.50
Freight & Delivery	300.00	52.50	52.50	247.50	17.50
Recruiting & Training Expense	15,500.00	95.00	95.00	15,405.00	0.61
Newsletter & Printing-Pub/Pro	24,470.00	1,229.10	1,269.10	23,200.90	5.19
Conference Fees & Expenses	15,550.00	0.00	0.00	15,550.00	0.00
Local Travel & Meetings	4,400.00	273.00	273.00	4,127.00	6.20
Collection Agency Fees	3,100.00	246.25	246.25	2,853.75	7.94
Audit Fees	18,650.00	0.00	0.00	18,650.00	0.00
Legal Fees - General Matters	22,500.00	0.00	0.00	22,500.00	0.00
Legal Fees - Negot'ns & Prsnl	7,500.00	0.00	0.00	7,500.00	0.00
Computer/Network Consultant	14,160.00	0.00	0.00	14,160.00	0.00
Payroll Processing	18,427.00	1,395.33	2,773.94	15,653.06	15.05
HR Consulting Fees	4,860.00	263.15	263.15	4,596.85	5.41
GASB75 Admin Fees	1,800.00	0.00	0.00	1,800.00	0.00
Board Election Expenses	12,660.00	0.00	0.00	12,660.00	0.00
Trustee Development	1,700.00	0.00	0.00	1,700.00	0.00
Membership Dues	5,550.00	137.50	137.50	5,412.50	2.48
Audio-Visual Maintenance	2,500.00	0.00	0.00	2,500.00	0.00
Office Equipmnt Rent & Repair	18,012.00	1,252.90	3,089.98	14,922.02	17.16
Computer Eqpmt Maint - PCs	1,600.00	0.00	0.00	1,600.00	0.00
Computer Eqpmt Maint - OPAC	158,475.00	0.00	158,475.25	(0.25)	100.00
Van, Gas & Oil	1,500.00	184.92	184.92	1,315.08	12.33
Van Maintenance	1,500.00	0.00	0.00	1,500.00	0.00
Total Administrative Expense	428,104.00	8,150.13	173,633.08	254,470.92	40.56

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>Building Occupancy</u>					
Electricity - Main	132,300.00	19,102.48	19,102.48	113,197.52	14.44
Electricity - Lkvl	11,150.00	824.04	824.04	10,325.96	7.39
Electricity - Pkvl	17,500.00	2,149.65	2,149.65	15,350.35	12.28
Electricity - Station	24,500.00	3,037.91	3,037.91	21,462.09	12.40
Gas - Main	19,500.00	264.71	264.71	19,235.29	1.36
Gas - Parkville	8,300.00	0.00	0.00	8,300.00	0.00
Gas - Station	10,600.00	94.98	94.98	10,505.02	0.90
Water	9,100.00	1,027.28	1,655.08	7,444.92	18.19
Sewer Tax	18,200.00	0.00	8,855.37	9,344.63	48.66
Custodial Supplies	21,000.00	3,191.28	3,191.28	17,808.72	15.20
Repairs & Maintenance	19,000.00	2,515.97	2,515.97	16,484.03	13.24
Cleaning Service - Lakeville	13,224.00	1,101.05	2,167.10	11,056.90	16.39
Cleaning Service - Parkville	20,856.00	1,737.55	3,370.10	17,485.90	16.16
Cleaning Service - Station	17,664.00	1,491.25	2,907.50	14,756.50	16.46
Cleaning Service - Main	64,380.00	3,596.05	8,370.10	56,009.90	13.00
Landscaping	11,075.00	1,135.00	1,135.00	9,940.00	10.25
Snow Removal	13,460.00	0.00	0.00	13,460.00	0.00
Service Contracts	128,165.00	25,286.41	30,358.05	97,806.95	23.69
Branch Rentals - Lakeville	100,553.00	7,793.44	23,380.32	77,172.68	23.25
Branch Rentals - Parkville	164,791.00	13,375.87	40,127.61	124,663.39	24.35
Branch Rentals - Station	266,853.00	19,866.49	59,599.47	207,253.53	22.33
Insurance, Prop/Liab	125,584.00	0.00	31,352.12	94,231.88	24.97
Total Building Occupancy	1,217,755.00	107,591.41	244,458.84	973,296.16	20.07

GREAT NECK LIBRARY
Treasurer's Report

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

	<u>Annual Budget</u>	<u>Current Month</u>	<u>2025-26 Y-T-D</u>	<u>2025-26 Unspent</u>	<u>% YTD / Bgt</u>
<u>Furniture and Equipment</u>					
Equipment, Furniture & Fixture	3,200.00	0.00	0.00	3,200.00	0.00
Computer Hardware - PCs	3,450.00	0.00	0.00	3,450.00	0.00
Total Furniture and Eqpmt	6,650.00	0.00	0.00	6,650.00	0.00
<u>Debt Service</u>					
Debt Service Int and Principal	746,088.00	0.00	0.00	746,088.00	0.00
Debt Service Admin Fees	2,007.00	0.00	0.00	2,007.00	0.00
Total Debt Service	748,095.00	0.00	0.00	748,095.00	0.00
Total General Operating Fund Appropriations	11,027,041.00	736,954.02	1,654,383.29	9,372,657.71	15.00
<u>Budgeted Capital Transfers</u>					
Total Tranfers Out	0.00	0.00	0.00	0.00	0.00
Excess of Revenues over (under) Expenditures	0.00	(728,127.74)	(1,628,788.19)	1,628,788.19	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	(728,127.74)	(1,628,788.19)	1,628,788.19	0.00

**GREAT NECK LIBRARY
Treasurer's Report**

**Balance Sheet
August 31, 2025**

GENERAL FUND

ASSETS

Cash

HSBC Payroll Acct *7319	\$ 226,794.34
HSBC Operating Chk *7606	51,637.69
HSBC Operating MMA *0566	2,577,982.09
US Bank as Trustee - Debt Svc	113,501.95
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	2,971,886.07
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Other Current Assets

Due To/From Restricted Gift Fd	3,135.00
Due To/From Auto Library Fund	84,085.75
Due To/From Main Bldg & SS Fd	245,361.15

Total Other Current Assets	332,581.90
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Total Current Assets	3,304,467.97
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Other Assets

Total Other Assets	0.00
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Total Assets	\$ 3,304,467.97
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**GREAT NECK LIBRARY
Treasurer's Report**

Balance Sheet
August 31, 2025

GENERAL FUND

LIABILITIES AND FUND BALANCES

Current Liabilities

Accrued Payroll Payable	\$ (2,171.23)
Accrued NYS Retirement	163,311.00
NYS ERS Deductions Payable	63.44
PFL payable	381.50
Accounts Payable - Auditor	17,800.00

Total Current Liabilities	179,384.71
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Long-Term Liabilities

Total Long-Term Liabilities	0.00
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Total Liabilities	179,384.71
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Fund Balance

Fund Balance - Operating Fund	4,512,716.91
Nonspendable: Prepaids	203,144.58
Assigned: Open Encumbrances	38,009.96
Net Income	(1,628,788.19)

Total Fund Balance	3,125,083.26
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Total Liabilities & Fund Balance	\$ 3,304,467.97
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GNL: AUTOMATED LIBRARY FD
Income Statement
For the Two Months Ending August 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
	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>	
Total Revenues	0.00		0.00		0.00	0.00
	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>	
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
Security camera expense	0.00		66,187.95		66,187.95	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		0.00	0.00
	<u>0.00</u>		<u>66,187.95</u>		<u>84,085.75</u>	
Total Expenses	0.00		66,187.95		84,085.75	0.00
	<u>0.00</u>		<u>66,187.95</u>		<u>84,085.75</u>	
Net Revenue (Expense)	\$ 0.00	\$	(66,187.95)	\$	(84,085.75)	0.00
	<u>0.00</u>		<u>(66,187.95)</u>		<u>(84,085.75)</u>	

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

ASSETS

Current Assets		
HSBC -ALF- MMA *6091	305,136.39	
Due To/From Operating Fund	(84,085.75)	
Future Cash Commitments (below)	<u>(35,795.60)</u>	
Total Current Assets		185,255.04
Total Assets		<u>\$ 185,255.04</u>

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	\$ 305,136.39	
Future Commitments (Encumbrances):		
A+ technology (new camera install)	\$ 0.00	
A+ technology (additional cameras)	\$ 0.00	
TBS - mobile printing / Kiosks	(\$ 21,171.60)	
TBS - scanners	<u>(\$ 14,624.00)</u>	
Ending Fund Balance	269,340.79	
Net Income (loss)	<u>(84,085.75)</u>	
AVAILABLE FUND BALANCE		<u>185,255.04</u>
Total Liabilities & Fund Balance		<u>\$ 185,255.04</u>

Unaudited - For Management Purposes Only

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GNL: LANDSCAPING FUND
Income Statement
For the Two Months Ending August 31, 2025

	Current Month	Year to Date
Revenues		
Total Revenues	<u>0.00</u>	<u>0.00</u>
Expenses		
Total Expenses	<u>0.00</u>	<u>0.00</u>
Net Income	<u>\$ 0.00</u>	<u>\$ 0.00</u>

Landscaping Fund
Balance Sheet
August 31, 2025

ASSETS

Current Assets		
HSBC -LF- MMA *6091	\$	64,706.14
Future Cash Commitments (below)		<u>0.00</u>
Total Current Assets		64,706.14
Total Assets	\$	<u>64,706.14</u>

LIABILITIES AND FUND BALANCE

Fund Balance		
Fund Bal-Unrestr Hyde Bequest	\$	655,259.40
Opening Fund Balance		<u>(590,553.26)</u>
Future Commitments (Encumbrances):		
		<u>-</u>
Ending Fund Balance		64,706.14
Net Income (loss)		<u>0.00</u>
AVAILABLE FUND BALANCE		<u>64,706.14</u>
Total Liabilities & Fund Balance	\$	<u>64,706.14</u>

Unaudited - For Management Purposes Only

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

	<u>Authorized</u>	<u>Current Month</u>	<u>Year to Date</u>	<u>%</u>
Revenues				
Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00
Lakeville Branch Expenses				
Parkville Branch Expenses				
Station Branch Expenses				
Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00
Net Revenue (Expense)	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	0.00

Unaudited - For Management Purposes Only

Branch and Special Services Fund
Balance Sheet
August 31, 2025

ASSETS

Current Assets		
HSBC - BSSF - MMA *6091	93,797.60	
Future Cash Commitments (below)	<u>0.00</u>	
Total Current Assets		<u>93,797.60</u>
Total Assets		<u><u>\$ 93,797.60</u></u>

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	\$ 93,797.60	
Future Commitments (Encumbrances): <u>Parkville</u>		
	<u>-</u>	
Ending Fund Balance	93,797.60	
Net Income (loss)	<u>0.00</u>	
AVAILABLE FUND BALANCE		<u>93,797.60</u>
Total Liabilities & Fund Balance		<u><u>\$ 93,797.60</u></u>

Unaudited - For Management Purposes Only



GNL: MAIN BUILDING & SPCL SVCS FUND**Income Statement**

For the Two Months Ending August 31, 2025

	Current Month	Year to Date
Revenues		
Total Revenues	0.00	0.00
Expenses		
-CM/GC Fees	\$ 117,465.41	\$ 117,465.41
Contractor fees - HVAC project	60,112.50	60,112.50
Engineering Fees	17,436.69	7,970.49
Legal Fees	4,877.91	0.00
Underground sprinkler	20,900.00	20,900.00
Total Expenses	220,792.51	206,448.40
Net Income	\$ (220,792.51)	\$ (206,448.40)

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

ASSETS

Current Assets		
HSBC -MBSSF- MMA *6091	\$	2,193,488.53
Due To/From General Fund		(245,361.15)
Future Cash Commitments (below)		<u>(1,861,357.81)</u>
Total Current Assets		86,769.57
Total Assets	\$	<u><u>86,769.57</u></u>

LIABILITIES AND FUND BALANCE

Accounts Payable	\$	-
Fund Balance		
Opening Fund Balance	\$	2,154,575.78
Future Commitments (Encumbrances):		
Pacific Lawn Sprinklers(sprinkler system-Main)	\$	0.00
Barrett Roofs Inc. (roof replacement)	\$	745,000.00
Municipal Testing Laboratory Inc. (test & inspect soil, concrete)	\$	10,730.00
SIBA (MEP/HVAC work at Main)	\$	925,887.50
Pav-Lak (stair and retaining wall replacement)	\$	(117,094.13)
H2M Architects and Engineers (site evaluation)	\$	4,395.00
H2M Architects and Engineers (Retaining wall/lower level stairs)	\$	6,326.64
H2M Architects and Engineers (alternate)	\$	(385.30)
H2M Architects and Engineers(1)	\$	<u>(51,539.24)</u>
Ending Fund Balance		293,217.97
Net Income (loss)		<u>(206,448.40)</u>
AVAILABLE FUND BALANCE		86,769.57
Total Liabilities & Fund Balance	\$	<u><u>86,769.57</u></u>

Unaudited - For Management Purposes Only

GNL: RESTRICTED GIFT FD
Income Statement
For the Two Months Ending August 31, 2025

	Current Month	Year to Date
Revenues		
Int Income-Carter Fund-Restr.	\$ 4,869.75	\$ 10,066.03
Total Revenues	4,869.75	10,066.03
Expenses - Carter Restr Fund	2,810.00	3,135.00
Total Expenses	2,810.00	3,135.00
Net Income	\$ 2,059.75	\$ 6,931.03

GNL: RESTRICTED GIFT FD**Balance Sheet**

August 31, 2025

ASSETS

Current Assets		
HSBC -RGF- MMA *6091	\$	252,559.02
Due To/From Operating Fund		(3,135.00)
		<u>249,424.02</u>
Total Current Assets		249,424.02
		<u>249,424.02</u>
Total Assets	\$	249,424.02
		<u>249,424.02</u>

LIABILITIES AND FUND BALANCE

Fund Balance		
Fund Balance - Amrhein Fund	\$	2,375.20
Fund Balance - Carter Restr Fd		212,589.48
Fund Balance - Local History		7,528.31
Fund Balance - Sylvia Antonier		10,000.00
Fund Balance - Halpert Family		10,000.00
Net Income		6,931.03
		<u>249,424.02</u>
AVAILABLE FUND BALANCE		249,424.02
		<u>249,424.02</u>
Total Liabilities & Fund Balance	\$	249,424.02
		<u>249,424.02</u>

GNL: CONSTRUCTION (DASNY BOND) FUND**Income Statement**

For the Two Months Ending August 31, 2025

	Current Month	Year to Date
Revenues		
Investment Income	\$ 1,619.75	\$ 3,308.04
Total Revenues	1,619.75	3,308.04
Expenses		
Total Expenses	0.00	0.00
Net Income	\$ 1,619.75	\$ 3,308.04

GNL: CONSTRUCTION (DASNY BOND) FUND**Balance Sheet**
August 31, 2025**ASSETS**

Current Assets		
Construction - US Bank *4001	\$	<u>475,320.45</u>
Total Current Assets		475,320.45

Total Assets	\$	<u>475,320.45</u>
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LIABILITIES AND FUND BALANCE

Current Liabilities		
5% Retainage Payable	\$	<u>273,908.50</u>
Total Current Liabilities		273,908.50

Total Liabilities		273,908.50
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Fund Balance

Opening Fund Balance	198,103.91
Net Income	<u>3,308.04</u>

Current Fund Balance	<u>201,411.95</u>
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Total Liabilities & Fund Balance	\$	<u>475,320.45</u>
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GNL: BOND RETIREMENT FUND
Income Statement
For the Two Months Ending August 31, 2025

	Current Month	Year to Date
Revenues		
Interest Income - CD	\$ 0.00	\$ 14,026.90
Total Revenues	<u>0.00</u>	<u>14,026.90</u>
Expenses		
Total Expenses	<u>0.00</u>	<u>0.00</u>
Net Income	\$ <u>0.00</u>	\$ <u>14,026.90</u>

GNL: BOND RETIREMENT FUND

Balance Sheet

August 31, 2025

ASSETS

Current Assets		
HSBC - BRF - CD *3411	\$	<u>4,558,188.82</u>
Total Current Assets		<u>4,558,188.82</u>
Total Assets	\$	<u><u>4,558,188.82</u></u>

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	\$	4,544,161.92
Net Income		<u>14,026.90</u>
Current Fund Balance		<u>4,558,188.82</u>
Total Liabilities & Fund Balance	\$	<u><u>4,558,188.82</u></u>

GREAT NECK LIBRARY**Check Register****For the Period From Aug 11, 2025 to Sep 9, 2025**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
095008-250822	8/18/25	OPTIMUM	1221-000	233.50
490287-250822	8/18/25	OPTIMUM	1221-000	239.45
491210-250830	8/18/25	OPTIMUM	1221-000	249.45
250815	8/18/25	OPTIMUM	1221-000	1,158.44
6/27-7/29/25	8/18/25	PSEGLI	1221-000	19,102.48
8-950-04813	8/18/25	FEDEX	1221-000	19.18
7/11-8/11/25	8/18/25	National Grid	1221-000	48.25
7/11-8/12/2025	8/18/25	National Grid	1221-000	119.39
8/10-9/9/25	8/18/25	Verizon	1221-000	56.81
8/5-9/4/25	8/18/25	VERIZON - 354-781-338-0001-82	1221-000	169.99
8/2-9/1/25	8/18/25	VERIZON - 554-774-410-0001-94	1221-000	169.99
1929-2509	9/9/25	Verizon	1221-000	86.91
7863-2509	9/9/25	Verizon	1221-000	82.50
4917-2509	9/9/25	Verizon	1221-000	130.77
8/16-9/15/25	9/9/25	Verizon	1221-000	299.00
8/25-9/24/25	9/9/25	VERIZON	1221-000	130.62
9/2-10/1/25	9/9/25	VERIZON - 554-774-410-0001-94	1221-000	169.99
8/22-9/21/25	9/9/25	VERIZON - 955617959000155	1221-000	109.99
095008-250922	9/9/25	OPTIMUM	1221-000	233.50
250915	9/9/25	OPTIMUM	1221-000	1,158.44
490287-250922	9/9/25	OPTIMUM	1221-000	239.45
7/21-8/19/25	9/9/25	PSEGLI	1221-000	1,827.89
7/17-8/15/25	9/9/25	PSEGLI	1221-000	628.18
7/29-8/27/25	9/9/25	PSEGLI	1221-000	15,176.35
7/18-8/18/25	9/9/25	PSEGLI	1221-000	2,905.73
9/5-10/4/25	9/9/25	VERIZON - 354-781-338-0001-82	1221-000	169.99
Total				44,916.24

GREAT NECK LIBRARY
Cash Disbursements Journal

For the Period From Aug 11, 2025 to Sep 9, 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
8/18/25	095008-25082	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	987217413 OPTIMUM	233.50	233.50
8/18/25	250815	4310-000 1221-000	Telephone HSBC Operating Chk *7606	987217102 OPTIMUM	1,158.44	1,158.44
8/18/25	490287-25082	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	987217262 OPTIMUM	239.45	239.45
8/18/25	491210-25083	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	9872172550 OPTIMUM	249.45	249.45
8/18/25	6/27-7/29/25	4501-000 1221-000	Electricity - Main HSBC Operating Chk *7606	367153 PSEGLI	19,102.48	19,102.48
8/18/25	7/11-8/11/25	4502-113 1221-000	Gas - Station HSBC Operating Chk *7606	271013 National Grid	48.25	48.25
8/18/25	7/11-8/12/202	4502-000 1221-000	Gas - Main HSBC Operating Chk *7606	590714 National Grid	119.39	119.39
8/18/25	8-950-04813	4331-000 1221-000	Freight & Delivery HSBC Operating Chk *7606	39831941 FEDEX	19.18	19.18
8/18/25	8/10-9/9/25	4310-000 1221-000	Telephone HSBC Operating Chk *7606	v470491 Verizon	56.81	56.81
8/18/25	8/2-9/1/25	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	v470243 VERIZON - 554-774-410-0001-94	169.99	169.99
8/18/25	8/5-9/4/25	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	v470353 VERIZON - 354-781-338-0001-82	169.99	169.99
9/9/25	095008-25092	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	#989833828 OPTIMUM	233.50	233.50
9/9/25	1929-2509	4310-000 1221-000	Telephone HSBC Operating Chk *7606	V296249 Verizon	86.91	86.91
9/9/25	250915	4310-000 1221-000	Telephone HSBC Operating Chk *7606	#989833525 OPTIMUM	1,158.44	1,158.44
9/9/25	490287-25092	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	#989833673 OPTIMUM	239.45	239.45
9/9/25	4917-2509	4310-000 1221-000	Telephone HSBC Operating Chk *7606	V296561 Verizon	130.77	130.77
9/9/25	7/17-8/15/25	4501-111 1221-000	Electricity - Lkvl HSBC Operating Chk *7606	#005536 PSEGLI	628.18	628.18
9/9/25	7/18-8/18/25	4501-113 1221-000	Electricity - Station HSBC Operating Chk *7606	#167205 PSEGLI	2,905.73	2,905.73
9/9/25	7/21-8/19/25	4501-112 1221-000	Electricity - Pkvl HSBC Operating Chk *7606	#529223 PSEGLI	1,827.89	1,827.89
9/9/25	7/29-8/27/25	4501-000 1221-000	Electricity - Main HSBC Operating Chk *7606	#906918 PSEGLI	15,176.35	15,176.35
9/9/25	7863-2509	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	V296473 Verizon	82.50	82.50
9/9/25	8/16-9/15/25	4140-000 1221-000	Internet Service Provider HSBC Operating Chk *7606	V296349 Verizon	299.00	299.00
9/9/25	8/22-9/21/25	4140-000	Internet Service Provider	V296643	109.99	

GREAT NECK LIBRARY
Cash Disbursements Journal

For the Period From Aug 11, 2025 to Sep 9, 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 - 955617959000155		109.99
9/9/25	8/25-9/24/25	4310-000	Telephone	V296755	130.62	
		1221-000	HSBC Operating Chk *7606	VERIZON		130.62
9/9/25	9/2-10/1/25	4140-000	Internet Service Provider	V296855	169.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 554-774-410-0001-94		169.99
9/9/25	9/5-10/4/25	4140-000	Internet Service Provider	V296977	169.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 354-781-338-0001-82		169.99
	Total				44,916.24	44,916.24

GREAT NECK LIBRARY**Warrant****For the Period From Sep 10, 2025 to Sep 14, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
20250904	9/12/25	HSBC	1221-000	3,552.63
65600	9/12/25	The American Airpower Museum	1221-000	675.00
65601	9/12/25	Jessica Alexandrakis	1221-000	275.00
65602	9/12/25	Amazon Capital Services Inc	1221-000	5,611.33
65603	9/12/25	VOID	1221-000	
65604	9/12/25	VOID	1221-000	
65605	9/12/25	VOID	1221-000	
65606	9/12/25	Lisa Ammon D/B/A Ammon Arts	1221-000	800.00
65607	9/12/25	A Time For Kids, Inc.	1221-000	600.00
65608	9/12/25	Bandi Book US	1221-000	333.30
65609	9/12/25	Adrienne Bernstein	1221-000	225.00
65610	9/12/25	Body Dynamics, Inc.	1221-000	600.00
65611	9/12/25	BP	1221-000	164.25
65612	9/12/25	Brodart Co.	1221-000	806.99
65613	9/12/25	Bound To Stay Bound Books, Inc	1221-000	93.72
65614	9/12/25	Christopher Buchman	1221-000	285.00
65615	9/12/25	Carolyn Carpentiere	1221-000	720.00
65616	9/12/25	Carolyn Carpentiere	1221-000	720.00
65617	9/12/25	Cleaning Systems	1221-000	1,397.95
65618	9/12/25	CSH Fish Hatchery & Aquarium	1221-000	700.00
65619	9/12/25	Commissioner of Labor	1221-000	150.00
65620	9/12/25	Demco Inc	1221-000	304.33
65621	9/12/25	Edwards and Company	1221-000	82,685.49
65622	9/12/25	Farmingdale Public Library	1221-000	13.99
65623	9/12/25	Filterbuy	1221-000	508.24
65624	9/12/25	First Step Athletics	1221-000	210.00
65625	9/12/25	First Step Athletics	1221-000	210.00
65626	9/12/25	FUN EXPRESS, LLC	1221-000	33.62

GREAT NECK LIBRARY**Warrant****For the Period From Sep 10, 2025 to Sep 14, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65627	9/12/25	Sarah Gardos	1221-000	52.50
65628	9/12/25	Great Neck Union Free School District	1221-000	265.96
65629	9/12/25	Hicksville Window Cleaning Co Inc	1221-000	175.00
65630	9/12/25	Gold Coast Arts Center	1221-000	375.00
65631	9/12/25	Gold Coast Arts Center	1221-000	375.00
65632	9/12/25	GovConnection, Inc.	1221-000	6,666.15
65633	9/12/25	Grainger	1221-000	49.35
65634	9/12/25	Ronald Gross	1221-000	100.00
65635	9/12/25	Global Telecom Supply	1221-000	616.00
65636	9/12/25	Guardian	1221-000	3,977.53
65637	9/12/25	Roberta Haselkorn	1221-000	200.00
65638	9/12/25	Home Depot Credit Services	1221-000	187.71
65639	9/12/25	Huntington Window Cleaning	1221-000	1,178.00
65640	9/12/25	Island Elevator Services	1221-000	406.00
65641	9/12/25	118 Solutions LLC	1221-000	8,888.90
65642	9/12/25	Jaspan Schlesinger LLP.	1221-000	8,590.57
65643	9/12/25	Julienne Williams Kawai	1221-000	450.00
65644	9/12/25	Ketab Corp.	1221-000	240.00
65645	9/12/25	Kids 4 Ever Fit Corp	1221-000	170.00
65646	9/12/25	Adam King	1221-000	430.00
65647	9/12/25	Konica Minolta Premier Finance	1221-000	628.90
65648	9/12/25	Julie Lam-Leong	1221-000	350.00
65649	9/12/25	Julie Lam-Leong	1221-000	350.00
65650	9/12/25	Mira M Levinson	1221-000	42.05
65651	9/12/25	Lil Athletes Sports Inc	1221-000	384.00
65652	9/12/25	Long Island Library Resources Council	1221-000	155.00
65653	9/12/25	Manhasset Public Library	1221-000	19.00
65654	9/12/25	Matco Service Corp.	1221-000	3,545.00

GREAT NECK LIBRARY**Warrant****For the Period From Sep 10, 2025 to Sep 14, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65655	9/12/25	Marla Siegel d/b/a Marla Matthews	1221-000	175.00
65656	9/12/25	Marla Siegel d/b/a Marla Matthews	1221-000	175.00
65657	9/12/25	My Classy Baby	1221-000	150.00
65658	9/12/25	My Classy Baby	1221-000	150.00
65659	9/12/25	Middle Country Public Library	1221-000	1,500.00
65660	9/12/25	Midwest Tape, LLC	1221-000	3,835.64
65661	9/12/25	ZMC Pottery LLC dba Muddworks	1221-000	225.00
65662	9/12/25	MTI Enterprises, Inc	1221-000	182.53
65663	9/12/25	Nassau County Treasurer	1221-000	945.00
65664	9/12/25	NYS Employees' Health Ins. Pending A	1221-000	111,034.13
65665	9/12/25	NY Therapy Placement Services, Inc	1221-000	150.00
65666	9/12/25	Orkin	1221-000	477.00
65667	9/12/25	OSI Technologies, Inc	1221-000	995.00
65668	9/12/25	Pacific Lawn Sprinklers	1221-000	475.00
65669	9/12/25	Paul Joseph, LLC	1221-000	450.00
65670	9/12/25	PAV-LAK CONTRACTING, INC	1221-000	78,188.08
65671	9/12/25	Playaway Products LLC	1221-000	131.08
65672	9/12/25	Deanna Powers	1221-000	350.00
65673	9/12/25	Parkway Pest Services	1221-000	595.00
65674	9/12/25	Culligan Quench	1221-000	255.00
65675	9/12/25	Dennis Raverty	1221-000	225.00
65676	9/12/25	Deborah S Rood Goldman	1221-000	475.00
65677	9/12/25	Roma Horticulture Inc.	1221-000	1,135.00
65678	9/12/25	SECURITY USA, INC	1221-000	2,430.43
65679	9/12/25	SIBA Contracting Corp	1221-000	491,332.33
65680	9/12/25	Donna Miller Small	1221-000	150.00
65681	9/12/25	Donna Miller Small	1221-000	500.00
65682	9/12/25	Staples Contract & Commercial LLC	1221-000	202.57

GREAT NECK LIBRARY**Warrant****For the Period From Sep 10, 2025 to Sep 14, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65683	9/12/25	Timesbook Inc	1221-000	2,445.05
65684	9/12/25	T-MOBILE	1221-000	149.24
65685	9/12/25	Traliant Operating, LLC	1221-000	1,450.00
65686	9/12/25	Tsai Fong Books, Inc.	1221-000	184.96
65687	9/12/25	Kori Tuitt	1221-000	66.72
65688	9/12/25	Unique Management Services, Inc.	1221-000	216.70
65689	9/12/25	WageWorks, Inc.	1221-000	123.50
65690	9/12/25	Alice Wang dba Amazing Mandarin LL	1221-000	960.00
65691	9/12/25	David Wang	1221-000	34.76
65692	9/12/25	Water Authority of Great Neck North	1221-000	1,701.84
65693	9/12/25	Winters Bros. Hauling of LI, LLC	1221-000	543.70
65694	9/12/25	Xerox Financial Services	1221-000	469.00
65695	9/12/25	ZacMel Graphics LLC	1221-000	2,961.82
65696	9/12/25	Baker & Taylor	1221-000	54.78
65697	9/12/25	Ingram Library Services	1221-000	20,169.18
65698	9/12/25	VOID	1221-000	
65699	9/12/25	VOID	1221-000	
65700	9/12/25	VOID	1221-000	
65701	9/12/25	VOID	1221-000	
65702	9/12/25	VOID	1221-000	
65703	9/12/25	VOID	1221-000	
65704	9/12/25	VOID	1221-000	
65705	9/12/25	Midwest Tape	1221-000	2,863.72
65706	9/12/25	VOID	1221-000	
65707	9/12/25	VOID	1221-000	
65708	9/12/25	OverDrive, Inc	1221-000	1,262.98
65709	9/12/25	Great Neck Union Free School District	1221-000	13,375.87
65710	9/12/25	KK GREAT NECK 2470, LLC	1221-000	19,866.49

GREAT NECK LIBRARY**Warrant****For the Period From Sep 10, 2025 to Sep 14, 2025**

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
65711	9/12/25	Plymouth Realty LLC	1221-000	8,063.44
65712	9/12/25	Postmaster	1221-000	2,000.00
Total				916,396.00

GREAT NECK LIBRARY
GNL WARRANT w/GL Description

For the Period From Sep 10, 2025 to Sep 14, 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
9/12/25	20250904	4343-116	Programming, Levels	AMAZON.COM	120.00	
		4340-109	Newsletter & Printing-Pub/Pro	MAILCHIMP	112.20	
		4121-105	Recordings, Video - A/V	SP MOSTLY MUSIC	151.94	
		4302-000	Office Supplies	NYS DIV OF LICENSING	15.00	
		4150-114	Computer Software	DNSFILTER.COM	57.50	
		4302-000	Office Supplies	NYS DEPARTMENT OF STATE	60.00	
		4525-115	Service Contracts	FTSGPS.COM	13.94	
		4350-000	Conference Fees & Expenses	NY LIBRARY ASSOC	300.00	
		4330-000	Postage	USPS PO 3528840020	740.00	
		4343-116	Programming, Levels	LS GARDEN MART	29.90	
		4520-115	Repairs & Maintenance	FIRE MARSHAL	90.00	
		4520-115	Repairs & Maintenance	PAYMENTUS CORP	2.07	
		4101-106	Books - Children's	SP MENUCHA CLASSROOM	256.09	
		4340-109	Newsletter & Printing-Pub/Pro	FACEBK	14.91	
		4378-000	Board Election Expenses	USPS PO 3533550110	464.00	
		4345-114	Programming, STEM Lab	SEW RIGHT SEWING MACH	172.01	
		4101-106	Books - Children's	HMCO BOOKS	27.16	
		4342-106	Programming - Children's	LICM GARDEN CITY	256.80	
		4101-108	Books - Adult	MESORAH PUBLICATIONS	216.12	
		4150-114	Computer Software	SSL.COM CLOUD SERVICES	14.99	
		4380-000	Membership Dues	PAYFLOW/PAYPAL	219.00	
		4380-000	Membership Dues	PAYFLOW/PAYPAL	219.00	
		1221-000	HSBC Operating Chk *7606	HSBC		3,552.63
9/12/25	65600	1602-000	Due To/From Restricted Gift F	Invoice: FamilyPass 2025-2026	675.00	
		1221-000	HSBC Operating Chk *7606	The American Airpower Museum		675.00
9/12/25	65601	4342-106	Programming - Children's	Invoice: PGM 9/18/25P	275.00	
		1221-000	HSBC Operating Chk *7606	Jessica Alexandrakis		275.00
9/12/25	65602	4341-109	Programming, Adult - Pub/Prog	Invoice: 09/08/25-YKMC	98.76	
		4342-106	Programming - Children's	Invoice: 09/05/25-F4JN	150.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 09/04/25-9P7M	291.96	
		4343-116	Programming, Levels	Invoice: 09/02/25-7JX1	74.76	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	11.47	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	25.94	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	10.31	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	11.47	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	26.67	
		4345-112	Programming, Parkville	Invoice: 08/30/25-VPX1	8.57	
		4345-112	Programming, Parkville	Invoice: 08/30/25-VPX1	17.14	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	21.98	
		4345-111	Programming, Lakeville	Invoice: 08/30/25-VPX1	11.52	
		4345-112	Programming, Parkville	Invoice: 08/28/25-6WR6	89.98	
		4348-000	Programming, Library of Thing	Invoice: 08/26/25-C9LN	36.99	
		4343-116	Programming, Levels	Invoice: 08/21/25-1937	35.64	
		4343-116	Programming, Levels	Invoice: 08/19/25-QR4L	27.63	
		4342-106	Programming - Children's	Invoice: 08/13/25-3MPL	29.64	
		4343-116	Programming, Levels	Invoice: 08/12/25-6HJR	68.51	
		4348-000	Programming, Library of Thing	Invoice: 08/11/25-3XDP	211.94	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	18.87	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	2.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	31.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	39.05	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	6.36	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	37.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	34.95	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	8.45	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	6.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	9.97	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	3.99	

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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	18.35	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	10.45	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	6.44	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	29.89	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	5.22	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	1.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	9.89	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	49.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	35.97	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	12.79	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	35.70	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	1.77	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	5.98	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	1.80	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	6.06	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF	4.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-KWFF		1.80
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	11.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	11.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	16.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	5.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	16.44	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	19.14	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	45.29	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	59.75	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	26.34	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	11.09	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	24.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	16.73	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	25.48	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	24.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	25.88	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	11.56	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	7.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	13.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	33.99	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	16.14	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	15.96	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	6.29	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	58.45	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	45.22	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	8.89	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	13.21	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	8.77	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	21.98	
		4342-106	Programming - Children's	Invoice: 08/07/25-JWD9	7.73	
		4343-116	Programming, Levels	Invoice: 08/05/25-QCDQ	21.88	
		4343-116	Programming, Levels	Invoice: 08/04/25-FND3	79.64	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 08/04/25-CPJV	83.84	
		4302-000	Office Supplies	Invoice: 08/04/25-CPJV	27.99	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 08/04/25-CPJV		5.87
		4343-116	Programming, Levels	Invoice: 08/04/25-9KLH	195.78	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	9.20	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	11.98	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	18.49	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	12.10	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	53.92	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	13.98	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	17.99	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	8.00	
		4342-106	Programming - Children's	Invoice: 08/02/25-RVK4	6.79	
		4343-116	Programming, Levels	Invoice: 07/30/25-H6HV	183.97	
		4343-116	Programming, Levels	Invoice: 08/03/25-THVN	282.03	
		4343-116	Programming, Levels	Invoice: 08/04/25-77GG	326.31	
		4342-106	Programming - Children's	Invoice: 08/04/25-47CV	19.76	
		4120-105	Recordings, Audio - A/V	Invoice: 08/04/25-JWTX	24.96	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 08/06/25-7TMD	26.59	
		4342-106	Programming - Children's	Invoice: 08/07/25-JQRY		89.46
		4343-116	Programming, Levels	Invoice: 08/10/25-RWG4		35.00

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		4342-106	Programming - Children's	Invoice: 08/12/25-M4JL	19.14	
		4342-106	Programming - Children's	Invoice: 08/12/25-M4JL	1.16	
		4342-106	Programming - Children's	Invoice: 08/12/25-M4JL	16.99	
		4342-106	Programming - Children's	Invoice: 08/12/25-M4JL	12.38	
		4302-000	Office Supplies	Invoice: 08/12/25-M4JL	119.67	
		4343-116	Programming, Levels	Invoice: 08/12/25-RQQ9	104.47	
		4343-116	Programming, Levels	Invoice: 08/19/25-PLV4	350.47	
		4343-116	Programming, Levels	Invoice: 08/19/25-TF6Q	195.07	
		4343-116	Programming, Levels	Invoice: 08/22/25-D1CK	214.74	
		4344-116	Programming, Jr. Levels	Invoice: 08/27/25-3X19	15.58	
		4343-116	Programming, Levels	Invoice: 08/29/25-M9XY	271.55	
		4345-114	Programming, STEM Lab	Invoice: 09/01/25-NRCW	326.18	
		4343-116	Programming, Levels	Invoice: 09/02/25-HJ4X	81.99	
		4343-116	Programming, Levels	Invoice: 09/05/25-DLL3	34.92	
		4342-106	Programming - Children's	Invoice: 09/08/25-X9L3	30.00	
		4343-116	Programming, Levels	Invoice: 09/08/25-YQDN	61.97	
		4302-000	Office Supplies	Invoice: 09/08/25-1QWJ	89.28	
		4302-000	Office Supplies	Invoice: 09/08/25-1QWJ	33.82	
		4302-000	Office Supplies	Invoice: 09/08/25-1QWJ	18.88	
		4302-000	Office Supplies	Invoice: 09/08/25-1QWJ	6.99	
		1221-000	HSBC Operating Chk *7606	Amazon Capital Services Inc		5,611.33
9/12/25	65603	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65604	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65605	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65606	4342-106	Programming - Children's	Invoice: PGM 9/10,9/17 '25	800.00	
		1221-000	HSBC Operating Chk *7606	Lisa Ammon D/B/A Ammon Arts		800.00
9/12/25	65607	4342-106	Programming - Children's	Invoice: PGM 7/8-8/26 P(A)	600.00	
		1221-000	HSBC Operating Chk *7606	A Time For Kids, Inc.		600.00
9/12/25	65608	4101-108	Books - Adult	Invoice: BO080525	333.30	
		1221-000	HSBC Operating Chk *7606	Bandi Book US		333.30
9/12/25	65609	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/26/25	225.00	
		1221-000	HSBC Operating Chk *7606	Adrienne Bernstein		225.00
9/12/25	65610	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/11-9/29 '25	240.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/11-9/29 '25	360.00	
		1221-000	HSBC Operating Chk *7606	Body Dynamics, Inc.		600.00
9/12/25	65611	4715-115	Van, Gas & Oil	Invoice: 69096039	164.25	
		1221-000	HSBC Operating Chk *7606	BP		164.25
9/12/25	65612	4101-108	Books - Adult	Invoice: B7038802	40.81	
		4101-106	Books - Children's	Invoice: B7045152	196.33	
		4101-106	Books - Children's	Invoice: B7038237	125.80	
		4101-106	Books - Children's	Invoice: B7031389	99.51	
		4101-106	Books - Children's	Invoice: B7036431	175.63	
		4101-108	Books - Adult	Invoice: B7048051	168.91	
		1221-000	HSBC Operating Chk *7606	Brodart Co.		806.99
9/12/25	65613	4101-106	Books - Children's	Invoice: 246195	54.56	
		4101-106	Books - Children's	Invoice: 246250	39.16	
		1221-000	HSBC Operating Chk *7606	Bound To Stay Bound Books, Inc		93.72
9/12/25	65614	4346-102	Programming, YA	Invoice: PGM 9/14/25	285.00	
		1221-000	HSBC Operating Chk *7606	Christopher Buchman		285.00

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9/12/25	65615	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/10-9/24 '25	360.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/10-9/24 '25	360.00	
		1221-000	HSBC Operating Chk *7606	Carolyn Carpentiere		720.00
9/12/25	65616	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/1-10/15 '25	360.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/1-10/15 '25	360.00	
		1221-000	HSBC Operating Chk *7606	Carolyn Carpentiere		720.00
9/12/25	65617	4510-115	Custodial Supplies	Invoice: 622256	1,397.95	
		1221-000	HSBC Operating Chk *7606	Cleaning Systems		1,397.95
9/12/25	65618	1602-000	Due To/From Restricted Gift F	Invoice: MuseumPass 2025	700.00	
		1221-000	HSBC Operating Chk *7606	CSH Fish Hatchery & Aquarium		700.00
9/12/25	65619	4520-115	Repairs & Maintenance	Invoice: 25003363	150.00	
		1221-000	HSBC Operating Chk *7606	Commissioner of Labor		150.00
9/12/25	65620	4301-000	Library Supplies	Invoice: 7680628	64.78	
		4301-000	Library Supplies	Invoice: 7680628	146.07	
		4301-000	Library Supplies	Invoice: 7680628	73.99	
		4301-000	Library Supplies	Invoice: 7680628	19.49	
		1221-000	HSBC Operating Chk *7606	Demco Inc		304.33
9/12/25	65621	1510-000	Prepaid Insurance	Invoice: 141485	9,676.75	
		4541-000	Insurance, Prop/Liab	Invoice: 141485	48,383.74	
		1510-000	Prepaid Insurance	Invoice: 141486	3,292.83	
		4541-000	Insurance, Prop/Liab	Invoice: 141486	16,464.17	
		1510-000	Prepaid Insurance	Invoice: 141510	811.33	
		4541-000	Insurance, Prop/Liab	Invoice: 141510	4,056.67	
		1221-000	HSBC Operating Chk *7606	Edwards and Company		82,685.49
9/12/25	65622	3470	Lost Book Income	Invoice: R#17251	13.99	
		1221-000	HSBC Operating Chk *7606	Farmingdale Public Library		13.99
9/12/25	65623	4520-115	Repairs & Maintenance	Invoice: 5CCAD783-0004	20.18	
		4520-115	Repairs & Maintenance	Invoice: 5CCAD783-0004	168.42	
		4520-115	Repairs & Maintenance	Invoice: 5CCAD783-0004	170.52	
		4520-115	Repairs & Maintenance	Invoice: 5CCAD783-0004	118.20	
		4520-115	Repairs & Maintenance	Invoice: 5CCAD783-0004	30.92	
		1221-000	HSBC Operating Chk *7606	Filterbuy		508.24
9/12/25	65624	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/12-9/26 '25	210.00	
		1221-000	HSBC Operating Chk *7606	First Step Athletics		210.00
9/12/25	65625	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/3-10/17 '25	210.00	
		1221-000	HSBC Operating Chk *7606	First Step Athletics		210.00
9/12/25	65626	4342-106	Programming - Children's	Invoice: 73829923801	5.48	
		4342-106	Programming - Children's	Invoice: 73829923801	11.69	
		4342-106	Programming - Children's	Invoice: 73829923801	7.46	
		4342-106	Programming - Children's	Invoice: 73829923801	8.99	
		1221-000	HSBC Operating Chk *7606	FUN EXPRESS, LLC		33.62
9/12/25	65627	4350-000	Conference Fees & Expenses	Invoice: 8/22/25	52.50	
		1221-000	HSBC Operating Chk *7606	Sarah Gardos		52.50
9/12/25	65628	4502-112	Gas - Parkville	Invoice: 26007, 6/13-7/15/25	146.38	
		4502-112	Gas - Parkville	Invoice: 26197, 7/15-8/13/25	119.58	

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		1221-000	HSBC Operating Chk *7606	Great Neck Union Free School District		265.96
9/12/25	65629	4522-111	Cleaning Service - Lakeville	Invoice: 10964	35.00	
		4522-112	Cleaning Service - Parkville	Invoice: 10963	105.00	
		4522-113	Cleaning Service - Station	Invoice: 10965	35.00	
		1221-000	HSBC Operating Chk *7606	Hicksville Window Cleaning Co Inc		175.00
9/12/25	65630	4342-106	Programming - Children's	Invoice: GNL25B, PGM 10/13/25	375.00	
		1221-000	HSBC Operating Chk *7606	Gold Coast Arts Center		375.00
9/12/25	65631	4341-109	Programming, Adult - Pub/Prog	Invoice: GNL25GS, PGM 10/21/25	375.00	
		1221-000	HSBC Operating Chk *7606	Gold Coast Arts Center		375.00
9/12/25	65632	4303-114	Computer Supplies - PCs	Invoice: 76737244	129.57	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	193.00	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	96.82	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	106.85	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	106.85	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	106.85	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	1,012.80	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	508.47	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	508.47	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	677.96	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	418.44	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	571.71	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	571.71	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	571.71	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	536.64	
		4303-114	Computer Supplies - PCs	Invoice: 76737244	162.30	
		1221-000	HSBC Operating Chk *7606	GovConnection, Inc.		6,666.15
9/12/25	65633	4520-115	Repairs & Maintenance	Invoice: 9614561398	49.35	
		1221-000	HSBC Operating Chk *7606	Grainger		49.35
9/12/25	65634	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/14/25	100.00	
		1221-000	HSBC Operating Chk *7606	Ronald Gross		100.00
9/12/25	65635	4525-115	Service Contracts	Invoice: 87984	308.00	
		4525-115	Service Contracts	Invoice: 89247	308.00	
		1221-000	HSBC Operating Chk *7606	Global Telecom Supply		616.00
9/12/25	65636	9065-000	Group Dental 43# Insurance	Invoice: 9/1-9/30/25	3,576.24	
		9066-000	Group Vision Insurance	Invoice: 9/1-9/30/25	275.34	
		9067-000	Group Vol. Life / Legal	Invoice: 9/1-9/30/25	125.95	
		1221-000	HSBC Operating Chk *7606	Guardian		3,977.53
9/12/25	65637	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/15/25	200.00	
		1221-000	HSBC Operating Chk *7606	Roberta Haselkorn		200.00
9/12/25	65638	4520-115	Repairs & Maintenance	Invoice: 7525774	179.00	
		4520-115	Repairs & Maintenance	Invoice: 8233487	8.71	
		1221-000	HSBC Operating Chk *7606	Home Depot Credit Services		187.71
9/12/25	65639	4522-115	Cleaning Service - Main	Invoice: 346752	589.00	
		4522-115	Cleaning Service - Main	Invoice: 347180	589.00	
		1221-000	HSBC Operating Chk *7606	Huntington Window Cleaning		1,178.00
9/12/25	65640	4525-115	Service Contracts	Invoice: 121201827899	406.00	
		1221-000	HSBC Operating Chk *7606	Island Elevator Services		406.00
9/12/25	65641	4522-111	Cleaning Service - Lakeville	Invoice: 9018	1,066.05	

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		4522-112	Cleaning Service - Parkville	Invoice: 9018	1,632.55	
		4522-113	Cleaning Service - Station	Invoice: 9018	1,416.25	
		4522-115	Cleaning Service - Main	Invoice: 9018	4,774.05	
		1221-000	HSBC Operating Chk *7606	118 Solutions LLC		8,888.90
9/12/25	65642	4372-999	Legal Fees - Negot'ns & Prsnl	Invoice: 296275	104.50	
		4372-999	Legal Fees - Negot'ns & Prsnl	Invoice: 296274	1,193.91	
		1607-000	Due To/From Main Bldg & SS	Invoice: 296262	4,784.17	
		4372-000	Legal Fees - General Matters	Invoice: 296272	444.12	
		4372-999	Legal Fees - Negot'ns & Prsnl	Invoice: 296273	78.37	
		4372-000	Legal Fees - General Matters	Invoice: 296276	1,985.50	
		1221-000	HSBC Operating Chk *7606	Jaspan Schlesinger LLP.		8,590.57
9/12/25	65643	4342-106	Programming - Children's	Invoice: PGM 9/10-10/8 '25	450.00	
		1221-000	HSBC Operating Chk *7606	Julienne Williams Kawai		450.00
9/12/25	65644	4101-108	Books - Adult	Invoice: 39027	240.00	
		1221-000	HSBC Operating Chk *7606	Ketab Corp.		240.00
9/12/25	65645	4342-106	Programming - Children's	Invoice: PGM 10/13/25P	170.00	
		1221-000	HSBC Operating Chk *7606	Kids 4 Ever Fit Corp		170.00
9/12/25	65646	4342-106	Programming - Children's	Invoice: PGM 10/13/25S	430.00	
		1221-000	HSBC Operating Chk *7606	Adam King		430.00
9/12/25	65647	4393-000	Office Equipmnt Rent & Repai	Invoice: 5035706526	628.90	
		1221-000	HSBC Operating Chk *7606	Konica Minolta Premier Finance		628.90
9/12/25	65648	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/26/25	350.00	
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong		350.00
9/12/25	65649	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/20/25	350.00	
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong		350.00
9/12/25	65650	4350-000	Conference Fees & Expenses	Invoice: 8/22/2025	42.05	
		1221-000	HSBC Operating Chk *7606	Mira M Levinson		42.05
9/12/25	65651	4342-106	Programming - Children's	Invoice: PGM 10/6-10/20 '25	384.00	
		1221-000	HSBC Operating Chk *7606	Lil Athletes Sports Inc		384.00
9/12/25	65652	4340-101	Recruiting & Training Expense	Invoice: 200003052	30.00	
		4340-101	Recruiting & Training Expense	Invoice: 200004275	125.00	
		1221-000	HSBC Operating Chk *7606	Long Island Library Resources Council		155.00
9/12/25	65653	3470	Lost Book Income	Invoice: R#14500	9.50	
		3470	Lost Book Income	Invoice: R#14500	9.50	
		1221-000	HSBC Operating Chk *7606	Manhasset Public Library		19.00
9/12/25	65654	4520-115	Repairs & Maintenance	Invoice: 16891	3,545.00	
		1221-000	HSBC Operating Chk *7606	Matco Service Corp.		3,545.00
9/12/25	65655	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 9/17/25	175.00	
		1221-000	HSBC Operating Chk *7606	Marla Siegel d/b/a Marla Matthews		175.00
9/12/25	65656	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 10/15/25	175.00	
		1221-000	HSBC Operating Chk *7606	Marla Siegel d/b/a Marla Matthews		175.00
9/12/25	65657	4342-106	Programming - Children's	Invoice: PGM 9/23/25L	150.00	
		1221-000	HSBC Operating Chk *7606	My Classy Baby		150.00
9/12/25	65658	4342-106	Programming - Children's	Invoice: PGM 9/29/25S	150.00	
		1221-000	HSBC Operating Chk *7606	My Classy Baby		150.00

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Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
9/12/25	65659	4340-101 1221-000	Recruiting & Training Expense HSBC Operating Chk *7606	Invoice: 10/20-10/23 2025 Middle Country Public Library	1,500.00	1,500.00
9/12/25	65660	4122-105 1221-000	eBooks/eAudiobooks - A/V HSBC Operating Chk *7606	Invoice: 507678335 Midwest Tape, LLC	3,835.64	3,835.64
9/12/25	65661	4342-106 1221-000	Programming - Children's HSBC Operating Chk *7606	Invoice: PGM 8/18/25 ZMC Pottery LLC dba Muddworks	225.00	225.00
9/12/25	65662	4343-116 1221-000	Programming, Levels HSBC Operating Chk *7606	Invoice: 1227307-1 MTI Enterprises, Inc	182.53	182.53
9/12/25	65663	4520-115 1221-000	Repairs & Maintenance HSBC Operating Chk *7606	Invoice: ID#19266, 7/14/25 Nassau County Treasurer	945.00	945.00
9/12/25	65664	9060-000 9060-999 1221-000	Group Health 39# Insurance Retiree Health 37# Insurance HSBC Operating Chk *7606	Invoice: 622-2510 Invoice: 622-2510 NYS Employees' Health Ins. Pending Acct	88,984.78 22,049.35	111,034.13
9/12/25	65665	4342-106 1221-000	Programming - Children's HSBC Operating Chk *7606	Invoice: PGM 10/6/25S NY Therapy Placement Services, Inc	150.00	150.00
9/12/25	65666	4525-115 4525-115 4525-115 4525-115 4525-115 1221-000	Service Contracts Service Contracts Service Contracts Service Contracts Service Contracts HSBC Operating Chk *7606	Invoice: 261499857 Invoice: 260141495 Invoice: 261497907 Invoice: 262895505 Invoice: 262897291 Orkin	84.00 103.00 103.00 103.00 84.00	477.00
9/12/25	65667	4374-114 1221-000	Computer/Network Consultant HSBC Operating Chk *7606	Invoice: 17088 OSI Technologies, Inc	995.00	995.00
9/12/25	65668	4523-115 1221-000	Landscaping HSBC Operating Chk *7606	Invoice: 1632133 Pacific Lawn Sprinklers	475.00	475.00
9/12/25	65669	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 9/28/25 Paul Joseph, LLC	450.00	450.00
9/12/25	65670	1607-000 1221-000	Due To/From Main Bldg & SS HSBC Operating Chk *7606	Invoice: GNLB2402,8/31/25 PAV-LAK CONTRACTING, INC	78,188.08	78,188.08
9/12/25	65671	4101-106 1221-000	Books - Children's HSBC Operating Chk *7606	Invoice: 508653 Playaway Products LLC	131.08	131.08
9/12/25	65672	4342-106 1221-000	Programming - Children's HSBC Operating Chk *7606	Invoice: PGM 9/22/25S Deanna Powers	350.00	350.00
9/12/25	65673	4520-115 1221-000	Repairs & Maintenance HSBC Operating Chk *7606	Invoice: 1114492 Parkway Pest Services	595.00	595.00
9/12/25	65674	4393-000 4393-000 4393-000 4393-000 1221-000	Office Equipmnt Rent & Repai Office Equipmnt Rent & Repai Office Equipmnt Rent & Repai Office Equipmnt Rent & Repai HSBC Operating Chk *7606	Invoice: INV09355454 Invoice: INV09492642 Invoice: INV09517610 Invoice: INV09501203 Culligan Quench	50.00 50.00 105.00 50.00	255.00
9/12/25	65675	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 10/14/25 Dennis Raverty	225.00	225.00
9/12/25	65676	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 9/25/25 Deborah S Rood Goldman	475.00	475.00

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9/12/25	65677	4523-115 1221-000	Landscaping HSBC Operating Chk *7606	Invoice: 28488 Roma Horticulture Inc.	1,135.00	1,135.00
9/12/25	65678	4525-115 4525-115 4525-115 1221-000	Service Contracts Service Contracts Service Contracts HSBC Operating Chk *7606	Invoice: 52009 Invoice: 52292 Invoice: 52526 SECURITY USA, INC	812.56 805.31 812.56	2,430.43
9/12/25	65679	1607-000 1221-000	Due To/From Main Bldg & SS HSBC Operating Chk *7606	Invoice: GNLB2201,7/24/25 SIBA Contracting Corp	491,332.33	491,332.33
9/12/25	65680	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 9/30/25 Donna Miller Small	150.00	150.00
9/12/25	65681	4341-109 1221-000	Programming, Adult - Pub/Prog HSBC Operating Chk *7606	Invoice: PGM 10/7,10/14 '25 Donna Miller Small	500.00	500.00
9/12/25	65682	4302-000 4302-000 4301-000 4302-000 4302-000 4302-000 4302-000 4302-000 1221-000	Office Supplies Office Supplies Library Supplies Office Supplies Office Supplies Office Supplies Office Supplies Office Supplies HSBC Operating Chk *7606	Invoice: 6039725029 Invoice: 6039573632 Invoice: 6039573632 Invoice: 6041834251 Invoice: 6041834251 Invoice: 6041834251 Invoice: 6041834251 Invoice: 6041834251 Staples Contract & Commercial LLC	61.19 12.70 42.00 77.10 1.87 2.71 2.53 2.47	202.57
9/12/25	65683	4101-108 1221-000	Books - Adult HSBC Operating Chk *7606	Invoice: 20250723001 Timesbook Inc	2,445.05	2,445.05
9/12/25	65684	4348-000 1221-000	Programming, Library of Thing HSBC Operating Chk *7606	Invoice: 8/23/2025 T-MOBILE	149.24	149.24
9/12/25	65685	4375-500 1221-000	HR Consulting Fees HSBC Operating Chk *7606	Invoice: INV020204 Traliant Operating, LLC	1,450.00	1,450.00
9/12/25	65686	4101-108 4101-108 1221-000	Books - Adult Books - Adult HSBC Operating Chk *7606	Invoice: 15899 Invoice: 16086 Tsai Fong Books, Inc.	152.64 32.32	184.96
9/12/25	65687	4350-000 4350-000 1221-000	Conference Fees & Expenses Conference Fees & Expenses HSBC Operating Chk *7606	Invoice: 8/14/2025 Invoice: 8/14/2025 Kori Tuitt	51.10 15.62	66.72
9/12/25	65688	4355-000 1221-000	Collection Agency Fees HSBC Operating Chk *7606	Invoice: 6143211 Unique Management Services, Inc.	216.70	216.70
9/12/25	65689	4375-500 1221-000	HR Consulting Fees HSBC Operating Chk *7606	Invoice: INV8167455 WageWorks, Inc.	123.50	123.50
9/12/25	65690	4342-106 1221-000	Programming - Children's HSBC Operating Chk *7606	Invoice: PGM 9/2-9/30 '25 Alice Wang dba Amazing Mandarin LLC	960.00	960.00
9/12/25	65691	4121-105 1221-000	Recordings, Video - A/V HSBC Operating Chk *7606	Invoice: 8/18/2025 David Wang	34.76	34.76
9/12/25	65692	4503-000 4503-000 1221-000	Water Water HSBC Operating Chk *7606	Invoice: 8/4-9/2/25-0163 Invoice: 8/4-9/2/25-0288 Water Authority of Great Neck North	559.44 1,142.40	1,701.84
9/12/25	65693	4525-115 1221-000	Service Contracts HSBC Operating Chk *7606	Invoice: 4768559 Winters Bros. Hauling of LI, LLC	543.70	543.70

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9/12/25	65694	4393-000	Office Equipmnt Rent & Repai	Invoice: 40900757-8/27-9/26	469.00	
		1221-000	HSBC Operating Chk *7606	Xerox Financial Services		469.00
9/12/25	65695	4340-109	Newsletter & Printing-Pub/Pro	Invoice: 20167	2,961.82	
		1221-000	HSBC Operating Chk *7606	ZacMel Graphics LLC		2,961.82
9/12/25	65696	4101-106	Books - Children's	Invoice: 2039210060	36.52	
		4101-106	Books - Children's	Invoice: 2039224058	18.26	
		1221-000	HSBC Operating Chk *7606	Baker & Taylor		54.78
9/12/25	65697	4101-106	Books - Children's	Invoice: 90227415	325.71	
		4101-108	Books - Adult	Invoice: 90245169	42.00	
		4101-106	Books - Children's	Invoice: 90194057	153.91	
		4101-106	Books - Children's	Invoice: 90060896	805.86	
		4101-106	Books - Children's	Invoice: 90090724	353.31	
		4101-106	Books - Children's	Invoice: 90122530	111.99	
		4101-108	Books - Adult	Invoice: 90135076	35.00	
		4101-106	Books - Children's	Invoice: 90182320	294.22	
		4101-108	Books - Adult	Invoice: 90204109	100.55	
		4101-108	Books - Adult	Invoice: 89978181	186.06	
		4101-106	Books - Children's	Invoice: 89907833	288.73	
		4101-108	Books - Adult	Invoice: 67843868	173.31	
		4101-108	Books - Adult	Invoice: 63215711	627.99	
		4101-108	Books - Adult	Invoice: 63211823	334.04	
		4101-108	Books - Adult	Invoice: 89839111	37.99	
		4101-106	Books - Children's	Invoice: 89849553	177.51	
		4101-108	Books - Adult	Invoice: 89860017	221.22	
		4101-108	Books - Adult	Invoice: 63213664	287.76	
		4101-108	Books - Adult	Invoice: 63214142	129.54	
		4101-108	Books - Adult	Invoice: 63214143	161.95	
		4101-108	Books - Adult	Invoice: 63216649	343.29	
		4101-108	Books - Adult	Invoice: 63217255	276.59	
		4101-108	Books - Adult	Invoice: 67842786	97.27	
		4101-108	Books - Adult	Invoice: 67845624	346.83	
		4101-108	Books - Adult	Invoice: 67849224	152.28	
		4101-106	Books - Children's	Invoice: 89865034		12.74
		4101-108	Books - Adult	Invoice: 89955668	42.75	
		4101-106	Books - Children's	Invoice: 89969547	73.74	
		4101-106	Books - Children's	Invoice: 89969548	202.55	
		4101-106	Books - Children's	Invoice: 90022678	102.74	
		4101-108	Books - Adult	Invoice: 90036447	80.99	
		4101-108	Books - Adult	Invoice: 89827276		8.24
		4101-106	Books - Children's	Invoice: 89810902	350.57	
		4101-106	Books - Children's	Invoice: 89787152	216.05	
		4101-108	Books - Adult	Invoice: 89755036		18.90
		4101-106	Books - Children's	Invoice: 89734220	409.03	
		4101-108	Books - Adult	Invoice: 89720085	37.09	
		4101-108	Books - Adult	Invoice: 89688801		22.38
		4101-106	Books - Children's	Invoice: 89648229	749.79	
		4101-106	Books - Children's	Invoice: 89622781	400.42	
		4101-108	Books - Adult	Invoice: 89597428	21.00	
		4101-108	Books - Adult	Invoice: 89548427	383.65	
		4101-106	Books - Children's	Invoice: 89529801	699.26	
		4101-106	Books - Children's	Invoice: 89486004	469.53	
		4101-108	Books - Adult	Invoice: 89463047	269.97	
		4101-108	Books - Adult	Invoice: 89432844	59.99	
		4101-108	Books - Adult	Invoice: 63212224	93.43	
		4101-108	Books - Adult	Invoice: 63210823	549.43	
		4101-108	Books - Adult	Invoice: 63210086	62.63	
		4101-108	Books - Adult	Invoice: 63208822	358.38	
		4101-108	Books - Adult	Invoice: 63207481	1,260.20	
		4101-108	Books - Adult	Invoice: 63206221	373.50	
		4101-108	Books - Adult	Invoice: 63204636	505.11	
		4101-108	Books - Adult	Invoice: 63203726	427.92	
		4101-108	Books - Adult	Invoice: 63203174	329.98	
		4101-108	Books - Adult	Invoice: 63203387	791.29	
		4101-108	Books - Adult	Invoice: 63204226	1,652.49	

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		4101-108	Books - Adult	Invoice: 63205390	290.16	
		4101-108	Books - Adult	Invoice: 63206956	281.66	
		4101-108	Books - Adult	Invoice: 63207784	277.19	
		4101-108	Books - Adult	Invoice: 63208959	149.59	
		4101-108	Books - Adult	Invoice: 63210130	276.22	
		4101-108	Books - Adult	Invoice: 63211179	126.75	
		4101-106	Books - Children's	Invoice: 88031083		13.30
		4101-106	Books - Children's	Invoice: 89457831	178.36	
		4101-106	Books - Children's	Invoice: 89486003	94.96	
		4101-108	Books - Adult	Invoice: 89528486	25.50	
		4101-108	Books - Adult	Invoice: 89547022	19.50	
		4101-106	Books - Children's	Invoice: 89559124	198.57	
		4101-106	Books - Children's	Invoice: 89608302	326.19	
		4101-108	Books - Adult	Invoice: 89636562	21.00	
		4101-108	Books - Adult	Invoice: 89675527	209.97	
		4101-108	Books - Adult	Invoice: 89708871	19.50	
		4101-106	Books - Children's	Invoice: 89734219	349.00	
		4101-108	Books - Adult	Invoice: 89750491	11.99	
		4101-106	Books - Children's	Invoice: 89787151	132.05	
		4101-106	Books - Children's	Invoice: 89804556		17.23
		4101-108	Books - Adult	Invoice: 89827051		11.99
		4101-108	Books - Adult	Invoice: 90283588	247.41	
		1221-000	HSBC Operating Chk *7606	Ingram Library Services		20,169.18
9/12/25	65698	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65699	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65700	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65701	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65702	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65703	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65704	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65705	4120-105	Recordings, Audio - A/V	Invoice: 507697527	14.22	
		4121-105	Recordings, Video - A/V	Invoice: 507663838	146.53	
		4121-105	Recordings, Video - A/V	Invoice: 507663837	114.08	
		4120-105	Recordings, Audio - A/V	Invoice: 507663839	60.63	
		4120-105	Recordings, Audio - A/V	Invoice: 507663841	86.07	
		4120-105	Recordings, Audio - A/V	Invoice: 507697526	100.16	
		4121-105	Recordings, Video - A/V	Invoice: 507697528	310.30	
		4121-105	Recordings, Video - A/V	Invoice: 507663836	23.97	
		4120-105	Recordings, Audio - A/V	Invoice: 507631350	282.90	
		4121-105	Recordings, Video - A/V	Invoice: 507631347	47.94	
		4121-105	Recordings, Video - A/V	Invoice: 507590382	46.58	
		4120-105	Recordings, Audio - A/V	Invoice: 507590379	98.68	
		4120-105	Recordings, Audio - A/V	Invoice: 507562326	14.97	
		4120-105	Recordings, Audio - A/V	Invoice: 507551506	18.74	
		4120-105	Recordings, Audio - A/V	Invoice: 507551505	11.24	
		4121-105	Recordings, Video - A/V	Invoice: 507562325	525.16	
		4121-105	Recordings, Video - A/V	Invoice: 507590378	179.33	
		4120-105	Recordings, Audio - A/V	Invoice: 507590380	85.32	
		4120-105	Recordings, Audio - A/V	Invoice: 507600179	21.74	
		4120-105	Recordings, Audio - A/V	Invoice: 507631348	53.16	
		4121-105	Recordings, Video - A/V	Invoice: 507631351	562.87	
		4120-105	Recordings, Audio - A/V	Invoice: 507697529	59.13	
		1221-000	HSBC Operating Chk *7606	Midwest Tape		2,863.72
9/12/25	65706	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65707	1221-000	HSBC Operating Chk *7606	VOID		
9/12/25	65708	4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386SV25236283	5.98	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386SV25236283	75.81	

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		4122-105	eBooks/eAudiobooks - A/V	1386CP25235492 Invoice:	333.66	
		4122-105	eBooks/eAudiobooks - A/V	1386CO25249244 Invoice:	399.95	
		4122-105	eBooks/eAudiobooks - A/V	1386CO25243904 Invoice:	138.62	
		4122-105	eBooks/eAudiobooks - A/V	1386CO25256199 Invoice:	297.00	
		4122-105	eBooks/eAudiobooks - A/V	1386CP25235540 Invoice:	5.98	
		4122-105	eBooks/eAudiobooks - A/V	1386SV25236420 Invoice:	5.98	
		1221-000	HSBC Operating Chk *7606	1386SV25236689 OverDrive, Inc		1,262.98
9/12/25	65709	4530-112	Branch Rentals - Parkville	Invoice: 26126	13,375.87	
		1221-000	HSBC Operating Chk *7606	Great Neck Union Free School District		13,375.87
9/12/25	65710	4530-113	Branch Rentals - Station	Invoice: 250714	22,783.16	
		4530-113	Branch Rentals - Station	Invoice: 250714		2,916.67
		1221-000	HSBC Operating Chk *7606	KK GREAT NECK 2470, LLC		19,866.49
9/12/25	65711	4530-111	Branch Rentals - Lakeville	Invoice: 250738	7,793.44	
		4530-111	Branch Rentals - Lakeville	Invoice: 250903-WATER	270.00	
		1221-000	HSBC Operating Chk *7606	Plymouth Realty LLC		8,063.44
9/12/25	65712	4330-000	Postage	Invoice: 230762	2,000.00	
		1221-000	HSBC Operating Chk *7606	Postmaster		2,000.00
	Total				919,549.58	919,549.58

Assistant Director

Summer 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 in May and June down at Parkville to ensure they had 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. I prepared training materials to make it an easy transition.
- Our new Parkville Branch Head Librarian began at the start of July and I worked closely with her to get her onboarded and trained.
- I continued to order media for the Jewish Traditional Collection.
- I assisted with interviews for some of our open positions.
- I took part in a walkthrough of all four locations to finalize the location of our new security cameras. These have now all been installed and Administration has been trained on the new system.
- I attended the meeting of the Long-Range Planning Committee in June, where we discussed Sundays, home book delivery, and the creation of our next long-range plan. I created a survey to send to staff regarding Long-Range Planning, and Denise and I held an in-person meeting with Department Heads, Branch Heads, and Senior IIs to discuss further.
- I reached out to the Nassau Library System to arrange a speaker for our general staff meeting in July. The topic was setting boundaries both with patrons and colleagues.
- Denise and I continued to work on the collaboration with health librarians from Northwell. We finalized our MOA, sent them feedback from staff on the LibGuide they have created, and I have been working with the Articulate software so we can make use of it for staff training.
- Myself, Denise, and our Head of Technical Services met with our CollectionHQ representative to go over our numbers for the last six months and discuss how to make use of new features of the tool going forward.
- We have finalized the Sundays schedule for the fall and are in the process of training our new Sunday-only staff members.
- In July, I attended a meeting of Nassau County Assistant Directors, which was held at the East Meadow Public Library.
- We met with representatives of Brodart, where we will be moving some of our book orders going forward. Training was held for librarians on how to use the site.
- Adam and I have made great progress in planning this year's Staff Development Day, and will be finalizing the schedule for the day in the coming weeks.

- We met with representatives from NoveList to discuss other features they offer for both patrons and staff. We will be trialing these extra features to see if we would like to add any of them to our collection of tools and databases.
- We will be trialing [Medici.TV](#) in September to see if it is something that would be of interest to our patrons. It is an app that offers classical, jazz, and opera performances.

STAFF TRAINING:

- Denise and I took part in new hire orientations, sharing important information with a couple cohorts of our most recent additions to the team.
- I was trained in some duties of Technical Services such as monitoring high-demand holds and checking open invoices.
- I attended a two-day Innovative training on the Create Lists feature of Sierra.

Respectfully Submitted,

Kat Baumgartner
Assistant Director

System Program Coordinator/STEM Lab

Summer 2025 Board Report

NEW INITIATIVES:

- We launched Toveedo as an item in our Library of Things collection. We are the first library to create an institutional account with them for lending out their curated content.
- Our Gatsby mansion was featured at multiple events in Manhattan throughout June.
- We were featured in Newsday and LI Press for our programs and outreach.

ADMINISTRATION & TRAINING:

- Over the summer we prepared two newsletters. All staff planned and organized their July/August events, as well as their September/October events. As always, a tremendous thanks to Cindy Simeti, Joseph Weisbecker, and Wanda Lei for their hard work.
- Trained new staff in PIC responsibilities.
- Trained staff on our events calendar and registration system.
- Participated in staff interviews as needed.

COMMUNITY & OUTREACH:

- Coordinated for us to table at two TONH events in August (National Night Out and FunDay Monday).
- Ran outreach at the Atria for National Book Lover's Day. Co-hosted literary trivia and discussed library services.
- Had multiple public and private schools attend STEM Lab workshops at the library in June to complete projects and learn about our services.
- Collaborated with Great Neck Chinese Association to plan an event for this fall with author Michael Luo.
- Collaborating with Sephardic Heritage Alliance to bring multiple authors to the library throughout the late fall and early winter.
- Organized library participation at the Great Neck Street Fair.
- Our Summer Challenge ran for all ages and at all locations this summer, with over 800 participants registering for the program.

Respectfully Submitted,

Adam Hinz, System Coordinator of Programming

ADULT PROGRAMMING, PUBLICITY & OUTREACH

August 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- The fall newsletter has been completed and sent to the community.
- Paintings and portraits by Antoni Jurkiewicz, MD are on display in Main's Art Gallery from August 1st -25th, with reception on August 16th.
- External library outreach events this month include National Night Out on August 5th, Book Lovers Day at Atria Park on August 11th, and ToNH's Funday Monday on August 18th.
- 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.
 - Wildlife Conservation Society (WCS) has offered the library a 20% ticket discount for GNL patrons. This would be valid for access to five wildlife parks in New York City: the Bronx Zoo, Central Park Zoo, Prospect Park Zoo, Queens Zoo, and the New York Aquarium.
- 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:
 - August art exhibit:
<https://www.tiktok.com/@greatnecklibrary/video/7541109978933808398>
 - National Night Out:
<https://x.com/GreatNeckLib/status/1953849208491987134>
 - Kindness bracelets at Lakeville:
<https://www.instagram.com/p/DM8C18zSuAY/>
 - Levels' Theatre Workshop Players:
<https://www.facebook.com/GreatNeckLibrary/posts/pfbid02Ak1rTW7T6N8MBoUqdD2c5G3GGkijK3kK3LjwU9e72gP7CrdoeLxfM9Uw6ECv8nBl>

- Joseph also ran a promotional post through Meta Ads for Facebook and Instagram to drum up more participants for the Summer Reading Challenge.
- Other adult programs that did well this month:
 - Arts and crafts: Jewelry, Sewing Machine 101, Chinese Calligraphy
 - Wellness classes: Yoga (Daytime, Evening, Chair), Tai Chi, Unraveling the Mystery of Dementia
 - Clubs and conversation circles: Socrates Salon, Performance Poets Association, Yiddish, French, Mahjongg, Chess
 - Lectures and Workshops: Shakespeare and Opera (Part 2), Paper Shredding Truck, All About Cryptocurrency, Making Memories presented by Gold Coast Arts Center
 - Performances: *A Shadow of Her Own*

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

ADULT PROGRAMMING, PUBLICITY & OUTREACH

July 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Henry Grosfeld and Patricia Andres are on display in Main's Art Gallery through July 21st.
 - The library is accepting donations of school supplies for Senator Jack M. Martins' Fill a Backpack Drive through July 28th. Newsday's feature led to a large increase in donations from the area.
 - The department is assisting with the next phase of the PINS rollout, which would integrate library card authentication for program registration for future events.
-
- 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:
 - Mason Jar Cookie Kits:
<https://www.tiktok.com/@greatnecklibrary/photo/7528435088657288461>
 - Levels' call for teen writers and directors:
<https://www.facebook.com/GreatNeckLibrary/posts/pfbid07BVwcFAh8wn5W9sYPNVa32PjxmygRurxCVEEv83QSGnsg9ocIgUyCzrkgUrJccTl>
 - Children's Princess storytime at Lakeville:
<https://www.instagram.com/p/DL5eh4tyDJ7/>
 - Lexi's Summer Reading Display for Children's:
<https://x.com/GreatNeckLib/status/1945574544627872231>

- Other adult programs that did well this month:
 - Arts and crafts: Jewelry, Summer Lip Balm and Body Lotion, Chinese Calligraphy, Painted Seashell Tray
 - Wellness classes: Yoga (Daytime, Evening, Chair), Tai Chi, Solo Swing Dance
 - Clubs and conversation circles: Socrates Salon, Performance Poets Association, Yiddish, French
 - Lectures and Workshops: Summer Blood Drive, Henri Matisse art lecture, The Culper Spy Ring with Raynham Hall Museum, Great Neck and the American Revolution, Shakespeare and Opera (Part 1)
 - Performances: The Traditions

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

ADULT PROGRAMMING, PUBLICITY & OUTREACH

July 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Henry Grosfeld and Patricia Andres are on display in Main's Art Gallery through July 21st.
 - The library is accepting donations of school supplies for Senator Jack M. Martins' Fill a Backpack Drive through July 28th. Newsday's feature led to a large increase in donations from the area.
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 - Performances: The Traditions

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

ADULT PROGRAMMING, PUBLICITY & OUTREACH

June 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- The department assisted Adam with library outreach at the Great Neck Street Fair on June 8th.
- Saddle Rock Elementary's exhibition is on display through June 18th, followed by Henry Grosfeld and Patricia Andres from June 26th - July 21st.
 - Sadly, Henry passed away in June. His wife Eva and friend Patricia will dedicate the exhibition in honor of his life and artistic journey.
- The newsletter mailing has been completed and sent to the community. Joe did a great job with preparing this year's materials for the Summer Reading Challenge and the library looks forward to a colorful season for all ages to enjoy.
- The library is accepting donations of school supplies for Senator Jack M. Martins' Fill a Backpack Drive this year. The drive is held June 23rd - July 28th. The donations will be given to The Little House Community Center and Long Island Coalition for the Homeless.
- I attended the virtual NSL webinar on Census Data and Library Marketing on June 26th. My report is attached.
- 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:
 - STEM Lab's Gatsby Mansion visit at the Ireland Consulate in New York City:
<https://x.com/GreatNeckLib/status/1938976240494326074>

- Great Neck Coalition for Unity:
<https://www.facebook.com/GreatNeckLibrary/posts/pfbid035eAUyFdphugfE6ErdWpXd1rRA9b1oPQ4PumqhpHnWxnUFz1NHNtAbTZgwR1LRifzl>
 - Memorial Day Parade:
https://www.instagram.com/p/DKXF14Wt_IG/
 - Jimmy Robert's performance:
<https://www.tiktok.com/@greatnecklibrary/video/7512154051585396011>
- Other adult programs that did well this month:
 - Arts and crafts: Jewelry, Painted Sunhats, Summer Paint and Listen
 - Wellness classes: Yoga (Daytime, Evening, Chair), Tai Chi
 - Clubs and conversation circles: Socrates Salon, Performance Poets Association, Women in Conversation, Yiddish, French
 - Author Events and Workshops: AI & ChatGPT for Seniors, American-Jewish Music & African-American Music Lecture, Adult Summer Challenge Kickoff with Kevin Winkler, Intermediate Bridge
 - Performances and Screenings: Jimmy Roberts, *Children of October 7*

Respectfully Submitted,

Cindy Wolfe,
 Head of Adult Programming, Publicity and Outreach

USING CENSUS DATA FOR LIBRARY MARKETING & COMMUNICATIONS, PRESENTED BY NLS – JUNE 26, 2025

June 2025 Board Report

- Amy Brombos, Federal Data Specialist and Consultant for the U.S. Census Bureau, presented this webinar and walked us through navigating census data. She explained how to search through different criteria and terminology, such as -Tract and ZIPTA, when address searching is unavailable.
- Census data includes a variety of information about the community's demographic, including language barriers, veterans, senior population, incarceration, Internet access, poverty, rural residency, racial/ethnic minorities, unemployment, vehicle access, health care/insurance access, single caregivers, disabilities, and household overcrowding. This can help determine how much social vulnerability is in the population, to better direct resources to the community.
- All surveys used for the data are anonymous, though names may be filled out for QA purposes and margin of error.
- Recommended resources:
 - U.S. Census Table Data: <https://data.census.gov/>
 - Census Reporter: <https://censusreporter.org/>
 - My Community Explorer:
<https://experience.arcgis.com/experience/13a111e06ad242fba0fb62f25199c7dd/page/Page-1/?views=Use-Cases>

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

Total Programs Report

Summer 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
June-August 2025	878	13,954	270	576

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
June-August 2025	216	2,992

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
June-August 2025	322	6,738

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
June-August 2025	34	925

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
June-August 2025	41	998	244	459

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
June-August 2025	6	66

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
June-August 2025	269	2,332

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
June-August 2025	31	210

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
June-August 2025	72	2,351

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Social Media

August 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
June 2025	32	4	165	4	5,264	14	1,676
July 2025	43	1	128	6	5,603	9	1,681
August 2025	31	1	104	0	5,651	8	1,687

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
June 2025	34	7	248	1	3,230	21	1,625
July 2025	39	8	263	4	1,842	29	1,642
August 2025	30	4	253	6	2,494	22	1,661

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
June 2025	37	8	0	1,075
July 2025	42	12	0	1,076
August 2025	34	11	0	1,078

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
June 2025	5	13,188	49	5	6	162
July 2025	5	11,633	40	2	1	169
August 2025	5	8,133	30	2	2	169

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
June 2025	979	2,836	49,829	3,782	166.4
July 2025	1,005	3,032	51,485	4,080	161.3
August 2025	1,027	2,949	47,574	3,723	157.1

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Social Media

June 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
June 2025	32	4	165	4	5,264	14	1,676

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
June 2025	34	7	248	1	3,230	21	1,625

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
June 2025	37	8	0	1,075

TikTok

Date	Posts	Views	Likes	Comments	Shares	Total Followers
January 2025	5	15,389	81	0	3	141
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June 2025	979	2,836	49,829	3,782	166.4

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Computer Services

August 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
June 2025	26,072	44,497	9,725	2,030	11,487
July 2025	25,543	40,644	9,060	1,920	10,704
August 2025	24,495	40,547	8,622	1,846	10,228

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)
June 2025	Summer Reading (1,408)	Digital Archives (1,012)	Main Building (944)	Our Locations (844)
July 2025	Digital Archives (1,125)	Museum Passes (942)	Main Building (936)	Our Locations (788)
August 2025	Digital Archives (1,507)	Museum Passes (995)	Main Building (843)	Our Locations (682)

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
June 2025	35	20	5,235
July 2025	87	23	5,299
August 2025	152	55	5,396

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
June 2025	746	191	676	240	1,853
July 2025	768	186	683	299	1,936
August 2025	647	215	614	320	1,796

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
June 2025	4,351	2,228	2,411	644	9,634
July 2025	4,033	1,131	2,844	1,100	9,108
August 2025	3,304	627	1,747	1,087	6,765

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
June 2025	\$538.30	\$267.95	\$301.50	\$84.50	\$1,191.80
July 2025	\$485.80	\$160.50	\$338.70	\$157.40	\$1,142.40
August 2025	\$380.65	\$76.20	\$183.25	\$154.00	\$794.10

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
June 2025	1,255	440	790	420	2,905
July 2025	1,969	950	1,350	897	5,166
August 2025	950	628	1,579	308	3,465

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
June 2025	0	0	191	123
July 2025	1	0	192	62
August 2025	1	3	190	66

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
June 2025	333	2,294
July 2025	387	2,756
August 2025	411	2,581

Respectfully Submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Computer Services

June 2025

Library Website with Google Analytics

Date	Sessions	Pageviews	New Visitors	Returning Visitors	Unique Users
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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
June 2025	26,072	44,497	9,725	2,030	11,487

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)
June 2025	Summer Reading (1,408)	Digital Archives (1,012)	Main Building (944)	Our Locations (844)

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
June 2025	35	20	5,235

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
June 2025	746	191	676	240	1,853

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
June 2025	4,351	2,228	2,411	644	9,634

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
June 2025	\$538.30	\$267.95	\$301.50	\$84.50	\$1,191.80

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
June 2025	1,255	440	790	420	2,905

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
June 2025	0	0	191	123

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
June 2025	333	2,294

Respectfully Submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

STEM LAB

July and August 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- STEM Lab and Levels teamed up and ran a Hack-a-ton for teens in which teens were asked to create a solution to the problem how do you reduce stress in the lives of a teen.
- The STEM Lab was closed due to renovation of the Havoc system beginning mid-July and lasting into September. During that time STEM Lab team remained extremely flexible while still endeavoring to meet the needs of patrons and continued planned programming despite being in different rooms and based out of the book room.
- The STEM Lab ran a weekly Family Crafting Time during the summer which served over 268 patrons doing different crafts from 3D printed gliders to creating your own zoetrope animation rig.
- The STEM Lab ran a pop by and laser engrave your own tea bag holder program that took place outside the library. We had 115 people stop by and participate in this program alone.
- The STEM Lab's 3D printers printed 85 hours of 3D printing for patrons over the summer.

STAFF TRAINING:

- Trudy and Aimeng began researching the games cabinet technology that LEVELS had purchased nearly 10 years ago namely the GameElf and Jamma board to assess ability to pick up where the project was left off or to simply start from scratch. They also began to research modern approaches to building games cabinets as well.
- Trudy self-taught herself the free software band lab and other music software in preparation of some music themed programs over the summer.

Respectfully Submitted,

Christopher Van Wickler
Head of Emerging Technologies (STEM Lab)

LEVELS

June-July-August 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- We added two new staff members this summer: full-time assistant manager and Jr. Levels coordinator Rock Abrahamson, and part-time film/video specialist Michaela Marans. They both fit in immediately and began creating programming matched to their skills. Teens grew plants, painted flowerpots, made Zen gardens, and pressed-flower crafts in Rock's Gardening workshop. Meanwhile, Michaela began doing video projects with teens, took over the recording and editing of our theatre productions, and worked on improving the setup of our audio system.
- Our theatre program led off June with three performances of the classic courtroom drama *Twelve Angry Men*, under the supervision of staff member Rebecca Hirschhorn and Levels manager Barry Weil. The show featured a cast of teens who were mostly new to us, had a great time working together, and have told us they're very excited to do more Levels shows.
- Our June, July, and August events had good attendance, especially Rebecca's Creative Writing workshop, our daily video gaming sessions, and Jessica Kiaei & Rock's weekly Cricut Crafts. Also popular were our end-of-the-week Pokémon card gaming events, run with student Judah Lyman. Finally, our 51st Birthday Picnic brought teens and alumni alike to Kings Point Park for a day of food, games, and fun in the Great Outdoors.
- Jr. Levels had a busy summer, featuring workshops like Anime/Manga Drawing (with outside vendor McKel Supreme, a favorite of the kids), Jessica's Tournament Tuesdays (video gaming), and Rebecca's Board Games.
- In August, we hosted a 10-day intensive Latin Summer Program for 4th-8th graders, taught by high school students Mihou Tatsumi and Ethan Lam, with guidance from the Paideia Institute's Teaching Literacy with Latin program. The younger kids learned Latin vocabulary, created crafts based on Greco-Roman mythology, and had fun exploring the culture and history of ancient Rome. Kudos to Mihou and Ethan for organizing it all – giving teens opportunities like this is something we at Levels love to do.
- Our summer show was an Evening of Short Plays, featuring original work written and directed by teens (ranging from a rising 7th grader to a graduating high school senior). The plays dealt with a variety of subjects, including a revisionist view of the "Three Little Pigs" fairy tale; a young couple who are trying to help their deeply troubled friend; a mother taking her mortified teen daughter on a shopping trip; a woman who is sharing her sleep-deprived thoughts; and a group of jealous co-workers gossiping about their colleague's promotion. Audiences loved the show, and the teens got quite a lift out of presenting their work onstage. The teens were put completely in charge of creating and producing their individual plays, under the supervision of Rebecca and Barry.

- The summer wrapped up with yet another opportunity for a young person to get creative. Teen magician Gabe Sverdlik found us and expressed interest in putting on a magic show. So, we helped Gabe plan his show, set him up with a stage and some equipment, and he did an evening of card tricks, smartphone illusions, and sleight-of-hand for a charmed audience. It was an appropriate ending to a busy summer full of teens running their own amazing projects.

STAFF TRAINING:

- Barry and his team have been training Rock and Michaela in their roles as Levels staff members. Both have completed all required employee training modules.

Respectfully Submitted,

Barry Weil
Levels Manager



ABOVE, LEFT: Levels' June theatre production, *Twelve Angry Men*. **ABOVE, CENTER & RIGHT:** Two short plays written and directed by teens from our Evening of Short Plays.

BELOW, LEFT: High school students instruct 4th-8th graders in our Latin Summer Program. **BELOW, CENTER:** Teens make original mugs in our Cricut Crafts workshop. **BELOW, RIGHT:** Teen magician Gabe Sverdlik wows a young audience member with a rope trick as part of his end-of-summer Magic Show.



CHILDREN'S SERVICES DEPARTMENT

September 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- In July and August, we held 232 programs across our four branches.
- We conducted two camp visits with COPE at our Station branch.
- We have upcoming visits scheduled with Magen Ephraim and Kol Yaakov.
- We created a Vega showcase on Color Our World and Horror books.
- We have continued weeding and ordering in all of our locations.
- We have begun working on more Kindergarten Readiness backpacks.
- We had an incredibly successful summer reading kick-off
- We had displays on Shark Week, Dog Days of Summer, Space Exploration Day, Back to School, National Lighthouse Day, Labor Day, A Rainbow of Animals, Mac Barnett's Birthday, Color Our World, Arts & Crafts, Tisha B'Av, Color our World, Birds of Udall Pond, Fourth of July, Books with Movie Adaptations, Dive into a Fairy Tale, Creative Crafting, American Adventures Month, Scoop Up a Good Book, Commotion in the Ocean, Book-Lover's-Day, Cats,
- We've had several very successful passive programs all summer, such as I Spy, Community Mural, Stick Together and Poll of the Week

STAFF TRAINING:

- I held 1:1s with children's staff members.
- I held a staff department meeting on August 20th
- Sarah attended ALA Annual in late June. See notes below.
- Sarah, Kristina, and July attended a webinar on Novelist in August.
- Alexa attended an in-person meeting with Novelist
- Staff attended both Ingram and Brodart ordering trainings.
- Sarah hosted an in-person training with Creativebug for children's, reference, and programming staff.
- Alexa attended a training on Narcan through NLS
- Kori, Christina, and Alexa attended KidLibCamp in Darien Library in August.
- Sarah attended SLJ Picture Book Palooza in July
- Sarah and Vivian attended the Collection HQ training in August
- Sarah attended Who Are the People in Your Neighborhood? Using Census Data for Library Marketing & Communications through NLS
- Kori attended How Libraries Can Promote Computational Thinking and Learning Among Preschool Families with Work It Out @ Your Library through PLA
- Kori attended Best in Fall Nonfiction - Part 1 through SLJ
- Mira attended AnimeCon NYC's Professional Development Day

Respectfully Submitted,

Sarah Clarke
Head of Children's Services

Alexa's KidLibCamp Write Up:

KidLib Camp was a wonderful opportunity to build community with and learn from other librarians. Due to the unconference format, we were able to ask questions and share insights that felt particularly relevant and important to children's librarianship right now. The first session I attended was Programming Outside the Box. From this session, I came away with lots of new creative ideas for programming, including making thaumatropes, hosting author themed storytimes before an author visit, and placing QR code bookmarks in books with librarian created videos attached. The second session I attended focused on improving storytimes. In this session, I collected a long list of useful storytime resources, and participated in valuable discussion around encouraging caregiver engagement. In my final session, Collection Development, we discussed strategies for increasing circulation, such as display ideas for books with low circulation. I also took an example of another library's brochure on the benefits of graphic novels, which I would like to recreate a version of for the Great Neck Library. Overall, KidLib Camp left me with lots of actionable ideas to implement in my work at GNL!

Kori's KidLibCamp Notes:

I have just a few highlights and resources from this year's KidLib. The three sessions I attended were Censorship, Accessibility and Services for Youth with Special Needs, and Tween/Teen Services.

Censorship

Storytime Solidarity

Resources for censorship, education and training, literacy organization, DEI literature, and more.

Accessibility

Jim Henson Foundation:

Puppets & Autism: A Special Connection

Books:

- *This Beach is Loud!* by Samantha Cotterill
- *Everyone Belongs* by Heather Avis
- Everyone Can Be a Reader series (accessible fonts and low-vision friendly). [PW article on series.](#)
- Twin Vision Books (braille)

Trainings:

- **State Education Resource Center (in Connecticut)**
Offers courses on various topics, including [dyslexia](#)
- [Project ENABLE](#)

Free online training with six modules covering the following topics:

- Disability Awareness
- Disability Law & Policy
- Creating an Accessible Library
- Planning Inclusive Programs and Instruction
- Assistive Technology in Libraries
- Targeting Autism in Libraries

Accessibility Items to consider for patrons and programming:

- high visibility keyboard
- chair fidget bands
- Google Screen Reader Chrome extension

Tween/Teen Services

- Tween/Teen Advisory Board (Teen Learning Council - TLC)
- Volunteer Hours
- Shelf Talkers (by the tweens/teens)
- Mental Health (endorphin menu)
- Study Care Kits
 - fidgets
 - decaffeinated tea
 - notebooks
- Animal programs for teens during exam time to help with stress

—

Christina's KidLib Camp

On August 14th, I attended the KidLib conference in Darien Connecticut. This unconference is a unique opportunity because attendees determine the topics discussed for the day, and each session is in the format of a roundtable discussion rather than a panel. Below are the main ideas and takeaways from each session attended.

Session I: Censorship

Discussions revolved around how to engage patrons to support libraries, educate them on information freedom, and ways librarians can raise awareness of censorship issues:

- Identifying what censorship actually is, and how it impacts communities helps to demystify talking points spread by those looking to restrict information and promote censorship of material.
- Creating opportunities for learning, such as curating book displays and programs that are consistently and thoughtfully diverse in representation regardless of topic. These practices can help to break down barriers and build bridges between people.

- Resources discussed included [Storytime Solidarity](#) and [Library for the Kind](#).

Session II: Accessibility

Topics in session two included disability awareness, purchasing materials (reading materials and objects for patrons), sensory activities, and increasing social capital in the library.

- When it comes to making the library programs more accessible, asking folks directly what would make their child comfortable is the fastest way to create that environment ie: including an open question in registration forms “What would make your child feel comfortable attending this program” to get a sense of the sensory needs of those attending.
- Creating Social Capital: While it is important to create programs that are specifically designed for disabled folks, being mindful of different accessibility needs in all programming is the way to increase social capital and understanding between people. When we prioritize inclusivity, we can foster an environment where neurodivergent and neurotypical kids/ disabled and able-bodied children can be together.
- Recommended resources and tools to use/provide: State Education Resource Center Accessibility training (CT), [high visibility keyboard](#), [Google screen reader](#), open captioning on social media posts, [Seedlings/Twin Vision books](#), braille sticker maker.

Session III: Teen/Tween Outreach

In this session we discussed teen-led programming, ways to engage teens/tweens in the library space, teen advisory boards, connecting outside of the library

- Engaging teens outside the library, in spaces they are already going, is a great way to pull them into the library space and see what would interest them i.e. local LGBTQ coalition meetings, school clubs, representing the library at school functions
- Taking on a group of teens as a Teen Advisory Board– they may help prepare materials for library events, assist in planning programs for teens

Mira's AnimeCon NYC write up

On August 22nd, I attended Anime NYC with a professional pass. I went to two development sessions. The first was a publishers and librarian roundtable. At this program, the goal was for 6 different manga publishers to come and speak with us about which books they were publishing. These publishers included VIZ media, Yen Press, and Seven Seas Publishing. We were able to ask questions regarding what each publisher offered. It was also great as I was able to speak to other children's and youth librarians about what manga they chose to put in their children's collection versus which manga they might consider to put in young adult. This was especially important for me as a lot of manga from japan have a different system of what is suitable for each age. I was able to discover multiple titles that would be great for our library. I also learned about a subscription program called Comics +, which has a subscription specifically for public libraries. The subscriptions also vary by age, so they have a separation between juvenile and teens. It is currently being used by both the Suffolk Cooperative Library System, the DC Public

Library, and the Boston Public Library. Most importantly, as it is a subscription based service, all of the titles are available all of the time. This might be good for some of our patrons who primarily use their library card to check out e-books.

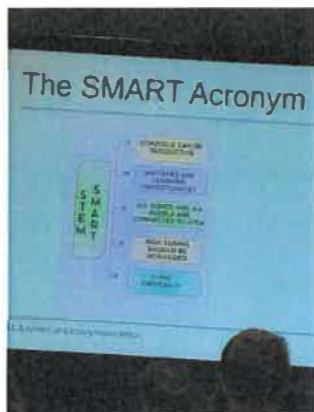
I also went to a panel run by librarians at the Brooklyn Public Library regarding running anime and manga based programs for children and teens. This program was very helpful, as they recommended ways to make educational programs that aren't just watching the anime together. They gave me an idea for a Pokemon program I hope to run this fall. They also talked about ways to include Japanese culture to your programming.

Overall, I think I learned a lot! I learned about several manga that might suit our library's collection, learned about a new subscription service that we might use, and learned about better ways to run anime and manga based programming while educating them about the world around them.

Sarah's ALA Annual write up:

SMART Stem

- Parents want kids to know STEM, but it's more than the hard skills
- Parents and caregivers may feel Intimidated by stem
- Programming idea
 - Apocalypse life planning
 - Bath bombs/body scrub
 - Stem spa
- Steminlibraries.com for program ideas and info
- Stem smart parenting book
- Students need more than stem content knowledge including life skills
- SMART means mindset of intellectual risk taker, tenacity to tackle problems and learn from mistakes and critical thinking skills to separate scientific info from opinions
- Focus on soft skills needed
- Lighthouse parenting- shining a light on problems, but not fixing



Action Item: Stem spa programming

Action Item: Purchase copy of book for parenting collection

In Conversation with Carla Hayden

I attended a conversation between former Librarian of Congress, Carla Hayden and author, Kwame Alexander. She talked about her experiences leading up to becoming the librarian of congress, what the experience of being fired felt like and what her next steps were. She also talked about how librarians can fight against book banning, amongst many other things. Two stand out quotes from the conversation are below.

—
“An illiterate crowd is the easiest to rule.”

“If you can’t stop them from learning to read, the next best thing is stopping them from reading”

Growing Terrific Talkers

- Growing KPL Kids is where this started
 - Offered: ask a ped program
- Paired with Author writing Terrific Talkers
 - My first learn to talk book
 - Back matter is amazing
- Like a one book one community program for babies
 - Baby big read
- Had a Speech Language Pathologist come in to talk about feeding babies/toddlers
- Offered eye tests at library since kids didn’t get them until later in school



Action Item: Feeding therapist as professional for Play and Learn, Occupational Therapist

Action Item: Utilize website as landing for Family Place program information

Action Item: Find out when GNPS begin eye testing

Collection Management Discussion Group

I attended a collection management discussion group. We focused on the idea of Yotos and Tonies, and more as circulating items.

- Who hq on whazoodle
- Circulating yoto cards, not necessarily the device.
- Tonies educator kit has discount
- Possible problems: Yoto linking to personal box

We then discussed local authors and AI materials

- Local author and illus submissions on website
- 1 copy for library and they must provide it
- Is there a Local Author policy
- Do other libraries include AI language in policies?
- When ordering on Ingram, exclude print on demand

Action Item: What's the circ on Yoto? What if we just circulated cards?

ALJ Awards

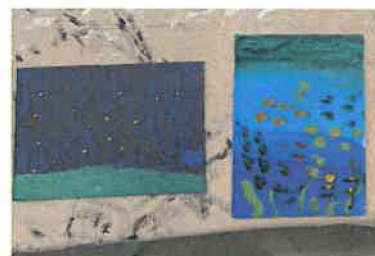
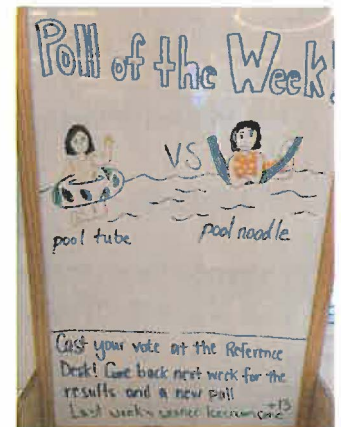
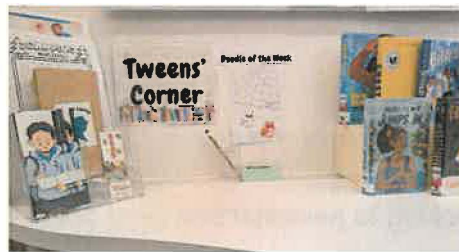
I attended a panel about awards that the Association of Jewish Libraries offers. They talked a little about each award and what the requirements are. More information on AJL awards can be found on their site.

Action Item: See if Sydney Taylor award winners are on our standing order list

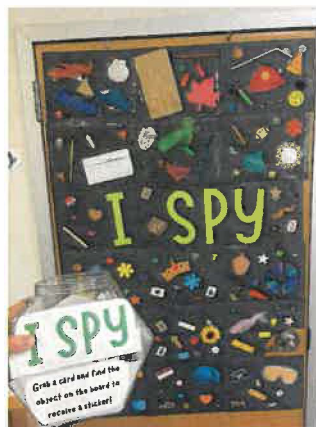
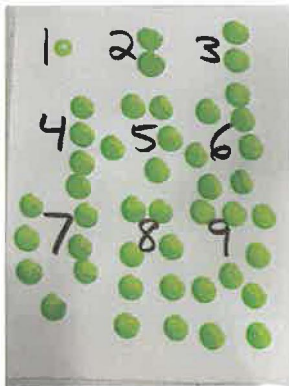
Station



Parkville



Main



CIRCULATION DEPARTMENT

June/July/August 2025

DEPARTMENT HIGHLIGHTS:

- Staff continue to work diligently, providing positive service and fulfilling patron inquiries.
- Main Circulation is collaborating with the Branches, Children's Circulation, and Media departments to ensure adequate coverage at all circulation desks.
- Staff are trained and patiently assisting patrons with PIN implementation, with questions in person and over the phone.
- We created a Basic Circulation Manual binder for all circulation desks, including branches. This binder contains essential guidelines for quick reference and should be used as a resource for any questions regarding standard circulation procedures.
- On August 28th, staff assisted patrons with Universal Registration over the phone.
- Staff assisted with registration for the English Conversation Class.
- ~~Due to a temporary issue with the Station elevator, staff are contacting patrons with in-transit holds for alternative pickup locations.~~
- We're working with the webmaster to update the library card application forms.
- The Sunday clerical schedule for staff has been completed.
- Staff evaluations are ongoing.

STAFF TRAINING:

- The Head Clerk and I participated in the virtual session with the Andrew Heiskell Braille and Talking Book Library, which will take place on Tuesday, June 17th. The Andrew Heiskell Braille and Talking Book Library is a branch of the New York Public Library (NYPL) and the National Library Service for the Blind and Print Disabled (NLS) that provides free accessible reading material for patrons who are blind, low vision, physically disabled, print disabled, or otherwise unable to read print, to patrons of New York City and Long Island.
- On June 25th, the Circulation Department held a meeting with approximately 18 attendees. We updated, reviewed, and discussed a number of key circulation tasks and processes.
- Circulation staff completed the "Boundaries in Action" training with the National Library Service at the General Staff Meeting. They also received the same information online from the assistant director.
- Circulation staff have received basic LibCal training for program registration.
- New staff training ongoing

Respectfully Submitted,

Eleen Chook
Circulation Manager

Circulation Statistic 2025

		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														
	Checkouts	7,669	7,128	7,670	8,175	7,613	8,283	8,459	7,900					62,897	95,931
	Online Renewals	18,445	15,864	17,886	16,740	17,703	16,080	17,252	16,348					136,318	203,395
	Circ. Self-Check Station	1,552	1,539	1,508	1,510	1,497	1,478	1,464	946					11,494	10,861
	Children's Self-Check Station	4,363	4,575	4,927	4,664	3,868	4,611	4,452	4,091					35,551	62,645
LAKEVILLE															
	Checkouts	695	668	764	681	621	624	772	914					5,739	9,875
	Self-Check Station	444	422	371	388	490	478	376	436					3,405	4,716
PARKVILLE															
	Checkouts	1,070	1,036	1,064	1,151	1,028	1,311	1,207	1,130					8,997	12,993
	Self-Check Station	1,248	1,040	1,382	1,224	1,497	1,403	1,497	1,463					10,754	13,208
STATION															
	Checkouts	1,467	1,250	1,597	1,522	1,445	1,739	3,181	2,853					15,054	20,390
	Self-Check Station	1,790	1,694	2,046	2,084	1,770	1,858	419	405					12,066	20,124
E-Book download															
	E-Book download	7,957	6,762	7,586	7,042	8,019	6,908	6,155	6,263					56,692	80,322
	E-Audiobook downloads	2,351	2,399	2,555	2,491	2,649	2,643	2,524	2,516					20,128	26,707
	Streaming	3,825	3,620	3,956	3,853	3,815	3,708	3,864	4,162					30,803	40,189
Totals		52,876	47,997	53,312	51,525	52,015	51,124	51,622	49,427					409,898	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	830	829	708					6,645	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	441	546	577					3,511	4,456
Library of Things Checkouts	37	41	36	43	56	65	60	58					396	545

* Included in the the MAIN Checkouts

Reserves & Interloans	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
Webpac-Online (Placed only)	3,951	4,455	4,060	3,993	3,913	3,947	4,158	3,417					31,894	42,725
Main														
Filled	2,830	2,748	2,934	3,460	3,237	3,031	3,098	2,918					24,256	36,042
Placed	1,622	1,422	1,625	2,477	1,487	1,921	2,042	1,644					14,240	19,776
LAKEVILLE														
Filled	339	342	457	247	318	296	231	435					2,665	4,461
Placed	100	72	122	67	54	60	77	106					658	626
PARKVILLE														
Filled	476	506	700	621	576	693	503	501					4,576	5,876
Placed	75	78	138	81	52	111	85	86					706	1,101
STATION														
Filled	890	758	842	883	860	872	1,012	490					6,607	11,388
Placed	140	100	102	96	123	166	150	139					1,016	1,731
Totals	10,423	10,481	10,980	11,925	10,620	11,097	11,356	9,736					86,618	123,726

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	640	710	728					5,495	8,175
Placed	893	792	716	743	806	806	963	893					6,612	9,879
Sent to Other Libraries	160	167	177	191	178	159	124	61					1,217	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	3,793	3,621	4,635	4,595					30,596	41,906
LAKEVILLE	146	98	108	137	131	135	104	73					932	1,257
PARKVILLE	205	408	263	613	344	551	551	521					3,456	4,156
STATION	866	1,274	1,069	1,181	1,088	1,169	1,430	1,096					9,173	10,069
Totals	4,641	5,366	4,853	5,460	5,356	5,476	6,720	6,285					44,157	57,388

Homebound Services	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
Deliveries	26	25	29	30	26	24	35	23					218	331
Items Delivered	74	66	70	76	81	72	82	71					592	983

Library Cards (Processed at Main)		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															
	Adult & Under 18 Residents	113	127	109	109	102	132	150	118					960	1,523
	Juvenile Residents	55	30	33	19	13	33	29	27					239	480
	Non-Resident	17	9	12	8	5	9	11	7					78	134
LAKEVILLE															
	Adult & Under 18 Residents	3	7	5	5	7	5	11	10					53	87
	Juvenile Residents	2	0	1	0	1	0	1	2					7	24
	Non-Resident	3	6	1	0	3	1	1	1					16	4
PARKVILLE															
	Adult & Under 18 Residents	13	9	6	4	5	44	26	13					120	175
	Juvenile Residents	1	5	5	4	0	0	6	4					25	57
	Non-Resident	8	9	4	1	1	0	8	8					39	51
STATION															
	Adult & Under 18 Residents	24	30	14	23	37	31	45	32					236	359
	Juvenile Residents	2	1	3	6	9	4	9	10					44	118
	Non-Resident	0	7	1	0	2	0	1	6					17	16
Totals		241	240	194	179	185	259	298	238					1,834	3,028

Library Card Renewals		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															
	Residents	128	146	113	164	134	340	215	212					1,452	1,834
	Non-Residents	0	1	2	2	0	15	5	3					28	30
LAKEVILLE															
	Residents	7	4	5	24	22	40	11	19					132	170
	Non-Residents	0	0	0	0	2	0	0	0					2	3
PARKVILLE															
	Residents	20	30	23	19	36	42	35	46					251	385
	Non-Residents	0	0	3	1	0	0	4	2					10	10
STATION															
	Residents	19	22	40	29	30	42	45	63					290	489
	Non-Residents	0	0	0	0	0	2	1	0					3	0
Totals		174	203	186	239	224	481	316	345					2,168	2,921

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	14,647	13,568	13,582					106,840	179,188
LAKEVILLE		2,589	2,559	2,798	2,774	2,795	2,593	2,419	2,895					21,422	32,411
PARKVILLE		4,475	4,346	4,719	4,906	4,870	4,933	4,980	5,211					38,440	44,252
STATION		4,947	4,674	5,498	5,087	4,803	6,228	6,274	5,892					43,403	58,115
Totals		24,086	22,095	26,733	27,173	26,796	28,401	27,241	27,580					210,105	313,966

TECHNICAL SERVICES

September 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- In July, the staff cataloged 567 new titles and processed 897 new items.
- In August, the staff cataloged 903 new titles and processed 1599 new items.

STAFF TRAINING:

- Ingram hosted training sessions for librarians on their ordering platform, iPage. Training sessions were held July 9 and 14.
- Brodart hosted training sessions for librarians on their ordering platform, iPage. Training sessions were held August 4 and 27.
- Collection HQ hosted a training session for librarians on Removal Tools on August 19.
- Our sales representative from Brodart, Bennett Wilder, and Andie Paloutzian, Director of Collection Development visited the Great Neck Library on July 18.
- Amanda Winseck, Director of Field Sales for Novelist, met with several librarians, Kat Baumgartner, and myself to speak more about Novelist. She also showed us some products that they offer. Novelist is offering us a trail of Core Collections. Core collections help librarians build and maintain well rounded collections. Their recommendations are vendor-neutral. Recommendations are made for reference, nonfiction, and fiction books.

Respectfully Submitted,

Ashley Gonzalez
Technical Services Manager

Great Neck Library - Technical Services Department

Fiscal Year Summary Report

09/12/25

July 2025-June 2026	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Totals
New Titles	567	903											
Processing	897	1599											
Periodicals	229	275											
Donations	47	2											
Deletes	1108	2121											
Deleted Magazine	681	41											

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	903	8703
Processing	1291	1426	1499	1683	840	715	1110	900	938	1230	1739	1,567	14938
Periodicals	266	263	252	266	221	239	259	260	237	263	241	249	3016
Donations	5	55	50	37	19	16	13	4	121	8	17	13	358
Deletes	926	905	1292	74	984	405	902	738	1336	1869	1357	886	11674
Deleted Magazine	141	168	247	48	363	93	240	127	568	225	350	162	2732

LAKEVILLE

August 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Our branch had more signups this summer for the SRC, particularly for school-aged children and adults.
 - We had successful adult and children's programs, with the most popular being Pokémon for school-aged children and two adult programs, Mod Podge Photo Frame and DIY Sea Glass Art.
 - The children's toys continue to be a success and have more children coming into the branch and staying longer. I just requested that a few more educational toys be added to our collection.
 - Each month, we continue to make a little more space by weeding out books at the branch towards the long-term goal of having a designated space in the back of our room for children.
-

Respectfully Submitted,

Tara Ragona
Branch Manager/Head Librarian
Lakeville Branch

Parkville Branch
July/August 2025 Board Report
DEPARTMENT HIGHLIGHTS:

Parkville Children's – Department Highlights:

- Parkville Children's Dept. has just wrapped up the 2025 Summer Reading Challenge. It went very well and was a great success! Children loved the weekly prizes, the well-designed reading tracker (to help keep track of the challenges met and their reading progress) and the overall theme.
 - The Department continues to provide the community with interesting, exciting, and educational programming both in-house and by vendor. From passive programs such as, color coordinated book displays in line with the *Color Our World* Summer Reading Theme to scavenger hunts to the new Tween Corner (please see photos below) children have a variety of options to discover fun activities on their own or with their caregiver.
 - In-person programs including, *Toddler Open Play*, *Sandcastle Storycraft*, *the Mermaid Party*, *Bridge Book Club*, *End of Summer Dance Party* and *Tween Art Club* offer children of all ages safe and fun activities for exercise and creative exploration as well.
 - Several outstanding vendor programs are *KraftyKids*, *Baby Ballet* and *Athletic Movements* with Coach Jane. All continue to be in high demand and are well-attended.
-

Parkville Adults – Department Highlights:

- Parkville Pageturners read *Weyward* by Emila Hart for July and *The Pianist: The Extraordinary True Story of One Man's Survival in Warsaw, 1939-1945* by Wladyslaw Szpilman for August. Both titles spurred lively discussion among participants.
- Crafting and jewelry making classes are of great interest to our adult community, specifically the weekly *Knitting and Crochet Circle*, as well as the one-time *How To Use a Sewing Machine* and the hand-quilting classes, respectively. The *Yoga Flow Program* continues to draw many adult patrons both in-person and over Zoom.
- In July, Parkville enjoyed a concert by *The Traditions* which brought in over 50 patrons, young and old, from far and wide. Attendees left wanting more and asking when the next concert will be.
- The branch also hosted a fully attended Defensive Driving Course in August.
- As of this writing, we have - 20 registrants - (a full class) for the English language course sponsored by Farmingdale State College and offered through the Long Island Educational Opportunity Center. These classes will begin Wed., September 10th at Parkville from 12:30-3:30 pm and run for ten consecutive weeks.

Staff Training/ Professional Development:

- Christina and Kori attended the KidLib Conference in Darien, CT. in August returning with a lot of positive networking experiences.
- Staff members attended Brodard and Ingram training sessions held at Main and organized by Ashley Gonzalez - Head of Technical Services.
- Parkville participated in an On-Boarding event for new hires, many of whom had not yet visited the branch and were pleasantly surprised by its bright and spacious interior and attractive and prime locale.

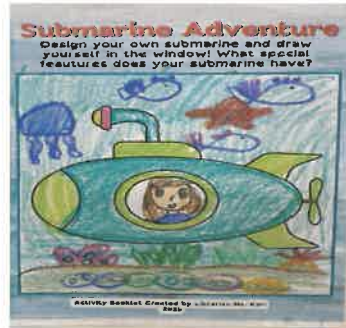
Respectfully Submitted by:
Ida Weiss
Parkville Branch Head
September 5, 2025

Photos:

Blue Covers Book Display



**In-House Librarian
Designed Activity**



New Tween Corner



STATION BRANCH

Summer 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- In the wake of Station's Elevator being out of service for the entirety of the summer, I would like to highlight the work taken by the Maintenance Department and the coordination of Administration in ensuring the operations of Station continue smoothly for patrons. In particular, I would like to highlight the work taken by Ryan Badke, Head of Maintenance throughout this process.
- Station had a spectrum of participants for the Library's Summer Challenge. With almost 500 literacy activities completed among our Birth to 5th Grade Participants, participants of all ages enjoyed trying new materials and methods of experiencing the library. Special thanks to Adam Hinz, System Coordinator of Programming, Sarah Clarke, Head of Children's Services, and Joe Weisbecker, Webmaster for their assistance throughout these activities.
- Station Children's Librarian, Kristina Lamagna ran a sensational slate of activities including Get Creative!, an art series for Kindergarteners through 5th Graders & Drop In Storytime. Kristina's storytime has brought in new children and caregivers into the branch, we look forward to the continuation of this series through the fall.
- Children at Station also enjoyed vendor programs on Pokemon Pixel Art, Optical Conclusions, Optical Illusions, Color Our World: Grownup & Me Dance, Tiny Songbirds and many more! Special thanks to Sarah Clarke, Head of Children's Services for her efforts in these arrangements.
- Adults at Station enjoyed presentations on Chinese Calligraphy Classes for Adults, courtesy of AYLUS, Nutrition Budgeting Seminar for Seniors, presented by Cornell Cooperative Extension of Suffolk County. Special thanks to Cindy Wolfe, Head of Adult Programming and Outreach for making these arrangements.
- Adults at Station also enjoyed recurring Movie Matinees, Scrabble and Freeplay Mahjong.
- Station Readers Society enjoyed discussions on *The Song of Achilles* by Madeline Miller, *The God of the Woods* by Liz Moore, and *Be Ready when the Luck Happens* by Ina Garten.
- West Egg Book group discussed *Martyr!* by Kaveh Akbar, *Intermezzo* by Sally Rooney, and *The Mysterious Case of The Alperston Angels* by Janice Hallet.

STAFF TRAINING:

- Please accept the attached reports for externally run trainings attended by Station Staff. .
- Station Librarians attended internal training on Brodart Bibz and Ingram iPage throughout the Summer. Station Librarians also attended the Andrew Heiskell Braille and Talking Book Library Presentation hosted by NLS
- Staff participated in providing feedback as part of the Long Range Plan development and on the Northwell Health Libguide being developed.
- I continue to attend weekly managers meetings and one on ones with the Assistant Director.
- All staff have been updated on incorporating PIN Codes across library hardware & software. Special thanks to Eleen Chook, Head of Circulation & Ashley Gonzalez, Head of Technical Services for their assistance in these rollouts.

Respectfully Submitted,

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

Anime NYC

August 22nd, 2025

Sarah Gardos

On Friday, August 22, I was able to attend the conference AnimeNYC. I gained valuable insight into what manga is coming out and what programming can be done in relation to anime and similar media, which can improve the services offered to library patrons.

The first panel I attended was a publishers round table in which publishers met with librarians to discuss what materials were being published and in what ways they would be available to libraries. This included a discussion of virtual formats like comics plus, where a number of publishers make virtual copies of their work available and Azuki, which is both a publisher and a virtual platform for accessing manga. There was also a discussion of the publishing of light novels which are novels that are written in a quick paced style and with illustrations, typically for teen audiences and how they can sometimes be released in conjunction with a manga version of the same story. This could be an interesting format for the library to collect. There was also a discussion of trends in manga, including certain genres and topics being more popular and therefore more commonly published. This gives me a better idea of what is going to become available for ordering.

At this publishers round table, there was the opportunity to network with other librarians. This was beneficial as it gave me the opportunity to hear about what other librarians were ordering for their manga collections and what they found to be the best circulating items.

The second panel I attended was Believe It: Creating Engaging Anime & Manga Programs at the Library. This was a panel put on by the Brooklyn Library System about how they integrate anime and manga into their programming. This was mostly focused on teen programs. They discussed how library programming around anime was changing due to the lack of streaming services that had been previously available and how they were adapting. They mentioned that in the past they would simply use these services to play an anime at a set time, but they were now doing new types of programs. I found their use of STEM lab items like 3D printers to be both interesting and useful because it is something we could adapt for our library system. These programs included things like making items and images from anime and manga using a variety of materials. This could be done using the cricut, the 3D printer or the laser cutter in terms of a STEM lab based program. These could also be done with simpler materials like paper, cardboard and coloring materials. They also referenced vendors that could be used to help with making specific types of art or cosplay materials and that these had been relatively popular at their locations. They even referenced event days like a Pokemon Day, that included a variety of pokemon art projects. This could be done in conjunction with a pokemon themed scavenger hunt, like the one we did earlier this year. They also referenced having a miniature convention within the library. This seemed to be run in large part by their libraries internship program, but it could be adapted to be run by staff members or vendors.

Long Island Reads

Monday, August 18th

Alana Mutum

On Monday August 18th, I had the pleasure of attending the Long Island Reads Committee in person at the West Babylon Public Library. The committee met to vote on the selection for the 2026 Long Island Reads Pick. Potential titles included:

- *Be Ready When the Luck Happens* by Ina Garten
- *A Kid from Marlboro Road* by Edward Burns
- *Book and Dagger* by Elyse Graham
- *Last Call: A True Story of Love, Lust and Murder in Queer New York* by Elon Green
- *Real Americans* by Rachel Khong

Each book brought it's own strength in representing the experiences of living on Long Island to varying degrees. Participating in the selection process also exposed me to new Authors I had not previously been aware of whose items I will be incorporating into upcoming book clubs and readers advisory interactions. The committee is hopeful that the top choice for the event, Ina Garten, will be able to attend the event and participate in the interview typically associated with the selection.

MEDIA DEPARTMENT

September 2025

DEPARTMENT HIGHLIGHTS:

After meeting with Coralie Gardet from [Medici.TV](#)* at ALA Annual in June; and following up with Kat Baumgartner, A.D. and administration, we decided to move forward and sign up for a [medici.tv](#) trial between September 15 - October 15th.

- We are planning on a small purchase of console video games for our collection and will circulate via Library of Things sometime in November. More details to follow.
- In July 2025 we held a trio of documentary films screenings, The (3) three titles were:
 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 23rdWe had above average attendance for [Holding Back the Tide](#) (15 patrons) and [Veselka](#) (23 patrons). The director of [Veselka](#) appeared on Zoom for a Q&A with the audience as well.
- In August, while our department had to be relocated to Technical Services, we conducted a full-scale weeding and relabeling project on our CDs in storage (including classical, jazz, folk, vocal and choral music) and print music scores. Creating new space in storage was essential because we are running out of space in our media room.
- Libby/Overdrive vs' Hoopla total circulations [e-book & e-audiobook]

June 2025 statistics:

Overdrive Libby	E-books (6908); E-audiobooks (2643)
Hoopla	E-books (433); E-audiobooks (700)

July 2025 statistics:

Overdrive Libby	E-books (6155); E-audiobooks (2524)
Hoopla	E-books (471); E-audiobooks (820)

August 2025 statistics:

Overdrive Libby	E-books (6263); E-audiobooks (2516)
Hoopla	E-books (482); E-audiobooks (754)

STAFF TRAINING:

Debby attended both an NLS sponsored event - **Andrew Heiskell Braille and Talking Book presentation** on Tuesday, June 17th and a Long Island Library Resources Council event titled **Temple Grandin: How I Learned to Read** on Tuesday, August 19th

I attended a Long Island Libraries Resource Council Zoom workshop entitled, **Copyright for Educational & Cultural Institutions** led by Kaitlyn Garvin on Wednesday, August 13th.

*medici.tv is recognized as the world's leading classical music channel. Each year, we are proud to bring 150+ exceptional live performances from top artists and ensembles to passionate music fans worldwide. Our platform is home to the world's largest video-on-demand catalogue in the classical music industry with over 4,000 concerts, operas, ballets, documentaries, master classes and jazz programs available to stream in HD.

Respectfully Submitted,

David Wang
Media Librarian

FACILITIES

Summer 2025 Board Report

DEPARTMENT HIGHLIGHTS:

- Completed miscellaneous drywall repairs
 - Coordinated the ordering and received new chairs for reference at Main.
 - Installed toilet seat cover dispensers at every toilet of every branch.
 - Coordinated HVAC repairs with Station Landlord.
 - Coordinated replacement of a section of drain line at the Main Library due to a leak. The issue was caught and addressed prior to any damage to the facility or materials.
 - Coordinated with GNPS staff to resolve A/C issues at Parkville Branch.
 - Attained bids and oversaw the completion of the irrigation sprinkler expansion at Main.
 - Lakeville's condensing unit reversing valve was replaced, restoring A/C service to the branch.
-
- Resolved the issue of exhaust fans at Main not functioning. Traced the issue back to a loose connection.
 - Completed removal and reinstallation of the gate at the Main circulation desk due to a failed mounting bracket.
 - Completed repairs to cabinet hinges at Parkville
 - Coordinating repair of the automatic entry door at Main, due to a failed breakout switch.
 - Continuing to oversee and assist with the coordination of the retaining wall project and HVAC project.

Respectfully Submitted,

Ryan Badke
Facilities Manager

SECTION 600: COLLECTION OF MATERIALS

600-10: Selection Policies

A. General.

1. **Policy Statement.** The Great Neck Library selects, acquires, and provides free and open access to selected materials regardless of format. As technology advances, the Great Neck Library will be both a physical resource and a virtual presence available to every community member. The Library strives to meet the current requirements of the community and to anticipate future needs.
2. **Responsibility for Selection.** The responsibility for selecting and retaining materials is delegated to qualified and knowledgeable professional librarians and staff who employ the criteria outlined in this policy. The final determination regarding materials selection and retention resides with the Library Director.
3. **Objectives of the Great Neck Library Collection.**
 - a. To promote literacy and offer support for lifelong learning for community members of all ages.
 - b. To help people know more about themselves and their world and to function effectively as members of society.
 - c. To provide access to a variety of opinions on matters of current interest and encourage freedom of expression.
 - d. To support educational, civic, and cultural activities within the Great Neck community; to provide links to community resources and government agencies.
 - e. To encourage continuous learning and to supplement formal study; to support career and job-related skills.
 - f. To maintain a virtual collection of resources that is accessible twenty-four hours a day, seven days a week.
 - g. To provide materials that entertain and enhance the individual's enjoyment of life.
4. **The Community.**

The prime community factors that have a direct bearing upon the selection of materials are (a) the people, individually and collectively, and (b) the adequacy and availability of materials through other community institutions.

- a. **The People of Great Neck.** The Great Neck Library serves dynamic and diverse populations. The variety and scope of materials required for information, relaxation, stimulation, and education are as broad and strong as the community itself. The Library will continually search for new and better methods and materials in multiple formats and languages to meet these needs.
- b. **Availability of Other Community Resources.** The Library cooperates as fully as possible with other libraries, community agencies, and educational institutions whose purposes and activities are related to library objectives. Expanding techniques of interlibrary loans on a local, county, state, and federal level are utilized to improve service to Great Neck Library patrons. To avoid unnecessary duplication of materials, the Library considers the kinds of materials collected and available through other community institutions.

B. Methods and Criteria for Selection.

Libraries strive to be inclusive, and efforts are made to represent diverse views. Each type of material will be considered in terms of its own kind of excellence and for whom it is intended. There is no single standard that can be applied in all cases. Some materials may be judged primarily in terms of artistic merit, scholarship, or their value as human documents; others are selected to satisfy the recreational, entertainment, educational, and interest needs of the community.

1. **Methods.** The Library uses the criteria below in selecting materials for the Great Neck community based on knowledge of the diverse needs of the entire community and the contents of the Library's entire collection. No materials are excluded or removed from the Library for a discriminatory reason. Gifts offered to the Library are evaluated using the same criteria. Members of the Library community may suggest books or other materials to be added to the Library's collection.
2. **Criteria.** All Library selection and acquisitions choices are made in accordance with the following standards:
 - a. Attention of critics, reviewers, media, and the public.
 - b. Suitability of format for library use and content.
 - c. Suitability of subject and style for the intended audience.
 - d. Importance as a document of the times.
 - e. Relation to the Library's existing collection and other material available on subject.
 - f. Authority, reputation, or qualifications of the author, artist, publisher, or producer.
 - g. Organization and ease of use; clarity, accuracy, and logic of presentation.
 - h. Cost and availability.
 - i. Currency of information.
 - j. Inclusion in standard bibliographies, webliographies, or indexes.
 - k. Enhancement of existing Library collection to reflect:
 - importance of the title when compared with other works on the subject;
 - importance of the subject matter or point of view to the collection;
 - adequate retrospective and current subject coverage; and
 - adequate coverage when there is a scarcity of material published on the subject.
 - l. Community needs and interests and the development of special collections reflecting the community's needs and interests.

C. Collection Maintenance and Evaluation.

Library materials are continuously assessed for their condition, accuracy, currency, and performance within the context of the total Library collection, as well as for their continuing relevance to library users. The withdrawal of materials is a formal process conducted in accordance with the Library's Policy on Weeding/Discard of Library Materials (Policy 600-15) by knowledgeable professional librarians and staff as a necessary method to maintain collection vitality, size, and scope.

D. Main Library.

As the "flagship" collection of the system the Main Library provides the greatest possible degree of accessibility, in terms of both hours of operation and services. It is the

community's major public reference and research library and serves as a backup for the entire system. The Main Library offers more in-depth subject expertise through its special collections and resources.

E. Branch Libraries.

Branch Library collections should meet the current general reading and informational needs of the community they serve. There is no attempt to provide specialized scholarly or technical materials above that level which serves the needs of the non-specialist. In-depth research should be done at the Main Library.

F. Reference Collection and Electronic Databases.

The residents of Great Neck have a high level of education and achievement in professions, business, and the arts. The reference collection, together with the electronic databases, should reasonably meet the general informational and research needs of this community. It should also meet the educational needs of the students in the community and serve as the basic information resource center in all areas for our community. The reference collection does not attempt to meet the comprehensive research needs of graduate students, scholars, or specialists. Those requiring such high levels of research materials should utilize research, university, and specialized libraries. The reference department will attempt, where possible, to meet some of these needs by inter-loan.

In addition to the reference collection, it is the Library's policy to provide its patrons with access to subscription based electronic databases, both within the Great Neck Library buildings and remotely when available. Patrons themselves may search the databases directly in all library locations or select databases remotely by entering a Great Neck library card number and pin. Librarians will provide guidance and training in the use of these products, where necessary.

G. Legacy Collection

The Great Neck Legacy Author Collection is a vast and continuously growing collection of books and other media forms that are published by authors who have resided in, or made some significant contribution to, the Great Neck Library district. These works are obtained through direct donation, suggested purchases, and researched acquisitions.

The goal of the Legacy Author Collection is not only to preserve the works of Great Neck-related authors but also to make these texts accessible to readers and researchers, on a case-by-case basis, considering the condition of the collected item. The collection contains known classics as well as lesser-known works, both by famous and lesser-known authors, and it covers a wide array of genres and literary styles, from novels to essays and poetry. The concept of a "legacy" in the title emphasizes the cultural and historical significance of these works, aiming to preserve the literary legacies of these authors for future generations.

Development of the Legacy Author Collection is subject to Great Neck Library's standard for assessing acquisitions, whether the material is professionally published or self-published.

ALLOWANCE AUTHORIZATION 03_revised: Retaining Wall Reconstruction

Date: 18-Jul-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.....	\$17,793.95
Allowance remaining to date.....	\$32,206.05
Amount to be added / deducted from this Allowance Authorization.....	\$800.00
Remaining allowance amount.....	\$31,406.05

DESCRIPTION OF WORK (see attachments if required):
Additional parking stripping

See attached Contractor PCO #6 dated June 2, 2025

Total Cost **\$800.00**

Allowance \$32,206.05

Proposal \$800.00

Remaining \$ 31,406.05

Great Neck Library

Date

H2M

08/21/2025

Date

Pav-Lak Contracting, Inc.

Date

8-19-25



architects + engineers

538 Broad Hollow Road, 4th Floor East
Melville, NY 11747 | tel 631.756.8000

August 13, 2025

Mrs. Denise Corcoran
Library Director
Great Neck Library
159 Bayview Avenue
Great Neck, New York 11023

**Re: Great Neck Library
Emergency Lighting Design Drawing
H2M Proposal No.: LP250983**

Dear Mrs. Corcoran:

H2M architects + engineers (H2M) is pleased to provide Great Neck Library with this proposal for emergency lighting design drawing service. The services will include the development of electrical floor plan-permitting-set required by the Town of North Hempstead

GENERAL SCOPE OF WORK

Development of electrical drawings adding a total of six (6) emergency lighting fixtures to the existing library at 159 Bayview Avenue, Great Neck, NY. H2M will provide, sign and sealed drawings electronically and three printed copies for the library's use.

PROFESSIONAL FEE BREAKDOWN (All fees listed as lump sum unless noted otherwise)

BASE SCOPE	
Electrical Drawings	\$ 3,000.00
Base Scope Total	\$3,000.00

The professional lump sum fees for the above stipulated project phases do not include any incurred reimbursable expenses. Outside expenses such as sub consultants, travel expenses, express mailings, photocopies, prints, purchase of documents from agencies, etc. will be billed as reimbursable expenses at our direct cost. Mileage will be billed at the current rate authorized by the Internal Revenue Service.

Reimbursables Expenses estimated at \$100.00.

SERVICES EXCLUDED

- Permitting Process (it is anticipated that the Library will be submitting and coordinating the permitting process)
- Any work not specifically outlined above.

SCHEDULE

The offer to perform the proposed services shall remain open for ninety (90) days from the date of the proposal shown above. Extensions of this proposal shall be in writing only.

H2M is able to commence design efforts on this scope of work within 2 weeks of written notice to proceed.



We appreciate the opportunity to provide Great Neck Library with professional services. If you should have any questions, please contact the undersigned at (631) 756-8000, extension 1308.

Respectfully submitted,

H2M architects + engineers

A handwritten signature in black ink, appearing to read 'Adriana'.

Adriana Concepcion, RA, LEED Green Assoc.
Senior Project Architect

A handwritten signature in blue ink, appearing to read 'Eric W. Maisch'.

Eric W. Maisch, AIA, LEED AP
Vice President | Deputy Division Director

PROPOSAL AGREED & ACCEPTED BY:

Signature: _____

Print Name: _____

Title: _____

Client: Great Neck Library
Address: 159 Bayview Avenue
Great Neck, New York, 11023

Date: _____

Memo:

To: Denise Corcoran & Steve Kashkin

From: Ryan Badke

Date: 9/08/2025

RE: Station Children's Shelving Relocation

As noted by branch staff and administration the current configuration of the children's shelving units at the Station Branch creates a secluded space that is out of view staff. It has been requested to shift all shelving units to the rear of the room to eliminate the dead space, while maintaining ADA access and creating a larger space for collaboration in the center of the room.

Lucia Group

\$2,880.00

A price was attained from Lucia Group to dismantle and move 4 shelving units. The old anchors will be removed leaving the floor free and clear of any obstructions. The shelving units will be reinstalled and anchored as close to the rear wall while maintaining ADA spacing. Please note a price was only attained from Lucia Group as they specialize in library shelving. We have worked with them during the Parkville and Station renovation and they preform quality work at a competitive price.



45 West Jefryn Blvd, Ste 108
Deer Park, NY 11729

Estimate

Date	2505-014
9/8/2025	2506-013-1

Address
Great Neck Library 159 Bayview Ave. Great Neck, NY 11023 ATTN: Ryan Badke

Ship To

Terms	Project
	Labor-26 Great Neck Rd.

Description	Quantity	Rate	Amount
Dear Ryan, TLG, Inc. is pleased to provide the following Proposal: Our Laborers will dismantle & move 4 runs of double face cantilevered shelving units. - Each run is approximately 25"d x 123"l x 43-1/2"h - Each run has finished end panels and a finished top - Labor will be performed on R/T with our non-union installation crew - All units will be shifted closer to the rear wall at the direction of Mr. Ryan Badke - Our Laborers will remove or cut down any and all existing floor anchors, so as not to be an obstruction in any way NOTES: 1. Please allow us 2 weeks prior notice in order to schedule our men. 2. All labor is quoted on R/T with our non-union installation crew. 3. To remove books from the shelving ends and reload them, please add: \$955.00 4. We estimate the labor on this Project to be 1-1/2 days.		1,925.00	1,925.00
		955.00	955.00
		Subtotal	\$2,880.00
		Sales Tax (8.875%)	\$0.00
		Total	\$2,880.00

Memo:

To: Denise Corcoran & Steve Kashkin

From: Ryan Badke

Date: 9/10/2025

RE: Carpet Cleaning Station & Parkville

Please see the attached quote for completing carpet steam cleaning at Parkville, Station and Lakeville. The quote was received from our current night cleaning vendor, JanPro. The quote is to steam shampoo, steam clean, extract and deodorize all carpets throughout the branch. I am recommending to approve JanPro to complete this work at Station and Parkville. The carpets at the Lakeville branch are in good clean condition and can be addressed at a later date as needed. In addition, I am recommending to proceed with the optional Scotch Guard treatment as it will help prevent and allow stains to be easily removed in the future.

<i>Station Carpet Cleaning</i>	<i>\$2,000.00</i>
<i>Optional Scotch Guard</i>	<i>\$325.00</i>
<i>Parkville Carpet Cleaning</i>	<i>\$1,600.00</i>
<i>Optional Scotch Guard</i>	<i>\$325.00</i>
Lakeville Carpet Cleaning	\$360.00

I am recommending JanPro to complete the carpet cleaning at Station and Parkville for a total of \$4,250.00

INVOICE NO. 1111

Invoice

TO Great Neck Library		SERVICE PERFORMED AT	
ADDRESS		ADDRESS	
CITY, STATE, ZIP		CITY, STATE, ZIP	
CUSTOMER ORDER NO.	SOLD BY	TERMS	DATE

STATION BRANCH

5000 SQ FT .40¢

\$ 2000

Scotchgard

\$ 325

PARKVILLE BRANCH

4000 SQ FT .40¢

\$ 1600

Scotchgard

\$ 325

LAKEVILLE BRANCH

900 SQ FT .40¢

\$ 360

Scotchgard

Ø

Include with price

PRESERVATION — Shampoo / deodorize

NASSAU LIBRARY SYSTEM

Strengthening Nassau's Public Libraries



To: Great Neck Library

Date: August 1, 2025

Subject: Nassau Digital Doorway Commitment (July 2026-June 2027)

Instructions:

Please indicate your understanding and acceptance of the required financial commitment for your library's participation in the July 2026-June 2027 Nassau Digital Doorway budget cycle by signing, dating, and returning the following form to Grace Palmisano at ostorders@nassaulibrary.org by **September 5, 2025**.

Description of Commitment:

In July 2025, the proposed July 2026-June 2027 Nassau Digital Doorway Budget Recommendation of the MLD NDD Advisory Committee and NLS passed by a majority vote of the NDD Member Library Directors (46 libraries in favor and 3 opposed). The vote established a total Minimum Expenditure budget increase, for digital books, of 7.5% over the previous year's total budget. As per a 2021 vote, libraries will also continue funding a consortium wide subscription to OverDrive Magazines (at a total estimated cost of \$45,000).

The following is **Great Neck Library's** financial responsibility for the NDD July 2026-June 2027 cycle:

Minimum Expenditures (digital books):

July 2026 NDD Central Fund Payment (digital books)	\$32,787
January 2027 NDD Central Fund Payment (digital books)	\$32,787
Total July 2026-June 2027 Minimum Expenditures (digital books)	\$65,574

Libraries will be invoiced by OverDrive for their Minimum Expenditures (digital books) Central Fund payments. These invoices will post in the first half of the month indicated above.

OverDrive Magazines:

OverDrive Magazines (July 2026-June 2027)	\$2,078
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NLS will invoice the libraries for their share (see above) of the OverDrive Magazines subscription in July 2026.

OverDrive Hosting Fee:

The libraries will be responsible for a yearly OverDrive Hosting Fee (an anticipated \$12,000 split evenly between participating libraries--**estimated to be \$227 per library**). The OverDrive Hosting Fee will be invoiced by NLS in July 2026.

Additional Funding:

Should any library want, additional funds (above and beyond funding listed in this document), may be signed over to the Central Fund for Consortium titles.

Due Dates:

Please sign, date, and return the following form to Grace Palmisano at ostorders@nassaulibrary.org by **September 5, 2025**.

Questions/Comments:

If you have any questions or concerns, please contact Grace Palmisano at 516.292.8920 x282 or gpalmisano@nassaulibrary.org.

NASSAU LIBRARY SYSTEM

Strengthening Nassau's Public Libraries



Nassau Digital Doorway Commitment (July 1, 2026-June 30, 2027)

Please complete, sign, and return this form to Grace Palmisano by **September 5, 2025**.

Email responses to ostorders@nassaulibrary.org

Participation Agreement:

☐ The **Great Neck Library** **WILL** continue its participation in Nassau Digital Doorway from July 2026-June 2027.¹ I understand the financial commitment required and agree to pay the amounts specified in this packet:

- Minimum Expenditures (digital books): **\$65,574**
- OverDrive Magazines: **\$2,078**
- OverDrive hosting fee: **\$227**

☐ The **Great Neck Library** **WILL NOT** continue its participation in Nassau Digital Doorway.

Optional Agreement:²

☐ The **Great Neck Library** wishes to transfer **additional funds** to the Nassau Digital Doorway Central Fund for the July 2026-June 2027 cycle in the amount of \$_____.

Authorized Signature:

Signature of the Director or Authorized Designee

Date

Please print the name and title of the individual signing this form

¹ Once agreeing to participate in NDD for the July 2026-June 2027 term, your subscription cannot be cancelled and your library will be committed to paying its share of the costs.

² Once funds have been signed over to the NDD Central Fund, they cannot be transferred out.

MEMORANDUM

TO: Denise Corcoran, Director
FROM: Steven Kashkin, Business Manager
DATE: September 16, 2025
RE: P/L Insurance renewal

Our insurance broker, Edwards and Co., will be issuing provisional binders for our Commercial Package, Auto and Umbrella policies with Utica Mutual Insurance.

RESOLUTION

I move that the Board of Trustees of the Great Neck Library renew its property/liability insurance Commercial Package, Automobile and Umbrella policies for the period September 1, 2025 through September 1, 2026 with Utica Insurance Companies as presented by Edwards and Company, for a total of \$82,685.49 to be charged to the Property/Liability Insurance line of the operating budget.

Great Neck Library Board Recommendations

The insurance industry modules continue forecasting concerns for major storms hitting the Long Island area. June 1st marked the start of the Atlantic hurricane season. Category 5 Erin is the first Atlantic Hurricane of 2025. The season has been predicted by NOAA National Weather Service Forecasters to be above normal. Five to nine large storms expected with 2-5 major hurricanes (CAT 3 or higher). A continued warming climate means an increase in accumulated moisture and thus the likelihood of more frequent and intense storms with wind damage being a major concern. Unfortunately, this continues to drive even more of the insurance markets away from writing coastal properties.

The carriers that offer quotations in these areas often include high deductibles. The Great Neck Library, having over \$40 million in insurance values on the coast, makes them the primary target for this ruling.

We went out to market with our standard carriers with the Great Neck Library insurance specifications. Not one of them responded favorably with a competitive quotation. They were unable to provide the required values and could not match the terms and coverage of the current program with Utica National.

As of August 22, 2025, there are no open claims on the Package, Auto and Umbrella policies.

Utica National is still the best plan available in the industry as their rates are competitive compared to the balance of the marketplace in this class of business. Utica continues to be the home for certain target classes of business with libraries being one of them.

The renewal policies will be provided for the term September 1, 2025, to September 1, 2026, for the Package, Automobile and Umbrella policies. The total Blanket Building and Property limits remain the same with adjustments at each individual location. Limit adjustments were also made to the Library Floater and EDP equipment and media at each location. The Blanket Property Deductible (building and contents) increased to \$10,000, from \$5,000 which is mandatory program requirement for coastal properties. This is still very competitive in a marketplace that can demand significantly higher deductibles and percentage deductibles for wind and hail. The Umbrella, excess liability had a slight rate increase, which is consistent in the current marketplace. The auto came in slightly less. The Package policy came in at a premium of \$58,060.49 and the total renewal premium for the Package, Auto and Umbrella (Excess Liability) is \$82,685.49, which is a premium of \$4,394. over expiring.

- Please continue to provide details on any updates in your operation
- Please advise if there are any other coverages or policies you are interested in.
- Please advise if you are interested in increasing any of the policy limits.

Great Neck Library

Package, Auto, Umbrella

	2024	2025	
	Expiring Premium	Renewal Premium	Increase
Property deductible	\$5,000	\$10,000	
Mandatory increase for coastal properties			
Auto	\$ 5,115.00	\$ 4,868.00	
Umbrella	\$ 18,810.00	\$ 19,757.00	
Package			
Property	\$ 25,217.09	\$ 32,316.49	
Liability	\$ 22,900.00	\$ 21,395.00	
Inland Marine	\$ 5,892.00	\$ 3,992.00	
Crime	\$ 357.00	\$ 357.00	
Total Package	\$ 54,366.09	\$ 58,060.49	
Total Premium	\$ 78,291.09	\$ 82,685.49	\$ 4,394.40
Property Values			
Total Blanket Limit	\$ 43,795,197.00	\$ 43,795,197.00	
Building and Personal Property			