

Cornwall Public Library Board of Trustees

April 11, 2017

7:00 to 9:00 PM

Minutes

Meeting called to order by Janine Bixler at 7:17 PM

I: Roll

Trustees Present: Janine Bixler, Susanne Vondrak, Christine McDonald, Tom Dames, and Carol Stein, and Bruce Cohen. **Excused:** Elisabeth Hellwege.

Mary Lou Carolan, Library Director
Michelle Mellino, Treasurer

Also Present: Library staff member Ellen Winchell (minutes), Rosaleen Leahy, Library staff member, Carol Loggia, Public, Amy Cordisco, Public, Michelle Denega, Public, and Janine Berkson, Public.

II. Approval of the minutes: A motion to approve the Board of Trustee minutes of March 9, 2017, made by Tom Dames, seconded by Carol Stein and unanimously approved.

III. Financial Review: Following discussion, a motion to approve Warrant #9 in the amount of \$117,159.05 was made by Christine McDonald, seconded by Tom Dames and unanimously approved. After discussion, a motion to approve Profit and Loss Budget vs Actual report for July 2016 through February 2017, made by Susanne Vondrak, seconded by Tom Dames and unanimously approved.

IV. Public Remarks: A question was posed as to whether the roof repair has to go out to bid? Yes. Senator Bill Larkin, and Assemblyman James Skoufis, have been contacted to see if they are able to secure any aid for us. The Friends and Foundation have been approached for financial support as well. Service contracts that are not meeting our current needs will go out to bid as well. Rosaleen inquired as to whether will order Strings magazine if we don't currently have it in the collection? Mary Lou stated that the library will be happy to look into the Strings magazine subscription.

V. Communications: A letter was received from Michael Caola, regarding the large plants that were formerly located by the Petraus reading area. A thank you note was sent from Mary Lou Carolan to the Board of Trustees regarding the passing of Mary Lou's mother and the generous gift in her memory. Robert Hubsher, Executive Director of RCLS, sent an email stating that the New York State Budget includes the restoration of the \$4 million cut the Governor proposed, the same level of funding as last year. The Construction Grant program received an increase of \$5 million compared to last year, bringing the total Grant Funds to \$25 million. A complaint by email was received regarding a noise coming from outside of the library. This matter is currently being

May 12, 2017

investigated. Two emails complimenting Brenda Goldfarb, for the excellent work coordinating all aspects of the Greater Newburgh Symphony Orchestra pre-concert reception and ticket purchase. **Donations:** Dr. Barry John Capella donated \$50.00.

VI. Director's Report: see written report.

VII. Committee Reports

- a. **Friends and Foundation:** No new information at this time.
- b. **Building Committee:** We are gathering information from Energize New York regarding solar energy. The project would require SED permit. Congressman Sean Patrick Maloney is looking into particular energy grants that we could apply for. The cost of the project is approximately \$200,000. We should be receiving the status of our SED permits on May 15, 2017. Rowland Butler & Mays will petition our behalf that the permit for roof repair be expedited given the urgency of the project. No new information on offsite storage.
- c. **Strategic Planning:** A summary will be provided on May 9, 2017.
- d. **Finance Committee:** none.

VIII. Unfinished Business: none

IX. New Business:

Budget Vote is April 18, 2017. Trustee Election Update: Four candidates are on the ballot.

X. Adjournment: Motion to adjourn regular meeting at 8:17 p.m. made by Carol Stein, seconded by Tom Dames and unanimously approved.

Next Regular Board Meeting Date: May 9, 2017 at 7:00 PM

**Cornwall Public Library
Director's Report
March, 2017**

General Overview

Library Advocacy Day, Vote preparation, Re-organization chart, Strategic Plan draft.

Administration

-Strategic Plan – Draft of revised Mission, Vision, Values Statement and top 5 Strategic Initiatives sent to committee for review.

-Budget Vote and Trustee Election – Ballots printed, ads out, postcard sent, VOTE table up featuring our budget as well as the bios of all 4 candidates for board trustee.

Personnel

Reorganization – I have assessed staffing and program needs and developed a preliminary organizational chart based on budgetary constraints, best use of talents, space, expansion of management team, and growth of organization. Will present to managers in April.

Building

-NYS Public Library Construction Grant – The project was submitted to SED at the beginning of March with an emphasis on expediting the permit for the roof in order to address that issue in the Spring. Architects will touch base with our Project Manager at SED on May 15. At that time, architects will give us a summary and anticipated timeline.

-Community Room Improvements –Furniture purchase of new tables and chairs remains the last improvement to be done. We are awaiting Bullet Aid funds that may come available through the state budget.

Finance and Fundraising

-Grants and other funding opportunities- developing a fundraising plan and calendar of grant timelines to seek funding for arts, education and cultural programming.

Outreach & Partnerships

-Art Walk –August 5th – collaboration with the Chamber. Library will be a base for the day-long event to feature local art, a place to gather maps and begin walk through town.

-Repair Café – uniting with other libraries and institutions throughout Hudson Valley, we will hold an Earth Day, April 22 event in our community room. Looking for handy, crafty, fix-it people to volunteer to staff tables and help people learn how to fix and mend items. A community gathering, refreshments, fun.

-St. Lukes Cornwall – Brenda and I met with the Foundation about a monthly series of healthy lifestyle programs featuring health care professionals from the hospital. We will develop a regular schedule together.

-Next Step Run has been rescheduled for May. This event is designed to encourage women to run for office. Documentary film and presentation by Assemblywoman Aileen Gunther and others.

-Greater Newburgh Symphony Orchestra –March 18 event was a great success with 44 participants. With collaboration and sponsorship from our local businesses, Brenda put together goodie bags, refreshments and a bus ride to the venue. Cornwall participants were recognized and given priority seating.

-Library Advocacy Day – Albany on March 1, 2017. Susanne, Bruce, Jane, Leslie, Liz, Brenda and I all attended a very successful day! We were prepared and vocal about our needs and requests.

-Art Exhibits – are a great success drawing in many visitors to our library on a daily basis. March featured fabric collage from Susan Minier and April will feature photography of the “Long Path.”

Programs, Collections, and Services

Programs and Circulation -15 programs were held this month with an attendance of **437**. The most well attended (10+ attendees) programs included Irish Concert (144); the WWII Lecture (59); GNSO trip (44); Community Conversation (30); Susan Minier Art Show Reception (35); College Admissions (24) Great Decisions (16) and Book Chat & Chocolate (12).

Youth Services – 44 programs attracted **706** children and adults for a variety of programs and activities. Along with the regular acquisition of new and replacement titles, Lisa has been working on a means to provide the most popular titles to our young patrons. These are items that children are constantly asking for but are constantly missing (checked out) from our shelves. She is working with RCLS to set up a “Fast Fiction” for these items, which will slightly shorten the checkout time and keep the hottest items available for Cornwall patrons only. **Projects in the Works:** Rebecca finished putting together most of the StoryWalk panels for this summer. She waits only for the list of area businesses participating to complete the project. She also updated the Bulletin/I Spy a Fairy Tale Board a passive program for children and adults to make items to add to the board. Lisa has been hammering out the Summer Reading Program Events. The first of the ChatterBooks! book group went very well 10 very excited participants and added the Code-a-Pillar and signing into the Circle Time and Pre-School story time.

Adult Services –February stats include technology assistance (86), reader’s advisory (12), reference questions (309), ILL Pulls (1716), printing (132), Notary (5) and (28) SEAL/outside the system requests. Total PC usage 1017; top database use: NovelList Plus (2310) and EBSCO (1115), Ancestry (1276).

Monthly Statistics for March, 2017 (*figures in parenthesis are last month’s figures*)

Registered borrowers: **9,448** (9,381); Direct Access/Circulation: **14,711** (11,889); ILL Borrows: **2,384** (2,240); ILL Loans: **2,117** (1,858); Item Count: **74,630** (74,590); **Wi-Fi: 2,837** (2,295).

Meetings, Trainings, Programs & Happenings in March:

Library Advocacy Day, Albany (3/1);
Meeting with Wynn Klosky re: Venture teen program, Absentee ballots out (3/3);
STEAM event (3/4);
Meeting with CCSD, OCLC SLSS grant webinar, “Cornwall Rising” event (3/6);
Hanging of CCSD Wall of Fame plaques, meeting with P. Hawks (3/7);
Director’s Association meeting, Manager’s meeting (3/8);
Repair Café webinar, Board meeting (3/9);
Chamber of Commerce Art Walk committee meeting (3/10);
Art Show reception (3/11);
Vacation (3/13-3/21);
Staff meeting, Petitions due (3/24);

ANSER meeting, RCLS (3/27);
Chamber dinner (3/28);
Strategic Plan Draft emailed to committee (3/29);
Meeting with St. Luke's Cornwall (3/30).

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

Special projects meeting with Brenda, hang photography exhibit (4/3);
Meet with Ellen to discuss staff training program (4/4);
Staff meeting(4/5);
Meeting with Kathy Fogarty about Repair Café, OLA workshop at Warwick Library (4/6);
Photography exhibit reception (4/8);
OCLC webinar (4/10);
Public hearing and board meeting (4/11);
Chamber breakfast, Eye program, Tea & a Classic (4/12);
Meeting with CCSD (4/13);
Board of Elections (4/14);
Budget Vote (4/18);
RCLS space planning workshop (4/20);
Art Walk committee meeting (4/21);
Repair Café (4/22);
ANSER meeting at RCLS (4/24);
Meeting with Senator Larkin, Manager's meeting (4/27);
Staff Pizza Party (4/28);
Poetry Contest (4/30).

Respectfully submitted,

Mary Lou Carolan

**Mary Lou Carolan
Director**

April 7, 2017

Cornwall Public Library
Profit & Loss Budget vs. Actual
July 2016 through February 2017

	Budget %	67%	YTD Budget			Full 2016-2017 Budget		
			Jul '16 - Feb 17	Budget	\$ Over Budget	Full Budget	\$ Over Budget	% of Budget
Income								
2002 · Local Public Funds			1,138,619.00	1,138,619.00	0.00	1,138,619.00	0.00	100.0%
2003 · Refund of Tax assessment			-3,859.59	-3,000.00	-859.59	-3,000.00	-859.59	128.65%
2005 · Appropriated Fund Balance			0.00	31,531.00	-31,531.00	31,531.00	-31,531.00	0.0%
2082 · Library Fines			19,629.38	20,672.00	-1,042.62	31,000.00	-11,370.62	63.32%
2401 · Income from Investments			270.01	333.00	-62.99	500.00	-229.99	54.0%
2701 · Refunds			631.20	750.00	-118.80	1,000.00	-368.80	63.12%
2706 · Gifts & Endowments								
2706.1 · Gifts-Friends			807.30	7,200.00	-6,392.70	10,000.00	-9,192.70	8.07%
2706.2 · Gifts-Other			587.07	5,600.00	-5,012.93	8,300.00	-7,712.93	7.07%
Total 2706 · Gifts & Endowments			1,394.37	12,800.00	-11,405.63	18,300.00	-16,905.63	7.62%
2760 · Grants			4,885.00	8,000.00	-3,115.00	12,000.00	-7,115.00	40.71%
3840 · RCLS			0.00	3,000.00	-3,000.00	4,000.00	-4,000.00	0.0%
Total Income			1,161,569.37	1,212,705.00	-51,135.63	1,233,950.00	-72,380.63	94.13%
Gross Profit								
			1,161,569.37	1,212,705.00	-51,135.63	1,233,950.00	-72,380.63	94.13%
Expense								
141 · Salary-Certified Librarian			151,135.03	140,561.34	10,573.69	214,976.00	-63,840.97	70.3%
142 · Salary-Clerical			244,674.98	273,488.56	-28,813.58	418,276.00	-173,601.02	58.5%
203b · Capital Equipment			50,893.28	35,300.00	15,593.28	53,000.00	-2,106.72	96.03%
Total 410 · Books			44,422.56	52,030.00	-7,607.44	75,385.00	-30,962.44	58.93%
411 · Film			593.87	400.00	193.87	550.00	43.87	107.98%
Total 412 · Video/Music/Books on Tape			12,242.99	21,890.00	-9,647.01	32,758.00	-20,515.01	37.37%
Total 413 · Serials/Reference			6,706.10	12,835.00	-6,128.90	19,100.00	-12,393.90	35.11%
430 · Supplies								
430.1 · Library supplies			2,313.38	3,360.00	-1,046.62	5,000.00	-2,686.62	46.27%
430.2 · Office supplies			5,339.88	5,400.00	-60.12	8,000.00	-2,660.12	66.75%
430.3 · Program supplies								
430.30 · Adult			1,363.80	1,700.00	-336.20	2,500.00	-1,136.20	54.55%
430.31 · YA			19.86	340.00	-320.14	500.00	-480.14	3.97%
430.32 · Juvenile			550.22	900.00	-349.78	1,300.00	-749.78	42.33%
430.33 · Summer Reading			1,207.53	1,700.00	-492.47	2,500.00	-1,292.47	48.3%
430.34 · Special/Outreach			1,032.98	670.00	362.98	1,000.00	32.98	103.3%
Total 430.3 · Program supplies			4,174.39	5,310.00	-1,135.61	7,800.00	-3,625.61	53.52%
Total 430 · Supplies			11,827.65	14,070.00	-2,242.35	20,800.00	-8,972.35	56.86%
431 · Telephone			7,798.76	9,400.00	-1,601.24	14,000.00	-6,201.24	55.71%
433 · Postage			2,784.72	2,675.00	109.72	4,000.00	-1,215.28	69.62%
434 · Printing			4,766.18	6,700.00	-1,933.82	10,000.00	-5,233.82	47.66%
435 · Travel/Conference			3,718.66	3,000.00	718.66	4,500.00	-781.34	82.64%
437 · Professional Fees								
437.1 · Prof fees-Office			54,810.33	20,430.00	34,380.33	30,630.00	24,180.33	178.94%
437.2 · Prof fees-Adult programs			4,028.45	4,680.00	-651.55	7,000.00	-2,971.55	57.55%
437.3 · Prof fees-YA programs			240.00	1,000.00	-760.00	1,500.00	-1,260.00	16.0%
437.4 · Prof fees-Juvenile			2,150.00	2,700.00	-550.00	4,000.00	-1,850.00	53.75%
437.5 · Prof fees-SRP			300.00	2,000.00	-1,700.00	3,000.00	-2,700.00	10.0%
437.6 · Prof fees-Outreach			85.00					
437 · Professional Fees - Other			1,462.73					
Total 437 · Professional Fees			63,076.51	30,810.00	32,266.51	46,130.00	16,946.51	136.74%
438 · Dues			595.00	900.00	-305.00	1,300.00	-705.00	45.77%
439 · Equipment Repair			0.00	200.00	-200.00	200.00	-200.00	0.0%
440 · Contracts w/ Books Co.			1,281.40	1,740.00	-458.60	2,600.00	-1,318.60	49.29%
450 · Fuel/Utilities			19,387.07	21,400.00	-2,012.93	32,000.00	-12,612.93	60.59%
451 · Custodial Supplies			955.57	1,335.00	-379.43	2,000.00	-1,044.43	47.78%
452 · Repairs to Building			17,538.62	9,340.00	8,198.62	14,000.00	3,538.62	125.28%
454 · Building Insurance			11,663.01	12,000.00	-336.99	12,000.00	-336.99	97.19%
469 · Service Contracts			26,925.77	30,400.00	-3,474.23	45,592.00	-18,666.23	59.06%
9010.8 · Retirement			47,374.00	34,000.00	13,374.00	50,977.00	-3,603.00	92.93%
9030.8 · FICA/Medicare Expense			36,845.41	31,674.00	5,171.41	48,444.00	-11,598.59	76.06%
9060.8 · Workers' Comp			7,573.00	6,000.00	1,573.00	6,000.00	1,573.00	126.22%
9090.8 · Health Insurance			61,274.29	70,242.00	-8,967.71	105,362.00	-44,087.71	58.16%
Total Expense			836,054.43	822,390.90	13,663.53	1,233,950.00	-397,895.57	67.75%
Net Income			325,514.94	390,314.10	-64,799.16	0.00	325,514.94 *	26.38%

* Percentage = Net Income / Total Budget

Cornwall Public Library
Profit & Loss Forecast vs. Actual
July 2016 through March 2017

	Budget %	Current YTD				Current YTD Budget Comparison		Last Year	Prior YTD Actual Comparison	
	75%	Current YTD								
	925,462.50	Jul '16 - Mar 17	Budget	\$ Over Budget	% of Budget	% of Budget	Jul '15 - Mar 16	\$ Change	% Change	
Income										
2002 · Local Public Funds		1,138,619.00	1,138,619.00	0.00	100.0%	99.97%	1,127,162.17	11,456.83	1.02%	
2003 · Refund of Tax assessment		-3,971.97	-3,000.00	-971.97	132.4%	112.33%	-3,369.95	-602.02	-17.86%	
2005 · Appropriated Fund Balance		0.00	31,531.00	-31,531.00	0.0%	0.0%				
2082 · Library Fines		22,617.73	31,000.00	-8,382.27	72.96%	69.63%	23,675.19	-1,057.46	-4.47%	
2401 · Income from Investments		317.65	500.00	-182.35	63.53%	26.58%	186.09	131.56	70.7%	
2701 · Refunds		631.20	1,000.00	-368.80	63.12%	0.0%	0.00	631.20	100.0%	
2706 · Gifts & Endowments										
2706.1 · Gifts-Friends		807.30	10,000.00	-9,192.70	8.07%	22.01%	2,200.68	-1,393.38	-63.32%	
2706.2 · Gifts-Other		658.74	8,300.00	-7,641.26	7.94%	198.11%	7,924.25	-7,265.51	-91.69%	
2706 · Gifts & Endowments - Other							113.55	-113.55	-100.0%	
Total 2706 · Gifts & Endowments		1,466.04	18,300.00	-16,833.96	8.01%	73.13%	10,238.48	-8,772.44	-85.68%	
2760 · Grants		6,976.65	12,000.00	-5,023.35	58.14%	51.98%	6,237.06	739.59	11.86%	
3840 · RCLS		0.00	4,000.00	-4,000.00	0.0%	602.02%	24,683.00	-24,683.00	-100.0%	
Total Income		1,166,656.30	1,233,950.00	-67,293.70	94.55%	99.87%	1,188,812.04	-22,155.74	-1.86%	
Gross Profit		1,166,656.30	1,233,950.00	-67,293.70	94.55%	99.87%	1,188,812.04	-22,155.74	-1.86%	
Expense										
141 · Salary-Certified Librarian		179,729.46	214,976.00	-35,246.54	83.6%	64.69%	130,880.45	48,849.01	37.32%	
142 · Salary-Clerical		286,538.39	418,276.00	-131,737.61	68.51%	63.22%	271,800.39	14,738.00	5.42%	
203b · Capital Equipment		50,893.28	53,000.00	-2,106.72	96.03%	89.63%	41,677.53	9,215.75	22.11%	
Total 410 · Books		50,487.62	75,385.00	-24,897.38	66.97%	67.0%	50,368.62	119.00	0.24%	
411 · Film		593.87	550.00	43.87	107.98%	104.81%	576.44	17.43	3.02%	
Total 412 · Video/Music/Books on Tape		15,213.45	32,758.00	-17,544.55	46.44%	59.83%	17,435.37	-2,221.92	-12.74%	
Total 413 · Serials/Reference		7,708.60	19,100.00	-11,391.40	40.36%	65.51%	13,821.83	-6,113.23	-44.23%	
430 · Supplies										
430.1 · Library supplies		2,330.37	5,000.00	-2,669.63	46.61%	74.21%	3,710.60	-1,380.23	-37.2%	
430.2 · Office supplies		5,923.76	8,000.00	-2,076.24	74.05%	74.76%	5,980.84	-57.08	-0.95%	
430.3 · Program supplies										
430.30 · Adult		1,455.69	2,500.00	-1,044.31	58.23%	71.3%	1,782.53	-326.84	-18.34%	
430.31 · YA		19.86	500.00	-480.14	3.97%	23.91%	167.39	-147.53	-88.14%	
430.32 · Juvenile		625.26	1,300.00	-674.74	48.1%	78.77%	866.46	-241.20	-27.84%	
430.33 · Summer Reading		1,218.53	2,500.00	-1,281.47	48.74%	23.45%	586.22	632.31	107.86%	
430.34 · Special/Outreach		1,092.37	1,000.00	92.37	109.24%	57.37%	573.73	518.64	90.4%	
Total 430.3 · Program supplies		4,411.71	7,800.00	-3,388.29	56.56%	50.98%	3,976.33	435.38	10.95%	
Total 430 · Supplies		12,665.84	20,800.00	-8,134.16	60.89%	65.71%	13,667.77	-1,001.93	-7.33%	
431 · Telephone		8,290.21	14,000.00	-5,709.79	59.22%	83.26%	10,163.85	-1,873.64	-18.43%	
433 · Postage		3,902.46	4,000.00	-97.54	97.56%	87.46%	3,498.23	404.23	11.56%	
434 · Printing		7,478.31	10,000.00	-2,521.69	74.78%	67.28%	6,728.24	750.07	11.15%	
435 · Travel/Conference		4,080.81	4,500.00	-419.19	90.69%	46.17%	2,077.72	2,003.09	96.41%	

Cornwall Public Library
Profit & Loss Forecast vs. Actual
July 2016 through March 2017

	Budget %	Current YTD				Current YTD Budget Comparison		Last Year	Prior YTD Actual Comparison	
	75%	Current YTD		Current YTD Budget Comparison		Last Year		Prior YTD Actual Comparison		
	925,462.50	Jul '16 - Mar 17	Budget	\$ Over Budget	% of Budget	% of Budget	Jul '15 - Mar 16	\$ Change	% Change	
437 - Professional Fees										
437.1 - Prof fees-Office		63,608.69	30,630.00	32,978.69	207.67%	221.45%	50,711.83	12,896.86	25.43%	
437.2 - Prof fees-Adult programs		4,028.45	7,000.00	-2,971.55	57.55%	51.39%	3,597.50	430.95	11.98%	
437.3 - Prof fees-YA programs		420.00	1,500.00	-1,080.00	28.0%	33.33%	600.00	-180.00	-30.0%	
437.4 - Prof fees-Juvenile		2,150.00	4,000.00	-1,850.00	53.75%	62.85%	2,514.15	-364.15	-14.48%	
437.5 - Prof fees-SRP		300.00	3,000.00	-2,700.00	10.0%	0.0%	0.00	300.00	100.0%	
437.6 - Prof fees-Outreach		110.00	0.00	110.00	100.0%	2.5%	0.00	110.00	100.0%	
437 - Professional Fees - Other		1,462.73	0.00	1,462.73	100.0%	100.0%	879.28	583.45	66.36%	
Total 437 - Professional Fees		72,079.87	46,130.00	25,949.87	156.25%	146.92%	58,302.76	13,777.11	23.63%	
438 - Dues		1,105.00	1,300.00	-195.00	85.0%	30.0%	390.00	715.00	183.33%	
439 - Equipment Repair		53.02	200.00	-146.98	26.51%	0.0%	0.00	53.02	100.0%	
440 - Contracts w/ Books Co.		1,455.00	2,600.00	-1,145.00	55.96%	74.6%	1,939.46	-484.46	-24.98%	
450 - Fuel/Utilities		22,263.48	32,000.00	-9,736.52	69.57%	61.07%	23,818.57	-1,555.09	-6.53%	
451 - Custodial Supplies		1,297.15	2,000.00	-702.85	64.86%	33.34%	666.72	630.43	94.56%	
452 - Repairs to Building		19,159.57	14,000.00	5,159.57	136.85%	146.49%	34,863.49	-15,703.92	-45.04%	
454 - Building Insurance		11,663.01	12,000.00	-336.99	97.19%	84.39%	11,562.01	101.00	0.87%	
469 - Service Contracts		30,196.94	45,592.00	-15,395.06	66.23%	53.77%	21,669.40	8,527.54	39.35%	
9010.8 - Retirement		47,374.00	50,977.00	-3,603.00	92.93%	117.04%	68,631.00	-21,257.00	-30.97%	
9030.8 - FICA/Medicare Expense		43,054.44	48,444.00	-5,389.56	88.88%	67.01%	38,316.01	4,738.43	12.37%	
9060.8 - Workers' Comp		7,573.00	6,000.00	1,573.00	126.22%	127.71%	7,407.36	165.64	2.24%	
9090.8 - Health Insurance		68,290.17	105,362.00	-37,071.83	64.82%	73.28%	56,025.21	12,264.96	21.89%	
Total Expense		953,146.95	1,233,950.00	-280,803.05	77.24%	72.83%	886,288.43	66,858.52	7.54%	
Net Income		213,509.35	0.00	213,509.35	17.3%	24.85%	302,523.61	-89,014.26	-29.42%	

* Percentage = Net Income / Total Budget

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Type	Date	Num	Memo	Split	Paid	Amount
Audio Editions						
Bill	03/13/2017	Inv 1626193	Inv 1626193	412.3 · Books-on-Tape	Unpaid	39.99
Bill	03/13/2017	Inv 1625942	Inv 1625942	412.3 · Books-on-Tape	Unpaid	248.77
Bill	03/13/2017	Inv 1624842	Inv 1624842	412.3 · Books-on-Tape	Unpaid	17.99
Bill	03/21/2017	Inv 1626299	Inv 1626299	412.3 · Books-on-Tape	Unpaid	67.98
Bill	03/30/2017	Inv 1628544	Inv 1628544	412.3 · Books-on-Tape	Unpaid	512.73
Bill	03/30/2017	Inv 1628004	Inv 1628004	412.3 · Books-on-Tape	Unpaid	32.00
Total Audio Editions						919.46
Barnes & Noble Booksellers						
Bill	03/27/2017	Inv 3433799	Inv 3433799	412.7 · Video/DVD Juvenile	Unpaid	47.98
Total Barnes & Noble Booksellers						47.98
Brodart Co. - Juv						
Bill	03/13/2017	Inv B4911751	Inv B4911751	410.4 · Juvenile Fiction	Unpaid	14.02
Bill	03/13/2017	Inv B4911808	Inv B4911808	410.4 · Juvenile Fiction	Unpaid	7.03
Bill	03/13/2017	Inv B4911457	Inv B4911457	-SPLIT-	Unpaid	14.90
Bill	03/13/2017	Inv B4907727	Inv B4907727	410.4 · Juvenile Fiction	Unpaid	6.15
Bill	03/21/2017	Inv B4913797	Inv B4913797	-SPLIT-	Unpaid	16.40
Bill	03/21/2017	Inv B4913761	Inv B4913761	-SPLIT-	Unpaid	9.92
Bill	03/23/2017	Inv B4923881	Inv B4923881	-SPLIT-	Unpaid	59.79
Bill	03/23/2017	Inv B4923975	Inv B4923975	-SPLIT-	Unpaid	44.99
Bill	03/23/2017	Inv B4924029	Inv B4924029	410.4 · Juvenile Fiction	Unpaid	26.50
Bill	03/23/2017	Inv B4924062	Inv B4924062	410.5 · Juvenile Non Fiction	Unpaid	13.33
Bill	03/29/2017	Inv B4934109	Inv B4934109	410.4 · Juvenile Fiction	Unpaid	18.46
Bill	03/29/2017	Inv B4933928	Inv B4933928	410.4 · Juvenile Fiction	Unpaid	8.75
Bill	03/29/2017	Inv B4934110	Inv B4934110	410.4 · Juvenile Fiction	Unpaid	5.27
Bill	03/29/2017	Inv B4933927	Inv B4933927	-SPLIT-	Unpaid	11.04
Bill	03/29/2017	Inv B4934051	Inv B4934051	410.5 · Juvenile Non Fiction	Unpaid	13.16
Bill	03/30/2017	Inv B4941668	Inv B4941668	-SPLIT-	Unpaid	90.14
Bill	03/30/2017	Inv B4942006	Inv B4942006	-SPLIT-	Unpaid	175.09
Bill	03/30/2017	Inv B4941827	Inv B4941827	-SPLIT-	Unpaid	62.84
Bill	03/30/2017	Inv B4941661	Inv B4941661	-SPLIT-	Unpaid	24.33
Bill	03/30/2017	Inv B4943805	Inv B4943805	410.5 · Juvenile Non Fiction	Unpaid	23.06
Bill	03/30/2017	Inv B4943776	Inv B4943776	410.5 · Juvenile Non Fiction	Unpaid	8.79
Total Brodart Co. - Juv						653.96
Brodart Co. (McN)						
Bill	03/13/2017	Inv M146672	Service for June	410.9 · McNaughton	Unpaid	610.75
Total Brodart Co. (McN)						610.75
Butler Rowland Mays						
Bill	03/13/2017	Proj 163927 Inv 3	1/19-3/8/17 Construction Document Assi...	437.1 · Prof fees-Office	Unpaid	6,847.39
Total Butler Rowland Mays						6,847.39
Carmela Yerdon						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	126.10
Total Carmela Yerdon						126.10
Cengage Learning/Gale						
Bill	03/13/2017	Inv 60226887	Inv 60226887	410.11 · Adult Fiction Standi...	Unpaid	65.25
Bill	03/30/2017	Inv 60364047	Inv 60364047	410.11 · Adult Fiction Standi...	Unpaid	87.75
Total Cengage Learning/Gale						153.00
Central Hudson Gas & Electric Corp						
Bill	03/30/2017	Acct 8661-0120-0...	Service 2/22-3/23/17	450 · Fuel/Utilities	Unpaid	2,723.53
Total Central Hudson Gas & Electric Corp						2,723.53
Charles B. Merrill Office Equip & Supplie						
Bill	03/13/2017	Inv 460169-0	Paper	430.2 · Office supplies	Unpaid	28.99
Bill	03/21/2017	Inv 460310-0	Kitchen paper towels - 30 rolls	430.2 · Office supplies	Unpaid	22.49
Bill	03/29/2017	Inv 460873-0	Envelopes, pads of paper, pens & labels	-SPLIT-	Unpaid	97.46
Bill	03/29/2017	Inv 460912-0	Batteries & liquid hand soap	-SPLIT-	Unpaid	43.98
Bill	03/30/2017	Inv 461085-0	Binders	430.2 · Office supplies	Unpaid	45.67
Bill	03/30/2017	Inv 460982-0	Alcohol pads & Tab dividers	430.2 · Office supplies	Unpaid	24.41

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Type	Date	Num	Memo	Split	Paid	Amount
Total Charles B. Merrill Office Equip & Supplie						263.00
Cornwall-On-Hudson RiverFest, Inc						
Bill	03/30/2017	River Fest 2017	River Fest 2017 Vendor Fee	437.6 · Prof fees-Outreach	Unpaid	25.00
Total Cornwall-On-Hudson RiverFest, Inc						25.00
Cornwall Central School District						
Bill	03/16/2017	Tax assess reduct...	Tax assessment reduction letter dated 3/...	2003 · Refund of Tax assess...	Unpaid	112.38
Total Cornwall Central School District						112.38
Cornwall Public Library - Payroll						
Bill	03/01/2017	Pay per end 2/24/17	Pay per end 2/24 pay date 3/3	1012 · OCT Payroll Checking	Paid	16,818.53
Bill	03/14/2017	Pay per end 3/10/17	Pay per end 3/10 pay date 3/17	1012 · OCT Payroll Checking	Paid	16,954.78
Bill	03/29/2017	Pay per end 3/24/17	Pay per end 3/24 pay date 3/31	1012 · OCT Payroll Checking	Paid	16,638.32
Total Cornwall Public Library - Payroll						50,411.63
Cornwall Public Library - Trust & Agency						
Bill	03/01/2017	Pay per end 2/24/17	Pay per end 2/24 paydate 3/3/17	1003 · Due from Trust & Age...	Paid	8,415.20
Bill	03/14/2017	Pay per end 3/10/17	Pay per end 3/10 paydate 3/17/17	1003 · Due from Trust & Age...	Paid	8,515.34
Bill	03/14/2017	Health insurance	Health Insurance - March 2017	1003 · Due from Trust & Age...	Paid	7,975.73
Bill	03/29/2017	Pay per end 3/24/17	Pay per end 3/24 paydate 3/31/17	1003 · Due from Trust & Age...	Paid	8,485.50
Total Cornwall Public Library - Trust & Agency						33,391.77
D & D Mailing Service, LLC						
Bill	03/09/2017	Inv 26718	Prep & postage for 10,062 Budget vote p...	-SPLIT-	Paid	1,321.14
Total D & D Mailing Service, LLC						1,321.14
Delaware Valley Raptor Center						
Bill	03/13/2017	4/18 program	VOID: 4/18 Close Encounters with Birds ...	-SPLIT-	Paid	0.00
Total Delaware Valley Raptor Center						0.00
Demco, Inc.						
Bill	03/13/2017	Inv 6079503	Bookmarks	430.2 · Office supplies	Unpaid	139.80
Total Demco, Inc.						139.80
Dutchess BOCES SLS						
Bill	03/29/2017	5/2/17 Book Talks	Reg fee for EFK to attend Book Talks 5/...	435 · Travel/Conference	Unpaid	10.00
Total Dutchess BOCES SLS						10.00
Elizabeth Fisher						
Bill	03/30/2017	Empl Reimburse	77 miles @ \$.535/mi	435 · Travel/Conference	Unpaid	41.20
Total Elizabeth Fisher						41.20
Engineering & Surveying Properties						
Bill	03/29/2017	Inv 9869	Revisions - flagpole & re-stripping	437.1 · Prof fees-Office	Unpaid	425.00
Total Engineering & Surveying Properties						425.00
Gale						
Bill	03/21/2017	Inv 60320190	Inv 60320190	410.11 · Adult Fiction Standi...	Unpaid	23.25
Total Gale						23.25
Grace Mazzocca						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	126.10
Total Grace Mazzocca						126.10
Grainger						
Bill	03/13/2017	Inv 9371245003	10 ballasts	451 · Custodial Supplies	Unpaid	84.00
Bill	03/13/2017	Inv 9375359669	10 ballasts	451 · Custodial Supplies	Unpaid	112.00
Total Grainger						196.00
Growing Minds Media, LLC						
Bill	03/23/2017	Inv 32696	Muzzy Online 2/2017-1/2018	413.4 · Reference-Juv electr...	Unpaid	1,000.00

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Type	Date	Num	Memo	Split	Paid	Amount
Total Growing Minds Media, LLC						1,000.00
Ingram Library Services						
Bill	03/13/2017	Inv 97407454	Inv 97407454	-SPLIT-	Unpaid	26.43
Bill	03/13/2017	Inv 97407455	Inv 97407455	-SPLIT-	Unpaid	40.38
Bill	03/13/2017	Inv 97432848	Inv 97432848	-SPLIT-	Unpaid	45.42
Bill	03/16/2017	Inv 97505831	Inv 97505831	-SPLIT-	Unpaid	45.64
Bill	03/21/2017	Inv 97663939	Inv 97663939	410.10 · Adult Fiction	Unpaid	10.19
Bill	03/21/2017	Inv 97630788	Inv 97630788	-SPLIT-	Unpaid	57.17
Bill	03/29/2017	Inv 97722563	Inv 97722563	-SPLIT-	Unpaid	2,442.93
Bill	03/29/2017	Inv 97758422	Inv 97758422	-SPLIT-	Unpaid	142.56
Bill	03/29/2017	Inv 97772900	Inv 97772900	-SPLIT-	Unpaid	78.08
Bill	03/29/2017	Inv 97772901	Inv 97772901	-SPLIT-	Unpaid	57.74
Bill	03/29/2017	Inv 97753055	Inv 97753055	-SPLIT-	Unpaid	47.97
Bill	03/30/2017	Inv 97873208	Inv 97873208	-SPLIT-	Unpaid	45.96
Bill	03/30/2017	Inv 97852143	Inv 97852143	-SPLIT-	Unpaid	62.22
Bill	03/30/2017	Inv 97818623	Inv 97818623	-SPLIT-	Unpaid	62.86
Total Ingram Library Services						3,165.55
Jacqueline Rose						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	126.10
Total Jacqueline Rose						126.10
Lisa Sinclair						
Bill	03/30/2017	Employ Reimb	209 mi @ \$.535/mi	435 · Travel/Conference	Unpaid	111.82
Bill	03/30/2017	Employ Reimburse	Parking & Program Supplies	-SPLIT-	Unpaid	60.00
Total Lisa Sinclair						171.82
Magna5						
Bill	03/30/2017	Inv 4335296	Phone service 3/25-4/24/17 (note: previo...	431 · Telephone	Unpaid	301.19
Total Magna5						301.19
Margaret Flint						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	126.10
Total Margaret Flint						126.10
Marie Neville						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	126.10
Total Marie Neville						126.10
Mary Lou Carolan						
Bill	03/29/2017	Empl Reimburse	2/2-3/31: 264 miles @ \$.535/mile	435 · Travel/Conference	Unpaid	141.24
Bill	03/29/2017	Empl Reimburse	Reimbursements	-SPLIT-	Unpaid	33.56
Total Mary Lou Carolan						174.80
Monroe Free Library						
Bill	03/27/2017	Lost Book reimbur...	Item barcode 32821009527277	2082 · Library Fines	Unpaid	14.95
Total Monroe Free Library						14.95
Nickel Electric Inc						
Bill	03/23/2017	Inv 348	Install 2 ballasts	452 · Repairs to Building	Unpaid	175.00
Total Nickel Electric Inc						175.00
Orange Bank & Trust Cardmember Services						
Bill	03/30/2017	Stmt dated 3/23/17	Credit card purchases 2/24-3/23/17	-SPLIT-	Unpaid	1,315.81
Total Orange Bank & Trust Cardmember Services						1,315.81
OverDrive, Inc.						
Bill	03/13/2017	105200031523303...	Inv 1052-000315233-030717	-SPLIT-	Unpaid	160.00
Bill	03/21/2017	105217360101203...	Inv 1052-173601023-030917	412.32 · E-Audiobooks -- Adult	Unpaid	331.38
Bill	03/21/2017	105217401991003...	Inv 1052-174019910-030917	410.12 · Adult E Book	Unpaid	867.77
Bill	03/21/2017	105200023402703...	Inv 1052-000234027-031417	410.12 · Adult E Book	Unpaid	60.00
Bill	03/27/2017	105200024135303...	Inv 1052-000241353-032117	-SPLIT-	Unpaid	125.99
Bill	03/30/2017	105218483353003...	Inv 1052-184833530-033017	412.42 · E-Audiobooks -- Juv...	Unpaid	525.00
Bill	03/30/2017	105218525948303...	Inv 1052-185259483-033017	410.42 · Ebooks -- Juvenile	Unpaid	206.85
Bill	03/30/2017	105219152074003...	Inv 1052-191520740-033017	410.62 · Ebooks -- Young Adult	Unpaid	230.90

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Bill	03/30/2017	105219035373703...	Inv 1052-190353737-033017	412.52 · E-Audiobooks -- Yo...	Unpaid	195.97
Total OverDrive, Inc.						2,703.86
P & P Quick Copy Center						
Bill	03/13/2017	Inv 192660 & 192...	500 biz cards MLC, posters, lamination	434 · Printing	Unpaid	139.61
Bill	03/23/2017	Inv 192755	Inv 192755	434 · Printing	Unpaid	142.05
Bill	03/27/2017	Inv 192565	10,300 Spring Newsletters	434 · Printing	Unpaid	1,957.00
Total P & P Quick Copy Center						2,238.66
Paychex, Inc.						
Bill	03/01/2017	Inv 2017030200	Feb 2017 Small business package	437.1 · Prof fees-Office	Paid	485.47
Bill	03/13/2017	Stmt 16022459	Employee & mobile usage fees 2/4-3/3/17	437.1 · Prof fees-Office	Paid	185.00
Total Paychex, Inc.						670.47
Perry Heating & Cooling Inc						
Bill	03/21/2017	Inv 14795	Un-clog men's toilet & waste line	452 · Repairs to Building	Unpaid	1,025.95
Bill	03/30/2017	Inv 14814	Plumbing labor - men's room overflow	452 · Repairs to Building	Unpaid	150.00
Total Perry Heating & Cooling Inc						1,175.95
Randazzo's Landscaping Inc.						
Bill	03/29/2017	Inv 18273	March maint + 3/15 salt + 3/23 clear park...	469 · Service Contracts	Unpaid	966.00
Total Randazzo's Landscaping Inc.						966.00
Ray Torraca						
Bill	03/23/2017	4/18/17 vote worker	4/18/17 Budget/Trustee Vote Worker	437.1 · Prof fees-Office	Unpaid	225.00
Total Ray Torraca						225.00
RCLS						
Bill	03/16/2017	Inv 25488	NYLA Organizational membership 4/1/17...	438 · Dues	Unpaid	510.00
Total RCLS						510.00
Ron Kaiser						
Bill	03/13/2017	Work on 3/7 & 3/8	4 hours work @ \$30/hour	452 · Repairs to Building	Unpaid	120.00
Bill	03/29/2017	Work on 3/28 & 3/29	5 hours work @ \$30/hour	452 · Repairs to Building	Unpaid	150.00
Total Ron Kaiser						270.00
Rosaleen Leahy						
Bill	03/30/2017	Employ reimburse	11 miles @ \$.535	435 · Travel/Conference	Unpaid	5.89
Total Rosaleen Leahy						5.89
Shop Rite Supermarkets Inc.						
Bill	03/21/2017	Purchases 3/18	Cooking with Cookbooks 3/18/17	430.30 · Adult	Unpaid	32.31
Bill	03/23/2017	Purchases 2/17	Cooking with Cookbooks 2/17/17	430.30 · Adult	Unpaid	18.68
Total Shop Rite Supermarkets Inc.						50.99
Steven Fowler						
Bill	03/27/2017	6 Cre Wri wkshps	6 Creative Writing workshops btwn 1/12-...	437.3 · Prof fees-YA programs	Unpaid	180.00
Total Steven Fowler						180.00
United A/C Refrigeration, Inc						
Bill	03/21/2017	Inv 414198	3/8/17 Preventive Maint	469 · Service Contracts	Unpaid	975.17
Total United A/C Refrigeration, Inc						975.17
Vanguard Cleaning Systems of the HV						
Bill	03/30/2017	Inv 21584	April cleaning service	469 · Service Contracts	Unpaid	1,330.00
Total Vanguard Cleaning Systems of the HV						1,330.00
Verizon						
Bill	03/21/2017	Acct 6521219490...	FIOS + 5 IP addresses 3/10-4/9/17	431 · Telephone	Unpaid	141.12
Total Verizon						141.12
Verizon Wireless						

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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Split</u>	<u>Paid</u>	<u>Amount</u>
Bill	03/21/2017	9781324119	Service 3/2-4/1/17	431 · Telephone	Unpaid	49.14
Total Verizon Wireless						49.14
Village of Cornwall-on-Hudson						
Bill	03/30/2017	Acct 006019055	Water service 1/20-3/21/17	450 · Fuel/Utilities	Unpaid	152.88
Total Village of Cornwall-on-Hudson						152.88
W.B. Mason						
Bill	03/13/2017	Inv I42153640	Alcohol wipes, tape, envelope glue	430.2 · Office supplies	Unpaid	26.16
Bill	03/13/2017	Inv I42312529	Toilet tissue & paper towels	451 · Custodial Supplies	Unpaid	84.63
Bill	03/21/2017	Inv I42464247	Copy paper	430.2 · Office supplies	Unpaid	28.99
Total W.B. Mason						139.78
Williamson Law Book Co.						
Bill	03/29/2017	Inv 165036	Legal envelopes for absentee ballot vote	430.2 · Office supplies	Unpaid	108.28
Total Williamson Law Book Co.						108.28
TOTAL						<u>117,159.05</u>