GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
THURSDAY, FEBRUARY 26, 2026, AT 6:00 P.M.

A regular meeting of the Great Neck Library Board of Trustees was held on Tuesday, January 27, 2026, at the Main Library, 159 Bayview Avenue, Great Neck, New York 11023, and Ronald Reagan Washington National Airport, 2401 Smith Boulevard, Arlington, Virginia 22202. The agenda is attached.

The following Trustees were present constituting a quorum:

	Aliza Reicher – President Rory Lancman – Secretary (via Zoom) Chayim Mahgerefteh, CPA – Treasurer Jackie Hakimian – Assistant Treasurer Neal Hakimi, MD – Assistant Treasurer
Also Present:	Denise Corcoran – Director Kathryn Baumgartner – Assistant Director Steven Kashkin – Business Manager
Also Absent:	Brachah Goykadosh – Vice President Mimi Hu – Trustee

CALL TO ORDER

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

MINUTES

Board Minutes

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

MOVED, that the Great Neck Library Board of Trustees approve the minutes of the January 27, 2026, board meeting, as presented.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

TREASURER/BUSINESS MANAGER REPORT

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

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

a. February 24, 2026, Treasurer's Report;

b. Warrant dated February 9, 2026, through February 15, 2026, which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to $383,071.66.
c. Payroll Warrants for pay dates January 8, 2026, and January 22, 2026 (in the amounts of $187,053.90 and $183,604.59, respectively) for a total of $370,658.49.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

PAYROLL CHANGES

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

RESOLVED, that the Great Neck Library Board of Trustees accept the Payroll Changes report of January 23, 2026, through February 19, 2026, as presented, which has been reviewed by the Treasurer.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. Submittal of 990 Tax Return Form

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

RESOLVED, that the Board of Trustees approve the submittal of the Great Neck Library 990 tax return by our auditors, Cullen & Danowski, for the fiscal year beginning July 1, 2024, through June 30, 2025, to the Internal Revenue Service (IRS).

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

2. Personnel

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

RESOLVED, that the Board of Trustees approve personnel items 1a, 2a, and 3a-b, on the attached Personnel Report.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

3. Client Services Agreement for Mandatory Workplace Safety Program

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

RESOLVED, that the Board of Trustees authorize the Library Director to execute the Client Service Agreement with M&J Engineering, D.P.C. (M&J), dated February 20, 2026, for the performance of a mandatory workplace safety and loss prevention program and consultant report, at a cost of $1,200.00 to be charged to the HR Consulting Fees line in the General Fund.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

4. Approve Additional Costs for Main Library Consultation Services

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

RESOLVED, that the Board of Trustees approve the additional costs in the amount of $9,000.00 from H2M for consultation services for the Main Library, to be charged to the Main Building and Special Services Fund.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

5. Allowance Authorization #2 for Main Library Roof Replacement

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

RESOLVED, that the Board of Trustees approve Allowance Authorization #2 to remove and dispose of asbestos containing materials listed on the Limited Asbestos Survey and reseal steel beams when complete for the Main Library in the amount of $7,550.00 from Barrett Roofs Inc.; such funds to be deducted from the contract allowances for this project in the Main Building and Special Services fund. As a result of the allowance authorization, the remaining allowance is $74,250.00.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

6. Updated Holiday Closings & Sunday Hours

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

RESOLVED, that the Board of Trustees accept the updated September 2025 to August 2026 Schedule of Holiday Closings and Sunday Hours as presented.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

7. Approve Purchase of Outdoor Furniture

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

RESOLVED, that the Board of Trustees approve the purchase of three outdoor tables and chairs from Belson Outdoors for the Main Library, at a cost of $6,188.00 to be charged to the Main Building and Special Services Fund.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

8. Disposal of Surplus Shelving and Book Trucks

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

RESOLVED, that the Board of Trustees approve the disposal of unusable surplus shelving from storage at the Main Library and Station Branch, and the disposal of unstable book trucks from storage at the Station Branch.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

9. Shelving at Lakeville

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

RESOLVED, that the Board of Trustees approve the removal of the two tall free-standing shelving units located in the Children's Section of the Lakeville Branch.

VOTE: Yes – 5 (Reicher, Lancman, Mahgerefteh, Hakimian, Hakimi)
MOTION CARRIED UNANIMOUSLY

10. Proposed Policy Changes – 1st Read

a) Revise Section 500-55: Staff and Trustee Privileges
b) Revise Section 700-10: Categories of Borrowers
c) Revise Section 700-15: Expiration
d) Revise Section 700-20: Borrowing Privileges

11. Disposal of Documents (attached) per Policy 400-30

DATES OF NEXT MEETINGS

March 16, 2026 (Monday) – Budget Workshop (Main Library)

March 24, 2026 – Board Meeting (Main Library)

March 30, 2026 (Monday) – Budget Workshop (Main Library)

ADJOURNMENT

The meeting was adjourned at 6:14 p.m. on a motion by Trustee Reicher, seconded by Trustee Hakimi.

Respectfully submitted,

Rory Lancman
Secretary, Board of Trustees

Great Neck Library
Board of Trustees Meeting
February 24, 2026

TREASURER'S REPORT

During the month of February, 2026, revenue received was $1,315,263. Total expenses were $823,769.

At the close of business, February 28, 2026, total General Fund cash holdings were $3,246,302. Of these funds $2,522,318 was on deposit at HSBC, $722,014 was on deposit at US Bank (as Trustee) and $1,970 was on hand in Petty Cash funds at all locations. This compares to a February 28, 2025 balance of $3,273,634.

Additionally, the cash balance of the Restricted Gift fund was $253,091; the Automated Library fund was $60,266; the Branch and Special Services fund was $88,018; the Landscaping fund was $44,854; the Main Building and Special Services fund was $415,947; and the Bond Retirement fund was $4,638,326. These funds totaled $5,500,502 on February 28, 2026. The February 28, 2025 total was $7,685,844.

At the close of business, February 28, 2026, total holdings in the Construction Fund at US Bank as bond trustee was $484,347.

I move that the Board of Trustees accept the March 24, 2026 Treasurer's Report.

I move that the Board of Trustees accept the Warrant dated March 6th, 2026 through March 15th, 2026 which has been reviewed by the Treasurer, the sums set against their respective names, amounting in the aggregate to $273,367.46.

I move that the Board of Trustees accept the Payroll Warrants for pay dates February 5th, and February 19th, 2026 (in the amounts of $198,779.13, and $185,524.38 respectively) for a total of $384,303.51.

Respectfully submitted,

Chayim Mahgerefteh
Treasurer

MEMORANDUM

TO: Board of Trustees

FROM: Steven Kashkin, Business Manager

DATE: March 24, 2026

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. Cyber Insurance renewal
    b. Auditor engagement – 2026 fiscal year
    c. Any remaining requests or discussion items
7. Open time
8. Signing of A/P checks

cc: Denise Corcoran, Director

MEMORANDUM

TO: Board of Trustees

FROM: Steven Kashkin

DATE: March 24, 2026

RE: Business Manager's Report

---

1. 2025/2026 BUDGET VARIANCE:

   a. Through February 28th we are at 66.7% through the year;

   b. Total Revenues: Through February 28, 2026, we have collected:
      i. $5,453,368 (49.45%) of our total 2025/2026 budget of $11,027,041;
      ii. $5,237,717 (50%) of budgeted Library Tax revenues. There are 4 installments remaining between March and June 2026;
      iii. $131,514 (152.92%) of budgeted PILOT revenues;
      iv. $84,137 (18.07%) of budgeted Other Revenues.

   c. Total Expenditures: Through February 28, 2026, we have expended (including transfers) $6,982,000 (63.32%) of our total 2025/2026 budget of $11,027,041 (66.7% through the budget year).

   d. Salary Expense:
      i. This reporting period includes 17 of 26 payrolls, or 65.4% of the fiscal year;
      ii. The Budget Variance report indicates $3,071,502 (59.81%) of annual salaries expended (66.7% through the budget year).

   e. Employee Benefits:
      i. Through February 28, 2026, we have expended $1,961,993 (77.77%) of the employee benefits & taxes budget (66.7% through the budget year);
      ii. Group and retiree health insurance, dental, vision and life insurance include the prepayment of March 2026 expenses.

f. Library Materials & Programs:
    i. Through February 28, 2026, we have expended $670,194 (69.24%) of the library materials and programs budget (66.7% through the budget year).

g. Administrative Expense:
    i. Through February 28, 2026, we have expended $320,790 (74.93%) of the administrative expense budget (66.7% through the budget year).

h. Building Occupancy:
    i. Through February 28, 2026, we have expended $857,354 (70.4%) of the building occupancy budget (66.7% through the budget year);
    ii. Branch Rentals (all branches) include prepayments for March 2026 rent expense.

i. Furniture and Equipment:
    i. Through February 28, 2026, we have expended $969 (14.57%) of the furniture and equipment budget (66.7% through the budget year);

j. Debt Service:
    i. Through February 28, 2026, we have expended $99,197 (13.26%) of the debt service budget (66.7% through the budget year). The next bond payment (principal and interest) will take place in May 2026.

k. Budgeted Transfers:
    i. There are no transfers budgeted for the 2025/2026 budget year.

2. Use of Library Credit Card: February 2026 invoice: $3,902.37
    a. Registration fee (2) for ALA, flights (2) for ALA, registration fee for Computers in Libraries, flight for Computers in Libraries, HR background check, Adult and children's Jewish books, programming supplies for levels, stem lab, local history, and adult, 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
03/24/2026

Pay Date / Title	2/5/2026 Hrs	2/5/2026 $	2/19/2026 Hrs	2/19/2026 $	FEB 2026 TOTALS Hrs	FEB 2026 TOTALS $	FEBRUARY 2025 TOTALS Hrs	FEBRUARY 2025 TOTALS $	YTD 2025-26 TOTALS Hrs	YTD 2025-26 TOTALS $	YTD 2024-25 TOTALS Hrs	YTD 2024-25 TOTALS $	2025-26 BUDGET Hrs	2025-26 BUDGET $	% Expended
DH-Circulation	0.00	0.00	0.00	0.00	-	-	-	-	3.00	217.89	-	-		$ 500	43.58%
DH-Children's	1.00	74.09	0.00	0.00	1.00	74.09	-	-	4.00	291.98	2.00	134.50		$ 500	58.40%
DH-Programming	0.00	0.00	1.00	74.09	1.00	74.09	-	-	6.00	438.70	3.00	201.75		$ 500	87.74%
DH-TS	0.00	0.00	0.00	0.00	-	-	-	-	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	-	-	-	-	4.00	290.52	8.00	543.39		$ 500	58.10%
Hd Custodian					-	-			1.50	108.95	-	-		$ 500	21.79%
Sr Custodian	0.00	0.00	1.00	47.08	1.00	47.08	0.00	0.00	4.00	187.64	2.25	101.82		$ 500	37.53%
FT Custodian	0.00	0.00	0.00	0.00	-	-	0.00	0.00	4.00	129.89	2.25	74.85		$ 500	25.98%
Levels - FT					-	-	-	-	2.00	115.38	-	-		$ -	
Double Time					-	-	-	-	-	-	-	-			
					-	-			-	-	-	-			
Total OT	1.00	74.09	2.00	121.17	3.00	195.26	0.00	$ -	29.50	$ 1,853.58	17.50	$ 1,056.31		$ 4,500	41.19%
On-Call	77.00	2,426.75	57.00	1,548.88	134.00	3,975.63	250.00	$ 7,139.78	1,336.00	$ 37,444.94	2,460.25	$ 72,144.05		$ 64,500	58.05%
Sunday Pay	295.00	18,037.58	271.75	16,029.05	566.75	34,066.63	317.50	$ 19,429.68	3,430.25	$ 204,162.36	1,828.25	$ 108,686.18		$ 329,823	61.90%
July '25 Longevity						-			-	22,495			0	$ 22,494	100.00%
									-	-			0	0	#DIV/0!

	2/5/2026		2/19/2026	
Employee count	*101*		*103*	
F/T P/T	*52*	*49*	*52*	*51*
Check count	*95*		*98*	
F/T P/T	*52*	*43*	*52*	*46*

Legend
2024/25 information
2025/26 information

GREAT NECK LIBRARY
TREASURER'S REPORT
March 24, 2026
Payroll Changes Report
For the period 02/20/2026 - 03/19/2026

Action	Name	Dept	Title	Current Hourly Rate/Salary	Change in Hours per Week	Change in Annual Salary	New Weekly Hours	New Annual Salary	Effective Date	Comments
Additions						$ -	-	$ -		
						$ -	-	$ -		
						$ -	-	$ -		
					-	$ -	-	$ -		
					-	$ -	-	$ -		
					-	$ -	-	$ -		
					-	$ -				
					-	$ -		$ -		
					-	$ -				
Reductions						$ -	-	$ -		
						$ -	-	$ -		
						$ -	-	$ -		
						$ -	-	$ -		
					-	$ -	-	$ -		
					-	$ -				
Foot note	Sarah Gardos	Children's	Librarian - PT	$ 32.42	-	$ 10,040	-	$ 59,000	2/25/2026	Moved from Librarian-trainee to Librarian - FT
				$ -	-	$ -	-	$ -		
				$ -	-	$ -	-	$ -		
				$ -	-	$ -	-	$ -		
				$ -	-	$ -		$ -		
Totals					-	10,040	-			

Note: The following hours are unfilled at this time:

Dept	Title	Current Hourly Rate/Salary	Change in Hours per Week	Change in Annual Salary	Budget date	Date Open	Comments
Main	Page 2	$ 18.00	20.00	$ 18,720	7/1/2025	11/15/2024	J. Nemeth hours to be replaced
Main	Levels - PT	$ 28.00	19.00	$ 27,664	7/1/2025	2/27/2026	J. Kiaei hours to be replaced
Main	Clerk - PT	$ 18.00	18.50	$ 17,316	7/1/2025	1/29/2026	L. Snyder hours to be replaced
Parkville	Librarian - PT	$ 30.00	16.33	$ 25,475	7/1/2025	3/20/2026	S. Cursio hours to be replaced
Sta(child)/Main/Lake	Librarian - PT	$ 30.00	17.00	$ 26,520	7/1/2025	10/11/2022	R. Giminiani /E Bley former PT position to be replaced
Totals			90.83	$ 115,695			

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Balance	% YTD / Bgt
REVENUES					
Tax Appropriations					
Tax Revenue - Operating Budget	9,743,095.50	1,309,429.13	4,536,078.82	5,207,016.68	46.56
Tax Revenue - Debt Service	732,337.50	0.00	701,637.70	30,699.80	95.81
Total Library Tax Receipts	**10,475,433.00**	**1,309,429.13**	**5,237,716.52**	**5,237,716.48**	**50.00**
PILOT Revenues	86,000.00	0.00	131,513.91	(45,513.91)	152.92
Total Tax Receipts	**10,561,433.00**	**1,309,429.13**	**5,369,230.43**	**5,192,202.57**	**50.84**
Other:					
Registration Fees	2,025.00	0.00	1,660.00	365.00	81.98
Fines	1,500.00	45.50	394.50	1,105.50	26.30
Commissions - Vending Machines	3,000.00	574.63	2,570.33	429.67	85.68
Revenue-Copy Machines	1,750.00	0.00	1,286.35	463.65	73.51
Computer Printout Fees	10,000.00	636.10	8,411.95	1,588.05	84.12
Collection Agency Fees	50.00	0.00	40.00	10.00	80.00
Lost Book Income	3,500.00	101.00	2,820.57	679.43	80.59
Book Sale Income	1,000.00	273.99	1,986.86	(986.86)	198.69
Interest Income - Savings	80,000.00	3,427.33	34,918.63	45,081.37	43.65
Ad Receipts/Levels	500.00	0.00	0.00	500.00	0.00
Programming Income	1,000.00	149.00	681.80	318.20	68.18
Refunds of Prior Year Expenses	0.00	0.00	202.55	(202.55)	0.00
Expense Recovery - Dbl / WC	11,000.00	0.00	4,556.00	6,444.00	41.42
Expense Recovery-Retirees Ins	0.00	626.22	10,908.96	(10,908.96)	0.00
Local Library Service Aid	14,250.00	0.00	13,698.90	551.10	96.13
Appropriated Fund Balance	336,033.00	0.00	0.00	336,033.00	0.00
Total Other Revenues	**465,608.00**	**5,833.77**	**84,137.40**	**381,470.60**	**18.07**
Total Revenues	**11,027,041.00**	**1,315,262.90**	**5,453,367.83**	**5,573,673.17**	**49.45**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

EXPENDITURES

Salaries - FT

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Salaries-FT-Admin-Dir Ofc	304,400.00	23,403.23	189,971.01	114,428.99	62.41
Salaries-FT-Admin-Youth Svcs	113,900.00	8,812.66	71,195.41	42,704.59	62.51
Salaries-FT-Support-Dir Ofc	163,900.00	12,688.27	102,505.32	61,394.68	62.54
Salaries-FT-Support-Prog/Pub	223,600.00	16,997.05	135,553.88	88,046.12	60.62
Salaries-FT-Support-Bus Ofc	216,100.00	16,723.55	135,105.53	80,994.47	62.52
Salaries-FT-Librarians-Ref	436,600.00	27,032.36	254,354.72	182,245.28	58.26
Salaries-FT-Librarians-AV	86,200.00	6,822.07	53,218.57	32,981.43	61.74
Salaries-FT-Librarians-Youth	317,300.00	24,020.14	191,246.32	126,053.68	60.27
Salaries-FT-Librarians-TS	256,300.00	19,395.89	157,811.66	98,488.34	61.57
Salaries-FT-Librarians-BrnchHd	268,100.00	20,963.47	169,733.51	98,366.49	63.31
Salaries-FT-Librarians-Pkvl	137,700.00	10,631.01	84,088.70	53,611.30	61.07
Salaries-FT-Librarians-Sta	118,600.00	7,825.98	63,499.11	55,100.89	53.54
Salaries-FT-Clerical-Circ	369,800.00	27,623.24	219,047.98	150,752.02	59.23
Salaries-FT-Clerical-AV	51,100.00	4,034.63	29,931.17	21,168.83	58.57
Salaries-FT-Clerical-Youth	87,200.00	7,088.41	53,672.43	33,527.57	61.55
Salaries-FT-Clerical-TS	132,000.00	10,158.23	78,832.66	53,167.34	59.72
Salaries-FT-Clerical-Lkvl	120,800.00	9,454.43	78,637.67	42,162.33	65.10
Salaries-FT-Clerical-Pkvl	53,200.00	3,961.65	31,994.14	21,205.86	60.14
Salaries-FT-Clerical-Sta	98,300.00	3,840.54	48,170.50	50,129.50	49.00
Salaries-FT-Network Techs-IT	75,400.00	5,737.87	46,416.00	28,984.00	61.56
Salaries-FT-Levels-Prof's	159,200.00	12,074.35	95,777.46	63,422.54	60.16
Salaries-FT-Maint-Custodians	288,900.00	23,369.78	181,281.52	107,618.48	62.75
Total FT Salaries	**4,078,600.00**	**302,658.81**	**2,472,045.27**	**1,606,554.73**	**60.61**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Salaries - PT					
Salaries-PT-Librarians-Ref	220,400.00	23,191.63	169,134.76	51,265.24	76.74
Salaries-PT-Librarians-Youth	122,700.00	10,487.28	53,436.45	69,263.55	43.55
Salaries-PT-Librarians-Pkvl	68,000.00	4,995.34	37,786.62	30,213.38	55.57
Salaries-PT-Librarians-Sta	28,600.00	0.00	0.00	28,600.00	0.00
Salaries-PT-Clerical-Ref	37,600.00	1,886.73	16,425.72	21,174.28	43.69
Salaries-PT-Clerical-Circ	172,600.00	11,177.03	90,931.06	81,668.94	52.68
Salaries-PT-Clerical-AV	2,000.00	0.00	0.00	2,000.00	0.00
Salaries-PT-Clerical-Youth	50,700.00	2,921.83	21,040.54	29,659.46	41.50
Salaries-PT-Clerical-Lkvl	46,000.00	3,759.86	27,963.06	18,036.94	60.79
Salaries-PT-Clerical-Pkvl	121,700.00	10,047.49	67,228.14	54,471.86	55.24
Salaries-PT-Clerical-Sta	62,900.00	4,979.83	40,276.16	22,623.84	64.03
Salaries-PT-Pages-Circ	18,600.00	0.00	8,295.06	10,304.94	44.60
Salaries-PT-Levels-Prof'ls	85,200.00	6,538.12	53,684.68	31,515.32	63.01
Salaries-PT-Business Office	20,000.00	1,560.60	13,254.90	6,745.10	66.27
Total PT Salaries	**1,057,000.00**	**81,545.74**	**599,457.15**	**457,542.85**	**56.71**
Total Salary Expense	**5,135,600.00**	**384,204.55**	**3,071,502.42**	**2,064,097.58**	**59.81**
Employee Benefits & Taxes					
NYS ERS 44# F/T Pension Exp	573,197.00	0.00	570,429.35	2,767.65	99.52
NYS ERS 37# P/T Pension Exp	84,725.00	0.00	85,875.00	(1,150.00)	101.36
Social Security/Medicare	389,477.00	27,847.14	224,049.61	165,427.39	57.53
Workers' Compensation	28,587.00	8,409.00	33,697.00	(5,110.00)	117.88
Disability Insurance	7,236.00	0.00	4,939.50	2,296.50	68.26
Group Health 39# Insurance	1,022,388.00	100,167.11	731,730.91	290,657.09	71.57
Retiree Health 37# Insurance	277,191.00	24,122.28	204,662.94	72,528.06	73.83
Group Dental 43# Insurance	16,221.00	1,047.52	13,362.27	2,858.73	82.38
Group Vision Insurance	0.00	(2.16)	307.55	(307.55)	0.00
Group Vol. Life / Legal	0.00	22.00	172.19	(172.19)	0.00
Medicare 32# Reimbursements	123,874.00	33,355.80	92,766.60	31,107.40	74.89
Total Benefits & Taxes	**2,522,896.00**	**194,968.69**	**1,961,992.92**	**560,903.08**	**77.77**
Total Personnel Expenses	**7,658,496.00**	**579,173.24**	**5,033,495.34**	**2,625,000.66**	**65.72**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Library Materials & Programs					
Books - Reference	5,000.00	339.79	5,335.74	(335.74)	106.71
Books - Children's	105,000.00	9,732.72	55,915.10	49,084.90	53.25
Books - Legacy	750.00	0.00	27.50	722.50	3.67
Books - Adult	140,000.00	9,969.44	75,376.19	64,623.81	53.84
Databases - Reference	91,000.00	0.00	80,983.99	10,016.01	88.99
Recordings, Audio - A/V	15,000.00	357.06	4,015.94	10,984.06	26.77
Recordings, Video - A/V	25,000.00	290.40	8,462.34	16,537.66	33.85
eBooks/eAudiobooks - A/V	120,000.00	35,299.69	96,378.63	23,621.37	80.32
Periodicals - Reference	25,000.00	0.00	20,924.54	4,075.46	83.70
Newspapers - Reference	31,000.00	4,419.92	20,248.64	10,751.36	65.32
Newspapers/Microfilm-Referenc	1,200.00	467.91	467.91	732.09	38.99
Database Services - Tech Svcs	25,000.00	0.00	24,074.42	925.58	96.30
Internet Service Provider	17,700.00	1,471.55	11,306.06	6,393.94	63.88
Computer Software	53,276.00	4,554.07	49,812.23	3,463.77	93.50
Bookbinding - Reference	2,200.00	0.00	231.12	1,968.88	10.51
A/V Rentals - A/V	2,500.00	0.00	2,066.68	433.32	82.67
Library Supplies	18,000.00	638.41	6,984.70	11,015.30	38.80
NLS Delivery Service Fee	49,215.00	25,813.50	50,028.50	(813.50)	101.65
Programming, Adult - Pub/Prog	80,000.00	4,580.00	54,631.97	25,368.03	68.29
Programming - Children's	106,600.00	6,556.55	75,682.13	30,917.87	71.00
Programming, Levels	20,000.00	824.01	10,451.05	9,548.95	52.26
Programming, Jr. Levels	8,000.00	240.64	2,542.75	5,457.25	31.78
Programming, Lakeville	1,500.00	118.72	562.46	937.54	37.50
Programming, Parkville	1,500.00	71.00	610.70	889.30	40.71
Programming, Station	1,500.00	0.00	626.05	873.95	41.74
Programming, STEM Lab	8,000.00	376.74	5,168.07	2,831.93	64.60
Programming, YA	5,000.00	390.00	5,178.44	(178.44)	103.57
Programming, YA Test Prep	5,000.00	0.00	300.00	4,700.00	6.00
Programming, Library of Things	4,000.00	269.61	1,799.90	2,200.10	45.00
Total Materials & Programs	**967,941.00**	**106,781.73**	**670,193.75**	**297,747.25**	**69.24**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Administrative Expense					
Office Supplies	10,500.00	1,117.26	5,206.13	5,293.87	49.58
Computer Supplies - PCs	21,250.00	(7.50)	17,974.15	3,275.85	84.58
eCommerce Fees	5,500.00	541.09	4,902.16	597.84	89.13
Misc Cash Under/(Over)	0.00	1.01	1.96	(1.96)	0.00
Miscellaneous Expense	100.00	0.00	0.00	100.00	0.00
Telephone	20,040.00	1,663.56	12,808.60	7,231.40	63.92
Postage	16,000.00	0.00	8,740.00	7,260.00	54.63
Freight & Delivery	300.00	0.00	95.25	204.75	31.75
Recruiting & Training Expense	15,500.00	1,300.00	3,065.00	12,435.00	19.77
Newsletter & Printing-Pub/Pro	24,470.00	112.20	11,933.17	12,536.83	48.77
Conference Fees & Expenses	15,550.00	851.38	2,838.93	12,711.07	18.26
Local Travel & Meetings	4,400.00	325.00	2,988.27	1,411.73	67.92
Collection Agency Fees	3,100.00	325.05	1,664.65	1,435.35	53.70
Audit Fees	18,650.00	18,250.00	18,750.00	(100.00)	100.54
Legal Fees - General Matters	22,500.00	8,579.50	12,317.94	10,182.06	54.75
Legal Fees - Negot'ns & Prsnnl	7,500.00	1,051.60	7,754.23	(254.23)	103.39
Computer/Network Consultant	14,160.00	0.00	6,329.40	7,830.60	44.70
Payroll Processing	18,427.00	2,256.05	13,724.53	4,702.47	74.48
HR Consulting Fees	4,860.00	184.40	2,554.95	2,305.05	52.57
GASB75 Admin Fees	1,800.00	2,000.00	2,000.00	(200.00)	111.11
Board Election Expenses	12,660.00	0.00	9,622.18	3,037.82	76.00
Trustee Development	1,700.00	0.00	0.00	1,700.00	0.00
Membership Dues	5,550.00	68.00	3,024.50	2,525.50	54.50
Audio-Visual Maintenance	2,500.00	9.88	339.88	2,160.12	13.60
Office Equipmnt Rent & Repair	18,012.00	1,842.34	12,581.14	5,430.86	69.85
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	121.42	1,098.01	401.99	73.20
Van Maintenance	1,500.00	0.00	0.00	1,500.00	0.00
Total Administrative Expense	**428,104.00**	**40,592.24**	**320,790.28**	**107,313.72**	**74.93**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Building Occupancy					
Electricity - Main	132,300.00	9,932.65	86,388.94	45,911.06	65.30
Electricity - Lkvl	11,150.00	1,319.92	5,966.60	5,183.40	53.51
Electricity - Pkvl	17,500.00	1,070.66	9,824.78	7,675.22	56.14
Electricity - Station	24,500.00	1,844.15	15,196.35	9,303.65	62.03
Gas - Main	19,500.00	3,662.11	8,058.61	11,441.39	41.33
Gas - Parkville	8,300.00	327.80	1,000.93	7,299.07	12.06
Gas - Station	10,600.00	2,311.55	4,235.07	6,364.93	39.95
Water	9,100.00	355.26	8,870.36	229.64	97.48
Sewer Tax	18,200.00	8,499.22	17,354.59	845.41	95.35
Custodial Supplies	21,000.00	1,930.23	14,141.95	6,858.05	67.34
Repairs & Maintenance	19,000.00	1,405.51	15,311.67	3,688.33	80.59
Cleaning Service - Lakeville	13,224.00	1,066.05	8,738.40	4,485.60	66.08
Cleaning Service - Parkville	20,856.00	1,632.55	13,690.40	7,165.60	65.64
Cleaning Service - Station	17,664.00	1,416.25	11,680.00	5,984.00	66.12
Cleaning Service - Main	64,380.00	5,363.05	41,726.40	22,653.60	64.81
Landscaping	11,075.00	936.67	8,486.67	2,588.33	76.63
Snow Removal	13,460.00	1,580.00	11,578.00	1,882.00	86.02
Service Contracts	128,165.00	8,653.92	76,632.42	51,532.58	59.79
Branch Rentals - Lakeville	100,553.00	10,136.90	74,941.36	25,611.64	74.53
Branch Rentals - Parkville	164,791.00	13,910.87	123,057.83	41,733.17	74.68
Branch Rentals - Station	266,853.00	19,866.49	178,798.41	88,054.59	67.00
Insurance, Prop/Liab	125,584.00	0.00	121,674.47	3,909.53	96.89
Total Building Occupancy	**1,217,755.00**	**97,221.81**	**857,354.21**	**360,400.79**	**70.40**

GREAT NECK LIBRARY
Treasurer's Report

Statement of General Operating Fund Revenues, Expenditures and Budget Variance
For the Eight Months Ending February 28, 2026

	Annual Budget	Current Month	2025-26 Y-T-D	2025-26 Unspent	% YTD / Bgt
Furniture and Equipment					
Equipment, Furniture & Fixture	3,200.00	0.00	0.00	3,200.00	0.00
Computer Hardware - PCs	3,450.00	0.00	968.99	2,481.01	28.09
Total Furniture and Eqpmt	**6,650.00**	**0.00**	**968.99**	**5,681.01**	**14.57**
Debt Service					
Debt Service Int and Principal	746,088.00	0.00	98,043.75	648,044.25	13.14
Debt Service Admin Fees	2,007.00	0.00	1,153.50	853.50	57.47
Total Debt Service	**748,095.00**	**0.00**	**99,197.25**	**648,897.75**	**13.26**
Total General Operating Fund Appropriations	**11,027,041.00**	**823,769.02**	**6,981,999.82**	**4,045,041.18**	**63.32**
Budgeted Capital Transfers					
Total Tranfers Out	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Excess of Revenues over (under) Expenditures	**0.00**	**491,493.88**	**(1,528,631.99)**	**1,528,631.99**	**0.00**
OTHER FINANCING SOURCES AND (USES)					
Total Tranfers Out	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Revenues over Expenditures and Transfers					
Net Surplus (Deficit)	**0.00**	**491,493.88**	**(1,528,631.99)**	**1,528,631.99**	**0.00**

GREAT NECK LIBRARY
Treasurer's Report

Balance Sheet
February 28, 2026

GENERAL FUND

ASSETS

Cash		
HSBC Payroll Acct *7319	$ 27,336.73	
HSBC Operating Chk *7606	50,779.52	
HSBC Operating MMA *0566	2,444,201.58	
US Bank as Trustee - Debt Svc	722,014.32	
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		**3,246,302.15**
Other Current Assets		
Other Receivables	10,920.00	
Prepaid Insurance	45,074.83	
Due To/From Restricted Gift Fd	4,575.00	
Due To/From Auto Library Fund	14,959.35	
Due To/From Main Bldg & SS Fd	117,616.51	
Total Other Current Assets		**193,145.69**
Total Current Assets		**3,439,447.84**
Other Assets		
Total Other Assets		**0.00**
Total Assets		**$ 3,439,447.84**

GREAT NECK LIBRARY

Treasurer's Report

Balance Sheet
February 28, 2026

GENERAL FUND

LIABILITIES AND FUND BALANCES

Current Liabilities		
Accrued Payroll Payable	$ 2,022.10	
Accrued NYS Retirement	163,311.00	
NYS ERS Deductions Payable	1.77	
Deferred revenue	2,360.88	
PFL payable	449.13	
Accounts Payable - Vendor	25,813.50	
Accounts Payable - Auditor	20,250.00	
Total Current Liabilities		**214,208.38**
Long-Term Liabilities		
Total Long-Term Liabilities		**0.00**
Total Liabilities		**214,208.38**
Fund Balance		
Fund Balance - Operating Fund	4,512,716.91	
Nonspendable: Prepaids	203,144.58	
Assigned: Open Encumbrances	38,009.96	
Net Income	(1,528,631.99)	
Total Fund Balance		**3,225,239.46**
Total Liabilities & Fund Balance		**$ 3,439,447.84**

GNL: AUTOMATED LIBRARY FD
Income Statement
For the Eight Months Ending February 28, 2026

	Authorized	Current Month	Year to Date	%
Revenues				
Total Revenues	**0.00**	**0.00**	**0.00**	**0.00**
Expenses				
Printing Kiosk/Scanners (TBS)	$ 0.00	$ 0.00	$ 17,897.80	0.00
Computer Expense	0.00	0.00	145,825.16	0.00
Security camera expense	0.00	0.00	66,187.95	0.00
Software Expense	0.00	0.00	14,959.35	0.00
Total Expenses	**0.00**	**0.00**	**244,870.26**	**0.00**
Net Revenue (Expense)	**$ 0.00**	**$ 0.00**	**$ (244,870.26)**	**0.00**

Automated Library Fund
Balance Sheet
February 28, 2026

ASSETS

Current Assets		
HSBC -ALF- MMA *6091	75,225.48	
Due To/From Operating Fund	(14,959.35)	
Future Cash Commitments (below)	(35,795.60)	
Total Current Assets		**24,470.53**
Total Assets		**$ 24,470.53**

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	$ 305,136.39	
Future Commitments (Encumbrances):		
Dell Technologies (new computers/monitors/laptops)	$ 0.00	
GovConnection (replacement MAC and office software)	$ 0.00	
TBS - mobile printing / Kiosks	($ 21,171.60)	
TBS - scanners	($ 14,624.00)	
Ending Fund Balance	269,340.79	
Net Income (loss)	(244,870.26)	
AVAILABLE FUND BALANCE		**24,470.53**
Total Liabilities & Fund Balance		**$ 24,470.53**

Unaudited - For Management Purposes Only

GNL: LANDSCAPING FUND
Income Statement
For the Eight Months Ending February 28, 2026

		Current Month		Year to Date
Revenues				
Total Revenues		**0.00**		**0.00**
Expenses				
Landscape Contractors	$	0.00	$	19,852.31
Total Expenses		**0.00**		**19,852.31**
Net Income	**$**	**0.00**	**$**	**(19,852.31)**

Landscaping Fund
Balance Sheet
February 28, 2026

ASSETS

Current Assets		
HSBC -LF- MMA *6091	$ 44,853.83	
Future Cash Commitments (below)	0.00	
Total Current Assets		**44,853.83**
Total Assets		**$ 44,853.83**

LIABILITIES AND FUND BALANCE

Fund Balance		
Fund Bal-Unrestr Hyde Bequest	$ 655,259.40	
Opening Fund Balance	(590,553.26)	
Future Commitments (Encumbrances):		
Fiorini Landscaping (Main gardening)	-	
Ending Fund Balance	64,706.14	
Net Income (loss)	(19,852.31)	
AVAILABLE FUND BALANCE		**44,853.83**
Total Liabilities & Fund Balance		**$ 44,853.83**

Unaudited - For Management Purposes Only

GNL: BRANCH & SPCL SVCS FD
Income Statement
For the Eight Months Ending February 28, 2026

		Authorized		Current Month		Year to Date	%
Revenues							
Total Revenues		**0.00**		**0.00**		**0.00**	**0.00**
Lakeville Branch Expenses							
Parkville Branch Expenses							
Other Expenses - Parkville	$	0.00	$	0.00	$	1,600.00	0.00
Station Branch Expenses							
Moving/Shelving - Station		0.00		0.00		2,180.00	0.00
Carpet Cleaning - Station		0.00		0.00		2,000.00	0.00
Total Expenses		**0.00**		**0.00**		**5,780.00**	**0.00**
Net Revenue (Expense)	**$**	**0.00**	**$**	**0.00**	**$**	**(5,780.00)**	**0.00**

Branch and Special Services Fund
Balance Sheet
February 28, 2026

ASSETS

Current Assets		
HSBC - BSSF - MMA *6091	88,017.60	
Future Cash Commitments (below)	0.00	
Total Current Assets		**88,017.60**
Total Assets		**$ 88,017.60**

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	$ 93,797.60	
Future Commitments (Encumbrances):		
Station		
Lucia Group (move shelving at Station - childrens)	$ 0.00	
Station and Parkville		
JanPro (carpet cleaning at Station and Parkville)	$ -	
Ending Fund Balance	93,797.60	
Net Income (loss)	(5,780.00)	
AVAILABLE FUND BALANCE		**88,017.60**
Total Liabilities & Fund Balance		**$ 88,017.60**

Unaudited - For Management Purposes Only

GNL: MAIN BUILDING & SPCL SVCS FUND
Income Statement
For the Eight Months Ending February 28, 2026

		Current Month		Year to Date
Revenues				
Total Revenues		**0.00**		**0.00**
Expenses				
Expense-Main Bldg & SS	$	2,750.00	$	9,210.68
Contractor Fees - Steps/Wall		0.00		203,153.49
Contractor fees - HVAC project		0.00		915,324.29
Contractor Fees - Roof project		0.00		512,192.50
Engineering Fees		14,007.90		61,235.14
Legal Fees		6,730.37		15,840.52
_Permits (05/15)		0.00		772.13
Underground sprinkler		0.00		20,900.00
Total Expenses		**23,488.27**		**1,738,628.75**
Net Income	**$**	**(23,488.27)**	**$**	**(1,738,628.75)**

Main Building and Special Services Fund
Balance Sheet
February 28, 2026

ASSETS

Current Assets			
HSBC -MBSSF- MMA *6091	$	533,563.54	
Due To/From General Fund		(117,616.51)	
Future Cash Commitments (below)		(360,412.80)	
Total Current Assets			**55,534.23**
Total Assets		**$**	**55,534.23**

LIABILITIES AND FUND BALANCE

Accounts Payable	$	-	
Fund Balance			
Opening Fund Balance	$	2,154,575.78	
Future Commitments (Encumbrances):			
Gexpro (lighting control panel)	$	-	
Belson Outdoors (furniture)	$	(6,188.00)	
Barrett Roofs Inc. (roof replacement)	$	(232,807.50)	
Municipal Testing Laboratory Inc. (test & inspect soil, concrete)	$	(10,730.00)	
SIBA (MEP/HVAC work at Main)	$	(70,675.71)	
H2M Architects and Engineers (roof decking structural insp.)	$	(20,500.00)	
H2M Architects and Engineers (site evaluation)	$	(4,395.00)	
H2M Architects and Engineers (Retaining wall/lower level stairs)	$	(0.00)	
H2M Architects and Engineers (alternate investigations)	$	(9,100.30)	
H2M Architects and Engineers(1)	$	(6,016.29)	
Ending Fund Balance		1,794,162.98	
Net Income (loss)		(1,738,628.75)	
AVAILABLE FUND BALANCE			**55,534.23**
Total Liabilities & Fund Balance		**$**	**55,534.23**

GNL: RESTRICTED GIFT FD
Income Statement
For the Eight Months Ending February 28, 2026

	Current Month		Year to Date	
Revenues				
Int Income-Carter Fund-Restr.	$	1,041.50	$	24,738.62
Total Revenues		**1,041.50**		**24,738.62**
Expenses - Carter Restr Fund		4,575.00		14,141.00
Total Expenses		**4,575.00**		**14,141.00**
Net Income	**$**	**(3,533.50)**	**$**	**10,597.62**

GNL: RESTRICTED GIFT FD
Balance Sheet
February 28, 2026

ASSETS

Current Assets				
HSBC -RGF- MMA *6091	$	257,665.61		
Due To/From Operating Fund		(4,575.00)		
Total Current Assets				**253,090.61**
Total Assets			**$**	**253,090.61**

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		10,597.62		
AVAILABLE FUND BALANCE				**253,090.61**
Total Liabilities & Fund Balance			**$**	**253,090.61**

GNL: CONSTRUCTION (DASNY BOND) FUND
Income Statement
For the Eight Months Ending February 28, 2026

	Current Month	Year to Date
Revenues		
Investment Income	$ 1,164.53	$ 12,334.84
Total Revenues	**1,164.53**	**12,334.84**
Expenses		
Total Expenses	**0.00**	**0.00**
Net Income	**$ 1,164.53**	**$ 12,334.84**

GNL: CONSTRUCTION (DASNY BOND) FUND
Balance Sheet
February 28, 2026

ASSETS

Current Assets		
Construction - US Bank *4001	$ 484,347.25	
Total Current Assets		**484,347.25**
Total Assets		**$ 484,347.25**

LIABILITIES AND FUND BALANCE

Current Liabilities		
5% Retainage Payable	$ 273,908.50	
Total Current Liabilities		**273,908.50**
Total Liabilities		**273,908.50**
Fund Balance		
Opening Fund Balance	198,103.91	
Net Income	12,334.84	
Current Fund Balance		**210,438.75**
Total Liabilities & Fund Balance		**$ 484,347.25**

GNL: BOND RETIREMENT FUND
Income Statement
For the Eight Months Ending February 28, 2026

	Current Month	Year to Date
Revenues		
Interest Income - CD	$ 11,881.29	$ 94,164.53
Total Revenues	**11,881.29**	**94,164.53**
Expenses		
Total Expenses	**0.00**	**0.00**
Net Income	**$ 11,881.29**	**$ 94,164.53**

GNL: BOND RETIREMENT FUND
Balance Sheet
February 28, 2026

ASSETS

Current Assets		
HSBC - BRF - CD *3411	$ 4,638,326.45	
Total Current Assets		**4,638,326.45**
Total Assets		**$ 4,638,326.45**

LIABILITIES AND FUND BALANCE

Fund Balance		
Opening Fund Balance	$ 4,544,161.92	
Net Income	94,164.53	
Current Fund Balance		**4,638,326.45**
Total Liabilities & Fund Balance		**$ 4,638,326.45**

GREAT NECK LIBRARY
Check Register
For the Period From Feb 16, 2026 to Mar 5, 2026

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
095008-260222	2/17/26	OPTIMUM	1221-000	233.68
490287-260222	2/17/26	OPTIMUM	1221-000	239.45
260215	2/17/26	OPTIMUM	1221-000	1,160.49
12/29-1/29/26	2/17/26	PSEGLI	1221-000	9,932.65
1/25-2/24/26	2/17/26	VERIZON	1221-000	135.11
2/5-3/4/26	2/17/26	VERIZON - 354-781-338-0001-82	1221-000	169.99
2/2-3/1/26	2/17/26	VERIZON - 554-774-410-0001-94	1221-000	169.99
66383	2/18/26	Guardian	1221-000	3,964.78
66384	2/18/26	The Hartford	1221-000	11,103.00
66385	2/18/26	Water Authority of Great Neck North	1221-000	355.26
66218V	2/25/26	Masayo Ishigure Tokue	1221-000	-600.00
491210-260302	3/2/26	OPTIMUM	1221-000	249.45
9-179-24876	3/2/26	FEDEX	1221-000	26.93
9-169-56827	3/2/26	FEDEX	1221-000	21.74
1/13-2/10/26	3/3/26	National Grid	1221-000	4,256.89
1/12-2/10/26	3/3/26	National Grid	1221-000	2,902.90
1/21-2/18/26	3/3/26	PSEGLI	1221-000	893.94
1/16-2/13/26	3/3/26	PSEGLI	1221-000	1,663.99
1/20-2/17/26	3/3/26	PSEGLI	1221-000	1,622.63
2/16-3/15/26	3/3/26	Verizon	1221-000	299.00
2/10-3/9/26	3/3/26	Verizon	1221-000	57.38
1929-2603	3/3/26	Verizon	1221-000	89.89
4917-2603	3/3/26	Verizon	1221-000	135.25
7863-2603	3/3/26	Verizon	1221-000	85.38
2/22-3/21/26	3/3/26	VERIZON - 955617959000155	1221-000	109.99
Total				**39,279.76**

GREAT NECK LIBRARY
Cash Disbursements Journal
For the Period From Feb 16, 2026 to Mar 5, 2026

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
2/17/26	095008-26022	4140-000	Internet Service Provider	1009476471	233.68	
		1221-000	HSBC Operating Chk *7606	OPTIMUM		233.68
2/17/26	1/25-2/24/26	4310-000	Telephone	V773223	135.11	
		1221-000	HSBC Operating Chk *7606	VERIZON		135.11
2/17/26	12/29-1/29/26	4501-000	Electricity - Main	957111	9,932.65	
		1221-000	HSBC Operating Chk *7606	PSEGLI		9,932.65
2/17/26	2/2-3/1/26	4140-000	Internet Service Provider	V773403	169.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 554-774-410-0001-94		169.99
2/17/26	2/5-3/4/26	4140-000	Internet Service Provider	V773537	169.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 354-781-338-0001-82		169.99
2/17/26	260215	4310-000	Telephone	1009474573	1,160.49	
		1221-000	HSBC Operating Chk *7606	OPTIMUM		1,160.49
2/17/26	490287-26022	4140-000	Internet Service Provider	1009475693	239.45	
		1221-000	HSBC Operating Chk *7606	OPTIMUM		239.45
2/18/26	66383	9065-000	Group Dental 43# Insurance	Invoice: 3/1-3/31/26	3,583.03	
		9066-000	Group Vision Insurance	Invoice: 3/1-3/31/26	260.70	
		9067-000	Group Vol. Life / Legal	Invoice: 3/1-3/31/26	121.05	
		1221-000	HSBC Operating Chk *7606	Guardian		3,964.78
2/18/26	66384	9040-000	Workers' Compensation	Invoice: 12728750-2/9/26	5,715.00	
		9040-000	Workers' Compensation	Invoice: 12728750-2/9/26	2,694.00	
		1510-000	Prepaid Insurance	Invoice: 12728750-2/9/26	2,694.00	
		1221-000	HSBC Operating Chk *7606	The Hartford		11,103.00
2/18/26	66385	4503-000	Water	Invoice: 1/5-2/5/26-0163	304.32	
		4503-000	Water	Invoice: 1/5-2/5/26-0288	50.94	
		1221-000	HSBC Operating Chk *7606	Water Authority of Great Neck North		355.26
2/25/26	66218V	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 2/22/26		600.00
		1221-000	HSBC Operating Chk *7606	Masayo Ishigure Tokue	600.00	
3/2/26	491210-26030	4140-000	Internet Service Provider	1011122704	249.45	
		1221-000	HSBC Operating Chk *7606	OPTIMUM		249.45
3/2/26	9-169-56827	4331-000	Freight & Delivery	37419356-2	21.74	
		1221-000	HSBC Operating Chk *7606	FEDEX		21.74
3/2/26	9-179-24876	4331-000	Freight & Delivery	37419356-1	26.93	
		1221-000	HSBC Operating Chk *7606	FEDEX		26.93
3/3/26	1/12-2/10/26	4502-113	Gas - Station	607958	2,902.90	
		1221-000	HSBC Operating Chk *7606	National Grid		2,902.90
3/3/26	1/13-2/10/26	4502-000	Gas - Main	749260	4,256.89	
		1221-000	HSBC Operating Chk *7606	National Grid		4,256.89
3/3/26	1/16-2/13/26	4501-111	Electricity - Lkvl	379761	1,663.99	
		1221-000	HSBC Operating Chk *7606	PSEGLI		1,663.99
3/3/26	1/20-2/17/26	4501-113	Electricity - Station	159398	1,622.63	
		1221-000	HSBC Operating Chk *7606	PSEGLI		1,622.63
3/3/26	1/21-2/18/26	4501-112	Electricity - Pkvl	763080	893.94	
		1221-000	HSBC Operating Chk *7606	PSEGLI		893.94
3/3/26	1929-2603	4310-000	Telephone	V265915	89.89	
		1221-000	HSBC Operating Chk *7606	Verizon		89.89
3/3/26	2/10-3/9/26	4310-000	Telephone	V265567	57.38	

GREAT NECK LIBRARY
Cash Disbursements Journal
For the Period From Feb 16, 2026 to Mar 5, 2026
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		57.38
3/3/26	2/16-3/15/26	4140-000	Internet Service Provider	V266037	299.00	
		1221-000	HSBC Operating Chk *7606	Verizon		299.00
3/3/26	2/22-3/21/26	4140-000	Internet Service Provider	V265699	109.99	
		1221-000	HSBC Operating Chk *7606	VERIZON - 955617959000155		109.99
3/3/26	4917-2603	4310-000	Telephone	V266209	135.25	
		1221-000	HSBC Operating Chk *7606	Verizon		135.25
3/3/26	7863-2603	4310-000	Telephone	V265797	85.38	
		1221-000	HSBC Operating Chk *7606	Verizon		85.38
	Total				40,479.76	40,479.76

GREAT NECK LIBRARY
Warrant
For the Period From Mar 6, 2026 to Mar 15, 2026

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
260304	3/13/26	HSBC	1221-000	3,902.37
65267V	3/6/26	Julie Lam-Leong	1221-000	-300.00
65384V	3/6/26	Julie Lam-Leong	1221-000	-300.00
66179V	3/11/26	Edward Malakh	1221-000	-400.00
66386	3/13/26	Julie Lam-Leong	1221-000	600.00
66387	3/13/26	Amazon Capital Services Inc	1221-000	3,666.61
66388	3/13/26	VOID	1221-000	
66389	3/13/26	VOID	1221-000	
66390	3/13/26	VOID	1221-000	
66391	3/13/26	VOID	1221-000	
66392	3/13/26	Alley Pond Environment Center	1221-000	250.00
66393	3/13/26	A+ TECHNOLOGY & SECURITY SO	1221-000	1,000.00
66394	3/13/26	Caryn Azemoun	1221-000	350.00
66395	3/13/26	Ryan M Badke	1221-000	127.14
66396	3/13/26	Olga Binyaminov	1221-000	300.00
66397	3/13/26	Christopher Bisonette	1221-000	200.00
66398	3/13/26	Body Dynamics, Inc.	1221-000	840.00
66399	3/13/26	Brodart Co.	1221-000	1,594.10
66400	3/13/26	VOID	1221-000	
66401	3/13/26	VOID	1221-000	
66402	3/13/26	Brooke Appelman dba Grateful kid Club	1221-000	700.00
66403	3/13/26	Bound To Stay Bound Books, Inc	1221-000	81.92
66404	3/13/26	Carolyn Carpentiere	1221-000	480.00
66405	3/13/26	Eric H. Chan	1221-000	16.00
66406	3/13/26	Cleaning Systems	1221-000	2,417.76
66407	3/13/26	Diana Conklin	1221-000	660.00
66408	3/13/26	Cornell Cooperative Extension	1221-000	250.00
66409	3/13/26	Create Programs	1221-000	325.00

GREAT NECK LIBRARY

Warrant

For the Period From Mar 6, 2026 to Mar 15, 2026

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
66410	3/13/26	Create Programs	1221-000	325.00
66411	3/13/26	Create Programs	1221-000	325.00
66412	3/13/26	First Step Athletics	1221-000	210.00
66413	3/13/26	First Step Athletics	1221-000	210.00
66414	3/13/26	Galvin Bros., Inc	1221-000	1,475.00
66415	3/13/26	Green Earth Craft, Inc	1221-000	250.00
66416	3/13/26	Brittany R Georgalas	1221-000	250.00
66417	3/13/26	Good Docs LLC	1221-000	280.00
66418	3/13/26	Richard Gottesman	1221-000	150.00
66419	3/13/26	Ronald Gross	1221-000	100.00
66420	3/13/26	Global Telecom Supply	1221-000	308.00
66421	3/13/26	H2M architects+engineers	1221-000	6,965.00
66422	3/13/26	Harris Beach PLLC	1221-000	4,460.00
66423	3/13/26	HF Group LLC	1221-000	236.99
66424	3/13/26	Home Depot Credit Services	1221-000	195.48
66425	3/13/26	Island Elevator Services	1221-000	406.00
66426	3/13/26	Jackson Lewis P.C.	1221-000	7,049.00
66427	3/13/26	Monika Jalili	1221-000	300.00
66428	3/13/26	118 Solutions LLC	1221-000	9,155.57
66429	3/13/26	Jaspan Schlesinger LLP.	1221-000	8,121.61
66430	3/13/26	Marc E Johnson	1221-000	750.00
66431	3/13/26	Kanopy, Inc	1221-000	535.00
66432	3/13/26	Steven Kashkin	1221-000	15.85
66433	3/13/26	Rachna Kejriwal	1221-000	150.00
66434	3/13/26	Zainab Khan	1221-000	600.00
66435	3/13/26	Adam King	1221-000	860.00
66436	3/13/26	Matt B Klein	1221-000	300.00
66437	3/13/26	Konica Minolta Premier Finance	1221-000	628.90

GREAT NECK LIBRARY
Warrant
For the Period From Mar 6, 2026 to Mar 15, 2026
Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
66438	3/13/26	Ofra Levin	1221-000	505.00
66439	3/13/26	Long Island Science Center	1221-000	1,080.00
66440	3/13/26	Michele London	1221-000	200.00
66441	3/13/26	Massapequa Public Library	1221-000	26.00
66442	3/13/26	MD Cleaning Solutions	1221-000	390.00
66443	3/13/26	Midwest Tape, LLC	1221-000	3,120.09
66444	3/13/26	Mozart for Munchkins	1221-000	425.00
66445	3/13/26	Mozart for Munchkins	1221-000	425.00
66446	3/13/26	Mozart for Munchkins	1221-000	425.00
66447	3/13/26	Italo Naccarato	1221-000	650.00
66448	3/13/26	NY FIT 4 ALL	1221-000	600.00
66449	3/13/26	NYS Employees' Health Ins. Pending A	1221-000	129,186.41
66450	3/13/26	Christy Orquera	1221-000	30.42
66451	3/13/26	OSI Technologies, Inc	1221-000	995.00
66452	3/13/26	Perma-Bound	1221-000	46.95
66453	3/13/26	Ronald I Pinkus	1221-000	300.00
66454	3/13/26	Precision Microproducts of America, In	1221-000	795.00
66455	3/13/26	Culligan Quench	1221-000	210.26
66456	3/13/26	Tara Ragona	1221-000	12.47
66457	3/13/26	Jessica Ressler	1221-000	250.00
66458	3/13/26	Jessica Ressler	1221-000	250.00
66459	3/13/26	Lorraine Rubin	1221-000	280.00
66460	3/13/26	Marie Ruggles	1221-000	825.00
66461	3/13/26	SECURITY USA, INC	1221-000	1,657.60
66462	3/13/26	Sensational Playtime Inc	1221-000	750.00
66463	3/13/26	Sifrutake	1221-000	453.35
66464	3/13/26	Melissa Smith	1221-000	350.00
66465	3/13/26	Thomas Klise/Crimson Multimedia	1221-000	245.37

GREAT NECK LIBRARY
Warrant
For the Period From Mar 6, 2026 to Mar 15, 2026

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
66466	3/13/26	T-MOBILE	1221-000	172.20
66467	3/13/26	Unique Management Services, Inc.	1221-000	246.25
66468	3/13/26	Urban Stages	1221-000	300.00
66469	3/13/26	WageWorks, Inc.	1221-000	144.50
66470	3/13/26	Ida Weiss	1221-000	186.71
66471	3/13/26	WEX BANK	1221-000	41.26
66472	3/13/26	Winters Bros. Hauling of LI, LLC	1221-000	583.70
66473	3/13/26	Xerox Financial Services	1221-000	469.00
66474	3/13/26	ZacMel Graphics LLC	1221-000	2,986.82
66475	3/13/26	Ingram Library Services	1221-000	13,787.69
66476	3/13/26	VOID	1221-000	
66477	3/13/26	VOID	1221-000	
66478	3/13/26	VOID	1221-000	
66479	3/13/26	VOID	1221-000	
66480	3/13/26	VOID	1221-000	
66481	3/13/26	VOID	1221-000	
66482	3/13/26	VOID	1221-000	
66483	3/13/26	VOID	1221-000	
66484	3/13/26	VOID	1221-000	
66485	3/13/26	VOID	1221-000	
66486	3/13/26	VOID	1221-000	
66487	3/13/26	Midwest Tape	1221-000	3,849.25
66488	3/13/26	VOID	1221-000	
66489	3/13/26	VOID	1221-000	
66490	3/13/26	OverDrive, Inc	1221-000	1,078.31
66491	3/13/26	Great Neck UFSD	1221-000	13,910.87
66492	3/13/26	KK GREAT NECK 2470, LLC	1221-000	19,866.49
66493	3/13/26	Plymouth Realty LLC	1221-000	7,887.19

GREAT NECK LIBRARY
Warrant
For the Period From Mar 6, 2026 to Mar 15, 2026

Filter Criteria includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
66494	3/13/26	Postmaster	1221-000	2,000.00
Total				**273,367.46**

GREAT NECK LIBRARY

GNL WARRANT w/GL Description

For the Period From Mar 6, 2026 to Mar 15, 2026

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
3/13/26	260304	4101-108	Books - Adult	MESORAH PUBLICATIONS	214.42	
		4101-108	Books - Adult	THE JUDAICA PLACE	187.34	
		4101-108	Books - Adult	THE JUDAICA PLACE	131.04	
		4101-108	Books - Adult	MESORAH PUBLICATIONS	33.99	
		4340-109	Newsletter & Printing-Pub/Pro	MAILCHIMP	112.20	
		4350-000	Conference Fees & Expenses	AMERICAN LIBRARY ASS	450.00	
		4350-000	Conference Fees & Expenses	SOUTHWEST	532.40	
		4150-114	Computer Software	DNSFILTER.COM	57.50	
		4525-115	Service Contracts	FTSGPS.COM	13.94	
		4343-116	Programming, Levels	LUDUS.COM	76.46	
		4345-114	Programming, STEM Lab	EPILOG LASER	33.00	
		4341-109	Programming, Adult - Pub/Prog	DOLLARTREE	21.00	
		4340-109	Newsletter & Printing-Pub/Pro	VISTAPRINT	244.99	
		4101-106	Books - Children's	SP MENUCHA PUBLISHER	118.94	
		4101-106	Books - Children's	SP ISRAEL BOOKSHOP	38.36	
		4101-106	Books - Children's	SP MENUCHA CLASSROOM	150.77	
		4350-000	Conference Fees & Expenses	INFORMATION TODAY	599.00	
		4350-000	Conference Fees & Expenses	DELTA	296.81	
		4520-115	Repairs & Maintenance	COSTELLO S ACE	27.24	
		4343-116	Programming, Levels	SP AMERICAN BTTON	86.35	
		4101-106	Books - Children's	SP MENUCHA CLASSROOM	29.68	
		4101-106	Books - Children's	SP MENUCHA CLASSROOM		29.68
		4375-500	HR Consulting Fees	SENTRYLINK	19.95	
		1602-000	Due To/From Restricted Gift F	OTTER.AI	108.61	
		4101-106	Books - Children's	SP MENUCHA CLASSROOM		18.99
		4350-000	Conference Fees & Expenses	MARITZ AT&L ALA		623.00
		4520-115	Repairs & Maintenance	COSTELLO S ACE	26.30	
		4350-000	Conference Fees & Expenses	AMERICAN LIBRARY ASS	290.00	
		4350-000	Conference Fees & Expenses	SOUTHWEST	391.81	
		4101-106	Books - Children's	SP MENUCHA PUBLISHER	83.95	
		4101-106	Books - Children's	SP JUDAICA PRESS	197.99	
		1221-000	HSBC Operating Chk *7606	HSBC		3,902.37
3/6/26	65267V	4342-106	Programming - Children's	Invoice: PGM 6/18/25S		300.00
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong	300.00	
3/6/26	65384V	4342-106	Programming - Children's	Invoice: PGM 7/17/25		300.00
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong	300.00	
3/11/26	66179V	4346-102	Programming, YA	Invoice: PGM 2/4/26		400.00
		1221-000	HSBC Operating Chk *7606	Edward Malakh	400.00	
3/13/26	66386	4342-106	Programming - Children's	Invoice: PGM 6/18/25S	300.00	
		4342-106	Programming - Children's	Invoice: PGM 7/17/25	300.00	
		1221-000	HSBC Operating Chk *7606	Julie Lam-Leong		600.00
3/13/26	66387	4342-106	Programming - Children's	Invoice: 03/07/26-DRX1	16.80	
		4345-112	Programming, Parkville	Invoice: 03/06/26-Q9YK	12.11	
		4345-112	Programming, Parkville	Invoice: 03/06/26-Q9YK	44.88	
		4345-112	Programming, Parkville	Invoice: 03/06/26-Q9YK	5.28	
		4301-000	Library Supplies	Invoice: 03/06/26-Q9YK	38.36	
		4301-000	Library Supplies	Invoice: 03/06/26-Q9YK	18.99	
		4301-000	Library Supplies	Invoice: 03/06/26-Q9YK	44.08	
		4520-115	Repairs & Maintenance	Invoice: 03/06/26-Q9YK	8.78	
		4302-000	Office Supplies	Invoice: 03/06/26-Q9YK	127.34	
		4343-116	Programming, Levels	Invoice: 03/04/26-7GQ6	70.06	
		4101-107	Books - Legacy	Invoice: 03/02/26-QMD7	15.83	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 03/02/26-FTQT	51.90	
		4101-107	Books - Legacy	Invoice: 03/02/26-6QRL	304.65	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
		4342-106	Programming - Children's	Invoice: 03/01/26-FG6W	114.13	
		4101-102	Books - Reference	Invoice: 02/26/26-3KGJ	29.95	
		4342-106	Programming - Children's	Invoice: 02/25/26-GPHK	13.32	
		4101-108	Books - Adult	Invoice: 02/25/26-91RC	32.98	
		4345-111	Programming, Lakeville	Invoice: 02/22/26-XHQY	25.45	
		4343-116	Programming, Levels	Invoice: 02/21/26-PHXM	56.63	
		4101-108	Books - Adult	Invoice: 02/18/26-6KHY	187.64	
		4301-000	Library Supplies	Invoice: 02/17/26-19N9	29.89	
		4340-109	Newsletter & Printing-Pub/Pro	Invoice: 02/17/26-19N9	19.99	
		4345-114	Programming, STEM Lab	Invoice: 02/17/26-TW7G	60.11	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	19.18	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	2.24	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	19.78	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	5.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	8.38	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	6.45	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	9.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	9.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	3.79	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	5.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	5.46	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	3.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	25.49	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	11.47	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	11.31	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	12.97	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	12.97	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	26.97	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	21.07	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	16.47	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	12.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	6.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	9.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	3.99	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	17.25	
		4345-111	Programming, Lakeville	Invoice: 02/15/26-K6QC	15.19	
		4348-000	Programming, Library of Thing	Invoice: 02/13/26-XQG6	10.99	
		4345-112	Programming, Parkville	Invoice: 02/13/26-LR64	39.98	
		4345-112	Programming, Parkville	Invoice: 02/13/26-LR64	47.96	
		4345-112	Programming, Parkville	Invoice: 02/13/26-LR64	29.99	
		4345-112	Programming, Parkville	Invoice: 02/13/26-LR64	15.99	
		4345-112	Programming, Parkville	Invoice: 02/13/26-LR64		10.00
		4343-116	Programming, Levels	Invoice: 02/12/26-T7JY	65.31	
		4345-114	Programming, STEM Lab	Invoice: 02/10/26-DXL7	138.68	
		4343-116	Programming, Levels	Invoice: 02/11/26-6PWJ	50.58	
		4348-000	Programming, Library of Thing	Invoice: 02/13/26-LH6H	168.95	
		4343-116	Programming, Levels	Invoice: 02/13/26-GH1W	31.98	
		4101-108	Books - Adult	Invoice: 02/14/26-6TWL	53.73	
		4342-106	Programming - Children's	Invoice: 02/16/26-DK93	194.35	
		4343-116	Programming, Levels	Invoice: 02/17/26-3GR4	27.14	
		4343-116	Programming, Levels	Invoice: 02/17/26-3GR4		2.71
		4301-000	Library Supplies	Invoice: 02/17/26-3GR4	49.98	
		4301-000	Library Supplies	Invoice: 02/17/26-3GR4	6.95	
		4342-106	Programming - Children's	Invoice: 02/18/26-1VHW	39.72	
		4342-106	Programming - Children's	Invoice: 02/18/26-1VHW	11.20	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	95.92	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	6.85	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	5.87	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	6.99	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	9.88	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N	49.99	
		4342-106	Programming - Children's	Invoice: 02/19/26-LQ9N		0.99
		4344-116	Programming, Jr. Levels	Invoice: 02/22/26-VPDJ	223.14	
		4101-102	Books - Reference	Invoice: 02/23/26-FQLK	37.95	
		4344-116	Programming, Jr. Levels	Invoice: 02/25/26-GJTF	48.10	
		4341-109	Programming, Adult - Pub/Prog	Invoice: 02/26/26-XWJV	94.59	
		4101-108	Books - Adult	Invoice: 02/26/26-1VRG	52.26	
		4342-106	Programming - Children's	Invoice: 03/01/26-CWHY		114.13
		4101-106	Books - Children's	Invoice: 03/02/26-FMV6	29.22	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
		4342-106	Programming - Children's	Invoice: 03/02/26-N3QH	48.65	
		4101-108	Books - Adult	Invoice: 03/03/26-7QVK	24.93	
		4345-114	Programming, STEM Lab	Invoice: 03/06/26-V6D9	48.77	
		4345-114	Programming, STEM Lab	Invoice: 03/07/26-JYH7	110.58	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	13.32	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	17.51	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	15.99	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	15.99	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	29.82	
		4342-106	Programming - Children's	Invoice: 03/09/26-C91G	16.60	
		4345-112	Programming, Parkville	Invoice: 03/09/26-MDLH	172.54	
		1221-000	HSBC Operating Chk *7606	Amazon Capital Services Inc		3,666.61
3/13/26	66388	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66389	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66390	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66391	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66392	4342-106	Programming - Children's	Invoice: OR1144, PGM 4/9/26	250.00	
		1221-000	HSBC Operating Chk *7606	Alley Pond Environment Center		250.00
3/13/26	66393	4525-115	Service Contracts	Invoice: IN152450	1,000.00	
		1221-000	HSBC Operating Chk *7606	A+ TECHNOLOGY & SECURITY SOLUTIONS, INC		1,000.00
3/13/26	66394	4346-102	Programming, YA	Invoice: PGM 3/25/26	350.00	
		1221-000	HSBC Operating Chk *7606	Caryn Azemoun		350.00
3/13/26	66395	4520-115	Repairs & Maintenance	Invoice: 3/6/26	127.14	
		1221-000	HSBC Operating Chk *7606	Ryan M Badke		127.14
3/13/26	66396	4346-102	Programming, YA	Invoice: PGM 3/23/26	300.00	
		1221-000	HSBC Operating Chk *7606	Olga Binyaminov		300.00
3/13/26	66397	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/30/26	200.00	
		1221-000	HSBC Operating Chk *7606	Christopher Bisonette		200.00
3/13/26	66398	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/9-3/30 '26	480.00	
		4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/9-3/30 '26	360.00	
		1221-000	HSBC Operating Chk *7606	Body Dynamics, Inc.		840.00
3/13/26	66399	4101-108	Books - Adult	Invoice: B7171712	146.13	
		4101-108	Books - Adult	Invoice: B7171711	51.42	
		4101-108	Books - Adult	Invoice: B7171592	15.63	
		4101-108	Books - Adult	Invoice: B7164751	25.91	
		4101-108	Books - Adult	Invoice: B7171590	21.87	
		4101-108	Books - Adult	Invoice: B7171591	67.86	
		4101-108	Books - Adult	Invoice: B7171708	50.57	
		4101-108	Books - Adult	Invoice: B7171709	86.59	
		4101-108	Books - Adult	Invoice: B7171710	17.28	
		4101-108	Books - Adult	Invoice: B7164750	26.25	
		4101-108	Books - Adult	Invoice: B7164748	159.84	
		4101-108	Books - Adult	Invoice: B7162712	10.25	
		4101-108	Books - Adult	Invoice: B7162710	94.23	
		4101-108	Books - Adult	Invoice: B7162708	135.17	
		4101-108	Books - Adult	Invoice: B7158410	15.12	
		4101-108	Books - Adult	Invoice: B7153132	32.71	
		4101-108	Books - Adult	Invoice: B7153131	138.94	
		4101-108	Books - Adult	Invoice: B7158409	141.35	
		4101-108	Books - Adult	Invoice: B7159992	20.24	
		4101-108	Books - Adult	Invoice: B7162709	17.50	
		4101-108	Books - Adult	Invoice: B7162711	227.54	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4101-108	Books - Adult	Invoice: B7162713	45.81	
		4101-108	Books - Adult	Invoice: B7164749	18.90	
		4101-108	Books - Adult	Invoice: B7171713	26.99	
		1221-000	HSBC Operating Chk *7606	Brodart Co.		1,594.10
3/13/26	66400	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66401	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66402	4342-106	Programming - Children's	Invoice: PGM 3/18,3/25 '26	700.00	
		1221-000	HSBC Operating Chk *7606	Brooke Appelman dba Grateful kid Clubs		700.00
3/13/26	66403	4101-106	Books - Children's	Invoice: 252772	81.92	
		1221-000	HSBC Operating Chk *7606	Bound To Stay Bound Books, Inc		81.92
3/13/26	66404	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/18,3/25 '26	480.00	
		1221-000	HSBC Operating Chk *7606	Carolyn Carpentiere		480.00
3/13/26	66405	3470	Lost Book Income	Invoice: RECEIPT#17254	16.00	
		1221-000	HSBC Operating Chk *7606	Eric H. Chan		16.00
3/13/26	66406	4510-115	Custodial Supplies	Invoice: 627971	1,152.25	
		4510-115	Custodial Supplies	Invoice: 628858	1,265.51	
		1221-000	HSBC Operating Chk *7606	Cleaning Systems		2,417.76
3/13/26	66407	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/18/26	660.00	
		1221-000	HSBC Operating Chk *7606	Diana Conklin		660.00
3/13/26	66408	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/20/26	250.00	
		1221-000	HSBC Operating Chk *7606	Cornell Cooperative Extension		250.00
3/13/26	66409	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/2/26-1	325.00	
		1221-000	HSBC Operating Chk *7606	Create Programs		325.00
3/13/26	66410	4346-102	Programming, YA	Invoice: PGM 4/2/26-2	325.00	
		1221-000	HSBC Operating Chk *7606	Create Programs		325.00
3/13/26	66411	4346-102	Programming, YA	Invoice: PGM 4/6/26	325.00	
		1221-000	HSBC Operating Chk *7606	Create Programs		325.00
3/13/26	66412	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/13-3/27 '26	210.00	
		1221-000	HSBC Operating Chk *7606	First Step Athletics		210.00
3/13/26	66413	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/3-4/17 '26	210.00	
		1221-000	HSBC Operating Chk *7606	First Step Athletics		210.00
3/13/26	66414	4524-115	Snow Removal	Invoice: 4234	1,255.00	
		4524-115	Snow Removal	Invoice: 4235	220.00	
		1221-000	HSBC Operating Chk *7606	Galvin Bros., Inc		1,475.00
3/13/26	66415	4346-102	Programming, YA	Invoice: PGM 4/10/26	250.00	
		1221-000	HSBC Operating Chk *7606	Green Earth Craft, Inc		250.00
3/13/26	66416	4342-106	Programming - Children's	Invoice: PGM 4/8/26	250.00	
		1221-000	HSBC Operating Chk *7606	Brittany R Georgalas		250.00
3/13/26	66417	4341-109	Programming, Adult - Pub/Prog	Invoice: 7855	280.00	
		1221-000	HSBC Operating Chk *7606	Good Docs LLC		280.00
3/13/26	66418	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/30/26	150.00	
		1221-000	HSBC Operating Chk *7606	Richard Gottesman		150.00
3/13/26	66419	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/14/26	100.00	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
		1221-000	HSBC Operating Chk *7606	Ronald Gross		100.00
3/13/26	66420	4525-115	Service Contracts	Invoice: 90341	308.00	
		1221-000	HSBC Operating Chk *7606	Global Telecom Supply		308.00
3/13/26	66421	1607-000	Due To/From Main Bldg & SS	Invoice: 290993	6,965.00	
		1221-000	HSBC Operating Chk *7606	H2M architects+engineers		6,965.00
3/13/26	66422	4372-000	Legal Fees - General Matters	Invoice: 12576529	4,460.00	
		1221-000	HSBC Operating Chk *7606	Harris Beach PLLC		4,460.00
3/13/26	66423	4160-102	Bookbinding - Reference	Invoice: 130545	236.99	
		1221-000	HSBC Operating Chk *7606	HF Group LLC		236.99
3/13/26	66424	4520-115	Repairs & Maintenance	Invoice: 4513435	195.48	
		1221-000	HSBC Operating Chk *7606	Home Depot Credit Services		195.48
3/13/26	66425	4525-115	Service Contracts	Invoice: 81470734759	406.00	
		1221-000	HSBC Operating Chk *7606	Island Elevator Services		406.00
3/13/26	66426	1260-000	Other Receivables	Invoice: 8950665	7,049.00	
		1221-000	HSBC Operating Chk *7606	Jackson Lewis P.C.		7,049.00
3/13/26	66427	4341-109	Programming, Adult - Pub/Prog	Invoice: MJ-04152026, PGM4/16	300.00	
		1221-000	HSBC Operating Chk *7606	Monika Jalili		300.00
3/13/26	66428	4522-111	Cleaning Service - Lakeville	Invoice: 10170	1,098.03	
		4522-112	Cleaning Service - Parkville	Invoice: 10170	1,681.53	
		4522-113	Cleaning Service - Station	Invoice: 10170	1,458.74	
		4522-115	Cleaning Service - Main	Invoice: 10170	4,917.27	
		1221-000	HSBC Operating Chk *7606	118 Solutions LLC		9,155.57
3/13/26	66429	4372-000	Legal Fees - General Matters	Invoice: 299955	877.80	
		1607-000	Due To/From Main Bldg & SS	Invoice: 299730	7,065.59	
		4372-999	Legal Fees - Negot'ns & Prsnnl	Invoice: 300032	178.22	
		1221-000	HSBC Operating Chk *7606	Jaspan Schlesinger LLP.		8,121.61
3/13/26	66430	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/18/26	750.00	
		1221-000	HSBC Operating Chk *7606	Marc E Johnson		750.00
3/13/26	66431	4122-105	eBooks/eAudiobooks - A/V	Invoice: 492863-PPU	535.00	
		1221-000	HSBC Operating Chk *7606	Kanopy, Inc		535.00
3/13/26	66432	4150-114	Computer Software	Invoice: 260304	15.00	
		4330-000	Postage	Invoice: 260304	0.85	
		1221-000	HSBC Operating Chk *7606	Steven Kashkin		15.85
3/13/26	66433	4347-102	Programming, YA Test Prep	Invoice: PGM 4/6/26	150.00	
		1221-000	HSBC Operating Chk *7606	Rachna Kejriwal		150.00
3/13/26	66434	4342-106	Programming - Children's	Invoice: PGM 3/7/26	600.00	
		1221-000	HSBC Operating Chk *7606	Zainab Khan		600.00
3/13/26	66435	4342-106	Programming - Children's	Invoice: PGM 4/10/26	860.00	
		1221-000	HSBC Operating Chk *7606	Adam King		860.00
3/13/26	66436	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/27/26	300.00	
		1221-000	HSBC Operating Chk *7606	Matt B Klein		300.00
3/13/26	66437	4393-000	Office Equipmnt Rent & Repai	Invoice: 5037962752	628.90	
		1221-000	HSBC Operating Chk *7606	Konica Minolta Premier Finance		628.90
3/13/26	66438	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/13/26	505.00	
		1221-000	HSBC Operating Chk *7606	Ofra Levin		505.00
3/13/26	66439	4342-106	Programming - Children's	Invoice: PGM 3/10-3/24	1,080.00	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
				'26		
		1221-000	HSBC Operating Chk *7606	Long Island Science Center		1,080.00
3/13/26	66440	4341-109	Programming, Adult - Pub/Prog	Invoice: #6, PGM 4/18/26	200.00	
		1221-000	HSBC Operating Chk *7606	Michele London		200.00
3/13/26	66441	3470	Lost Book Income	Invoice: R# 18676	26.00	
		1221-000	HSBC Operating Chk *7606	Massapequa Public Library		26.00
3/13/26	66442	4522-111	Cleaning Service - Lakeville	Invoice: 18930	35.00	
		4522-112	Cleaning Service - Parkville	Invoice: 18930	105.00	
		4522-113	Cleaning Service - Station	Invoice: 18930	55.00	
		4522-111	Cleaning Service - Lakeville	Invoice: 19219	35.00	
		4522-112	Cleaning Service - Parkville	Invoice: 19219	105.00	
		4522-113	Cleaning Service - Station	Invoice: 19219	55.00	
		1221-000	HSBC Operating Chk *7606	MD Cleaning Solutions		390.00
3/13/26	66443	4122-105	eBooks/eAudiobooks - A/V	Invoice: 508512306	3,120.09	
		1221-000	HSBC Operating Chk *7606	Midwest Tape, LLC		3,120.09
3/13/26	66444	4342-106	Programming - Children's	Invoice: PGM 3/24/26	425.00	
		1221-000	HSBC Operating Chk *7606	Mozart for Munchkins		425.00
3/13/26	66445	4342-106	Programming - Children's	Invoice: PGM 3/31/26	425.00	
		1221-000	HSBC Operating Chk *7606	Mozart for Munchkins		425.00
3/13/26	66446	4342-106	Programming - Children's	Invoice: PGM 4/7/26	425.00	
		1221-000	HSBC Operating Chk *7606	Mozart for Munchkins		425.00
3/13/26	66447	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/19/26	650.00	
		1221-000	HSBC Operating Chk *7606	Italo Naccarato		650.00
3/13/26	66448	4342-106	Programming - Children's	Invoice: PGM 4/2,4/9 '26	400.00	
		4342-106	Programming - Children's	Invoice: PGM 4/2,4/9 '26	200.00	
		1221-000	HSBC Operating Chk *7606	NY FIT 4 ALL		600.00
3/13/26	66449	9060-000	Group Health 39# Insurance	Invoice: 628-2604	105,064.13	
		9060-999	Retiree Health 37# Insurance	Invoice: 628-2604	24,122.28	
		1221-000	HSBC Operating Chk *7606	NYS Employees' Health Ins. Pending Acct		129,186.41
3/13/26	66450	4341-109	Programming, Adult - Pub/Prog	Invoice: 3/10/26	30.42	
		1221-000	HSBC Operating Chk *7606	Christy Orquera		30.42
3/13/26	66451	4374-114	Computer/Network Consultant	Invoice: 17324	995.00	
		1221-000	HSBC Operating Chk *7606	OSI Technologies, Inc		995.00
3/13/26	66452	4101-106	Books - Children's	Invoice: 2031716-00	46.95	
		1221-000	HSBC Operating Chk *7606	Perma-Bound		46.95
3/13/26	66453	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/10-4/7 '26	300.00	
		1221-000	HSBC Operating Chk *7606	Ronald I Pinkus		300.00
3/13/26	66454	4525-115	Service Contracts	Invoice: 260161	795.00	
		1221-000	HSBC Operating Chk *7606	Precision Microproducts of America, Inc		795.00
3/13/26	66455	4393-000	Office Equipmnt Rent & Repai	Invoice: INV10366701	50.00	
		4393-000	Office Equipmnt Rent & Repai	Invoice: INV10366339	50.00	
		4393-000	Office Equipmnt Rent & Repai	Invoice: INV10393972	110.26	
		1221-000	HSBC Operating Chk *7606	Culligan Quench		210.26
3/13/26	66456	4345-111	Programming, Lakeville	Invoice: 2/20/26	12.47	
		1221-000	HSBC Operating Chk *7606	Tara Ragona		12.47
3/13/26	66457	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 4/17/26	250.00	
		1221-000	HSBC Operating Chk *7606	Jessica Ressler		250.00

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
3/13/26	66458	4342-106	Programming - Children's	Invoice: PGM 4/20/26	250.00	
		1221-000	HSBC Operating Chk *7606	Jessica Ressler		250.00
3/13/26	66459	4342-106	Programming - Children's	Invoice: PGM 4/8/26	280.00	
		1221-000	HSBC Operating Chk *7606	Lorraine Rubin		280.00
3/13/26	66460	4341-109	Programming, Adult - Pub/Prog	Invoice: PGM 3/12-3/26 '26	825.00	
		1221-000	HSBC Operating Chk *7606	Marie Ruggles		825.00
3/13/26	66461	4525-115	Service Contracts	Invoice: 55370	828.80	
		4525-115	Service Contracts	Invoice: 55634	828.80	
		1221-000	HSBC Operating Chk *7606	SECURITY USA, INC		1,657.60
3/13/26	66462	4342-106	Programming - Children's	Invoice: PGM 3/17-3/31 '26	750.00	
		1221-000	HSBC Operating Chk *7606	Sensational Playtime Inc		750.00
3/13/26	66463	4101-106	Books - Children's	Invoice: 12106	52.00	
		4101-108	Books - Adult	Invoice: 12109	401.35	
		1221-000	HSBC Operating Chk *7606	Sifrutake		453.35
3/13/26	66464	4342-106	Programming - Children's	Invoice: PGM 4/2/26	350.00	
		1221-000	HSBC Operating Chk *7606	Melissa Smith		350.00
3/13/26	66465	4348-000	Programming, Library of Thing	Invoice: 027116	245.37	
		1221-000	HSBC Operating Chk *7606	Thomas Klise/Crimson Multimedia		245.37
3/13/26	66466	4348-000	Programming, Library of Thing	Invoice: 2/23/2026	172.20	
		1221-000	HSBC Operating Chk *7606	T-MOBILE		172.20
3/13/26	66467	4355-000	Collection Agency Fees	Invoice: 6151891	246.25	
		1221-000	HSBC Operating Chk *7606	Unique Management Services, Inc.		246.25
3/13/26	66468	4342-106	Programming - Children's	Invoice: #11189, PGM 4/7/26	300.00	
		1221-000	HSBC Operating Chk *7606	Urban Stages		300.00
3/13/26	66469	4375-500	HR Consulting Fees	Invoice: INV8762390	144.50	
		1221-000	HSBC Operating Chk *7606	WageWorks, Inc.		144.50
3/13/26	66470	4345-112	Programming, Parkville	Invoice: 2/25/26	186.71	
		1221-000	HSBC Operating Chk *7606	Ida Weiss		186.71
3/13/26	66471	4715-115	Van, Gas & Oil	Invoice: 111182602	41.26	
		1221-000	HSBC Operating Chk *7606	WEX BANK		41.26
3/13/26	66472	4525-115	Service Contracts	Invoice: 82030-4604-3	583.70	
		1221-000	HSBC Operating Chk *7606	Winters Bros. Hauling of LI, LLC		583.70
3/13/26	66473	4393-000	Office Equipmnt Rent & Repai	Invoice: 41714374-2/27-3/26	469.00	
		1221-000	HSBC Operating Chk *7606	Xerox Financial Services		469.00
3/13/26	66474	4340-109	Newsletter & Printing-Pub/Pro	Invoice: 20591	2,986.82	
		1221-000	HSBC Operating Chk *7606	ZacMel Graphics LLC		2,986.82
3/13/26	66475	4101-106	Books - Children's	Invoice: 94973027	31.89	
		4101-106	Books - Children's	Invoice: 94973028	31.89	
		4101-106	Books - Children's	Invoice: 94998562	174.22	
		4101-108	Books - Adult	Invoice: 94970273	12.59	
		4101-108	Books - Adult	Invoice: 94938873	76.14	
		4101-106	Books - Children's	Invoice: 94941209	73.85	
		4101-106	Books - Children's	Invoice: 94941210	42.52	
		4101-106	Books - Children's	Invoice: 94941211	20.14	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4101-106	Books - Children's	Invoice: 94941212	42.52	
		4101-106	Books - Children's	Invoice: 94941213	22.38	
		4101-106	Books - Children's	Invoice: 94941214	28.53	
		4101-106	Books - Children's	Invoice: 94933731	63.75	
		4101-108	Books - Adult	Invoice: 94862268	225.58	
		4101-106	Books - Children's	Invoice: 94840813	10.63	
		4101-108	Books - Adult	Invoice: 94820668	383.19	
		4101-106	Books - Children's	Invoice: 94794362	53.15	
		4101-106	Books - Children's	Invoice: 94794358	71.60	
		4101-106	Books - Children's	Invoice: 94794354	198.21	
		4101-106	Books - Children's	Invoice: 94760626	33.51	
		4101-106	Books - Children's	Invoice: 94794352	149.37	
		4101-106	Books - Children's	Invoice: 94794353	66.02	
		4101-106	Books - Children's	Invoice: 94794355	44.76	
		4101-106	Books - Children's	Invoice: 94794356	57.06	
		4101-106	Books - Children's	Invoice: 94794357	137.13	
		4101-106	Books - Children's	Invoice: 94794359	130.38	
		4101-106	Books - Children's	Invoice: 94794360	99.70	
		4101-106	Books - Children's	Invoice: 94794361	10.63	
		4101-106	Books - Children's	Invoice: 94794363	55.00	
		4101-106	Books - Children's	Invoice: 94794364	40.84	
		4101-106	Books - Children's	Invoice: 94801902	49.21	
		4101-106	Books - Children's	Invoice: 94820669	271.25	
		4101-106	Books - Children's	Invoice: 94840811	247.08	
		4101-106	Books - Children's	Invoice: 94840812	355.70	
		4101-106	Books - Children's	Invoice: 94840814	15.09	
		4101-106	Books - Children's	Invoice: 94840815	21.26	
		4101-108	Books - Adult	Invoice: 94845408	140.98	
		4101-106	Books - Children's	Invoice: 94892817	120.91	
		4101-108	Books - Adult	Invoice: 94903181	31.18	
		4101-108	Books - Adult	Invoice: 94925139	11.99	
		4101-108	Books - Adult	Invoice: 94758004	16.80	
		4101-106	Books - Children's	Invoice: 94737283	194.39	
		4101-108	Books - Adult	Invoice: 94692458	15.60	
		4101-108	Books - Adult	Invoice: 94685001	334.68	
		4101-106	Books - Children's	Invoice: 94644176	11.19	
		4101-106	Books - Children's	Invoice: 94644174	40.28	
		4101-106	Books - Children's	Invoice: 94644172	21.26	
		4101-106	Books - Children's	Invoice: 94644170	53.15	
		4101-106	Books - Children's	Invoice: 94644168	7.18	
		4101-106	Books - Children's	Invoice: 94635247	350.45	
		4101-106	Books - Children's	Invoice: 94614278	44.76	
		4101-108	Books - Adult	Invoice: 94611427	52.34	
		4101-106	Books - Children's	Invoice: 94604612	47.00	
		4101-108	Books - Adult	Invoice: 94548673	197.74	
		4101-106	Books - Children's	Invoice: 94512688	288.07	
		4101-106	Books - Children's	Invoice: 94485968	5.59	
		4101-106	Books - Children's	Invoice: 94479817	302.05	
		4101-108	Books - Adult	Invoice: 94477041	264.87	
		4101-108	Books - Adult	Invoice: 94468940	12.00	
		4101-106	Books - Children's	Invoice: 94439003	77.81	
		4101-106	Books - Children's	Invoice: 94414993	232.56	
		4101-106	Books - Children's	Invoice: 94414991	40.28	
		4101-106	Books - Children's	Invoice: 94414989	9.51	
		4101-108	Books - Adult	Invoice: 94379241	99.47	
		4101-106	Books - Children's	Invoice: 94372051	174.61	
		4101-106	Books - Children's	Invoice: 94338685	33.57	
		4101-106	Books - Children's	Invoice: 94338683	82.80	
		4101-106	Books - Children's	Invoice: 94338681	10.63	
		4101-106	Books - Children's	Invoice: 94338679	20.14	
		4101-108	Books - Adult	Invoice: 94336225	376.73	
		4101-108	Books - Adult	Invoice: 94313219	42.00	
		4101-108	Books - Adult	Invoice: 94299267	167.70	
		4101-106	Books - Children's	Invoice: 94263470	191.98	
		4101-106	Books - Children's	Invoice: 94253755	265.08	
		4101-108	Books - Adult	Invoice: 94226280	143.94	
		4101-106	Books - Children's	Invoice: 94185962	28.86	
		4101-106	Books - Children's	Invoice: 93976860	1,237.43	
		4101-108	Books - Adult	Invoice: 93857878	14.39	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Line Description	Debit Amount	Credit Amount
		4101-106	Books - Children's	Invoice: 93864110	327.80	
		4101-106	Books - Children's	Invoice: 94185961	13.31	
		4101-106	Books - Children's	Invoice: 94204271	72.30	
		4101-108	Books - Adult	Invoice: 94226281	72.60	
		4101-108	Books - Adult	Invoice: 94260412	55.38	
		4101-106	Books - Children's	Invoice: 94263471	21.26	
		4101-108	Books - Adult	Invoice: 94306907	32.74	
		4101-106	Books - Children's	Invoice: 94330577	13.54	
		4101-106	Books - Children's	Invoice: 94338678	42.52	
		4101-106	Books - Children's	Invoice: 94338680	26.85	
		4101-106	Books - Children's	Invoice: 94338682	22.38	
		4101-106	Books - Children's	Invoice: 94338684	30.21	
		4101-106	Books - Children's	Invoice: 94338686	25.45	
		4101-108	Books - Adult	Invoice: 94379240	43.77	
		4101-106	Books - Children's	Invoice: 94414988	21.82	
		4101-106	Books - Children's	Invoice: 94414990	106.30	
		4101-106	Books - Children's	Invoice: 94414992	21.26	
		4101-106	Books - Children's	Invoice: 94414994	386.96	
		4101-106	Books - Children's	Invoice: 94447120	465.37	
		4101-106	Books - Children's	Invoice: 94471317	47.00	
		4101-108	Books - Adult	Invoice: 94477042	36.00	
		4101-106	Books - Children's	Invoice: 94485967	21.73	
		4101-108	Books - Adult	Invoice: 94510103	495.57	
		4101-106	Books - Children's	Invoice: 94521021	171.01	
		4101-106	Books - Children's	Invoice: 94577006	64.31	
		4101-108	Books - Adult	Invoice: 94611426	90.97	
		4101-106	Books - Children's	Invoice: 94614277	446.00	
		4101-106	Books - Children's	Invoice: 94614279	40.28	
		4101-108	Books - Adult	Invoice: 94641020	31.18	
		4101-106	Books - Children's	Invoice: 94644169	21.26	
		4101-106	Books - Children's	Invoice: 94644171	17.90	
		4101-106	Books - Children's	Invoice: 94644173	43.46	
		4101-106	Books - Children's	Invoice: 94644175	11.17	
		4101-106	Books - Children's	Invoice: 94644177	5.39	
		4101-106	Books - Children's	Invoice: 94687848	692.05	
		4101-106	Books - Children's	Invoice: 94729184	10.63	
		4101-108	Books - Adult	Invoice: 94758003	37.20	
		4101-106	Books - Children's	Invoice: 95006521	542.04	
		1221-000	HSBC Operating Chk *7606	Ingram Library Services		13,787.69
3/13/26	66476	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66477	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66478	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66479	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66480	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66481	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66482	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66483	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66484	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66485	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66486	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66487	4121-105	Recordings, Video - A/V	Invoice: 508529974	56.85	
		4120-105	Recordings, Audio - A/V	Invoice: 508529619	120.11	
		4120-105	Recordings, Audio - A/V	Invoice: 508529618	28.44	
		4120-105	Recordings, Audio - A/V	Invoice: 508529971	87.16	
		4121-105	Recordings, Video - A/V	Invoice: 508529972	44.61	
		4121-105	Recordings, Video - A/V	Invoice: 508529973	117.37	
		4121-105	Recordings, Video - A/V	Invoice: 508529975	43.38	

GREAT NECK LIBRARY
GNL WARRANT w/GL Description
For the Period From Mar 6, 2026 to Mar 15, 2026
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
		4120-105	Recordings, Audio - A/V	Invoice: 508497192	167.74	
		4121-105	Recordings, Video - A/V	Invoice: 508493529	13.47	
		4121-105	Recordings, Video - A/V	Invoice: 508493527	45.33	
		4121-105	Recordings, Video - A/V	Invoice: 508493525	247.01	
		4121-105	Recordings, Video - A/V	Invoice: 508468397	123.88	
		4121-105	Recordings, Video - A/V	Invoice: 508468395	63.51	
		4120-105	Recordings, Audio - A/V	Invoice: 508468392	25.82	
		4121-105	Recordings, Video - A/V	Invoice: 508433421	15.57	
		4121-105	Recordings, Video - A/V	Invoice: 508433289	68.59	
		4121-105	Recordings, Video - A/V	Invoice: 508433287	99.21	
		4120-105	Recordings, Audio - A/V	Invoice: 508433285	53.58	
		4121-105	Recordings, Video - A/V	Invoice: 508397548	13.47	
		4121-105	Recordings, Video - A/V	Invoice: 508433286	822.87	
		4121-105	Recordings, Video - A/V	Invoice: 508433288	822.87	
		4121-105	Recordings, Video - A/V	Invoice: 508433420	68.59	
		4121-105	Recordings, Video - A/V	Invoice: 508433422	31.14	
		4120-105	Recordings, Audio - A/V	Invoice: 508468394	25.82	
		4121-105	Recordings, Video - A/V	Invoice: 508468396	109.35	
		4121-105	Recordings, Video - A/V	Invoice: 508468398	128.76	
		4121-105	Recordings, Video - A/V	Invoice: 508493526	183.89	
		4121-105	Recordings, Video - A/V	Invoice: 508493528	75.22	
		4120-105	Recordings, Audio - A/V	Invoice: 508497190	100.32	
		4121-105	Recordings, Video - A/V	Invoice: 508550847	45.32	
		1221-000	HSBC Operating Chk *7606	Midwest Tape		3,849.25
3/13/26	66488	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66489	1221-000	HSBC Operating Chk *7606	VOID		
3/13/26	66490	4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386SV26033519	23.92	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386CP26029817	119.70	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386CO26060313	236.03	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386CO26048764	304.18	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386CO26074741	203.74	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386CP26031501	184.76	
		4122-105	eBooks/eAudiobooks - A/V	Invoice: 1386SV26033763	5.98	
		1221-000	HSBC Operating Chk *7606	OverDrive, Inc		1,078.31
3/13/26	66491	4530-112	Branch Rentals - Parkville	Invoice: 26687	13,910.87	
		1221-000	HSBC Operating Chk *7606	Great Neck UFSD		13,910.87
3/13/26	66492	4530-113	Branch Rentals - Station	Invoice: 250720	22,783.16	
		4530-113	Branch Rentals - Station	Invoice: 250720		2,916.67
		1221-000	HSBC Operating Chk *7606	KK GREAT NECK 2470, LLC		19,866.49
3/13/26	66493	4530-111	Branch Rentals - Lakeville	Invoice: 250744	7,793.44	
		4530-111	Branch Rentals - Lakeville	Invoice: 2507-2512 WATER	93.75	
		1221-000	HSBC Operating Chk *7606	Plymouth Realty LLC		7,887.19
3/13/26	66494	4330-000	Postage	Invoice: 230768	2,000.00	
		1221-000	HSBC Operating Chk *7606	Postmaster		2,000.00
	Total				279,083.63	279,083.63

Assistant Director
February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- I continued to meet weekly with the Branch Heads and Head of Media. We are pleased to welcome a new Branch Head Librarian to Station; I have been helping to get her settled into her new role there.
- I attended weekly round robins with Department and Branch Heads, as well as members of Administration.
- I attended regular construction meetings regarding the Library's ongoing projects.
- I have been working with Andrew and several Department Heads to fill our remaining open positions.
- I've continued to place some orders through our various materials vendors to remain on top of how this process works.
- With the upcoming budget workshops in mind, I have been discussing the budget with the departments I supervise so we can really pare down to what we need and focus on investing in what the community is seeking.

STAFF TRAINING:

- Denise and I held safety training sessions for branch staff to ensure they are aware of procedures and protocol such as alarms/panic buttons and how to respond to various situations that may arise.
- I attended the NYS Library Ask a Lawyer webinar regarding WCAG 2.1 Title II and required upcoming changes to web accessibility. Our goal is and should be, whether an official requirement exists or not, is to make everything as accessible as possible for as many people as possible.
- I attended a free PLA webinar on Responding to ICE in the Library, as staff have had questions regarding this specific scenario. The main takeaways were to treat it like any other law enforcement interaction, do not film or interfere in any way, prioritize safety of all involved, and refer any warrants or subpoenas to counsel to review.

Respectfully Submitted,

Kat Baumgartner
Assistant Director

ADULT PROGRAMMING, PUBLICITY & OUTREACH

February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- The spring mailer has been prepared and sent to the community.

- Paintings and oil pastels by artist Helen Zhang are on display at the Main Library's Lower Level Art Gallery from February 2nd to 26th.
    - The department is coordinating with Adam and Maintenance on updating our art exhibit procedures and setup for the gallery space, to help keep it orderly and tidy during shows.

- On February 3rd, I attended NYLA's Library Advocacy Day in Albany with NCLA and NLS to meet with our local officials. I met with the aid of Senator Jack Martins, as well as officials for the district where my home library is located. I also took the time to visit the State Research Library. Advocacy resources and other information is attached.
    - I also attended the Project Independence Advisory Committee meeting on February 18th with Christy to represent the Great Neck community and discuss our offerings and services for seniors in ToNH.

- The library held its Winter Community Blood Drive with New York Blood Center on February 25th. Despite the blizzard we received recently, 23 donors came out to help with the regional blood emergency. Thank you to those who donated!

- 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.
    - Wanda also completed her annual review, and brainstormed ideas on how to better reach non-library users and patrons who may not have access to our offerings and updates in the digital space.

- 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.

    - Joseph also attended the eAccessibility webinar provided by ESLN on February 10th.

- We're cleaning up the staff intranet and asked all departments to go through what information and forms they'd like to keep.

- Our social media posts that did well this month:

  - Lunar New Year Celebration: https://www.facebook.com/GreatNeckLibrary/posts/pfbid0fQdR947hBnEZ1PHXWiGx1M8NUB3mCrfWAvfaVzY7hcYHnT6bRfn8jPYf8935irPDl#

  - Skittles the Traveling Giraffe visits Albany: https://www.instagram.com/p/DUi-ex-kvsM/

  - Groundhog Day Children's book display: https://www.tiktok.com/@greatnecklibrary/photo/7603497360500608269

- Adult programs that did well this month:

  - Arts and crafts: Knitting & Crochet Clubs, Valentine's Day Chocolate Chip Scones, Love Potion Simmer Pot, Crystal Suncatcher, Book-themed Mini Quilt, Winter Jewelry

  - Wellness: Daytime & Evening Yogas, Chair Strength & Balance, Tai Chi for Longevity, Line Dancing, Improve Your Sleep Naturally

  - Clubs and conversation circles: Socrates Salon, Performance Poets Association, Mahjongg, Chess

  - Workshops and lectures: ToNH Property Assessment Grievance, Defensive Driving, English Learning Classes, Picasso the Prodigy, Beginner Spanish, Freedom Riders, Technology and the Constitution

  - Performances: Songs of the 50s, 60s, & 70s performed by Dream

Respectfully Submitted,

Cindy Wolfe,
Head of Adult Programming, Publicity and Outreach

Total Programs Report

February 2026

Totals

Date	Group Programs	Group Program Attendance	Appointments / Take-and-Makes	Appointments / Take-and-Makes Attendance
January 2026	277	4,530	133	197
February 2026	250	4,722	94	184

Adults

Date	Group Programs	Group Program Attendance
January 2026	69	990
February 2026	83	1,203

Children's

Date	Group Programs	Group Program Attendance
January 2026	115	2,035
February 2026	100	3,117

Outreach

Date	Programs	Program Attendance
January 2026	12	619
February 2026	10	1,450

STEM Lab

Date	Group Programs	Group Program Attendance	Appointments / Take-and-Makes	Appointments / Take-and-Makes Attendance
January 2026	18	260	104	160
February 2026	14	64	87	130

Young Adults

Date	Group Programs	Group Program Attendance
January 2026	2	17
February 2026	3	26

Levels

Date	Group Programs	Group Program Attendance
January 2026	79	861
February 2026	60	294

Jr. Levels

Date	Group Programs	Group Program Attendance
January 2026	15	62
February 2026	14	45

All Ages

Date	Group Programs	Group Program Attendance
January 2026	17	898
February 2026	6	109

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Social Media

February 2026

Facebook

Date	Posts	Stories	Likes	Comments	Reach	Shares	Total Followers
January 2026	22	9	106	7	2,953	13	1,751
February 2026	29	8	91	24	2,184	10	1,761

Instagram

Date	Posts	Stories	Likes	Comments	Reach	Shares	Total Followers
January 2026	20	13	183	16	1,528	27	1,760
February 2026	28	9	329	6	1,664	23	1,773

TikTok

Date	Posts	Views	Likes	Comments	Shares	Total Followers
January 2026	5	6,319	27	1	3	188
February 2026	5	7,948	51	1	3	188

YouTube

Date	Subscribers	Unique Viewers	Impressions	Views	Watch Hours
January 2026	1,086	2,532	24,035	3,154	148.3
February 2026	1,102	2,804	28,086	3,883	181.5

Respectfully submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

Computer Services

February 2026

Library Website with Google Analytics

Date	Sessions	Pageviews	New Visitors	Returning Visitors	Unique Users
January 2026	25,406	38,395	9,769	1,786	11,291
February 2026	22,849	33,541	8,972	1,645	10,539

Top 4 Page Views on Library Website

Date	#1	#2	#3	#4
January 2026	Digital Archives (1,296)	Main Building (881)	Museum Passes (660)	Our Locations (560)
February 2026	Digital Archives (785)	Main Building (737)	Museum Passes (553)	Our Locations (449)

e-Newsletter with MailChimp

Date	New Signups	Cancellations	Total Signups
January 2026	10	25	5,432
February 2026	16	32	5,416

Public Computer Usage Sessions

Date	Main	Lakeville	Station	Parkville	Total
January 2026	616	185	555	254	1,610
February 2026	559	172	483	207	1,421

Pages Printed from Public Computers

Date	Main	Lakeville	Station	Parkville	Total
January 2026	4,113	1,153	1,648	1,091	8,005
February 2026	3,129	1,400	2,007	1,094	7,630

Cash Deposited into Mobile Printing

Date	Main	Lakeville	Station	Parkville	Total
January 2026	$519.75	$164.80	$194.65	$128.30	$1,007.50
February 2026	$392.40	$156.05	$220.95	$131.60	$901.00

Books and Documents Scanned

Date	Main	Lakeville	Station	Parkville	Total
January 2026	1,018	333	1,025	213	2,589
February 2026	827	220	634	305	1,986

Wowbrary

Date	Signups	Canceled	Total Active Signups	Borrows (Clickthroughs – Click 'Borrow Button' to Catalog)	Commission Earned
January 2026	1	0	189	89	$0.13
February 2026	0	2	187	59	$0.00

Innovative Mobile App

Date	Devices	Launches
January 2026	565	3,258
February 2026	549	2.760

Respectfully Submitted,
Joseph Weisbecker
Webmaster / Social Media Coordinator

STEM LAB

February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

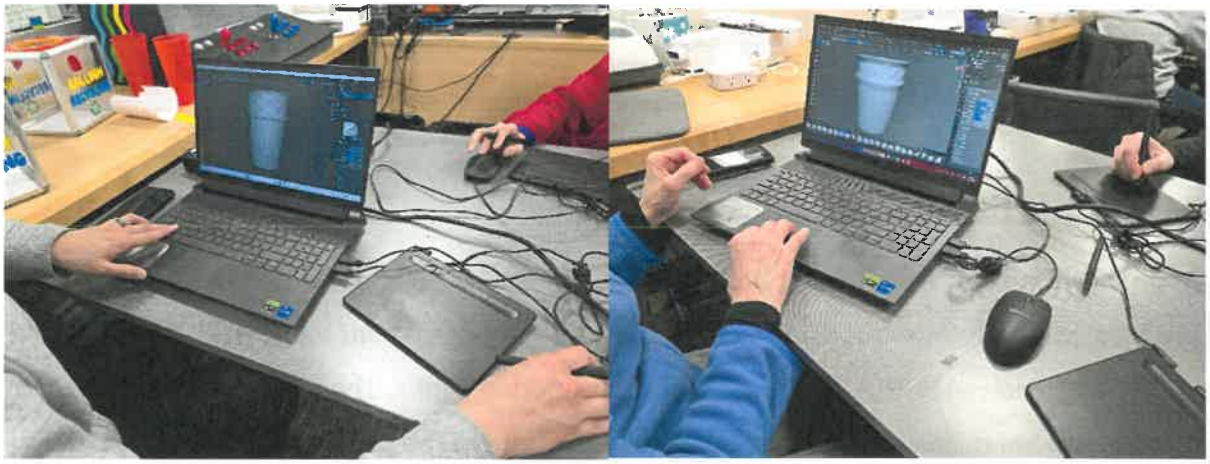
- In preparation for NASA's lunar orbit mission, *Artemis II*, the STEM Lab hosted an all-ages program about the mission. Patrons attended a short presentation, built paper models of the rocket, and received NASA-themed stickers and coloring books. The Lab is now looking ahead to the newly announced launch date (anticipated in April) to host a similar program or possibly a launch viewing session.
- The STEM Lab team continued its 3D printing–focused programming this month with classes in Blender and Tinkercad for mold making, Maker Labs where patrons designed Lunar New Year fidget spinners, and a workshop demystifying the 3D printing slicing process.
- The Team also printed out 6 plaques for the Great Neck Coalition for Unity for celebrating Black History Month and Lunar New Year.
- Lastly, the STEM Lab completed over 260 hours of 3D printing for patrons this month, including large projects such as an orchid pot and a Darth Vader helmet.

STAFF TRAINING:

- STEM Lab staff provided 3D printing training sessions to LEVELS staff, preparing them to incorporate their Bambu 3D printer into future LEVELS programming.
- Christopher Van Wickler and Adam Hinz visited Great Neck North High School to review the new library design and observe their makerspace. The visit provided valuable ideas and inspiration for the future of the STEM Lab.
- Trudy Delaney began an in-depth exploration of the free software Inkscape in preparation for a multi-week class she will be teaching in the coming months.
- Aimeng continued research on using AI to generate 3D models in Blender based on prompt inputs.

Respectfully Submitted,

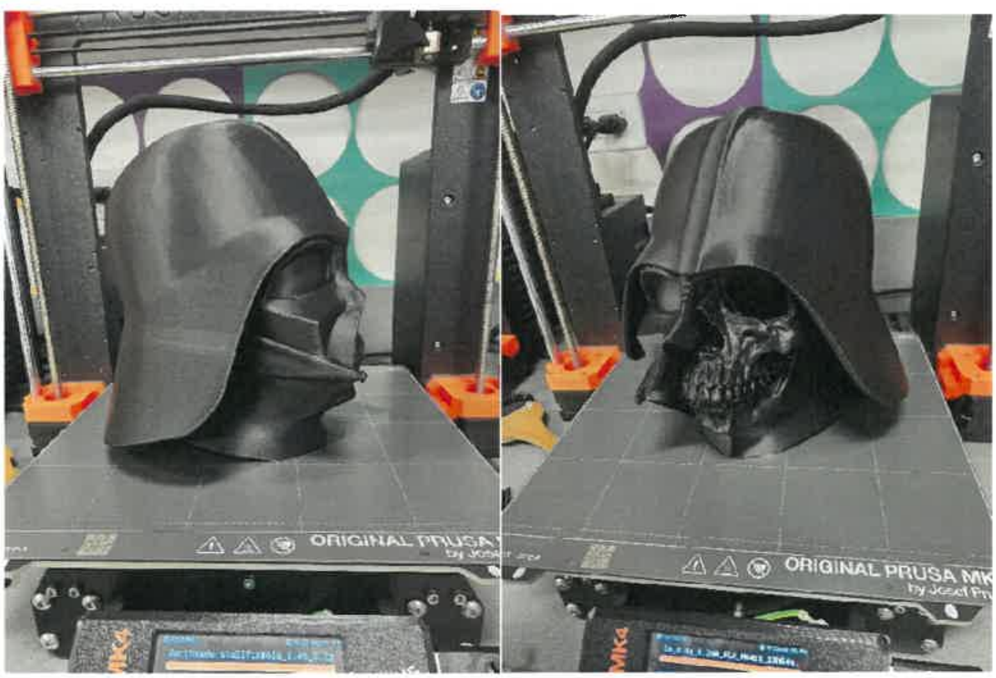
Christopher Van Wickler
Head of Emerging Technologies (STEM Lab)



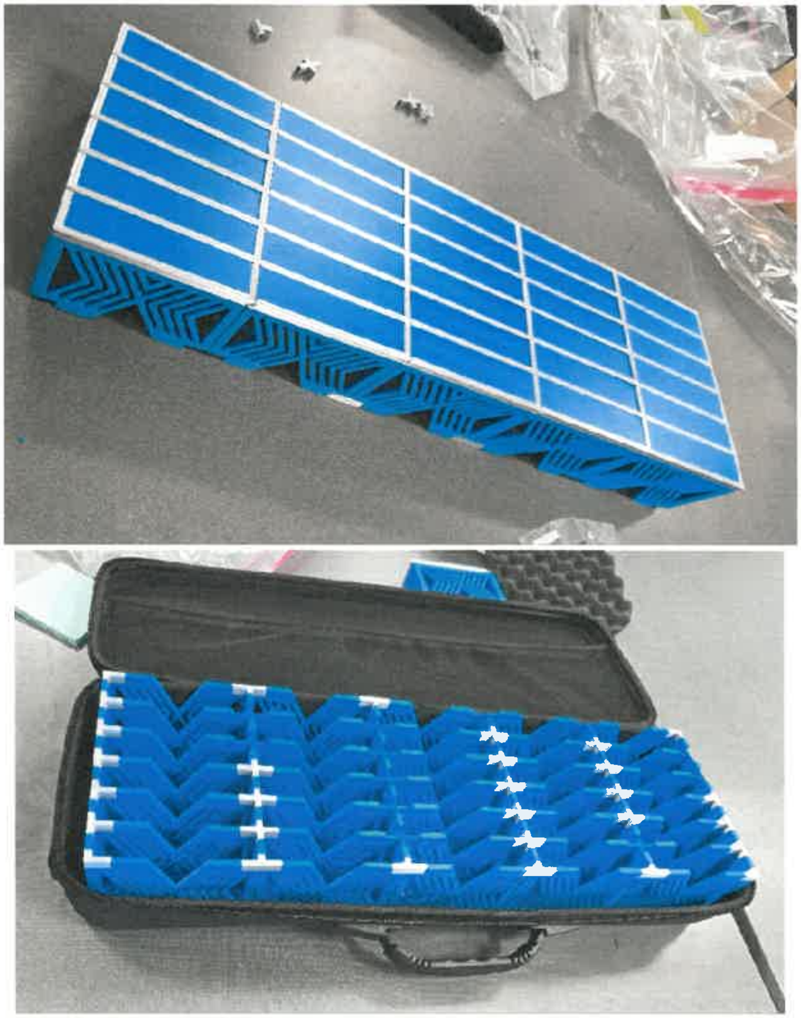
Patrons work from 4 week Blender class we designed and sculped Ice cream cone pen holders

Lunar New Year Fidget spinner class examples

Plaques for Great Neck Coalition Laser engraved in duel color plastic



Patron Print request Darth Vader Helmet



Patron Print Request for Custom Card Deck holder

Patron requested 3D printed Dragon

Silicon molds made from 3D designed and printed parts

Patron designed Laser cut Art

CHILDREN'S SERVICES DEPARTMENT
March 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- In February we held 89 programs across our four branches.
- We conducted school visits with Saddler Rock, Parkville School, SHA, and Great Neck Community School
- We have upcoming visits scheduled with JFK and MESA.
- We have continued weeding and ordering in all of our locations.
- We had displays Women in STEM, Winter Olympics, the superbowl, travel, staff picks, Black History Month, Ramadan & Eid, Lunar New Year, Spread the Love/ Valentine's Day, Dolphins, Read Across America, Purim, Holi, Bird Feeding Month, Pokemon, Pets, President's Day, Mardi Gras, and Groundhog's Day.
- At Parkville, we hosted a new program, Sensory Station Fun. It was a huge hit. We 16 children and 18 adults, a lot of them were newer patrons to the library. It was a great opportunity for new parents in the neighborhood to connect; we extended the program time a bit longer because everyone was having such a great time.
- Sarah attended Saddle Rock's Career Day, and spoke with most of their students about librarianship.
- All four locations were recertified for Family Place for the 2026 year.

STAFF TRAINING:.

- I held 1:1s with children's staff members.
- Christina attended Unearth A Story this Summer with SciStarter and the Collaborative Summer Library Program
- Kori attended ¡Libros, Niños y Más! : Spanish Books for Kids from SLJ

Respectfully Submitted,

Sarah Clarke
Head of Children's Services


LIBRARIAN


KING JERRY


Bringing In the

REFERENCE DEPARTMENT
March 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- Seed library is available at MAIN REF
- Collectable trading cards are available at MAIN REF
- We selected YA patrons as winners of the YA Jewish Traditional Collection prize journal giveaway
- David Radford has joined the team as our newest Senior II
- The Half Seen ceremonial table for Nowruz is at the circulation desk
- Great Neck Library now subscribes to *The New York Times* All Access which includes News, Games, Cooking, Audio, Wirecutter and The Athletic
- *Wall Street Journal* digital subscription is renewed

STAFF TRAINING:

- Main reference librarians have participated in Libby and Hoopla refresher training with David W. in Media for tech support with patrons.

Respectfully Submitted,

Christy Orquera, MLS
Head of Reference and local history

MEDIA DEPARTMENT
March 2026 Media Board Report

DEPARTMENT HIGHLIGHTS:

- Weeding is in Phase 2 with respect to the physical DVD collection which addresses the (J) Family and Children's sections.

- We are in the process of cleaning the (150) donated records and making them available for both our listening area in the back of the media room and for circulation.

- The collaboration with the Gold Coast Arts Center is going well with both the film analysis of Gentleman's Agreement with Foster Hirsch and the planned short films event for mid-March.

- Libby/Overdrive vs' Hoopla total circulations [e-book & e-audiobook]

  February 2026 statistics:* (estimated/averaged stats)

Overdrive Libby	**E-books (3340); E-audiobooks (2051)**
Hoopla	**E-books (361); E-audiobooks (647)**

- We are proposing a new budget for 2026-27 allocating a slightly larger portion of the budget on digital resources which is a three year trend. The surplus saved in the physical budget will likely be needed for the digital portion of our media budget.

STAFF TRAINING:

- No instances of staff training in February.

Respectfully Submitted,

David Wang
Media Librarian

CIRCULATION DEPARTMENT
February 2026

DEPARTMENT HIGHLIGHTS:

- Staff continue to work diligently, providing high-quality service and efficiently addressing patron inquiries.
- We are collaborating with the Branches, Children's Circulation, and Media departments to ensure adequate coverage at all circulation desks.
- We recently processed the patron purge for expired library cards; staff will begin weeding the physical library card application forms from the cabinet. The following accounts were deleted: Great Neck Resident Cards: 1,736 and Non-Resident Cards: 805
- The Circulation staff provided excellent phone support to patrons during the Universal Program registration on Feb 27.
- The Spring Sundays schedule (April–June) is finalized and has been shared with the Circulation staff.
- Staff Evaluation is ongoing.

STAFF TRAINING:

- We are maintaining regular communication with the clerical team to share updates on circulation procedures and tasks. This ongoing dialogue ensures that all staff stay informed and consistent with our current operational standards.
- Our two new part-time clerks have officially completed their training. They are now fully integrated into the Circulation department.
- I recently participated in the interview panel for the Clerk position.

Respectfully Submitted,

Eleen Chook
Circulation Manager

Circulation Statistic 2026

Checkouts	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
MAIN														
Checkouts	8,223	6,407											**14,630**	**96,129**
Online Renewals	18,840	15,634											**34,474**	**206,810**
** Circ. Self-Check Station	1,339	87											**1,426**	**17,555**
Children's Self-Check Station	3,400	3,269											**6,669**	**49,392**
LAKEVILLE														
Checkouts	749	583											**1,332**	**8,605**
Self-Check Station	333	356											**689**	**4,536**
PARKVILLE														
Checkouts	1,047	663											**1,710**	**13,685**
Self-Check Station	843	887											**1,730**	**14,920**
STATION														
Checkouts	1,516	1,357											**2,873**	**20,302**
Self-Check Station	1,621	1,375											**2,996**	**17,182**
E-Book download	3,785	3,340											**7,125**	**72,900**
E-Audiobook downloads	2,249	2,051											**4,300**	**28,326**
Streaming	3,906	3,540											**7,446**	**45,235**
Totals	**47,851**	**39,549**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**87,400**	**595,577**

*** Shelfcheck Kiosk is out of service since 2/9/2026. Pending for new PC.*

Sorter	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
** RFID Self Returning Station	425	0											**425**	**9,273**

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

*** The RFID shelf return machine has been unavailable since January 29. Pending for new PC.*

Museum Key & Lending Key	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
Museum Passes Checkouts	291	231											**522**	**4,886**
Library of Things Checkouts	69	62											**131**	**644**

** Included in the the MAIN Checkouts*

Reserves & Interloans	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
Webpac-Online (Placed only)	3,944	3,068											**7,012**	**46,862**
Main														
Filled	3,019	2,578											**5,597**	**36,921**
Placed	1,558	1,263											**2,821**	**20,201**
LAKEVILLE														
Filled	373	281											**654**	**4,092**
Placed	83	61											**144**	**937**
PARKVILLE														
Filled	431	343											**774**	**6,806**
Placed	73	49											**122**	**1,017**
STATION														
Filled	755	761											**1,516**	**8,775**
Placed	110	68											**178**	**1,512**
Totals	**10,346**	**8,472**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**18,818**	**127,123**

LILINK & OCLC	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
Filled	668	547											**1,215**	**7,957**
Placed	860	628											**1,488**	**9,603**
Sent to Other Libraries	94	90											**184**	**1,636**

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

In House Use	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
MAIN	4,131	3,485											**7,616**	**47,125**
LAKEVILLE	109	28											**137**	**1,185**
PARKVILLE	344	334											**678**	**4,582**
STATION	959	891											**1,850**	**13,604**
Totals	**5,543**	**4,738**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**10,281**	**66,496**

Homebound Services	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
Deliveries	29	23											**52**	**368**
Items Delivered	85	75											**160**	**919**

Library Cards *(Processed at Main)*	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
MAIN														
Adult & Under 18 Residents	152	79											**231**	**1,538**
Juvenile Residents	38	31											**69**	**421**
Non-Resident	16	9											**25**	**114**
LAKEVILLE														
Adult & Under 18 Residents	8	1											**9**	**85**
Juvenile Residents	1	0											**1**	**12**
Non-Resident	0	0											**0**	**16**
PARKVILLE														
Adult & Under 18 Residents	9	5											**14**	**153**
Juvenile Residents	3	2											**5**	**38**
Non-Resident	3	2											**5**	**55**
STATION														
Adult & Under 18 Residents	16	15											**31**	**301**
Juvenile Residents	11	2											**13**	**63**
Non-Resident	2	3											**5**	**22**
Totals	**259**	**149**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**408**	**2,818**

Library Card Renewals	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
MAIN														
Residents	131	107											**238**	**2,058**
Non-Residents	0	2											**2**	**37**
LAKEVILLE														
Residents	9	4											**13**	**170**
Non-Residents	0	0											**0**	**3**
PARKVILLE														
Residents	21	20											**41**	**358**
Non-Residents	0	2											**2**	**11**
STATION														
Residents	32	22											**54**	**419**
Non-Residents	0	0											**0**	**9**
Totals	**193**	**157**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**350**	**3,065**

Patron Count	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	YTD 2026	YTD 2025
MAIN	10,217	12,369											**22,586**	**162,563**
LAKEVILLE	2,427	2,196											**4,623**	**31,187**
PARKVILLE	4,070	3,850											**7,920**	**57,617**
STATION	5,491	4,108											**9,599**	**62,676**
Totals	**22,205**	**22,523**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**44,728**	**314,043**

TECHNICAL SERVICES

March 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- In January the staff cataloged 545 new titles and processed 1239 new items.
- 1750 new Hoopla titles were uploaded
    - 2238 titles were removed

Respectfully Submitted,

Ashley Gonzalez
Technical Services Manager

Great Neck Library - Technical Services Department
Fiscal Year Summary Report

03/20/26

July 2025-June 2026	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD Totals
New Titles	567	903	645	756	777	508	747	545					5448
Processing	897	1599	991	1293	1149	820	1380	1239					9368
Periodicals	229	275	222	236	224	212	224	217					1839
Donations	47	2	2	21	204	82	24	29					411
Deletes	1108	2121	3595	2,196	1441	1723	1182	2,742					16108
Deleted Magazine	681	41	341	359	344	307	114	299					2486

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 BRANCH

February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- During the Winter Break we had a few programs that were both well attended and well received.
  For school aged children, we did a food program called No Bake Cheesecake. It only had 3 ingredients and the children got to pick from a few different toppings. It was super simple and they left happy to bring home a dessert.
- I was very excited to host a program that I have done for years before coming to Great Neck and it is always well received. It is the Noah Ark Workshop which is essentially the Build a Bear workshop for libraries. During the break patrons were able to stuff their very own owl stuffed animal which they all loved. Hopefully this will be the start of using this vendor for future programs.
- The Sticks in the Stacks program continues to maintain a loyal following of a group of women who come and have such a nice time here for two hours a week socializing while knitting or crocheting. I will be donating over 20 hand knit blankets to Stony Brook Hospital and Children's Hospital. I am trying to find out if I can donate to Long Island Jewish or Katz Women Hospital in New Hyde Park as well.

Respectfully Submitted,

Tara Ragona
Lakeville Branch Manager/Librarian

Parkville Branch
February 2026 Board Report
DEPARTMENT HIGHLIGHTS:

Parkville Children's – Department Highlights:

The Parkville Children's Dept. offered a great variety of programs led by both vendors and staff librarians.

- During the month of February, the Children's Department held several programs for our youngest patrons ages 0 through preschool including, *Music for Aardvarks, A Love Bug Craft, Storytime Fun and Sensory Station Fun.*

- The Department also celebrated *Lunar New Year* with a special storycraft about the holiday.

- In addition to *Bridge Book Club, Tween Graphic Novel Book Club*, *Crafty Tweens,* and *Tween Felt Sewing*, Parkville librarians offered a Valentine's Day themed Tween program called *Heart Weaving Craft.*

- For children in.elementary grades 2-5 there were several STEAM programs namely *Tween Art Club* and *Keva Plank Engineering.*

- The *Magic with Ari Bisk* program series provided children in grades K-5 with an opportunity to learn how to perform card tricks and expand their magic repertoire.

- Some very successful passive programs this month included a special *Black History Month themed Grab 'n Go and scavenger hunt* created by Children's Librarian Kori T., as well as a guessing jar filled with tiny pom-poms.

- To help alleviate the winter blues and provide a fun activity during winter recess, Parkville hosted a *Family Movie Party*. Over 40 children and adults enjoyed snacks and pizza while watching *Toy Story*. It was a resounding success!

Parkville Adults – Department Highlights:

Parkville's Adult Dept. offered patrons classes in yoga, jewelry making, tech help and book clubs.

- In January, *Parkville Pageturners* read *The Thursday Murder Club* by Richard Osman. The group enjoyed reading this book for its lightheartedness. The humorous story set in a fictional senior living center in the English countryside provided the backdrop for a team of four septuagenarians who solve murders. Using skills garnered from years of living and working as spies, labor union activists, psychiatrists and nurses, they are able to solve several crimes before the police do, giving new meaning to the idea that life does indeed begin after 60.

- The final session of the *Winter Jewelry Making Series* with Julie Lam took place this month.

- Other crafting programs for adults including, *Make a Mini Quilt* and *Love Potion Simmer Pots* were very well-attended.

- *Yoga Flow* as well as the longstanding *Knitting & Crochet Circle* programs continue to have a devoted following.

- GraphicFantastic - The Teen Graphic Novel Book Club read *We Could Be Magic* by Marissa Meyer and is off to a good start.

- *English Learning Class and Tech Tuesdays* continued this month and AARP Tax Assistance began mid-month to help patrons with tax preparation.

<u>Professional Development:</u>

Children's Librarian, Christina Lorper participated in the following professional development:

- **Unearth A Story this Summer with SciStarter and the Collaborative Summer Library Program (CSLP)**
  - This event provided an in depth look at **SciStarter** which is an online resource containing ideas for citizen science projects as well as resources specifically for libraries. (Citizen and Community Science Library Network).
  - The presenters provided some additional thoughts on how to incorporate citizen science lessons into library programming.

Respectfully Submitted by:
Ida Weiss
Parkville Branch Head
March 5, 2026

<u>Program Photos:</u>

Lunar Lantern Craft

Tween Felt Sewing

KEVA Planks

Love Bug

Crafty Tweens - Origami Station

Station

February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- Successful, well attended programs across departments
- Planning for maximizing conference attendance benefits
- Creative and relevant books displays that promote circulation such as Black history month, blind date with a book and nutrition literacy

STAFF TRAINING:

- Safety training for all branch staff
- Continued collection maintenance training

Respectfully Submitted,

Naomi Yamada
Branch Head

FACILITIES

February 2026 Board Report

DEPARTMENT HIGHLIGHTS:

- Completed all snow removal through storms ensuring all entrance and egress points were cleared prior to the library opening to staff and general public.
- Coordinated with the repurposing of a space at Station which required the relocation of the staff lockers.
- Coordinated the rebuilding of elevator control valve with elevator service provider to prolong the life of the equipment.
- Coordinated repairs of Parkville shelving with vendor. Work performed under warranty at no cost.
- Coordinated roofing repairs with Landlord at Station due to leaks in the children's space.
- Fire Extinguisher Inspector completed annual inspection of fire extinguishers at Lakeville and Station.
- Coordinated with Lakeville Landlord to ensure repairs to the sprinkler system completed so that the branch can reopen the following day.

Respectfully Submitted,

Ryan Badke
Facilities Manager

500-55: Staff and Trustee Privileges

All borrowers, including the members of the Board of Trustees, enter into an agreement with the Great Neck Library to return the items on or before the due date indicated on the receipt given at checkout. Borrowers are responsible for returning or renewing the items they check out on or before the due date.

Items from the Library of Things and the Museum Pass collections cannot be renewed and overdue fines will be owed on any items in these collections that are not timely returned in accordance with policy 700-45: Loan Periods, Overdue Notices, Fines, Fees of the Policy Manual. This includes members of the Board of Trustees

The following privileges have been extended to the Board of Trustees and the staff.

a. Fines

Staff and Trustees have the privilege of not paying fines for overdue materials other than items from the Library of Things and the Museum Pass collections. It is the expectation that all materials will be returned within a reasonable time, preferably when the item is due. Lost or damaged books must be paid for. ~~Trustees should have their library cards stamped "TRUSTEE" at the circulation desk so that staff members are aware that they are Trustees.~~

b. ~~Honorary~~ Former Trustees Library Card

At the February 10, 1976, meeting of the Board of Trustees of the Great Neck Library, a motion was passed authorizing the granting of a permanent honorary trustees library card ~~which will have the privilege of no fines~~ to retired Board members and also that this be extended to past retired staff members.

~~c. Use of Copy Machines~~

~~Staff and Trustees may use the copy machine located in the lower level for personal use at the rate of five cents per copy. This copy machine, which has been reserved for library use, is not a coin-operated machine. Payment should be left with the Director's Secretary. [5/19/09]~~

d. Phone Calls and Mail

All Library-related mail addressed to individual Trustees received at the Library will be opened and processed by the administration. ~~forwarded to them at home if it is first-class mail or held for Board meeting distribution if not first-class mail.~~ Phone calls for Trustees received at the Library will be forwarded to either the Director or the Director's ~~Secretary~~ Administrator.

e. Non-Resident Staff

~~e.~~ Non-resident staff are given Great Neck Library cards both as a courtesy and in order to effectively do their jobs. Non-resident staff are prohibited from participating in programs requiring registration planned for Great Neck Library residents only ~~requiring registration~~, borrowing items on the bestseller list, or borrowing items with a waiting list unless directly necessary for their job.

~~g.~~ Non-resident staff may borrow one museum pass and Library of Things item per quarter.

~~h.~~f. Other Privileges

Unless specified in this Policy~~e~~ Manual or granted by contract, staff and Trustees have only those privileges in the use of the Library and its facilities which are granted to our general public.

Revised 1/23/01; 5/19/09

1st Read: 2.26.26
2nd Read: 3.24.26

SECTION 700: CIRCULATION OF MATERIALS

700-10: Categories Of Borrowers –

All Library card applicants must supply proof of name and address and any other required ID to receive a card. All applicants must fill out the appropriate application. ~~Rev 10/23/01; 9/23/03~~

a. ~~RESIDENT~~Residents. ~~–~~ ~~Anyone~~ All individuals living in the Great Neck School District or paying local taxes within the district ~~is~~ are eligible for all borrowing privileges. Merchant Marine Academy students are considered residents.

~~b.~~ ~~i. GROUPS OR ORGANIZATIONS – Groups and Organizations. Not-for-profit or tax supported local organizations which have special needs for materials on a longer-term basis than our the Library's usual circulation period are given a special borrowing card which is always kept at the Library. Typical of sSuch groups are include the Great Neck Park District, Great Neck School SystemDistrict, etc. An agreement must be signed by the group or organization agreeing to Overdue fines are not charged, however,make payment on all amounts bills must be paid by the organizationincurred on their behalf.~~

c. ~~ii. SALC (~~School Authorized Library Card (SALC). ~~–~~ School Authorized Library Cards ~~are~~ may be issued either to teachers in the Great Neck Public School system, or teachers at private schools located in Great Neck so that they may borrow material for class projects. ~~Fines are not charged on overdue material, but t~~An agreement must be signed by the Great Neck Board of Education, Great Neck Public School principal~~on~~ or the individual private school principal agreeing to make payment on all amounts incurred on their behalf ~~is responsible for all bills~~.

~~c.~~d. ~~NON-RESIDENT~~Non-resident library card eligibility. ~~–~~All ~~classes of~~ ~~N~~non-~~r~~Resident borrowers must renew their Library cards annually. When applying for or renewing a L~~l~~ibrary card, applicants must show proof of name and home address. Non-resident Library card holders include:

~~i.~~ ~~Great Neck Fee-Paying – The fee will be an amount equal to the library tax bill of residential property assessed at $10,000 per year. The fee will be based on the tax rate for the following January. Due to State Regulation 90.3, Nassau County residents are not permitted to purchase a card.~~

~~iii.~~i. ~~E~~employees. ~~–~~ Any~~one~~ individual employed and working in~~d within~~ the Great Neck School District who is not a resident of Nassau County is eligible for limited borrowing privileges upon presentation of current valid proof of employment.

~~iv. a.~~ ii. Direct ~~a~~Access. ~~–~~ Any~~one~~ individual living or paying taxes in Nassau County may have limited borrowing privileges upon presentation of a valid current library card from a Nassau County Public Library, which has been stamped with DIRECT ACCESS by the home library. The home library assumes responsibility for lost books.

~~b.~~ iii. ~~SMAC (~~State Mandated Access Card (SMAC). ~~—~~ Nassau County residents without a home library may apply at the East Meadow or Levittown Public Libraries for a county-wide State Mandated Access Card ~~per~~ under the Commissioner's Regulations, found in Title 8 of the New York Codes, Rules and Regulations, ~~State~~ Regulation 90.3. Upon presentation of a valid SMAC card, the borrower may apply for limited borrowing privileges at the Great Neck Library. The same rules that apply to Direct Access also apply to SMAC cards.

~~v. LILRC Research Loan Program – Patrons of institutions participating in the LILRC (Long Island Library Resources Council) Research Loan Program may borrow books from the Great Neck Library upon presentation of a valid guest library card.~~

~~Library. The same rules that apply to Direct Access also apply to SMAC cards.~~

~~vi. LILRC Research Loan Program – Patrons of institutions participating in the LILRC (Long Island Library Resources Council) Research Loan Program may borrow books from the Great Neck Library upon presentation of a valid guest library card.~~

Revised 5/15/01; 10/23/01; 11/26/02; 9/23/03; 9/18/19

700-15 : Expiration

1. All adult resident borrowers' cards expire every three years from the date of registration ~~year of registration based on the patron's last name~~. Proper ID must be presented by the borrower to renew ~~his/her~~their card.

2. All Direct Access/SMAC (State Mandated Access Card) borrowers' cards expire when their privileges expire at their home library. This is determined by the expiration date defined in the ALIS database or in the direct consultation with the patron's home library.

~~3. All fee-paying, non-resident employee cards expire each year on August 31st. Proper ID must be presented by the borrower to renew his/her library card. (rev. 9/18/19)~~

3. All juvenile cards expire July 1st of the year the child finishes the fifth grade, after which time the library cards will expire every three years based on the ~~patrons' last name~~ date of registration. Proper ID must be presented by the borrower to renew ~~his/her~~ their library card. ~~(rev. 4/29/08)~~

4. Non-resident employee, Merchant Marine Academy, and SALC cards expire on June 30th of each year. Proper ID must be presented by the borrower to renew ~~his/her~~ their library card.
~~4.~~

Revised 5/15/01; 9/25/07; 4/29/08; 9/18/19

1st Read: 2.26.26
2nd Read: 3.24.26

700-20: Borrowing Privileges~~— see attached chart.~~

~~700-20 : BORROWING PRIVILEGES~~

Privilege		Resident	~~Groups~~/SALC	Non-Resident Employee	Direct Access/SMAC
Books		Yes	Yes	Yes	Yes
~~Express Books~~		~~Yes~~	~~No~~	~~No~~	~~No~~
DVD/Software		Yes	~~No~~ Yes	No	Yes
Audio Materials (except Playaway views)		Yes	Yes	Yes	Yes
Playaway Views		Yes	No	No	No
~~Compact+ Magnifiers~~		~~Yes~~	~~No~~	~~No~~	~~No~~
Periodicals/Pamphlets		Yes	Yes	Yes	Yes
Reserves/Interloan		Yes	~~No~~Yes	No	No
Museum Passes/Library of Things		Yes	No	No	No

~~PRIVILEGE~~	~~RESIDENT~~	~~GROUPS~~	~~FEE-PAYING~~	~~NON-RES EMPLO (Non Na~~
~~BOOKS~~	~~YES~~	~~YES~~	~~YES~~	~~YE~~
~~EXPRESS BOOKS~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~
~~DVD/SOFTWARE~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~
~~AUDIO MATERIALS (except Playaway Views)~~	~~YES~~	~~YES~~	~~YES~~	~~YES~~
~~PLAYAWAY VIEWS~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~
~~COMPACT + MAGNIFIERS~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~
~~PERIODICALS/ PAMPHLETS~~	~~YES~~	~~YES~~	~~YES~~	~~YE~~
~~RESERVES/ INTERLOAN~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~
~~MUSEUM PASSES~~	~~YES~~	~~NO~~	~~YES~~	~~NO~~

- Great Neck residents~~,~~ and non resident~~s and fee paying~~ library card holders can check out up to one hundred (100) items.
- Great Neck ~~-~~residents~~,~~ and non resident~~s and fee paying~~ library card holders can place a combined total of up to fifty (50) holds on items owned by the Great Neck Library and interloan.
- ~~Great Neck residents and fee paying library card holders can place up to fifteen (15) holds on items through interloan. (rev9/18/19)~~
- Great Neck Library rules state that holds must be placed at an individual's home library.

1st Read: 2.26.26
2nd Read: 3.24.26

* Direct Access and SMAC patrons may borrow Audio-Visual material if:
  - the item is not in high demand;
  - there are no holds on the item; and
  - the item ~~it~~ was cataloged more than six (6) months to a year previously.

Direct Access and SMAC patrons may not borrow any item marked with a ~~Gold, Red, Blue or Green Star, a~~ New Arrival or a New Release sticker.

+~~Employee patrons~~ Non-resident staff may ~~not~~ borrow ~~dvd~~ DVD ~~format material. Employee patrons may borrow~~ and audio material if:
  - the item is not in high demand;
  - there are no holds on the item; and
  - ~~the itemit was cataloged more than six (6) months to a year previously.~~
  - The item is not a new arrival or a new release

~~Employee patrons may not borrow any item marked with a Gold, Red, Blue or Green Star, a New Arrival or a New Release Sticker.~~

Rev. 6/15/10; 6/21/11; 2/21/12; 6/19/12; 9/12/17; 9/18/19

CULLEN & DANOWSKI, LLP
CERTIFIED PUBLIC ACCOUNTANTS

March 12, 2026

Denise Corcoran, Library Director
Board of Trustees
Great Neck Library
159 Bayview Avenue
Great Neck, New York 11023

Dear Ms. Corcoran and Members of the Board:

We are pleased to confirm our understanding of the services we are to provide Great Neck Library for the year ended June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the disclosures, which collectively comprise the basic financial statements of Great Neck Library ("the Library"), as of and for the year ended June 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Library's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Library's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund
- Schedule of Proportionate Share of the Net Pension Asset/(Liability)
- Schedule of Pension Contributions
- Schedule of Changes in Total OPEB Liability and Related Ratios

T:\Office\70,000's\76950\Engagement\Engltr 26.docx

1650 ROUTE 112, PORT JEFFERSON STATION, NEW YORK 11776-3060
PHONE: 631-473-3400 • FAX: 631-473-4863 • WWW.CDLLP.NET

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Library or to acts by management or employees acting on behalf of the Library.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of certain assets, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the Library and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls due to fraud risk
- Improper revenue recognition

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Library's compliance with provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with GAAP with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the Library from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Library involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Library received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Library complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with GAAP.

Other Services

We will also prepare the financial statements, including GASB 34 conversion entries and related notes in conformity with GAAP, and we will prepare the IRS Form 990, based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Cullen & Danowski, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulators. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Cullen & Danowski, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jill S. Sanders, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services of $18,250 (which includes the preparation of Form 990), is based on our projected time that we will spend on the engagement at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable upon presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We may use the Library's name in a list of our clients for marketing purposes.

Reporting

We will issue a written report upon completion of our audit of Great Neck Library's financial statements. Our report will be addressed to the Board of Trustees of the Library. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Great Neck Library and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Cullen & Danowski, LLP
For the Firm:

J S Sanders, CPA

Jill S. Sanders, CPA
Partner

RESPONSE:
This letter correctly sets forth the understanding of Great Neck Library.

By: Management	**By: Board**
Signature:____________________	Signature:____________________
Name: ____________________	Name: ____________________
Title:____________________	Title: ____________________
Date:____________________	Date: ____________________

MEMORANDUM

TO: Denise Corcoran, Director

FROM: Steven Kashkin, Business Manager

DATE: March 24, 2026

RE: Cyber Liability Insurance

Edwards and Co. is recommending to renew the current cyber insurance policy with Ace American Insurance Co. (Chubb). The terms are the same ($1M/$1M, 5K deductible) however the premium for the renewal is lower than the current term which is expiring (current term - $2,936, new policy premium is $2,918).

RECOMMENDATION

I recommend that the Board of Trustees of the Great Neck Library renew cyber liability insurance coverage for a one-year period beginning 4/17/2026-4/17/2027 with Ace American Ins. Co. (Chubb) for a total cost of $2,918 to be charged to the Property/Liability Insurance line of the operating budget.

Gmail

Steve Kashkin <skashkin@greatnecklibrary.org>

4/17/2026-Renewal Quote for Cyber

1 message

Dorene Wickes — Fri, Feb 27, 2026 at 12:19 PM

To: Steve Kashkin <skashkin@greatnecklibrary.org>

Dear Steve,

We have completed our review of your upcoming renewal and are pleased to share our recommendations for your Cyber Liability policy. Based on the operations and exposures discussed, we believe this option provides a strong balance of coverage, cost, and carrier strength.

Named Insured: Great Neck Library

Carrier: Ace American Insurance Company

Line of Business: Cyber Liability

Effective Dates: 4/17/2026

Expiring Annual Premium: $2,936.00

NEW Quoted Premium $2,918.00

Slight decrease from expiring of $18.00.

__Coverages / Limits__:

$1,000,000 Policy Aggregate

$1,000,000 Per Claim

$1,000,000 Cyber Extortion

$250,000 Invoice Fraud Financial Loss

Retention/Deductible: $5,000.00

Many of the coverages previously offered by endorsement are now included in the base form, including but not limited to:

- Telecom Theft (Cryptojacking)
- Preventative Shutdown
- Non-Malicious System Failure
- Reputational harm
- Hardware Replacement Costs (Bricking)
- Betterment Costs
- Invoice Fraud
- Expanded Period of Restoration
- Breach Response Indemnitee enhancement
- Extortion Threat Enhancement for Protected Information
- Conduct Exclusion – Final, Non-Appealable Adjudication
- Additional Insured – Blanket Pursuant to a Contract
- Duty to Defend a Regulatory Proceeding

Change: Expiring Policy Liberalization Endorsement Is being offered for 1st year-enhancements has been placed as per the above modifications.

<u>Subjectivities: All satisfied.</u>

If you have any questions, please do not hesitate to contact me.

Please confirm you wish to bind the renewal coverage.

Regards,

Dorene Wickes

EDWARDS AND COMPANY
INSURANCE SINCE 1865

Like us on Facebook

Follow us in LinkedIn

PAY NOW
epay

Westchester®
A Chubb Company

PL RISK
795 FRANKLIN AVENUE
SUITE 210
FRANKLIN LAKES, NJ, 7417

Organization:	Great Neck Library
Principal Address:	159 Bayview Ave
	Great Neck, NY, 11023
Product:	The Westchester Portfolio Cyber & Professional Liability Policy
Type of Submission:	Renewal of F17722128 002
Quote #	Q162804Q2026QU
Insurer:	ACE American Insurance Company (Admitted)
Effective Date:	04/17/2026
Expiration Date:	04/17/2027

I am pleased to offer the attached quotation for **Great Neck Library**. Thank you for considering Westchester as your market of choice. We look forward to working with you. Should you have any questions, please do not hesitate to contact me.

PLRisk

795 Franklin Ave, Ste 210
Franklin Lakes, NJ 07456
201.847.9165

INSURANCE RENEWAL QUOTE - ADMITTED

THE TERMS AND CONDITIONS OF THIS QUOTATION MAY NOT COMPLY WITH THE SPECIFICATIONS SUBMITTED FOR CONSIDERATION. PLEASE READ THIS QUOTE CAREFULLY AND COMPARE IT AGAINST YOUR SPECIFICATIONS.IN ACCORDANCE WITH THE INSTRUCTIONS OF THE BELOW-MENTIONED INSURER, WHICH HAS ACTED IN RELIANCE UPON THE STATEMENTS MADE IN THE RETAIL BROKER'S SUBMISSION FOR THE INSURED, THE INSURER HAS OFFERED THE FOLLOWING QUOTATION.

QUOTE ISSUED:	February 27, 2026	
PRODUCER:	Dorene Wickes AC Edwards, Inc dba Edwards and Company	
INSURED: **DBA (if applic.)**	**Great Neck Library**	
ADDRESS (MAIL):	159 Bayview Avenue, Great Neck, NY 11023	
ADDRESS (PHYS):	159 Bayview Avenue,Great Neck, NY 11023	
INSURER:	Ace American Insurance Company (Admitted) A++ XV	
COVERAGE:	Cyber Liability	
POLICY PERIOD:	4/17/2026 to 4/17/2027 Term: 12 Months 12:01 A.M. Standard Time at the location address of the Named Insured.	
RETROACTIVE DATE:	Full Prior Acts; PNP: 4/17/2024	
LIMITS OF LIABILITY:	**$1,000,000**	**Policy Aggregate**
	$1,000,000	**Per Claim**
	$1,000,000	**Cyber Extortion**
	$250,000	**Invoice Fraud Financial Loss**
		See attached Carrier quote for all limits/sub-limi
DEDUCTIBLE/SIR:	$5,000	Per Claim
PREMIUM:	**$2,918.00**	
TOTAL:	**$2,918.00**	

Great Neck Library
159 Bayview Avenue
Great Neck, NY 11023

March 19, 2026

Quote for Extension of your subscription to the collectionHQ Service

Dear Denise,

We, Valsoft Ireland Limited, dba collectionHQ (known as 'collectionHQ'), a company registered under CRO number 751655 and having our registered office and place of business at 10 Earlsfort Terrace, Dublin 2, D02 T380 ("We", "Our" or "Us"), offers to supply the Service (defined below) to the undersigned organization ("You"). The Service is subject to the Standard Terms and Conditions attached to this Offer letter.

Service:	Provision over a web interface of our subscription based hosted Software using data supplied to Us by You.
Subscription Period:	3 Years commencing June 9, 2026 to June 9, 2029

The costs associated with the provision of the above Service are as follows:

Subscription Fee:

3-year term	List	Discount	Sales
Year 1	8,400	3.0%	8,148
Year 2	8,820	3.0%	8,555
Year 3	9,261	3.0%	8,983

Minimum Hardware and Software Requirements:	• A supported Internet browser (see www.collectionhq.com for a list of supported browsers) • A connection from Your internal network to the Internet with a minimum nominal speed of 8Mbps • Outbound FTP Access
Website:	Our website located at www.collectionhq.com (or such other domain name as we may from time to time specify) from which the Service is to be provided.
Designated Contact(s):	dcorcoran@greatnecklibrary.org

Yours sincerely

Aidin Mohsenin
Portfolio Manager
For and on behalf of Valsoft Ireland Limited, dba collectionHQ

STANDARD TERMS AND CONDITIONS FOR THE SERVICE

BEFORE USING THE SERVICE, PLEASE READ THIS THESE TERMS AND CONDITIONS AND THE OFFER (COLLECTIVELY, THE "AGREEMENT") CAREFULLY. BY ACCESSING OR USING THE SERVICE, YOU ARE ACCEPTING THE TERMS OF THIS AGREEMENT. IF YOU DO NOT ACCEPT THE TERMS OF THIS AGREEMENT, YOU MAY NOT USE THE SERVICE.

This Agreement is a legal agreement between You and Valsoft Ireland Limited, dba collectionHQ, and governs Your rights and obligations regarding the Service.

This Agreement is intended to and does supersede and replace any prior or other agreement or arrangement that may exist between You and collectionHQ. Upon entering into this Agreement, no other agreement shall have any effect and shall be considered null and void.

1. Definitions

Term	**Meaning**
the **"Offer"**	The offer letter, offering You the collectionHQ service.
the **"Agreement"**	The Offer together with these Terms and Conditions
references to **"You" or "Your"**	The person or organization which has accepted the Offer and thereby agreed to receive the Service and all individuals, whether users or employees, who have been granted login credentials or access rights.
references to **"We", "Our", "Us" or "CollectionHQ"**	Valsoft Ireland Limited, dba collectionHQ
the **"Software"**	The then current and core version of our proprietary software application collectionHQ, which both provides the Service on our website and enables You to use the Service. The core Software does not include the optional Modules.
the **"Service"**	Provision over a web interface of our subscription based hosted Software using data supplied to Us by You.
the **"Commencement Date"**	As per the "Renewal Date".

the **"Subscription Period"**	The term of this Agreement, as shown in the Offer
the **"Renewal"**	A twelve (12) month extension of the period for which the Service will be provided, commencing at the end of the Subscription Period, and on every subsequent anniversary thereafter.
the **"Renewal Date"**	The date the annual Renewal commences
the **"Modules"**	Optional packages of extra-functionality software, which enhance the Software further, and which are not covered by the Subscription Fee.
The **"Designated Contacts"**	The email addresses to which all notices under this agreement will be addressed, as shown in the Offer.

References to Clauses are to clauses of this Agreement. Terms defined in the Offer shall have the same meaning in these terms and conditions.

Registration and Term Duration

2.1 This Agreement (and the Service provided hereunder) shall commence on the Commencement Date and, always subject to Clauses 11 and 12, shall be renewed automatically for a period of 12 months, commencing at the end of the Subscription Period, and on each anniversary thereafter.

2.2 Thereafter, this Agreement shall automatically renew for consecutive twelve (12) month terms (each a "Renewal") unless either party provides the other with written notice no less than ninety (90) days prior to the end of the then-current Subscription Period or Renewal, or unless a new multi-year subscription agreement has been agreed.

2.3 Prior to the end of the Subscription Period, and each Renewal, the Subscription Fee for the Renewal will be provided by Us to You.

3. Equipment and Internet Connection

3.1 We shall provide the Service to You via a web browser over the Internet. You are responsible for providing an adequate connection to the Internet.

3.2 You are responsible for obtaining and maintaining all equipment, hardware, third party software, peripherals and any and all other communications facilities and equipment which may be required from time to time to access and use the Service and for paying all charges incurred in relation to the use of these.

4. Data Supply

4.1 You agree that in order for Us to provide the Service You shall utilise a suitable and reliable data extraction mechanism, to extract, collect and convey data to be used for the Service to our computer systems. Once such data is received by our systems our Software can provide the Service to You.

4.2 Consequently You hereby grant to Us a non-exclusive licence to use the data supplied by Your computer systems to ours for the term of this Agreement, for purposes including but not limited to the following:-

(a) providing the Service;

(b) providing any future enhancements to the Software or Modules;

(c) our own internal records; and aggregated without attribution in other systems; and

(d) allowing an Internet Services Provider appointed by Us to access such data to the extent necessary to allow such Internet Services Provider to host the Software.

4.3 To provide an effective Service to You, it is important to ensure the reliability and integrity of data supplied. Accordingly, You warrant that the data supplied:

(a) does not infringe the rights of any third parties, including without limitation copyright owned by third parties;

(b) complies with all applicable laws and regulations; and

(c) will be accurate and will be updated on at least a monthly basis.

4.4 For the avoidance of doubt, unless You comply with the terms of this clause 4 we shall have no obligation to provide the Service.

5. Availability of Service

5.1 We will use commercially reasonable efforts to achieve the Service Targets set out in Appendix 1. However, whilst we will do what we reasonably can to ensure the availability of the Service at all times, we cannot and do not offer a continuous or uninterrupted service and no warranty is given in this respect. You acknowledge that certain aspects of the Service are dependent upon third parties and upon Your computers supplying Us with data. Without prejudice to this generality, we may at any time at our discretion:

(a) temporarily suspend or restrict access to the Service for the purposes of repair, modification, maintenance or improvement or the implementation of new facilities or performance of back-up or data archival; or

(b) give instructions to You regarding the use of the Service which in our reasonable opinion are necessary in the interests of security or to maintain or improve the quality of the Service to You. You will use Your best endeavours to comply with such instructions and, while they are in force, such instructions will be deemed to form part of this Agreement.

However, where reasonably possible, we shall give notice of any suspension, undertake system maintenance activity out of normal working hours and will restore the Service as soon as reasonably practicable after any such suspension.

5.2 You shall:

(a) use reasonable endeavours to provide decisions, information or assistance to Us on our request in sufficient time and detail for Us to provide the Service; and

(b) prepare the equipment, hardware, third party software, infrastructure and environment in accordance with clause 3.2 and generally as required by Us and to have access as provided for inand (b) above

in order for Us to provide the Service in accordance with the Agreement. For the avoidance of doubt if You do not comply with clause 5, we shall have no obligation to provide the Service.

6. Changes to Service

6.1 We reserve the right to enhance or otherwise change the Service or the Software from time to time in order to improve the Service or Software we offer You.

7. Use of Service

7.1 Subject to Your payment of the Subscription Fee as set out in the Offer, We grant to You a non-exclusive, non-transferable right to access the Service for the sole purpose of using the Service in relation to stock performance management for the Designated Libraries.

7.2 You are permitted to print and download reports from the website for Your own use provided that no documents, information or related graphics on the website are modified in any way and no graphics on the website are used separately from accompanying text and provided You otherwise comply with the terms of this Agreement.

7.3 Unless otherwise stated by Us on the website, the copyright and other intellectual property rights in all material on the website and the Software are owned by Us or our licensors. Any use of reports from the website other than in accordance with Clause 7.2 above is prohibited.

7.4 Subject to Clause 7.2, no part of the website may be reproduced or stored in any other website or included in any public or private electronic retrieval system or service without our prior written permission. Such permission shall not be unreasonably withheld.

7.5 Upon acceptance of the Offer and subject to payment of the Subscription Fee, We shall provide You with the usernames and passwords authorising use of the website. You may issue these to Your employees, or such other types of users as are agreed by Us on the basis that each username and password pair is allocated to a single user only and only such users who have been allocated with a username and password by You are entitled to use the Service. You agree that You shall not disclose information in relation to the Software or provide any access whatsoever to any third party.

7.6 You may not:

(a) copy the Software for any purpose whatsoever other than normal automatic copying by Your computer of the Software for the sole purposes of enabling You to use the Service on the website;

(b) use the Service or Software or any part of them on equipment of a type, category or for additional users or libraries other than as permitted by this Agreement;

(c) modify, alter, loan, distribute, rent, assign, sub-license, transfer or otherwise provide (whether electronically or otherwise) access to the website, or the Software utilised by the website or any copy or part of it to anyone else or make the website or the Software utilized by it available for use by others in any time sharing, service bureau or similar arrangement or otherwise;

(d) except as permitted by applicable law, reverse engineer, disassemble, reverse translate or in any way decode the website or the Software or any copy or part of them in order to derive any source code or other information. You agree that the website and Software contains valuable trade secrets and confidential information owned by Us including but not limited to the functionality, appearance and content of the website and Software screens, the method and pattern of user interaction with the website and Software and the content of the website. The Software source code and such valuable trade secrets and confidential information are not licensed to You under this Agreement and must not be disclosed to any third party.

7.8 All right, title and interest including but not limited to copyrights and other intellectual property rights of any nature in the website and the Software and resulting out of the delivery of the Service are owned exclusively by Us and You acquire no title or interest in the same other than the right to use the website and the Software and receive the Service in accordance with this Agreement.

8. Support and Training

8.1 We shall provide You with access to a support helpdesk in respect of the Service in accordance with our then current support procedures as amended or updated by Us from time to time. The support helpdesk facility should be accessed by email to ensure all incidents are logged by our Support Ticketing System.

8.2 We shall provide such initial training regarding use of the Software and Service by way of the provision of documentation relative to the Software and the Service. If You wish additional training throughout the Subscription Period, this shall be the subject of separate agreement between You and Us.

9. Escrow Agreement

In accepting the Offer, You are agreeing to subscribe to a service (the Service) based upon payment of an annual subscription fee (the Subscription Fee). As such, no Escrow arrangements are applicable in relation to this Agreement.

10. Consultancy Services

10.1 You can access additional chargeable Consultancy Services .If You would like Us to provide additional services for You then these can be discussed on a case-by-case basis and quotations will be prepared as appropriate.

10.2 Re-implementation for new integrated library systems.

If You change Your integrated library system during the Term, we will need to re-implement the Service for You and charge an additional fee for that re-implementation.

11. Payment

11.1 In consideration of the provision of the Service by Us, You shall pay the Subscription Fee. Payment is due annually in advance for the Service to be provided in that year and We shall invoice You accordingly.

11.2 Payment shall be within 30 days of the date of invoice.

11.3a The Software may be upgraded by Us from time to time, offering new functionality or features, and You must accept such changes to the Software as and when they are released by Us. There shall be no increase to the Subscription Fee during the Subscription Period for such new functionality or features.

11.3b Software Modules may be offered to You from time to time which You may choose to subscribe to at extra cost to the Subscription Fee, effective from the date You are granted access to such new Modules. However, You will have the option not to subscribe to such new Modules.

11.4a All sums in the Offer are exclusive of sales taxes and duties which will be payable if applicable in addition.

11.4b We reserve the right to increase the Subscription Fee for any Renewal.

11.5 Without prejudice to any other right or remedy which We may have, We shall be entitled to charge interest (both before and after judgement) on a daily basis on all sums overdue at the greater of (i) the highest rate permitted by applicable law, or (ii) a rate of 1% per month from the date such sums became due until paid in full. You will also be liable for all reasonable costs and expenses incurred by Us in collecting overdue sums.

11.6 In addition to the above, and again without prejudice to Our other rights hereunder and in law, should You fail to make any payment when due under this Agreement, We shall have the right by notice in writing to suspend the Service and any and all other services being performed by Us without liability until the default is made good.

12. Termination

12.1 We may terminate the Service forthwith at any time by notice with immediate effect to You if You:

(a) use, or permit use of, the website, Service or the Software otherwise than in accordance with this Agreement; or

(b) fail to pay any sum rightly due hereunder within 30 days of the due date

12.2 You may cause the Service to be terminated

(a) by providing Us with at least ninety (90) days written notice prior to the end of the Subscription Period, or as of the end of any Renewal thereafter.

12.3 Either party may terminate the Service forthwith by notice with immediate effect to the other if the other commits a material breach of this Agreement which is irremediable or which (in the case of a breach capable of being remedied) shall not have been remedied within 28 days of an advance written request to remedy the same.

12.4 Termination of this Agreement shall not affect the accrued rights and liabilities of the parties arising in any way out of this Agreement. Clauses which due to their nature are due to be performed or observed following termination including but not limited to Clauses 7.8, 11, 12, 13, 14, 15 and 16 shall survive termination of this Agreement and shall remain in force and effect.

12.5 If You terminate the Service prior to the end of the Subscription Period for any reason other than under Clause 12.3, You will owe Us, as liquidated damages, the full remaining Subscription Fee for the balance of the Subscription Period that was prevented by Your unauthorized termination.

13. Compliance with Laws

You will comply with all applicable laws and regulations in respect of Your use of the Service including but not limited to data protection and privacy laws and regulations. We reserve the right to remove from our systems/records any material, content or data which we reasonably believe may lead to a third party claim against Us. You will fully and effectively indemnify Us in relation to any breach of the terms by You of this Clause 13.

14. Data Protection and Privacy

By subscribing for the Service, You consent to our retention, use and disclosure of Your details solely for the purposes of delivering the Service to You. You are responsible for advising Your employees and other users and Your customers about how we use information provided to Us, and for procuring any necessary consents.

15. Availability

Whilst we will use our commercial reasonable endeavours to ensure that the Service will be available to You (subject to Clause 5), and that data will be held securely and appropriately backed up, no warranties are given in this regard and we specifically do not represent or warrant that:

(a) the Service will be uninterrupted or error free and You acknowledge and agree that the existence of such errors and/or the occurrence of interruptions shall not constitute a breach of this Agreement; or

(b) defects out with our control in the Service will be corrected.

We are not responsible for being blocked by ISPs, firewalls, routers and/or software, devices or equipment of a similar nature over which we have no control where this impacts on the provision of the Service.

16. Passwords and Security

You shall be responsible for ensuring that any and all usernames and passwords provided to You and/or Your employees, agents or other authorised representatives for the purposes of accessing the Service are kept secure and disclosed only to Your authorised representatives who have a need to know such usernames and passwords. Without prejudice to the foregoing, You shall ensure that the Service is not used by or on behalf of any person, other than You or any of Your employees, agents or other authorised representatives who are not authorised to do so. You are entirely responsible for any and all activities that occur in accessing and using the Service using passwords issued to You or above. You shall immediately notify Us of any unauthorised use of the Service using Your passwords or any other breach of security but to avoid any doubt, we are not liable to You or anyone else for any loss or damage arising from Your failure to comply with the above.

17. Confidentiality

17.1 In the course of the performance of its obligations and exercise of its rights under this Agreement, the Parties both agree that each may acquire information and/or proprietary materials from the other, which information is not generally known in the relevant trade or industry of either party or third parties with which either party conducts or may conduct business. As used in this Agreement, "Confidential Information" means all non-public information disclosed by one party or its agents (the "Disclosing Party") to the other party (the "Receiving Party") that is designated as confidential or that, given the nature of the information or the circumstances surrounding its disclosure, reasonably should be considered as confidential. Confidential Information includes, but is not limited to, (i) non-public information relating to the Disclosing Party's technology, customers, business plans, promotional and marketing materials, statistics, technical information, finances and other business affairs, (ii) third-party information that the Disclosing Party is obligated to keep confidential, and (iii) the contents and provisions contained in this Agreement.

Any information provided by Us that is Confidential will be clearly labelled by You as "Confidential" at the time it is provided. For the avoidance of doubt, we shall not use any of Your data in presentation materials (unless the data has been fully anonymised) without Your prior written consent.

17.2 The Receiving Party shall protect the Confidential Information by using the same degree of care, but no less than a reasonable degree of care, to prevent the unauthorized use, dissemination, or publication of the Confidential Information as The Receiving Party uses to protect its own confidential information of like nature. The Receiving Party shall restrict disclosure of Confidential Information to its employees, agents and assigns with a need to know and shall advise them of the requirements of this Agreement.

17.3 Confidential Information does not include any information that: (i) is or becomes publicly available without breach of this Agreement, (ii) can be shown by documentation to have been known to the Receiving Party at the time of its receipt from the Disclosing Party, (iii) is received from a third party who did not acquire or disclose such information by a wrongful or tortious act, or (iv) can be shown by documentation to have been independently developed by the Receiving Party without reference to any Confidential Information.

17.4 The Receiving Party may use Confidential Information only in pursuance of its business relationship with the Disclosing Party. Except as expressly provided in this Agreement, the Receiving Party will not disclose Confidential Information to anyone without the Disclosing Party's prior written consent. The Receiving Party will take all reasonable measures to avoid disclosure, dissemination or unauthorized use of Confidential Information, including, at a minimum, those measures it takes to protect its own confidential information of a similar nature.

17.5 The Receiving Party will restrict the possession, knowledge and use of Confidential Information to its employees, agents and assigns (collectively, "Personnel") who (i) have a need to know Confidential Information in connection with the parties' business relationship, and (ii) when requested by the Disclosing Party on a case by case basis, have executed written agreements obligating them to protect the Confidential Information.

17.6 The Receiving Party may disclose Confidential Information as required to comply with binding orders of governmental entities that have jurisdiction over it, provided that the Receiving Party: (i) gives the Disclosing Party reasonable written notice to allow the Disclosing Party to seek a protective order or other appropriate remedy, (ii) discloses only such information as is required by the governmental entity, and (iii) uses commercially reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

17.7 All Confidential Information will remain the exclusive property of the Disclosing Party. The Disclosing Party's disclosure of Confidential Information will not constitute an express or implied grant to the Receiving Party of any rights to or under the Disclosing Party's patents, copyrights, trade secrets, or trademarks or other intellectual property rights.

17.8 The Receiving Party will notify the Disclosing Party immediately upon discovery of any unauthorized use or disclosure of Confidential Information or any other breach of this Agreement by Receiving Party. The Receiving Party will cooperate with the Disclosing Party in every reasonable way to help the Disclosing Party regain possession of such Confidential Information and prevent its further unauthorized use.

17.9 The Receiving Party will return or destroy all tangible materials embodying Confidential Information (in any form and including, without limitation, all summaries, copies and excerpts of Confidential Information) promptly following the Disclosing Party's written request. At the Disclosing Party's option, the Receiving Party will provide written certification of its compliance with this Section.

18. Liability

18.1 Neither party excludes or limits liability to the other for death or personal injury caused by its negligence.

18.2 In no event shall either party be liable to the other for:

(a) loss of use, profits, business, revenue or goodwill;

(b) loss of data;

(c) loss of savings (whether anticipated or otherwise); and/or

(d) indirect, special, punitive, incidental, exemplary, or consequential loss or damages of any kind arising out of or relating to the Services provided under this Agreement even if such party has been advised of the possibility of such damages.

18.3 We warrant that We have the right to license all rights in and to the Software to You, and that the Software supplied by Us under this Agreement does not infringe the U.S. intellectual property rights of any third party.

18.4 The sole remedy for a breach of the warranty given in clause 19.3(a) is that we shall defend, hold harmless and indemnify You against all loss, damage, claims, liabilities, fees, costs and expenses arising out of any action brought against You based on a claim that the Service infringes any U.S. intellectual property right of any third party, provided that:

(a) we shall be notified promptly in writing of any such claim;

(b) You shall make no admission or settlement of such claim without our prior written consent;

(c) we shall have sole control of the defense and any negotiations for compromise;

(d) You shall provide, at our expense, such assistance as we reasonably require.

18.5 THE WARRANTIES IN CLAUSE 18.3 ARE IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS, AND WE MAKE NO OTHER WARRANTIES, EXPRESS OR IMPLIED, BY STATUTE OR OTHERWISE, REGARDING THE SERVICES, SOFTWARE, TECHNOLOGY, INTELLECTUAL PROPERTY, MATERIALS, INFORMATION OR OTHER ITEMS PROVIDED OR MADE AVAILABLE UNDER THIS AGREEMENT, AND HEREBY DISCLAIM ALL IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

18.6 OUR TOTAL LIABILITY UNDER THIS AGREEMENT REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, SHALL NOT EXCEED A SUM EQUAL TO ONE YEAR'S SUBSCRIPTION FEE.

18.7 We shall not be liable if You are unable to access the Service or incur problems or loss when using the Service because of any corruption, abuse or incorrect use of the website or usernames and passwords or contravention of the terms of this Agreement (including any use of the Service with equipment or other software which is incompatible) and/ or because of any variation or modification to the website or Software which is unauthorized by Us, and/or where the website or Software has been used in contravention of the terms of this Agreement and/or in contravention of the website terms and conditions and/or where the failure is due to factors external to the website and Software including but not limited to damage or environmental conditions and/or failures in other equipment or software and/or where the failure is due to incorrect, inaccurate, out of date or corrupted data supplied by You.

18.8 Any delays caused by You shall be added to any estimated timescales for provision of the Service.

18.9 During the Subscription Period and any Renewal, collectionHQ shall maintain, at its own expense, the following insurance coverages with financially sound and reputable insurers authorized to conduct business in the jurisdictions where the Services are provided:

(a) Commercial General Liability Insurance covering bodily injury, property damage, personal and advertising injury, and contractual liability, with limits of not less than USD $1,000,000 per occurrence and USD $2,000,000 aggregate;

(b) Technology Errors and Omissions / Professional Liability Insurance covering claims arising from errors, omissions, negligent acts, or failures in the performance of professional services or technology services, including failure of the Services to perform as intended, with limits of not less than USD $5,000,000 per claim;

(c) Cyber Liability / Network Security and Privacy Liability Insurance covering liabilities arising out of data breaches, unauthorized access, privacy violations, network security failures, malware transmission, and related incident response costs, with limits of not less than USD $5,000,000 per claim; and

(d) employer's liability insurance in respect of Our staff in accordance with any legal requirement for the time being in force.

Upon Customer's reasonable request, collectionHQ shall provide certificates of insurance evidencing the required coverages. CollectionHQ shall provide Customer with no less than thirty (30) days' prior written notice of any cancellation, non-renewal, or material reduction in the limits or coverage of such policies. To the extent collectionHQ engages subcontractors in connection with the Services, collectionHQ shall ensure that such subcontractors maintain insurance coverage appropriate to the nature of their services and consistent with industry standards.

19. <u>Dispute Resolution</u>

19.1 Each party shall use commercially reasonable efforts to resolve any disputes arising under this Agreement in good faith as soon as practicable. If any dispute cannot be resolved to the reasonable satisfaction of the parties within ten (10) days after the dispute arose, either party may elect to escalate the dispute to a representative executive of each party.

19.2 Any controversy, dispute or claim for money damages arising out of or relating in any way to this Agreement that is not resolved by mediation shall be settled exclusively by arbitration in a mutually agreeable city. Such arbitration shall be subject to the then prevailing Rules for Non-Administered Arbitration of the AAA. One (1) independent and impartial arbitrator shall be appointed by mutual agreement. The fees and expenses of the AAA and the arbitrator shall be shared equally by the parties and advanced by them from time to time as required. The arbitrator shall permit and facilitate such discovery as he shall determine appropriate in the circumstances, taking into account the needs of the parties and the desirability of making discovery expeditious and cost effective. You and we shall keep confidential, and shall not use for any purposes other than in connection with the arbitration, any proprietary information, trade secrets or other non-public information disclosed in discovery. The arbitrator shall render an award within 90 days of the conclusion of the arbitration hearing. The award of the arbitrator shall be accompanied by findings of fact and a written statement of reasons for the decision. The arbitrator shall make his award in strict conformity with this Agreement and shall have no power to depart from or change any of the provisions hereof. The parties agree to be bound by any award rendered in such arbitration proceeding. Any judgment thereon may be enforced in any court having jurisdiction.

19.3 Notwithstanding the foregoing, in the event of a violation of (a) a Party's proprietary or confidentiality rights under clause 7, or (b) a party's proprietary or confidentiality rights under clause 17, nothing in this Section shall prohibit either party from immediately applying to a court of competent jurisdiction for a temporary restraining order, preliminary or permanent injunction, or other similar equitable relief. EXCEPT WHERE PROHIBITED BY LAW, THE PARTIES EXPRESSLY WAIVE THEIR RIGHT TO TRIAL BY JURY FOR ANY ACTION OR PROCEEDING BROUGHT IN RELATION TO THIS AGREEMENT.

20. General

20.1 This Agreement constitutes the entire agreement between You and Us relating to the use of the Service, the website and the Software and supersedes all other agreements or understandings between Us and You.

20.2 If any provision in this Agreement is deemed to be illegal or unenforceable the rest of the provisions will remain in full force and effect.

20.3 Waiver of any breach or failure to enforce any term of this Agreement will not be deemed a waiver of any breach or right to enforce which may thereafter occur. No waiver may be valid against any party hereto unless made in writing and signed by the party against whom enforcement of such waiver is sought and then only to the extent expressly specified therein.

20.4 Neither party will be liable for any failure or delay in performing its obligations, in terms of this agreement, due to circumstances beyond its reasonable control.

20.5 You may not assign this Agreement, in whole or in part, to any third party without our prior written consent.

20.6 We are Your independent contractor, and are not Your employee or agent. Nothing in this Agreement shall render or be construed to make Us (including any of our agents, employees or subcontractors) Your partners, joint venturers, employees or agents.

20.7 Each party acknowledges that it is entering into this Agreement solely on the basis of the agreements and representations contained in this Agreement, and that it has not relied upon any representations, warranties, promises, or inducements of any kind, whether oral or written, and from any source, other than those that are expressly contained within this Agreement. Each party acknowledges that it is a sophisticated business entity and that in entering into this Agreement it has had the opportunity to consult with counsel of its choosing.

20.8 Notices to be given by Us under this Agreement shall be in writing and may be given by email or otherwise at our discretion and sent to the Designated Contacts within Your organization as stated on the offer. Notices by You must be given in writing and sent by either (a) post addressed to Us at our address at 220 St Vincent Street, Glasgow, G2 5SG as stated on the Offer or (b) by email to contact@collectionhq.com or to such other address as we may notify to You from time to time.

20.9 This Agreement shall be governed by, subject to and interpreted in accordance with the laws of the State where You are located.

Appendix 1

Service Targets

Availability	The collectionHQ service will be available 99% of the time.
Service Incidents	The collectionHQ Support Team will seek to provide an initial response within 24 hours and a follow up within a maximum 48 hours to service incidents and thereafter regularly updated until a resolution is reached. All incidents must be raised initially via our Helpdesk by email to support@collectionHQ.com.
Non-Critical Enquiries	The collectionHQ Support Team will respond to non-critical enquiries within 3 days, deliver an answer within 10 days, and update status every 5 days. A non-critical inquiry is defined as a request for information that has no impact on the service quality if not answered or acted upon promptly.