

Cornwall Public Library Board of Trustees

April 12, 2018

7:00 to 9:00 PM

Minutes

Meeting called to order by Carol Stein at 7:02 PM

I: Roll

Trustees Present: Bruce Cohen, Susanne Vondrak, Amy Cordisco, Carol Stein, Tom Dames, Elisabeth Hellwege and Christine McDonald.

Mary Lou Carolan, Library Director
Michelle Mellino, Treasurer

Also Present: Library staff member Ellen Winchell (minutes). Public: Stephen Fisher, Natalye Polack, and Stephanie Wolf.

- II. Approval of the minutes:** A motion to approve the Board of Trustee minutes of March 5, 2018, as amended made by Christine McDonald, seconded by Amy Cordisco and unanimously approved.
- III. Financial Review:** Following discussion, a motion to approve Warrant # 9 in the amount of \$172,373.05 was made by Susanne Vondrak, seconded by Tom Dames and unanimously approved. After discussion, a motion to approve Profit and Loss vs Actual report for July 2017 to February 2018 made by Amy Cordisco, seconded by Elisabeth Hellwege and unanimously approved.
- IV. Public Remarks:** Tom Dames, Stephen Fisher, Natalye Polack and Stephanie Wolf introduced themselves as candidates for the open Board of Trustee position and briefly shared why they were interested in becoming a Trustee member.
- V. Communications:** Staff sent a thank you card to the Board of Trustees for the wonderful and generous Employee Appreciation Breakfast. Carol Stein wanted to thank Susanne Vondrak and Christine McDonald for all the work they put into the Staff Appreciation Breakfast. The Customer Service Appreciation award was presented to Eileen Acosta for outstanding customer service to a library member. We received a \$100.00 contribution from Carole J. Flannery. Martha Trzepakcz and Sarah J Marsh made a \$500.00 donation in memory of their mother Katherine (Kit) Johnson.
- VI. Director's Report:** See written report.
- VII. Committee Reports:**

May 6, 2018

- a. Finance Committee: The Finance committee had done a lot of work in transfers and budgeting.
- b. Policy Committee: none. Future meetings will review the Employee Handbook.
- c. Building and Grounds: The majority of our renovations for the teen space project are finished. We now have officially approved the last change order and updated the lighting for the teen space. The roof was scheduled go to bid, but after further discussion with the advice we received, the decision is to wait and go to bid late August so we can do the roof in September. The concern was making sure we would have enough funds to pay for the roof since we will have spent \$328,000 on the current projects. The construction grant funding is distributed in September and that would ensure that we have enough funds in place for the next project. We will be receiving \$116, 238. We need to look forward to this year's grant cycle. RCLS would like a statement from all the member libraries by April 20th declaring what they are thinking of requesting for the 2018 Construction Grants. Permitting for SED projects is now running about one year which therefore requires long range planning. The Library already has a SED permit for the generator and the committee recommended that we apply for a construction grant this year for the generator. The generator was estimated to cost about \$55,000. Consensus of the Board was given to pursue the generator as our next Construction Grant application. Additionally, the electrical and data boxes need to be sorted, labeled and identified, and additional switches installed. The committee will see if that can be added to the construction grant application as well. Please see Buildings and Grounds Committee Report for additional concerns and recommended action items. The board wishes much thanks to Susanne for all the work she has done with this month's report.
- d. Garden Committee: Tom Dames and Bruce Cohen, along with Mary Lou, will set priorities as to what aspects of the garden should be taken care of first. The Garden committee is a subsidiary of Building and Grounds and they will meet on a regular basis of one time per month to establish a long-range plan for the grounds. Ideas considered at the last meeting: some permanent benches or possibly portable camp chairs that members can sign out; we hope to have a butterfly garden (Certificate in place) and to offer kids nature programs. The Committee may consult with the Cornwall Cooperative Extension once we discuss our needs and priorities. The Garden Committee must come up with a chart for priority issues and goals attached. The Garden committee will jointly meet with the Building and Grounds committee. To establish the goals.
- e. Friends: A thank you letter is being sent for the generous donation received.

VIII. Unfinished Business: Mary Lou asked for a Board of Trustee member to be present, and to assist with the counting of Absentee ballots, on the Annual Budget Vote date of April 17th. The Library is hosting a discussion in response to the Opioid Crisis, on April 25th and May 17th. There will be a free Narran training. The Staff will be offered a Narran training on the Staff meeting date of May 17th. The Library does not have an

AED (automated external defibrillator) and will make acquiring one a priority. We have begun the first requests for funds from Quarterly Good Ideas Fund. The Board approved 2 café table and chair sets in the amount of \$3,000 plus freight estimates, as well as a moving cart for graphic novels (this allows them to be moved to different parts of the library, both items for use in the new Teen space.

IX. New Business: none.

X. Executive Session: Motion to move to Executive Session at 8:48 to discuss Personnel matter was made by Tom Dames, seconded by Amy Cordisco and was unanimously approved.

XI. Adjournment: Motion to adjourn the Executive Session at 9:12pm was made by Susanne, seconded by Carol and was unanimously approved.

XII. Adjournment: Motion to adjourn the Regular Meeting was made by Carol at 9:13pm, seconded by Susanne and was unanimously approved.

Next Regular Board Meeting Thursday May 10, 2018 at 7PM

May 6, 2018

Cornwall Public Library

Director's Report

March 2018

General Overview

Construction and the move to and from the community room was the bulk of my focus this month. Additionally, work on the Smart Space continued and the preparation for the Vote, production of the ballot, and plans for the Vote week were put into place.

Administration

SAM Grant –Paperwork completed and submitted for the Grant Disbursal Agreement. Final approval to move ahead with the roofing project was received.

Small Libraries Smart Spaces –A site visit from OCLC will be on April 23 and 24 with a reception scheduled for the 23rd inviting all volunteers who worked on, and donated to, project.

Special Legislative Grant – paperwork completed and submitted to SED for \$8900 secured by Assemblyman Skoufis for our new phone system and digital microfiche.

Building and Grounds

NYS Construction grant – the renovation of the space and installation of LED lighting has greatly improved the appearance and function of the space. The new study space is a big hit. The accessible data at table top level is a welcome and accessible improvement of our library members and guests and the lighting has brought attention to our barrel-vaulted ceiling, enabled greater visibility for our collections and brought a fresh look to our library.

Finance and Fundraising

Worked with **Finance Committee** to create parameters for staff submissions to **The Good Idea Fund**. Introduced the concept and procedures to the Manager's and made form available. Requests will be submitted at this board meeting for the first quarter.

Budget Vote – April 17th, 2018 – one trustee position opening has 4 candidates are running. One candidate dropped out but his name will still appear on the ballot as the ballots were already printed. All ads have been placed, postcard mailer delivered, voter lists prepared and arrangements for the voting machine, the vote inspector and vote workers secured. Please encourage friends and family to vote. We will have a fine free week from April 8-18, and entertainment the day of the vote but we need board to conduct tours if possible and/or serve as greeters for an hour or so. Please let me know your availability.

Outreach & Partnerships

Community Conversations – Looking to start this program up again in May.

Chamber of Commerce – as chair of the Art committee – I will be pairing artists up with area businesses for the summer months to create a “*Summer of Love.....of the Arts!*” Would like to feature our local college student/muralist, Carley Nielsen, to be our artist and work on a temporary outdoor mural over July and August,

paired up with several outdoor pop-up café programs to encourage kids to see a young artist in action, watch the progression of her work, and see its' completion by the end of our summer program.

Programs, Collections, and Services

- **Programs and Circulation** – 11 programs brought 212 visitors despite weather challenges that postponed or cancelled a number of programs. Rosaleen is working on an on-line program calendar for easier and more efficient scheduling of the community room and new enclosed study space. She also moved the adult music cd collection to newly acquired roll-out shelving obtained for free from Haverstraw Library by Charlotte.

Youth Services – 30 programs attracted 280 children and adults for a busy March with our ever popular Story time programs from infant to pre-K and the addition of a new Saturday story time to add to our Family Build-It program. Glitches with online registration persist due to heavy traffic on our website. A website upgrade will hopefully resolve this and lessen stress on staff. March brought challenges with weather and illness on top of the move and construction. The month ended with the joyful introduction of Zippy the T-Rex who made her debut on March 23rd and will be a regular visitor to our programming.

Adult Services – Main programming included O & W Railway Lecture (46), The Schulyer Sisters and the Hamilton Musical (10), Tea & a Classic (18) and Stampin' Up (15). Homebound delivery continues with 4 regular deliveries. Statistics for the month: Laptop lending (27), Reader's Advisory (6), Technology assistance (158), Notary (21), Reference questions (282, SEAL requests (11). Database usage: NoveList: (17), Ancestry.com (52). Public computer usage: (792). Charlotte worked closely with the Director to repurpose the floor space enabling room for the new Smart Space and relocation of the Reference desk as well as shifting of collections.

Monthly Statistics for March, 2018 *(figures in parenthesis are last month's figures)*

Registered borrowers: **9,201** (9,145); Direct Access/Circulation: **12,619** (10,607); ILL Borrows: **2,057** (1,826); ILL Loans: **1,793** (1,674); Item Count: **72,254** (72,242); **Wi-Fi: 2,878** (4,000).

Meetings, Trainings, Programs & Happenings in March:

Furniture install, DRRT wall install, meeting with Architect on site (3/1);

Furniture install, electrical work continues (3/2);

Meeting with Building Chair, carpet installer (3/3);

Move back into workspace, meeting with Ken Cashman, Board meeting (3/5);

Meeting with K. Angel re: furniture (3/6);

Director's Association meeting (3/7);

OCLC phone meeting, meeting with consultant to assess teen services, Programming committee (3/8);

Staff meeting, Reference department meeting, Service desk manager meeting (3/13);

Manager's meeting, Finance committee meeting (3/14);

Study Space complete and open, Newsletter out, Webinar on Outreach; Fire Drill (3/15);

Petitions due (3/16);

Final budget numbers due (3/19);

PLA in Philadelphia (3/20-21).

Coming up in April, I have the following on my agenda so far:

Meeting with muralist, Carley Nielsen; interview with teen page prospect (4/2);

Public forum presentation for Budget Vote and Trustee Election (4/4);

Meeting with Susanne V. regarding construction project, meeting with Garden committee (4/6);

Repair Café (4/7);

Carpet installation in Smart Space (4/8);

Pick up vote documents from school administration (4/9);

Staff meeting, monthly meeting with Ellen (4/10);

Programming committee meeting, Board meeting (4/12);

Board of elections packet pick-up (4/13);

Budget Vote (4/17);

Meetings with hourly staff regarding 2018-19 hours (4/18,19);

Manager's meeting (4/18);

OCLC visit and reception (4/23);

Library Trustee Association Conference, Long Island (4/27-28);

Respectfully submitted,

Mary Lou Carolan

Mary Lou Carolan

Director

April 8, 2018

Cornwall Public Library
Profit & Loss by Class
July 2017 through February 2018

	Paid Using Capital Fund	Paid Using Memorial Fund	Friends	Furniture grant (Grants)	NYS SED - pkg lot, elec, space (Grants)	Skoufis grant - phone & microfi (Grants)	Grants - Other (Grants)	Total Grants	Operating	TOTAL
Income										
EXPECTED FUNDS - not yet received			11,185.16		116,238.00	8,900.00		125,138.00		136,323.16
2002 - Local Public Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,160,806.00	1,160,806.00
2003 - Refund of Tax assessment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-691.68	-691.68
2082 - Library Fines	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,137.32	18,137.32
2401 - Income from Investments	319.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	265.61	585.42
2670 - Sale of Library Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	716.52	716.52
2701 - Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	286.76	286.76
2706 - Gifts & Endowments	0.00	0.00	6,610.84	0.00	0.00	0.00	0.00	0.00	27,426.99	34,037.83
2760 - Grants	0.00	0.00	0.00	12,000.00	0.00	0.00	2,550.00	14,550.00	5,668.22	20,218.22
3840 - RCLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,886.70	4,886.70
Total Income	319.81	0.00	17,796.00	12,000.00	116,238.00	8,900.00	2,550.00	139,688.00	1,217,502.44	1,375,306.25
Gross Profit	319.81	0.00	17,796.00	12,000.00	116,238.00	8,900.00	2,550.00	139,688.00	1,217,502.44	1,375,306.25
Expense										
141 - Salary-Certified Librarian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149,850.76	149,850.76
142 - Salary-Clerical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	262,035.97	262,035.97
143 - Salary-Treasurer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,692.34	2,692.34
203b - Capital Equipment	1,692.31	5,338.00	0.00	0.00	0.00	0.00	0.00	0.00	1,537.48	8,567.79
410 - Books	0.00	0.00	212.46	0.00	0.00	0.00	0.00	0.00	43,668.83	43,881.29
411 - Film	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	616.03	616.03
412 - Video/Music/Books on Tape	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,106.81	15,106.81
413 - Serials/Reference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,488.52	8,488.52
430 - Supplies										
430.1 - Library supplies	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00	0.00	3,591.50	7,091.50
430.2 - Office supplies	0.00	0.00	1,746.54	0.00	41.57	0.00	0.00	41.57	4,657.04	6,445.15
430.3 - Program supplies	0.00	0.00	846.87	0.00	0.00	0.00	0.00	0.00	2,644.97	3,491.84
430 - Supplies - Other	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	12,000.00
Total 430 - Supplies	0.00	0.00	6,093.41	12,000.00	41.57	0.00	0.00	12,041.57	10,893.51	29,028.49
431 - Telephone	0.00	0.00	0.00	0.00	0.00	3,594.94	0.00	3,594.94	4,530.26	8,125.20
433 - Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,973.71	1,973.71
434 - Publicity & Printing	0.00	0.00	29.91	0.00	0.00	0.00	0.00	0.00	5,314.51	5,344.42
435 - Travel/Conference	0.00	0.00	220.00	0.00	0.00	0.00	0.00	0.00	3,642.22	3,862.22
437 - Professional Fees										
437.1 - Prof fees-Office	0.00	0.00	0.00	0.00	16,038.66	0.00	0.00	16,038.66	16,111.69	32,150.35
437.2 - Prof fees-Adult programs	0.00	0.00	2,420.00	0.00	0.00	0.00	0.00	0.00	3,710.00	6,130.00
437.3 - Prof fees-YA programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00	360.00
437.4 - Prof fees-Juvenile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	840.00	840.00
Total 437 - Professional Fees	0.00	0.00	2,420.00	0.00	16,038.66	0.00	0.00	16,038.66	21,021.69	39,480.35
438 - Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	637.00	637.00
440 - Contracts w/ Books Co.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,085.33	1,085.33
450 - Fuel/Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,327.32	17,327.32
451 - Custodial Supplies	0.00	0.00	0.00	0.00	56.99	0.00	0.00	56.99	1,567.94	1,624.93
452 - Repairs to Building	0.00	0.00	0.00	0.00	2,928.50	0.00	0.00	2,928.50	6,130.85	9,059.35
454 - Building Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,907.61	11,907.61
455 - RCLS ANSER & Telecommunication	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,933.90	36,933.90
469 - Service Contracts	0.00	0.00	0.00	0.00	350.00	0.00	0.00	350.00	36,529.49	36,879.49
800 - Capital Expenditure	67,267.87	0.00	0.00	0.00	96,822.28	0.00	0.00	96,822.28	0.00	164,090.15
9010.8 - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52,601.00	52,601.00
9030.8 - FICA/Medicare Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38,310.31	38,310.31
9060.8 - Workers' Comp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,712.00	7,712.00
9090.8 - Health Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78,268.15	78,268.15
Total Expense	68,960.18	5,338.00	8,975.78	12,000.00	116,238.00	3,594.94	0.00	131,832.94	820,383.54	1,035,490.44
Net Income	-68,640.37	-5,338.00	8,820.22	0.00	0.00	5,305.06	2,550.00	7,855.06	397,118.90	339,815.81
Balance Remaining 2/28/18	349,238.82	31,126.35								

Cornwall Public Library
Profit & Loss Budget vs. Actual - Operating
July 2017 through February 2018

	Budget 67%	YTD Budget			Full 2017-2018 Budget		
		Jul '17 - Feb 18	Budget	\$ Over Budget	Full Budget	\$ Over Budget	% of Budget
Income							
2002 · Local Public Funds	1,160,806.00	1,160,806.00	0.00	1,160,806.00	0.00	100.0%	
2003 · Refund of Tax assessment	-691.68	0.00	-691.68	0.00	-691.68	100.0%	
2005 · Appropriated Fund Balance	0.00	0.00	0.00	25,000.00	-25,000.00	0.0%	
2082 · Library Fines	18,137.32	20,666.68	-2,529.36	31,000.00	-12,862.68	58.51%	
2401 · Income from Investments	265.61	333.32	-67.71	500.00	-234.39	53.12%	
2670 · Sale of Library Materials	716.52						
2701 · Refunds	286.76	666.68	-379.92	1,000.00	-713.24	28.68%	
2706 · Gifts & Endowments	27,426.99	5,533.32	21,893.67	8,300.00	19,126.99	330.45%	
2760 · Grants	5,668.22	8,000.00	-2,331.78	12,000.00	-6,331.78	47.24%	
3840 · RCLS	4,886.70	2,666.68	2,220.02	4,000.00	886.70	122.17%	
Total Income	1,217,502.44	1,198,672.68	18,829.76	1,242,606.00	-25,103.56	97.98%	
Gross Profit	1,217,502.44	1,198,672.68	18,829.76	1,242,606.00	-25,103.56	97.98%	
Expense							
141 · Salary-Certified Librarian	149,850.76	144,459.16	5,391.60	220,937.29	-71,086.53	67.83%	
142 · Salary-Clerical	262,035.97	283,893.95	-21,857.98	434,190.71	-172,154.74	60.35%	
143 · Salary-Treasurer	2,692.34	3,269.24	-576.90	5,000.00	-2,307.66	53.85%	
203b · Capital Equipment	1,537.48	300.00	1,237.48	300.00	1,237.48	512.49%	
410 · Books	43,668.83	46,590.04	-2,921.21	69,885.00	-26,216.17	62.49%	
411 · Film	616.03	550.00	66.03	550.00	66.03	112.01%	
412 · Video/Music/Books on Tape	15,106.81	20,105.32	-4,998.51	30,158.00	-15,051.19	50.09%	
413 · Serials/Reference	8,488.52	8,866.64	-378.12	13,300.00	-4,811.48	63.82%	
430 · Supplies							
430.1 · Library supplies	3,591.50	3,333.32	258.18	5,000.00	-1,408.50	71.83%	
430.2 · Office supplies	4,657.04	5,333.32	-676.28	8,000.00	-3,342.96	58.21%	
430.3 · Program supplies	2,644.97	5,408.36	-2,763.39	7,800.00	-5,155.03	33.91%	
430 · Supplies - Other	0.00						
Total 430 · Supplies	10,893.51	14,075.00	-3,181.49	20,800.00	-9,906.49	52.37%	
431 · Telephone	4,530.26	9,333.32	-4,803.06	14,000.00	-9,469.74	32.36%	
433 · Postage	1,973.71	2,666.68	-692.97	4,000.00	-2,026.29	49.34%	
434 · Publicity & Printing	5,314.51	6,666.68	-1,352.17	10,000.00	-4,685.49	53.15%	
435 · Travel/Conference	3,642.22	3,000.00	642.22	4,500.00	-857.78	80.94%	
436 · Friends Expense	0.00	-11,864.00	11,864.00	-17,796.00	17,796.00	0.0%	
437 · Professional Fees							
437.1 · Prof fees-Office	16,111.69	16,853.32	-741.63	25,280.00	-9,168.31	63.73%	
437.2 · Prof fees-Adult programs	3,710.00	4,666.68	-956.68	7,000.00	-3,290.00	53.0%	
437.3 · Prof fees-YA programs	360.00	1,000.00	-640.00	1,500.00	-1,140.00	24.0%	
437.4 · Prof fees-Juvenile	840.00	2,666.68	-1,826.68	4,000.00	-3,160.00	21.0%	
437.5 · Prof fees-SRP	0.00	1,500.00	-1,500.00	3,000.00	-3,000.00	0.0%	
Total 437 · Professional Fees	21,021.69	26,686.68	-5,664.99	40,780.00	-19,758.31	51.55%	
438 · Dues	637.00	900.00	-263.00	1,300.00	-663.00	49.0%	
439 · Equipment Repair	0.00	200.00	-200.00	200.00	-200.00	0.0%	
440 · Contracts w/ Books Co.	1,085.33	1,733.32	-647.99	2,600.00	-1,514.67	41.74%	
450 · Fuel/Utilities	17,327.32	21,333.32	-4,006.00	32,000.00	-14,672.68	54.15%	
451 · Custodial Supplies	1,567.94	1,333.32	234.62	2,000.00	-432.06	78.4%	
452 · Repairs to Building	6,130.85	6,666.68	-535.83	10,000.00	-3,869.15	61.31%	
454 · Building Insurance	11,907.61	12,000.00	-92.39	12,000.00	-92.39	99.23%	
455 · RCLS ANSER & Telecommunication	36,933.90	39,750.00	-2,816.10	53,000.00	-16,066.10	69.69%	
469 · Service Contracts	36,529.49	31,064.00	5,465.49	46,596.00	-10,066.51	78.4%	
490 · Refund of PY Tax Assessment	0.00	2,000.00	-2,000.00	3,000.00	-3,000.00	0.0%	
9010.8 · Retirement	52,601.00	49,258.00	3,343.00	49,258.00	3,343.00	106.79%	
9030.8 · FICA/Medicare Expense	38,310.31	32,768.82	5,541.49	50,117.00	-11,806.69	76.44%	
9060.8 · Workers' Comp	7,712.00	8,000.00	-288.00	8,000.00	-288.00	96.4%	
9090.8 · Health Insurance	78,268.15	81,286.68	-3,018.53	121,930.00	-43,661.85	64.19%	
Total Expense	820,383.54	846,892.85	-26,509.31	1,242,606.00	-422,222.46	66.02%	
Net Income	397,118.90	351,779.83	45,339.07	0.00	397,118.90	31.96%	

Cornwall Public Library
Profit & Loss by Class
July 2017 through March 2018

	Capital Fund	Memorial Fund	Friends	Furniture grant (Grants)	NYS SED - pkg lot, elec, space (Grants)	Skoufis grant - phone & microfi (Grants)	Grants - Other (Grants)	Total Grants	Operating	TOTAL
Income										
EXPECTED FUNDS - not yet received			10,827.71		116,238.00	8,900.00		125,138.00		135,965.71
2002 - Local Public Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,160,806.00	1,160,806.00
2003 - Refund of Tax assessment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-691.68	-691.68
2082 - Library Fines	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,867.64	20,867.64
2401 - Income from Investments	351.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	308.62	660.39
2670 - Sale of Library Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	716.52	716.52
2701 - Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	286.76	286.76
2706 - Gifts & Endowments	0.00	0.00	6,968.29	0.00	0.00	0.00	0.00	0.00	30,574.46	37,542.75
2760 - Grants	0.00	0.00	0.00	12,000.00	0.00	0.00	2,550.00	14,550.00	5,668.22	20,218.22
3840 - RCLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,886.70	4,886.70
Total Income	351.77	0.00	17,796.00	12,000.00	116,238.00	8,900.00	2,550.00	139,688.00	1,223,423.24	1,381,259.01
Gross Profit	351.77	0.00	17,796.00	12,000.00	116,238.00	8,900.00	2,550.00	139,688.00	1,223,423.24	1,381,259.01
Expense										
141 - Salary-Certified Librarian	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	176,888.27	176,888.27
142 - Salary-Clerical	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	308,813.80	308,813.80
143 - Salary-Treasurer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,269.27	3,269.27
203b - Capital Equipment	1,692.31	5,338.00	0.00	0.00	0.00	0.00	0.00	0.00	1,537.48	8,567.79
410 - Books	0.00	0.00	212.46	0.00	0.00	0.00	0.00	0.00	43,668.83	43,881.29
411 - Film	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	616.03	616.03
412 - Video/Music/Books on Tape	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,106.81	15,106.81
413 - Serials/Reference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,488.52	8,488.52
430 - Supplies										
430.1 - Library supplies	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00	0.00	3,591.50	7,091.50
430.2 - Office supplies	0.00	0.00	1,746.54	0.00	41.57	0.00	0.00	41.57	4,657.04	6,445.15
430.3 - Program supplies	0.00	0.00	846.87	0.00	0.00	0.00	0.00	0.00	2,654.49	3,501.36
430 - Supplies - Other	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00	12,000.00
Total 430 - Supplies	0.00	0.00	6,093.41	12,000.00	41.57	0.00	0.00	12,041.57	10,903.03	29,038.01
431 - Telephone	0.00	0.00	0.00	0.00	0.00	3,594.94	0.00	3,594.94	5,101.64	8,696.58
433 - Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,896.35	2,896.35
434 - Publicity & Printing	0.00	0.00	29.91	0.00	0.00	0.00	0.00	0.00	5,724.95	5,754.86
435 - Travel/Conference	0.00	0.00	220.00	0.00	0.00	0.00	0.00	0.00	3,671.65	3,891.65
437 - Professional Fees										
437.1 - Prof fees-Office	0.00	0.00	0.00	0.00	16,038.66	0.00	0.00	16,038.66	16,797.97	32,836.63
437.2 - Prof fees-Adult programs	0.00	0.00	2,420.00	0.00	0.00	0.00	0.00	0.00	3,710.00	6,130.00
437.3 - Prof fees-YA programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	360.00	360.00
437.4 - Prof fees-Juvenile	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	840.00	840.00
Total 437 - Professional Fees	0.00	0.00	2,420.00	0.00	16,038.66	0.00	0.00	16,038.66	21,707.97	40,166.63
438 - Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	637.00	637.00
440 - Contracts w/ Books Co.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,085.33	1,085.33
450 - Fuel/Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,948.23	21,948.23
451 - Custodial Supplies	0.00	0.00	0.00	0.00	56.99	0.00	0.00	56.99	1,575.43	1,632.42
452 - Repairs to Building	0.00	0.00	0.00	0.00	2,928.50	0.00	0.00	2,928.50	6,130.85	9,059.35
454 - Building Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,907.61	11,907.61
455 - RCLS ANSER & Telecommunication	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,933.90	36,933.90
469 - Service Contracts	0.00	0.00	0.00	0.00	350.00	0.00	0.00	350.00	38,012.39	38,362.39
800 - Capital Expenditure	104,302.22	0.00	0.00	0.00	96,822.28	4,900.00	0.00	101,722.28	0.00	206,024.50
9010.8 - Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52,601.00	52,601.00
9030.8 - FICA/Medicare Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44,820.26	44,820.26
9060.8 - Workers' Comp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,712.00	7,712.00
9090.8 - Health Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87,016.06	87,016.06
Total Expense	105,994.53	5,338.00	8,975.78	12,000.00	116,238.00	8,494.94	0.00	136,732.94	918,774.66	1,175,815.91
Net Income	-105,642.76	-5,338.00	8,820.22	0.00	0.00	405.06	2,550.00	2,955.06	304,648.58	205,443.10
Balance Remaining 3/31/18	307,336.43	31,130.94								

Cornwall Public Library
Profit & Loss Budget vs. Actual - Operating
July 2017 through March 2018

FYI

	Budget 75%	Jul '17 - Mar 18	Full Budget	\$ Over Budget	% of Budget
Income					
2002 · Local Public Funds		1,160,806.00	1,160,806.00	0.00	100.0%
2003 · Refund of Tax assessment		-691.68	0.00	-691.68	100.0%
2005 · Appropriated Fund Balance		0.00	25,000.00	-25,000.00	0.0%
2082 · Library Fines		20,867.64	31,000.00	-10,132.36	67.32%
2401 · Income from Investments		308.62	500.00	-191.38	61.72%
2670 · Sale of Library Materials		716.52			
2701 · Refunds		286.76	1,000.00	-713.24	28.68%
2706 · Gifts & Endowments		30,574.46	8,300.00	22,274.46	368.37%
2760 · Grants		5,668.22	12,000.00	-6,331.78	47.24%
3840 · RCLS		4,886.70	4,000.00	886.70	122.17%
Total Income		<u>1,223,423.24</u>	<u>1,242,606.00</u>	<u>-19,182.76</u>	<u>98.46%</u>
Gross Profit		<u>1,223,423.24</u>	<u>1,242,606.00</u>	<u>-19,182.76</u>	<u>98.46%</u>
Expense					
141 · Salary-Certified Librarian		176,888.27	220,937.29	-44,049.02	80.06%
142 · Salary-Clerical		308,813.80	434,190.71	-125,376.91	71.12%
143 · Salary-Treasurer		3,269.27	5,000.00	-1,730.73	65.39%
203b · Capital Equipment		1,537.48	300.00	1,237.48	512.49%
410 · Books		43,668.83	69,885.00	-26,216.17	62.49%
411 · Film		616.03	550.00	66.03	112.01%
412 · Video/Music/Books on Tape		15,106.81	30,158.00	-15,051.19	50.09%
413 · Serials/Reference		8,488.52	13,300.00	-4,811.48	63.82%
430 · Supplies					
430.1 · Library supplies		3,591.50	5,000.00	-1,408.50	71.83%
430.2 · Office supplies		4,657.04	8,000.00	-3,342.96	58.21%
430.3 · Program supplies		2,654.49	7,800.00	-5,145.51	34.03%
430 · Supplies - Other		0.00			
Total 430 · Supplies		<u>10,903.03</u>	<u>20,800.00</u>	<u>-9,896.97</u>	<u>52.42%</u>
431 · Telephone		5,101.64	14,000.00	-8,898.36	36.44%
433 · Postage		2,896.35	4,000.00	-1,103.65	72.41%
434 · Publicity & Printing		5,724.95	10,000.00	-4,275.05	57.25%
435 · Travel/Conference		3,671.65	4,500.00	-828.35	81.59%
436 · Friends Expense		0.00	-17,796.00	17,796.00	0.0%
437 · Professional Fees					
437.1 · Prof fees-Office		16,797.97	25,280.00	-8,482.03	66.45%
437.2 · Prof fees-Adult programs		3,710.00	7,000.00	-3,290.00	53.0%
437.3 · Prof fees-YA programs		360.00	1,500.00	-1,140.00	24.0%
437.4 · Prof fees-Juvenile		840.00	4,000.00	-3,160.00	21.0%
437.5 · Prof fees-SRP		0.00	3,000.00	-3,000.00	0.0%
Total 437 · Professional Fees		<u>21,707.97</u>	<u>40,780.00</u>	<u>-19,072.03</u>	<u>53.23%</u>
438 · Dues		637.00	1,300.00	-663.00	49.0%
439 · Equipment Repair		0.00	200.00	-200.00	0.0%
440 · Contracts w/ Books Co.		1,085.33	2,600.00	-1,514.67	41.74%
450 · Fuel/Utilities		21,948.23	32,000.00	-10,051.77	68.59%
451 · Custodial Supplies		1,575.43	2,000.00	-424.57	78.77%
452 · Repairs to Building		6,130.85	10,000.00	-3,869.15	61.31%
454 · Building Insurance		11,907.61	12,000.00	-92.39	99.23%
455 · RCLS ANSER & Telecommunication		36,933.90	53,000.00	-16,066.10	69.69%
469 · Service Contracts		38,012.39	46,596.00	-8,583.61	81.58%
490 · Refund of PY Tax Assessment		0.00	3,000.00	-3,000.00	0.0%
9010.8 · Retirement		52,601.00	49,258.00	3,343.00	106.79%
9030.8 · FICA/Medicare Expense		44,820.26	50,117.00	-5,296.74	89.43%
9060.8 · Workers' Comp		7,712.00	8,000.00	-288.00	96.4%
9090.8 · Health Insurance		87,016.06	121,930.00	-34,913.94	71.37%
Total Expense		<u>918,774.66</u>	<u>1,242,606.00</u>	<u>-323,831.34</u>	<u>73.94%</u>
Net Income		<u><u>304,648.58</u></u>	<u><u>0.00</u></u>	<u><u>304,648.58</u></u>	<u><u>100.0%</u></u>

Cornwall Public Library
Warrant # 9
As of March 31, 2018

Type	Date	Num	Memo	Split	Paid	Amount
Agostino & Co. Performing Arts						
Bill	03/01/2018	Storyfaces 4/17/18	4/17/18 Storyfaces program	437.4 · Prof fees-Juvenile	Unpaid	550.00
Total Agostino & Co. Performing Arts						550.00
Arnoff Moving & Storage						
Bill	03/23/2018	Inv 55762	April Mobile Storage unit rental	800 · Capital Expenditure	Paid	100.00
Total Arnoff Moving & Storage						100.00
Audio Editions						
Bill	03/19/2018	Inv 1660617	Inv 1660617	412.3 · Books-on-Tape	Unpaid	94.39
Bill	03/19/2018	Inv 1661449	Inv 1661449	412.3 · Books-on-Tape	Unpaid	32.00
Total Audio Editions						126.39
Blackstone Publishing						
Bill	03/29/2018	Inv 974053	Inv 974053	412.3 · Books-on-Tape	Unpaid	91.99
Bill	03/29/2018	Inv 971182	Inv 971182	412.3 · Books-on-Tape	Unpaid	79.98
Bill	03/29/2018	Inv 970930	Inv 970930	412.3 · Books-on-Tape	Unpaid	61.58
Bill	03/29/2018	Inv 976566	Inv 976566	412.3 · Books-on-Tape	Unpaid	63.98
Total Blackstone Publishing						297.53
Brenda Goldfarb						
Bill	03/19/2018	Employee Reimbu...	Advocacy Day reimbursement	435 · Travel/Conference	Unpaid	8.95
Total Brenda Goldfarb						8.95
Brodart Co. - Juv						
Bill	03/19/2018	Inv B5251408	Inv B5251408	410.5 · Juvenile Non Fiction	Unpaid	6.59
Bill	03/19/2018	Inv B5259301	Inv B5259301	410.4 · Juvenile Fiction	Unpaid	13.19
Bill	03/19/2018	Inv B5257268	Inv B5257268	-SPLIT-	Unpaid	16.43
Bill	03/19/2018	Inv B5257605	Inv B5257605	-SPLIT-	Unpaid	117.58
Bill	03/19/2018	Inv B5257501	Inv B5257501	410.4 · Juvenile Fiction	Unpaid	4.39
Bill	03/19/2018	Inv B5257267	Inv B5257267	-SPLIT-	Unpaid	75.81
Bill	03/19/2018	Inv B5257604	Inv B5257604	410.4 · Juvenile Fiction	Unpaid	27.22
Bill	03/19/2018	Inv B5257627	Inv B5257627	-SPLIT-	Unpaid	38.56
Bill	03/23/2018	Inv B5269335	Inv B5269335	410.4 · Juvenile Fiction	Unpaid	2.39
Bill	03/23/2018	Inv B5269039	Inv B5269039	-SPLIT-	Unpaid	76.10
Bill	03/23/2018	Inv B5269230	Inv B5269230	-SPLIT-	Unpaid	117.96
Bill	03/23/2018	Inv B5269337	Inv B5269337	410.5 · Juvenile Non Fiction	Unpaid	4.39
Bill	03/23/2018	Inv B5269007	Inv B5269007	-SPLIT-	Unpaid	28.53
Bill	03/29/2018	Inv B5267600	Inv B5267600	410.5 · Juvenile Non Fiction	Unpaid	14.07
Bill	03/29/2018	Inv B5267197	Inv B5267197	410.5 · Juvenile Non Fiction	Unpaid	9.67
Total Brodart Co. - Juv						552.88
Brodart Co. -Supplies						
Bill	03/19/2018	Inv 494407	Label Holders	430.2 · Office supplies	Unpaid	98.28
Total Brodart Co. -Supplies						98.28
Brodart Co. (McN)						
Bill	03/19/2018	Inv M157224	Inv M157224	410.9 · McNaughton	Unpaid	610.75
Total Brodart Co. (McN)						610.75
Butler Rowland Mays						
Bill	03/23/2018	Inv # 4	Phase 1 Interior Improvement architect f...	800 · Capital Expenditure	Paid	2,314.87
Total Butler Rowland Mays						2,314.87
Carl Waldenmaier						
Bill	03/15/2018	Invoice #2	Clerk of the Works 23.5 hours Feb 2018	800 · Capital Expenditure	Paid	1,627.50
Bill	03/31/2018	Invoice #3	Clerk of the Works 4 hours March 2018	800 · Capital Expenditure	Paid	280.00
Total Carl Waldenmaier						1,907.50
Carol O'Keefe						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote worker	437.1 · Prof fees-Office	Unpaid	135.20
Total Carol O'Keefe						135.20
Cash						

Cornwall Public Library
Warrant # 9
As of March 31, 2018

Type	Date	Num	Memo	Split	Paid	Amount
Bill	03/29/2018	Replenish Petty C...	Replenish petty cash 1Q18	1010 · Petty Cash	Unpaid	46.44
Total Cash						46.44
Cengage Learning/Gale						
Bill	03/23/2018	Inv 63383772	Inv 63383772	410.11 · Adult Fiction Standi...	Unpaid	63.74
Bill	03/29/2018	Inv 63441285	Inv 63441285	410.11 · Adult Fiction Standi...	Unpaid	110.99
Total Cengage Learning/Gale						174.73
Central Hudson Gas & Electric Corp						
Bill	03/19/2018	Svc 1/23-2/22/18	Service 1/23-2/22/18	450 · Fuel/Utilities	Paid	4,620.91
Bill	03/29/2018	Acct 86610120007	Service 2/22-3/23/18	450 · Fuel/Utilities	Unpaid	3,847.60
Total Central Hudson Gas & Electric Corp						8,468.51
Cooking Light						
Bill	03/19/2018	1 year renewal	1 year renewal Exp 3/2019 Acct 2385057...	413.6 · Serials	Unpaid	12.00
Total Cooking Light						12.00
Cornwall Public Library - Payroll						
Bill	03/02/2018	Pay per end 2/23/18	Pay per end 2/23 Pay date 3/2	1012 · OBT Payroll Checking	Paid	17,042.06
Bill	03/16/2018	Pay per end 3/9/18	Pay per end 3/2 Pay date 3/16	1012 · OBT Payroll Checking	Paid	17,685.69
Bill	03/27/2018	Pay per end 3/23/18	Pay per end 3/23 Pay date 3/30	1012 · OBT Payroll Checking	Paid	18,374.76
Total Cornwall Public Library - Payroll						53,102.51
Cornwall Public Library - Trust & Agency						
Bill	03/02/2018	3/2 PR & March H...	March Health Ins + Payroll Dated 3/2/18	-SPLIT-	Paid	18,734.55
Bill	03/16/2018	Pay date 3/16	Payroll Dated 3/16/18	1003 · Due from Trust & Age...	Paid	9,094.41
Bill	02/21/2018	Add'l funds needed	Transfer add'l funds	1003 · Due from Trust & Age...	Paid	5,000.00
Bill	03/27/2018	Pay date 3/30	Payroll Dated 3/30/18	1003 · Due from Trust & Age...	Paid	9,185.62
Total Cornwall Public Library - Trust & Agency						42,014.58
D & D Mailing Service, LLC						
Bill	03/19/2018	Inv 27644	Prep & postage for 10,261 Library Vote p...	-SPLIT-	Paid	1,333.08
Total D & D Mailing Service, LLC						1,333.08
Design Contract Services						
Bill	03/15/2018	Invoice 2028	50% Deposit - Mobile Reference Desk	800 · Capital Expenditure	Paid	2,834.50
Total Design Contract Services						2,834.50
DIRTT Environmental Solutions Inc.						
Bill	03/15/2018	Inv 63356	DIRTT wall	800 · Capital Expenditure	Paid	5,315.52
Total DIRTT Environmental Solutions Inc.						5,315.52
Dowser Spring Water						
Bill	03/19/2018	Stmt dated 2/28/18	Feb water delivery	430.2 · Office supplies	Unpaid	24.50
Bill	03/29/2018	Inv 1734470	3/26 water delivery	430.2 · Office supplies	Unpaid	23.96
Total Dowser Spring Water						48.46
Elizabeth K. Fisher						
Bill	03/29/2018	Employee Reimbu...	114 mi @ \$.545/mi	435 · Travel/Conference	Unpaid	62.13
Total Elizabeth K. Fisher						62.13
Findaway World, LLC						
Bill	03/19/2018	Inv 247328	Inv 247328	412.3 · Books-on-Tape	Unpaid	59.99
Total Findaway World, LLC						59.99
Foreign Affairs						
Bill	03/23/2018	2 year renewal	2 year renewal Exp 5/2020 Acct 2086651...	413.6 · Serials	Unpaid	54.90
Total Foreign Affairs						54.90
Good Housekeeping						
Bill	03/19/2018	1 year renewal	1 year renewal Exp 7/2019 Acct 0875252...	413.6 · Serials	Unpaid	12.00
Total Good Housekeeping						12.00

Cornwall Public Library
Warrant # 9
As of March 31, 2018

Type	Date	Num	Memo	Split	Paid	Amount
Hannaford Bros. Co.						
Bill	03/19/2018	Tea & A Classic	Tes & A Classic + Kitchen supplies	-SPLIT-	Unpaid	15.68
Bill	03/19/2018	Juv program suppl...	Juv program supplies	430.32 · Juvenile	Unpaid	7.46
Bill	03/29/2018	4/2/18 purchase	YA supplies & Office supplies	-SPLIT-	Unpaid	14.01
Total Hannaford Bros. Co.						37.15
Ingram Library Services						
Bill	03/19/2018	Inv 33456310	Inv 33456310	-SPLIT-	Unpaid	319.25
Bill	03/29/2018	Inv 33692142	Inv 33692142	-SPLIT-	Unpaid	852.22
Bill	03/29/2018	Inv 33727377	Inv 33727377	-SPLIT-	Unpaid	28.97
Bill	03/29/2018	Inv 33697744	Inv 33697744	-SPLIT-	Unpaid	38.67
Bill	03/29/2018	Inv 33727378	Inv 33727378	-SPLIT-	Unpaid	15.50
Total Ingram Library Services						1,254.61
Jack Of All Trades						
Bill	03/23/2018	Inv 18-7261	Move furniture for Back Office construction	800 · Capital Expenditure	Paid	450.00
Total Jack Of All Trades						450.00
Jacobowitz & Gubits, LLP						
Bill	03/19/2018	Inv 270956	Review Draft Notice	437.1 · Prof fees-Office	Unpaid	60.00
Total Jacobowitz & Gubits, LLP						60.00
Jacqueline Rose						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote machine inspector	437.1 · Prof fees-Office	Unpaid	135.20
Total Jacqueline Rose						135.20
Joe Stankiewicz						
Bill	03/23/2018	Paint	Reimbursement for paint	800 · Capital Expenditure	Paid	61.98
Total Joe Stankiewicz						61.98
Kiplinger's Personal Finance						
Bill	03/19/2018	3 year renewal	3 year renewal Exp 2/2021 Acct 3580149...	413.6 · Serials	Unpaid	54.95
Total Kiplinger's Personal Finance						54.95
Landmark Flooring Concepts, Inc.						
Bill	03/15/2018	Inv 03180015	New Flooring for back office project Inv #...	800 · Capital Expenditure	Paid	8,976.62
Total Landmark Flooring Concepts, Inc.						8,976.62
Library Journal						
Bill	03/19/2018	1 year renewal	1 year renewal Exp 4/2019	413.6 · Serials	Unpaid	101.99
Total Library Journal						101.99
Lisa Sinclair						
Bill	03/29/2018	Employee Reimbu...	42 mi @ \$.545/mi	435 · Travel/Conference	Unpaid	22.89
Total Lisa Sinclair						22.89
Lock Around the Clock						
Bill	03/19/2018	April 2018	April 2018 storage unit fee	469 · Service Contracts	Unpaid	55.00
Total Lock Around the Clock						55.00
Magna5						
Bill	03/19/2018	Svc 2/25-3/24/18	Contract Payment 2/25-3/24/18	431 · Telephone	Paid	365.26
Bill	03/31/2018	Inv 4746528	Service 3/25-4/24	431 · Telephone	Unpaid	365.26
Total Magna5						730.52
Marangi Disposal						
Bill	03/19/2018	Inv 83101611	March Service	469 · Service Contracts	Paid	92.90
Total Marangi Disposal						92.90
Margaret Flint						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote worker	437.1 · Prof fees-Office	Unpaid	135.20
Total Margaret Flint						135.20

Cornwall Public Library
Warrant # 9
As of March 31, 2018

Type	Date	Num	Memo	Split	Paid	Amount
Marie Neville						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote machine inspector	437.1 · Prof fees-Office	Unpaid	135.20
Total Marie Neville						135.20
Martha Diederich						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote worker	437.1 · Prof fees-Office	Unpaid	135.20
Total Martha Diederich						135.20
Mary Lou Carolan						
Bill	03/29/2018	Employee Reimbu...	166 mi @ \$.545/mi + reimbursement	435 · Travel/Conference	Unpaid	105.47
Total Mary Lou Carolan						105.47
Media Solstice Marketing/Public Relations						
Bill	03/19/2018	Inv 2498	Dec web consult & Feb website update	434 · Publicity & Printing	Unpaid	295.00
Total Media Solstice Marketing/Public Relations						295.00
Midwest Tape						
Bill	03/29/2018	Inv 95937951	DVD security cases	430.1 · Library supplies	Unpaid	147.99
Total Midwest Tape						147.99
Nickel Electric Inc						
Bill	03/29/2018	Inv 597	Repair Data line to router & run new line ...	800 · Capital Expenditure	Paid	250.00
Bill	03/29/2018	Inv 596	Receptable for display in foyer	452 · Repairs to Building	Unpaid	277.80
Total Nickel Electric Inc						527.80
OFS Brands Inc.						
Bill	03/29/2018	Inv 1448551	Study Space furniture	800 · Capital Expenditure	Paid	12,190.50
Bill	03/29/2018	Inv 1451018	Study Space furniture	800 · Capital Expenditure	Paid	1,055.88
Total OFS Brands Inc.						13,246.38
Orange Bank & Trust Cardmember Services						
Bill	03/29/2018	Stmt dated 3/26/18	Stmt dated 3/26/18	-SPLIT-	Unpaid	1,474.07
Total Orange Bank & Trust Cardmember Services						1,474.07
OverDrive, Inc.						
Bill	03/19/2018	Inv 01052CO1803...	Inv 01052CO18030787	412.32 · E-Audiobooks -- Adult	Unpaid	396.96
Bill	03/19/2018	Inv 01052CO1803...	Inv 01052CO18030788	410.12 · Adult E Book	Unpaid	655.85
Bill	03/19/2018	Inv 01052DA1705...	Inv 01052DA17055825	-SPLIT-	Unpaid	141.00
Bill	03/19/2018	Inv 01052DA1804...	Inv 01052DA18046009	410.12 · Adult E Book	Unpaid	65.00
Bill	03/29/2018	Inv 01052CO1805...	Inv 01052CO18052323	410.42 · Ebooks -- Juvenile	Unpaid	40.00
Bill	03/29/2018	Inv 01052CO1805...	Inv 01052CO18052322	410.12 · Adult E Book	Unpaid	605.92
Bill	03/29/2018	Inv 01052CO1805...	Inv 01052CO18052320	412.32 · E-Audiobooks -- Adult	Unpaid	606.95
Total OverDrive, Inc.						2,511.68
P & P Quick Copy Center						
Bill	03/23/2018	Inv 196086	Laminating for 2 posters	430.2 · Office supplies	Unpaid	42.00
Bill	03/29/2018	Inv 196197	Banner	434 · Publicity & Printing	Unpaid	88.00
Total P & P Quick Copy Center						130.00
Pat Rovello						
Bill	03/31/2018	Employee Reimbu...	Postage	433 · Postage	Unpaid	45.13
Total Pat Rovello						45.13
Paychex, Inc.						
Bill	03/19/2018	Inv 2018030100	Feb Small Bus Package	437.1 · Prof fees-Office	Paid	501.28
Bill	03/19/2018	Stmt 17747380	Feb Employee Mobile Usage	437.1 · Prof fees-Office	Paid	175.00
Total Paychex, Inc.						676.28
PMI Document Solutions						
Bill	03/15/2018	Rollfilm/Fiche scanr	LTE Rollfilm/Fiche Microform Scanner & ...	800 · Capital Expenditure	Paid	4,900.00
Total PMI Document Solutions						4,900.00
Randazzo's Landscaping Inc.						

Cornwall Public Library
Warrant # 9
As of March 31, 2018

Type	Date	Num	Memo	Split	Paid	Amount
Bill	03/29/2018	Inv 18925	Monthly Maint + Salt pkg lot 4X	469 · Service Contracts	Unpaid	1,248.00
Total Randazzo's Landscaping Inc.						1,248.00
Ray Torraca						
Bill	03/19/2018	2018 Vote worker	4/17/18 Vote machine custodian	437.1 · Prof fees-Office	Unpaid	225.00
Total Ray Torraca						225.00
RCLS						
Bill	03/19/2018	Inv 26398	Remote assistance for Envisionware	203b · Capital Equipment	Unpaid	60.00
Bill	03/29/2018	Inv 26402	New Server + Windows license fees	203b · Capital Equipment	Unpaid	7,278.46
Bill	03/29/2018	Inv 26400	RCLS Labor charges - network issues	800 · Capital Expenditure	Paid	300.00
Total RCLS						7,638.46
Stankiewicz Construction						
Bill	03/29/2018	March work	40.5 hrs @ \$30/hr + \$61.98 paint	800 · Capital Expenditure	Paid	1,276.98
Total Stankiewicz Construction						1,276.98
Susan Moccio						
Bill	03/29/2018	Employee Reimbu...	14.5 mi @ \$.545/mi	435 · Travel/Conference	Unpaid	7.90
Total Susan Moccio						7.90
Toshiba Financial Services						
Bill	03/19/2018	Inv 352125355	Service 2/25-3/25/18	469 · Service Contracts	Unpaid	684.31
Bill	03/29/2018	Inv 354120529	Service 3/16-4/16/2018	469 · Service Contracts	Unpaid	675.33
Total Toshiba Financial Services						1,359.64
United A/C Refrigeration, Inc						
Bill	03/23/2018	Inv 416723	3/13/18 Gas odor boiler service	469 · Service Contracts	Unpaid	202.50
Total United A/C Refrigeration, Inc						202.50
Utica National Insurance Group						
Bill	03/19/2018	Acct 101086941	Acct 101086941	9060.8 · Workers' Comp	Unpaid	151.00
Total Utica National Insurance Group						151.00
Vanguard Cleaning Systems of the HV						
Bill	03/19/2018	Inv 25093	March Monthly Service	469 · Service Contracts	Paid	1,390.00
Bill	03/29/2018	Inv 25426	April cleaning service	469 · Service Contracts	Unpaid	1,390.00
Total Vanguard Cleaning Systems of the HV						2,780.00
Verizon						
Bill	03/19/2018	Acct 6521219490...	FIOS internet 3/10-4/9/18	431 · Telephone	Paid	156.98
Total Verizon						156.98
Verizon Wireless						
Bill	03/19/2018	Inv 9802734700	Service 3/2-4/1/18	431 · Telephone	Paid	49.14
Total Verizon Wireless						49.14
Village of Cornwall-on-Hudson						
Bill	03/29/2018	Acct 006019055	Water service 1/25-3/14/2018	450 · Fuel/Utilities	Unpaid	127.50
Total Village of Cornwall-on-Hudson						127.50
W.B. Mason						
Bill	03/19/2018	Inv I52744760	Labels & toilet tissue	-SPLIT-	Unpaid	87.97
Bill	03/19/2018	Inv I53207969	Paper, paper towels, staples, tape, etc	-SPLIT-	Unpaid	114.17
Bill	03/29/2018	Inv I53423931	Labels, paper, towels, tissues, wipes	-SPLIT-	Unpaid	216.90
Total W.B. Mason						419.04
TOTAL						172,383.05