

Agenda
October 21, 2025
6:00 PM

1. Call to order.
2. Remarks from Guests (period for public expression).
3. Reading, amendment if necessary, and approval of the September 16, 2025 Board meeting minutes and the October 7, 2025 Special meeting minutes.
4. Consideration of the Cultural Programming Fund Treasurer's Report for September.
5. Consideration of the Library Fund Treasurer's Report for September.
6. Consideration of the Financial Report for September.
7. Consideration of the Director's Statistical Report for September.
8. Approval of Bills – Authorization of payment No. 911.
9. Approval of Disbursements for October Cultural Programming Fund.
10. Communications.
 - a. Locking mailbox for Board of Trustees
11. Old Business.
12. New Business
 - a. EXHIBIT A – REVIEW OF SCLS 2026 DRAFT BUDGET
 - b. EXHIBIT B – APPROVAL OF L.I. CHILDREN'S MUSEUM PASS PURCHASE (\$3,000)
 - c. DIRECTOR'S REPORT
 - d. DEPARTMENT HEAD REPORTS
 - e. PERSONNEL REPORT
13. Remarks from Guests (period for public expression).
14. Executive Session.

15. Future Meeting Dates:

Tuesday, November 18 @ 6:00 PM
Tuesday, December 16 @ 6:00 PM
Tuesday, January 20, 2026 @ 6:00 PM

16. Adjournment.

**OFFICIAL MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE
NORTH BABYLON PUBLIC LIBRARY HELD ON TUESDAY, SEPTEMBER 16, 2025**

The meeting was called to order by President Ms. Hare at 6:00 p.m. Mr. Hester, Mrs. Ziegler, Ms. Atlas, Mrs. DeBlasi, Mrs. Nicolazzi, Librarian III, and Miss Scharf, Administrative Assistant, were present. Mr. Horowitz, Library Director, was absent with notice.

Fifteen guests arrived for the start of the meeting at 6:00 p.m. One additional guest arrived at 6:11 p.m. Three additional guests arrived at 6:25 p.m. One additional guest arrived at 6:40 p.m.

At 6:03 p.m. Stephanie S., Library employee, shared sentiments with the Board of Trustees.

At 6:07 p.m. Jacquelyn W., Library employee, shared sentiments with the Board of Trustees.

At 6:12 p.m. Katrina P., Library employee, shared sentiments with the Board of Trustees.

At 6:16 p.m. Elizabeth A., Library employee, shared sentiments with the Board of Trustees.

At 6:18 p.m. Kirsten T., Library employee, shared sentiments with the Board of Trustees and submitted a letter from the Library Staff Association.

At 6:20 p.m. Jeanne F., community member, shared sentiments with the Board of Trustees and submitted a petition with 82 resident signatures requesting use of the new meeting room for all Library programs.

At 6:22 p.m. Stephanie S., Library employee, shared additional sentiments with the Board of Trustees.

At 6:23 p.m. Myrna C., community member, shared sentiments with the Board of Trustees.

At 6:24 p.m. Jeanne F., community member, shared sentiments with the Board of Trustees.

At 6:25 p.m. Dianna D., community member, shared sentiments with the Board of Trustees.

At 6:27 p.m. Michael L., community member, shared sentiments with the Board of Trustees.

At 6:28 p.m. Jacquelyn W., Stephanie S., and Kirsten T., Library employees, shared additional sentiments with the Board of Trustees.

At 6:29 p.m. Robert F., community member, shared sentiments with the Board of Trustees.

At 6:32 p.m. Dianna D., community member, shared additional sentiments with the Board of Trustees.

At 6:49 p.m. Melissa W., community member, shared sentiments with the Board of Trustees.

The topics of the guest sentiments that were shared with the Board of Trustees primarily include: Perceived poor treatment of staff and patrons, Intolerable work environment, Lack of Sexual Harassment training, Inappropriate speech by the Library Director, History of not expanding Library programs, Requesting the use of new meeting room area previously denied, Comparing NBPL programs to other library programs and fees, Lack of toys in the Children's Room, How in 1968 NBPL was cutting edge but may now be behind by decades, and The need for more literature in languages other than English.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to adopt the minutes of both the August 19, 2025 Board Meeting and September 4, 2025 Special Meeting.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to accept the Cultural Programming Fund Treasurer's Report for August.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to accept the Library Fund Treasurer's Reports and Financial Reports for both July and August.

The Director's Statistical Report for August was noted.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to pay the bills on General Ledger Trial Balance No. 910.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the Disbursements from the Cultural Programming Fund for the month of September.

Mrs. Nicolazzi shared with the Board information regarding a current trustee vacancy on the S.C.L.S. Board of Trustees for the Babylon/Islip area.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to authorize extra Library staff to work four (4) additional hours during the Library Expansion Grand Opening event on Sunday, October 5, 2025.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the purchase of twelve (12) new computers for the public Reference area in the Library for \$11,520, as presented in Exhibit A.

On a motion by Ms. Atlas, seconded by Mrs. DeBlasi, it was unanimously agreed to approve the calendar for 2026 holiday closings:

Thursday, January 1	New Year's Day
Monday, January 19	Martin Luther King, Jr. Day
Monday, February 16	Presidents' Day
Monday, May 25	Memorial Day
Friday, June 19	Juneteenth
Saturday, July 4	Independence Day
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veterans' Day
Thursday, November 26	Thanksgiving Day
Friday, December 25	Christmas Day

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the following Sunday closings for 2026:

Sunday, April 5	Easter
Sunday, May 10	Mother's Day

The Director's Report was noted.

The Department Head Reports were noted.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to approve the September Personnel Report.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to adjourn to executive session at 6:51 p.m. to discuss matters relating to personnel.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf exited the executive session at 7:53 p.m.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf re-entered the executive session at 8:22 p.m.

On a motion by Ms. Atlas, seconded by Mrs. DeBlasi, it was unanimously agreed to adjourn from executive session at 8:24 p.m. and resume the regular business of the meeting.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to approve an emergency quote from Encore Fire Protection for \$1,890.50 to resolve issues with the Library's fire alarm panel.

The next regular meeting of the Board of Trustees will be held on October 21, 2025 at 6:00 p.m. in the Library.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Ms. Laurie Atlas
Secretary

**OFFICIAL MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
OF THE NORTH BABYLON PUBLIC LIBRARY HELD ON
THURSDAY, SEPTEMBER 25, 2025**

The meeting was called to order by President Ms. Hare at 6:00 p.m. Mrs. Ziegler, Ms. Atlas, Mrs. DeBlasi, Mrs. Nicolazzi, Librarian III, and Miss Scharf, Administrative Assistant, were present. Mr. Hester, Vice President, was absent with notice.

Twenty-eight guests arrived for the start of the meeting at 6:00 p.m.

On a motion by Mrs. DeBlasi, seconded by Ms. Atlas, it was unanimously agreed to adjourn to executive session at 6:01 p.m.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf exited the executive session at 6:01 p.m.

On a motion by Mrs. DeBlasi, seconded by Mrs. Ziegler, it was unanimously agreed to adjourn from executive session at 6:49 p.m. and resume the regular business of the meeting.

On a motion by Ms. Atlas, seconded by Mrs. DeBlasi, it was unanimously agreed to approve a resolution to clarify the prior Board of Trustees' action taken on January 21, 2003 waiving the cap on the Director's vacation time accruals as only being applicable to the year 2003 and is not applicable to vacation time accrued after December 31, 2003; and to the extent necessary to effectuate the current Board's clarification, the prior Board's action taken on January 21, 2003 is hereby rescinded.

At 6:56 p.m. Ms. Hare, President, read a statement on behalf of the Board of Trustees addressing public and staff concerns of the Library Director and the investigation therein.

On a motion by Ms. Atlas, seconded by Mrs. Ziegler, it was unanimously agreed to adjourn the meeting at 7:02 p.m.

Respectfully submitted,

Ms. Laurie Atlas
Secretary

NORTH BABYLON PUBLIC LIBRARY

BOARD RESOLUTION

WHEREAS, Marc Horowitz has served as the Library Director for the North Babylon Public Library since on or about January 19, 1999, and as the Director, is provided vacation time, amongst other employment benefits; and

WHEREAS, a question has arisen regarding Mr. Horowitz's vacation entitlements, including payout upon retirement, if any; and

WHEREAS, the current Board has received documents relevant to Mr. Horowitz's terms and conditions of employment, including vacation; and

WHEREAS, minutes from a Board meeting held on January 21, 2003 reflect that the prior Board waived the cap on the Director's vacation time accruals in 2003; and

WHEREAS, the current Board has concluded that such waiver of the accrual cap was only for the 2003 calendar year, and has no impact on Mr. Horowitz's accrual of vacation time in subsequent years, nor does it entitle Mr. Horowitz to receive any payment for his accrued, but unused vacation time or other paid time off upon retirement or separation from employment with the Library; and

WHEREAS, the current Board is unaware of any documentation providing for Mr. Horowitz to receive a "payout" of accrued paid time off upon retirement; and

NOW, THEREFORE, BE IT RESOLVED that the current Board hereby clarifies that the prior Board's action of January 21, 2003 waiving the cap on the Director's vacation time accruals was only for his use in 2003, and was not applicable to Mr. Horowitz's vacation time after December 31, 2003;

BE IT FURTHER RESOLVED that to the extent necessary to effectuate the current Board's clarification immediately above, the prior Board's action on January 21, 2003 is hereby rescinded;

BE IT FURTHER RESOLVED that in recognition of Mr. Horowitz's service to the Library, Mr. Horowitz shall be eligible to receive, upon his retirement from the Library, a payout of his unused vacation time accrued during the one-year period immediately prior to his retirement, at his rate of pay in effect at the time of the accrual;

BE IT FURTHER RESOLVED that Mr. Horowitz shall not be entitled to receive this payment if his separation is involuntary;

BE IT FURTHER RESOLVED that Mr. Horowitz shall not be entitled to receive any additional amounts or monies related to accrued but unused paid time off of any kind (e.g., sick, personal, etc.) upon his retirement or separation from employ with the Library;

BE IT FURTHER RESOLVED that the Board expressly reserves the right to rescind, or add to, or delete from, or otherwise modify in any way, this Resolution and/or Mr. Horowitz's terms and conditions of employment at any time.

Dated: September 25, 2025

Moved by: Laurie Atlas

Seconded by: Theresa Deblasi

Votes: Unanimous

Ayes: 4

Nays: 0

Statement in Response to Change.org Petition

The Library Board of Trustees is aware of the Change.org Petition filed on September 17, 2025 seeking the immediate removal of the Library Director.

Please know that the Board takes any and all allegations very seriously. To that end, upon first becoming aware of concerns that were brought to us in July, the Board assigned a third party to promptly and thoroughly investigate the matter. The investigation concluded in August, and as a result, certain corrective actions were taken by the Board. As with any personnel matter, it is confidential and cannot be discussed further.

However, we would like to note that there was at least one allegation raised by an employee at the September 16th meeting, that the Board was not previously aware of and that was not included in the investigation. Therefore, the Board is having the third party investigators look into this new issue.

Additionally, the Board must address the allegation raised in the Petition that quote ... "funds are not being utilized for programs, books, updating the Children's room, etc." Please be advised that the Board is unaware of, and has no evidence of, any financial improprieties. This Board is dedicated to using library funds to better the facility and serve the public.

The Library remains steadfast in its commitment to maintaining a work environment that is free of harassment, discrimination, and retaliation. If an employee feels that they are being treated differently because they, "in good faith," filed a complaint against the Director or participated in the Library's investigation, they should immediately notify the Board, as retaliation is strictly prohibited and will not be tolerated.

Thank you to all who have come forward. Members of the Library's Trustee Board are always available to meet with employees individually to learn about any concerns that they are not comfortable bringing to their supervisor's attention. We look forward to continuing to serve this great community in which we live.

**OFFICIAL MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
OF THE NORTH BABYLON PUBLIC LIBRARY HELD ON
TUESDAY, OCTOBER 7, 2025**

The meeting was called to order by President Ms. Hare at 5:01 p.m. Mr. Hester, Mrs. Ziegler, Ms. Atlas, Mrs. DeBlasi, Mrs. Nicolazzi, Librarian III, Miss Scharf, Administrative Assistant, and Ms. Giordano of Bond, Schoeneck & King, were present.

Five guests arrived for the start of the meeting at 5:00 p.m.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to adopt a new Sexual Harassment Prevention Policy to replace the Library's current policy.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to adopt a new Harassment Policy to replace the Library's current policy.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to adjourn to executive session at 5:05 p.m. to discuss matters related to personnel.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf exited the executive session at 5:18 p.m.

On a motion by Mr. Hester, seconded by Mrs. Deblasi, it was unanimously agreed to adjourn from executive session at 7:05 p.m. and resume the regular business of the meeting.

On a motion by Ms. Atlas, seconded by Mr. Hester, it was unanimously agreed to adopt the minutes of the September 25, 2025 Special Board Meeting.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to adjourn the meeting at 7:07 p.m.

Respectfully submitted,

Ms. Laurie Atlas
Secretary

TREASURER'S REPORT
CULTURAL PROGRAMMING FUND
For the period of September 1, 2025 to September 30, 2025

Total available balance as reported at the end of preceding period \$ 13,595.90

RECEIPTS DURING PERIOD

<u>Source</u>	<u>Amount</u>	
Paint Night	\$ 480.00	
Ceramics	\$ 576.00	
Aquarium Tickets	\$ 262.00	
SAT Review	\$ 200.00	
Interest Earned	\$ 0.79	
	Total Receipts	<u>\$ 1,518.79</u>
	Total receipts including balance	<u>\$ 15,114.69</u>

DISBURSEMENTS MADE DURING PERIOD

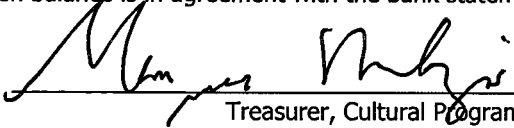
<u>Check No.</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount Paid</u>	
4104	SCLS	Adventureland Tickets	\$ 3,150.00	
4105	Pamela Trastelis	Art w/ Pamela	\$ 180.00	
4106	Rosemarie Attard	Ceramic Flower Plate	\$ 216.00	
	Total Disbursements			<u>\$ 3,546.00</u>
	Cash balance as shown by records			<u>\$ 11,568.69</u>

RECONCILIATION WITH BANK STATEMENT

Bank statement balance at end of period	<u>\$10,050.69</u>
Less total outstanding checks	<u>\$ -</u>
Net balance in bank	<u>\$10,050.69</u>
Due from Library Fund	<u>\$ 1,518.00</u>

Total available balance	<u>\$ 11,568.69</u>
Total commitments	<u>\$ -</u>
Fund balance	<u>\$ 11,568.69</u>

This is to certify that the above cash balance is in agreement with the bank statement as reconciled.



Treasurer, Cultural Programming Fund

NORTH BABYLON PUBLIC LIBRARY
TREASURER'S REPORT
FOR THE MONTH ENDING SEPTEMBER 30, 2025

M&T BANK - NOW Checking #0017110022060 Statement Balance		\$ 620,646.87
Plus: Deposits in Transit	\$ 206.70	
Less: Outstanding Checks		\$ (65,602.14)
Balance at End of Month		\$ 555,251.43
M&T BANK - MMA #15005010003749 Statement Balance		\$ 585,655.98
Capital One - MMA #7527401539 Statement Balance		\$ 519,442.02
Total		\$ 1,660,349.43
Beginning Balance:		
M&T BANK - Checking		\$ 523,514.06
M&T BANK - MMA		\$ 585,607.85
Capital One MMA		\$ 518,929.95
Real Property Taxes	\$ 276,866.66	
PILOT Funds: Payment in Lieu of Taxes	\$ -	
Fines	\$ 67.35	
Interest Income	\$ 616.87	
Lost Books Paid	\$ 56.97	
Gifts and Donations	\$ -	
E-Rate	\$ -	
Copy Machine Revenue	\$ 361.50	
Unclassified Revenue	\$ 260.12	
State Aid	\$ -	
Due to CPF	\$ 1,518.00	
Lost Books Paid Refund	\$ -	
Voided Stale Medicare Reimb. - Reissued 9/26	\$ 3,823.20	
Total Receipts	\$ 283,570.67	
Minus: Disbursements		
Accounts Payable 9/16/25		\$ 78,496.17
Payroll 9/12/25		\$ 57,818.35
Payroll 9/26/25		\$ 114,958.58
Total Disbursements		\$ 251,273.10
Total Ending Balance		\$ 1,660,349.43

		Outstanding Checks as of 09/30/25	
Check No.	Issue Date	Payee	Amount
44981	2/20/2024	Denise M DeMarco	270.00
45064	3/19/2024	Nancy Thomas	7.99
45369	8/20/2024	Katharine Anne Reccardi	200.00
45542	11/19/2024	Elizabeth Arena	44.30
45770	3/18/2025	Angelina Lombardo	240.00
45954	5/20/2025	SCORE	100.00
46041	7/15/2025	Angelina Lombardo	60.00
46139	8/19/2025	Midwest Tape, LLC	364.77
46176	9/16/2025	Chris Murphy	200.00
46184	9/16/2025	Jessica Berrins	250.00
46191	9/16/2025	Make Your Move Chess, Inc.	200.00
46199	9/16/2025	Postmaster	3500.00
46207	9/16/2025	Staples Contract & Commercial	407.10
46209	9/16/2025	Suffolk County Vanderbilt Museum	175.00
46213	9/26/2025	Arleen Schwenker	1110.00
46214	9/26/2025	Ascensus Trust	2000.00
46215	9/26/2025	Barbara Ferrari	555.00
46216	9/26/2025	Denise Ledesma	555.00
46217	9/26/2025	Ellen Bell	1665.00
46218	9/26/2025	Jeffrey Bavolar	2035.00
46219	9/26/2025	Karen Eisinger	2158.20
46220	9/26/2025	Kathleen Costello	555.00
46221	9/26/2025	Kathleen DeLuca	555.00
46222	9/26/2025	Laura Thompson	555.00
46223	9/26/2025	Linda Burke	555.00
46224	9/26/2025	Marjorie Schoneboom	1110.00
46225	9/26/2025	Marlene Casey	555.00
46226	9/26/2025	Melanie Weiss	1110.00
46227	9/26/2025	NYS Deferred Compensation Plan	500.00
46228	9/26/2025	NYS Employees' Health Ins. P/A	40107.97
46230	9/26/2025	Sharon Donahoe	555.00
46231	9/26/2025	Standard Security Life Ins Co	776.24
46232	9/26/2025	Teresa McDermott	555.00
154971473	9/26/2025	NYS Employees' Retirement Sys.	2015.57
		Total Outstanding Checks	\$65,602.14

**NORTH BABYLON PUBLIC LIBRARY
FINANCIAL REPORT
FOR MONTH ENDING September 30, 2025**

<u>REVENUES</u>	<u>20252026 BUDGET</u>	<u>YEAR-TO-DATE</u>
Real Property Taxes	3,322,400.00	830,606.86
PILOT Funds: Payment in Lieu of Taxes	4,500.00	-
Fines	8,000.00	145.90
Interest Income	2,000.00	1,866.87
Lost Books Paid	5,500.00	369.78
Gifts & Donations	8,000.00	-
E-Rate	5,000.00	-
Copy Machine Revenue	7,000.00	991.40
Unclassified Revenue	6,000.00	665.67
State Aid	8,800.00	8,766.90
Other State Aid	-	-
Appropriated Fund Balance	40,000.00	-
Prior Year Refund	-	-
	3,417,200.00	843,413.38
<u>CASH SUMMARY</u>		
Fund Balance - July 1, 2025 (Preliminary)	745,218.51	
Add: Reserve for Prior Encumbrances	54,394.94	
Deferred Real Estate Taxes	-	
Reserve for Retirement/Terminal Pay	80,000.00	
Reserve for Unemployment	11,195.71	
Committed for Post Employment Benefits	265,000.00	
Due to Employees' Retirement System	57,000.00	
Appropriated Fund Balance	40,000.00	
Accounts Payable	309,756.00	
Accrued Payroll	85,972.28	
	1,648,537.44	
Current Revenues	843,413.38	<u><u>2,491,950.82</u></u>
<u>EXPENSES</u>		
Budgetary Expenditures	<u><u>776,111.40</u></u>	
	<u><u>776,111.40</u></u>	
		774,488.17
Dis. Ins. Withheld	-	
Federal Withholding		
State Withholding		
Social Secuirty - EE		
Retirement System Deductions	105.23	
Unreconciled Item -- Retirement Contributions		
Social Security - ER		
CPF Exchange	1,518.00	
Petty Cash		370.00
Deferred Real Estate Taxes		23.05
Citibank Account		-
Insurance Receivable		-
Prepaid Insurance		18,121.17
Prepaid Expenses		38,599.00
LIPA Rebate Receivable		-
Grants Receivable		-
Accrued Interest Receivable		-
Checking Accounts Balance		<u><u>1,660,349.43</u></u>

**NORTH BABYLON PUBLIC LIBRARY
FINANCIAL REPORT
FOR MONTH ENDING September 30, 2025**

	2025-26 BUDGET	EXPENSED	ENCUMBERED	BALANCE
Professional Salaries	800,000.00	\$217,050.52	\$0.00	\$582,949.48
Clerical Salaries	725,000.00	\$135,492.87	\$0.00	\$589,507.13
Custodial/Maintenance Salaries	94,000.00	\$24,346.74	\$0.00	\$69,653.26
Technical Services Salaries	61,000.00	\$16,967.76	\$0.00	\$44,032.24
Library District Treasurer Salaries	2,900.00	\$1,103.83	\$0.00	\$1,796.17
Pages	47,350.00	\$6,796.33	\$0.00	\$40,553.67
Retirement	280,000.00	\$0.00	\$0.00	\$280,000.00
Social Security	117,000.00	\$29,430.36	\$0.00	\$87,569.64
Workmen's Compensation	17,000.00	\$0.00	\$0.00	\$17,000.00
Health Insurance	455,000.00	\$119,748.82	\$0.00	\$335,251.18
Vision Insurance	1,100.00	\$232.80	\$0.00	\$867.20
Disability Insurance	5,000.00	\$484.45	\$0.00	\$4,515.55
Dental/Life Insurance	21,550.00	\$2,742.69	\$0.00	\$18,807.31
Employee Assistance Plan	1,400.00	\$1,348.50	\$0.00	\$51.50
Books/Downloadable Books	200,000.00	\$5,333.33	\$200.00	\$194,466.67
DVD	20,000.00	\$1,460.57	\$100.00	\$18,439.43
Audio Recordings	4,000.00	\$55.45	\$0.00	\$3,944.55
Periodicals	14,500.00	\$1,389.64	\$0.00	\$13,110.36
Computer Software	10,000.00	\$2,593.00	\$0.00	\$7,407.00
Online Services	29,400.00	\$22,230.61	\$0.00	\$7,169.39
Misc Expenses	1,000.00	\$0.00	\$0.00	\$1,000.00
Printing and Publication	16,000.00	\$5,869.00	\$0.00	\$10,131.00
Library Programs	63,000.00	\$21,077.86	\$0.00	\$41,922.14
Postage	13,500.00	\$7,084.84	\$0.00	\$6,415.16
Telephone	9,000.00	\$1,244.33	\$0.00	\$7,755.67
Telecommunications	11,000.00	\$9,900.00	\$0.00	\$1,100.00
Electric	47,500.00	\$17,898.76	\$0.00	\$29,601.24
Gas	7,000.00	\$728.93	\$0.00	\$6,271.07
Water	1,000.00	\$228.59	\$0.00	\$771.41
Building Repair	15,000.00	\$7,167.40	\$4,856.00	\$2,976.60
Equipment Repair and Service Contracts	38,000.00	\$15,133.80	\$0.00	\$22,866.20
Trash Removal Service	2,300.00	\$210.51	\$0.00	\$2,089.49
Snow Removal Service	13,000.00	\$0.00	\$0.00	\$13,000.00
Security and Protective Services	67,000.00	\$17,134.64	\$0.00	\$49,865.36
Equipment	35,000.00	\$5,860.03	\$13,211.24	\$15,928.73
Circulation Control	20,000.00	\$4,479.00	\$0.00	\$15,521.00
SCLS Services Contract	45,000.00	\$0.00	\$0.00	\$45,000.00
Legal	14,000.00	\$2,124.00	\$0.00	\$11,876.00
Accounting Services	10,000.00	\$0.00	\$0.00	\$10,000.00
Other Professional Fees (UMS)	5,000.00	\$0.00	\$0.00	\$5,000.00
Fire Liability Comprehensive Insurance	20,200.00	\$0.00	\$0.00	\$20,200.00
General Supplies	46,000.00	\$18,559.44	\$1,998.60	\$25,441.96
Maintenance Supplies	5,000.00	\$626.60	\$283.59	\$4,089.81
Travel	3,000.00	\$53.70	\$0.00	\$2,946.30
Continuing Education	3,000.00	\$0.00	\$0.00	\$3,000.00
Membership Dues	3,500.00	400.00	0.00	\$3,100.00
Election Expenses	5,000.00	0.00	0.00	\$5,000.00
Building Improvements	15,000.00	7,060.00	0.00	\$7,940.00
Expansion Project	0.00	44,461.70	0.00	(\$44,461.70)
	\$3,440,200.00	\$776,111.40	\$20,649.43	\$2,643,439.17

NORTH BABYLON PUBLIC LIBRARY

Statistical Report for September 2025

CIRCULATION STATISTICS

	<u>This Year</u>	<u>Last Year</u>
Grand Total Materials (month)	<u>8,069</u>	<u>8,027</u>
Grand Total Materials (calendar year to date)	<u>73,289</u>	<u>72,124</u>
Total Videos and DVD's (month)	<u>1,374</u>	<u>1,341</u>
Total Videos and DVD's (calendar year to date)	<u>11,356</u>	<u>13,793</u>

COLLECTION:

	<u>Books</u>	<u>Audio</u>	<u>Video</u>	<u>PB Books</u>	<u>DVD</u>	<u>Pamphlets</u>	<u>Microfilms</u>	<u>Software</u>
Added	<u>107</u>	<u>0</u>	<u>0</u>	<u>12</u>	<u>27</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>111,060</u>	<u>7,291</u>	<u>33</u>	<u>4,503</u>	<u>13,367</u>	<u>2,736</u>	<u>59</u>	<u>104</u>
GRAND TOTAL	<u>139,153</u>							

BORROWER REGISTRATION:

	<u>Last Month</u>	<u>This Month</u>
Adult	<u>8,804</u>	<u>8,873</u>
YA	<u>2,420</u>	<u>2,465</u>
Juvenile	<u>2,092</u>	<u>2,109</u>
TOTAL	<u>13,316</u>	<u>13,447</u>

INTERLIBRARY LOAN:

# of items received from other libraries for our patrons	<u>351</u>
# of items lent to other libraries for their patrons	<u>599</u>

MISCELLANEOUS STATISTICS

Adult Reference Questions	<u>950</u>	Juvenile Reference Questions	<u>243</u>
Adult Computer Use	<u>421</u>	Juvenile Computer Use	<u>18</u>
Downloads - Live-brary.com	<u>4,745</u>	Door Count	<u>4,261</u>
Flipster	<u>133</u>	Scans	<u>275</u>
Kanopy	<u>141</u>		

North Babylon Public Library Circulation Statistics

ALL MATERIALS							
	2019	2020	2021	2022	2023	2024	2025
		<i>*Note : Library COVID closure, March 16- June 15, 2020</i>					
January	14,582	12,410	8,086	7,381	7,802	8,143	6,855
February	14,004	12,868	7,255	7,170	7,837	7,715	6,717
March	15,519	7,341	8,044	7,549	8,523	8,136	7,743
April	14,797		7,722	7,392	7,955	7,619	7,372
May	13,963		7,039	7,181	7,840	7,085	7,187
June	12,379	3,607	7,236	7,896	8,498	7,594	6,978
July	15,780	5,442	8,153	8,171	8,471	9,095	8,951
August	15,500	6,885	8,558	8,412	9,136	8,710	13,417
September	13,466	10,252	7,936	8,081	8,293	8,027	8,069
October	14,574	7,434	8,213	8,169	8,550	7,799	
November	12,589	8,924	7,826	7,299	8,520	7,676	
December	11,466	7,837	7,300	7,007	8,337	7,213	
TOTAL	168,619	83,000	93,368	91,708	99,762	94,812	73,289
VIDEOS & DVDs							
	2019	2020	2021	2022	2023	2024	2025
January	4,353	3,472	2,712	1,548	1,642	1,613	1,202
February	4,045	3,583	2,283	1,698	1,638	1,715	1,237
March	4,480	2,005	2,320	1,707	1,729	1,743	1,472
April	4,110		2,071	1,833	1,469	1,553	1,268
May	3,726		1,853	1,772	1,586	1,425	1,273
June	3,405	490	1,800	1,888	1,671	1,422	854
July	6,296	1,368	1,911	1,845	1,425	1,573	1,303
August	4,610	1,847	1,973	1,964	1,787	1,408	1,373
September	3,859	2,142	1,729	1,530	1,679	1,341	1,374
October	3,988	2,195	1,761	1,642	1,589	1,286	
November	3,609	2,457	1,837	1,400	1,488	1,436	
December	3,536	2,471	1,034	1,481	1,879	1,339	
TOTAL	50,017	22,030	23,284	20,308	19,582	17,854	11,356

**NORTH BABYLON PUBLIC LIBRARY
PROGRAM STATISTICS
September 2025**

DATE	PROGRAM	AGE LEVEL	FUND	ATTENDANCE
9/2/2025	One-on-One Medicare Counseling	Adult		2
9/2/2025	Social Work Intern	Adult		0
9/3/2025	Drop In Craft- Friendship bracelets	Teen		1
9/5/2025	Social Work Intern	Adult		1
9/5/2025	Preschool Story Time	Ages: 2 - 5 yrs.		11C, 11A
9/6/2025	Saturday Games	PreK - Grade 5 w Parent		3C, 4A
9/8/2025	Social Work Intern	Adult		2
9/8/2025	Bedtime Aromatherapy	Grades: K - 5	L	14C, 11A
9/9/2025	Deep Stretch Yin Yoga	Adult	Library	16
9/9/2025	Social Work Intern	Adult		0
9/9/2025	Chess Club	Grades: 1-5		None
9/9/2025	SAT Prep	Teen		2
9/9/2025	Chess Buddies CSC	Teen		4
9/10/2025	Crochet Class	Adult	Library	15
9/10/2025	Lego Fun!	Grades: 1 - 5		12C, 7A
9/10/2025	Tweens Fall Canvas Pumpkin Tote	Grades: 4 - 8	L	5C, 5A
9/10/2025	Fall Canvas Pumpkin Tote	Tween		5
9/11/2025	Ceramic Pumpkin Trio	Adult	Library	24
9/11/2025	Catching Colors: Brown	Ages: 18 mo - 4 yrs.		20C, 19A
9/12/2025	All Levels Yoga and Mobility Class	Adult	Library	15
9/12/2025	Social Work Intern	Adult		0
9/13/2025	Family Story Time	Birth - Grade 5		19C, 22A
9/13/2025	Cheryl Williams, Author	All Ages		12C, 11A
9/15/2025	Social Work Intern	Adult		0
9/15/2025	Tots Night Out	Ages: 18 mo. - 5 yrs.	L	12C, 13A
9/16/2025	Medicaid Enrollment Assistance	Adult		4
9/16/2025	Book Discussion	Adult		3
9/16/2025	Sewing Club	Adult	Library	4
9/16/2025	Social Work Intern	Adult		1
9/16/2025	Just Baby & Me	Ages: Birth - 18 mo.		9C, 10A
9/16/2025	SAT Prep	Teen		2
9/17/2025	Preschool Story Time	Ages: 2 - 5 yrs.		9C, 7A
9/17/2025	Bookmark Bonanza CSC	Teen		4
9/18/2025	Drop-In Play Date	Ages: 1 - 5 yrs.		7C, 6A
9/19/2025	All Levels Yoga and Mobility Class	Adult	Library	14
9/19/2025	Social Work Intern	Adult		1
9/19/2025	Imagination Station	PreK - Grade 5		12C, 8A
9/20/2025	Career Counselor	Adult		1
9/20/2025	Sensory Story Time	Ages: 2 - 5 yrs.	L	9C, 8A
9/22/2025	Social Work Intern	Adult		1
9/23/2025	Deep Stretch Yin Yoga	Adult	Library	16
9/23/2025	Social Work Intern	Adult		0
9/23/2025	SAT Prep	Teen		2
9/24/2025	Suffolk County Department of Labor	Adult		2
9/24/2025	Crochet Class	Adult	Library	13
9/24/2025	Drop-In Craft	PreK - Grade 5		8C, 6A
9/24/2025	Preschool Story Time	Ages: 2 - 5 yrs.		15C, 9A
9/25/2025	Paint Night	Adult	Library	24
9/25/2025	Drop-In Play Date	Ages: 1 - 5 yrs.		8C, 9A
9/25/2025	Little Vampire Ceramic	Grades: 2-5	L	16C, 13A
9/26/2025	All Levels Yoga and Mobility Class	Adult	Library	16
9/26/2025	Preschool Story Time	Ages: 2 - 5		17C, 17A
9/27/2025	Baby Start	Birth - 17 mo.	L	5C, 8A
9/29/2025	Social Work Intern	Adult		0
9/29/2025	Paint Night-Cat With Fall Leaves	Grades: K - 5	L	21C, 18A
9/30/2025	Deep Stretch Yin Yoga	Adult	Library	12
9/30/2025	Social Work Intern	Adult		
9/30/2025	Senior ID	Adult		14
9/30/2025	Chess Club	Grades: 1-5		5C, 5A
9/30/2025	SAT Prep	Teen		2
9/30/2025	Chess Buddies CSC	Teen		7

NO BABEL PUBLIC LIBRARY

Check Warrant Report For L - 12: 10/21/25 Cash Disbursements For Dates 10/21/2025 - 10/21/2025



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
46235	10/21/2025	602	A Time For Kids, Inc.		495.00
46236	10/21/2025	2039	Allied Time USA	8673	136.00
46237	10/21/2025	2310	Alltech Security & Communication Systems, Inc.		175.00
46238	10/21/2025	2334	AMAZON.COM SALES, INC.	8676	1,973.60
46239	10/21/2025	2254	Angelina Lombardo		480.00
46240	10/21/2025	2318	Aqua Coolers, LLC		89.00
46241	10/21/2025	1885	AT&T		11.71
46242	10/21/2025	24	Baker & Taylor		1,254.96
46243	10/21/2025	994	Bond, Schoeneck & King, PLLC		13,650.00
46244	10/21/2025	42	**CONTINUED** Cengage Learning/Gale		0.00
46245	10/21/2025	42	Cengage Learning/Gale		698.18
46246	10/21/2025	1129	Chase Card Services		285.86
46247	10/21/2025	1553	Connection, Inc.	*See Detail Report	1,582.24
46248	10/21/2025	618	Cultural Programming Fund		1,518.00
46249	10/21/2025	2144	D&S Mechanical Services, Inc.		300.00
46250	10/21/2025	2215	Denise M DeMarco		270.00
46251	10/21/2025	20	Dental Pay Plus, Inc		898.26
46252	10/21/2025	2333	Discount School Supply	8675	142.42
46253	10/21/2025	1586	Doris J. Benter		250.00
46254	10/21/2025	1290	Elizabeth Arena		44.30
46255	10/21/2025	2294	Grainger	8670	163.08
46256	10/21/2025	1908	Greatland		193.10
46257	10/21/2025	2133	H2M Architects & Engineers		249.05
46258	10/21/2025	2271	Jacquelyn Waldvogel		133.56
46259	10/21/2025	1130	Joan Jewhurst		180.00
46260	10/21/2025	2165	Kanopy, Inc		149.00
46261	10/21/2025	1867	Katharine Anne Reccardi		650.00
46262	10/21/2025	2244	Kimberly Ciano		240.00
46263	10/21/2025	2326	Konica Minolta Business Solutions, Inc.		557.06
46264	10/21/2025	1514	Mariou Famiglietti		10.50
46265	10/21/2025	1001	Maureen Nicolazzi		98.33
46266	10/21/2025	2028	Metropolitan Data Solutions	8672	109.00
46267	10/21/2025	114	**CONTINUED** Midwest Tape, LLC		0.00
46268	10/21/2025	114	Midwest Tape, LLC		1,037.46
46269	10/21/2025	2282	Nancy Thomas		7.99
46270	10/21/2025	895	National Grid		182.49
46271	10/21/2025	2270	National September 11 Memorial & Museum		250.00
46272	10/21/2025	1033	Newsday		375.92
46273	10/21/2025	2155	Pamela Trastelis		150.00
46274	10/21/2025	2123	PCNation	8677	11,520.00
46275	10/21/2025	123	Postmaster		370.00
46276	10/21/2025	1753	Principal Life Insurance Co.		8.66
46277	10/21/2025	55	PSEGLI		6,092.16
46278	10/21/2025	2265	Quadient Finance USA, Inc.		144.87
46279	10/21/2025	1474	Rosemarie Attard		460.00



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
46280	10/21/2025	59	SCLS - P.A.L.S.		5,479.95
46281	10/21/2025	2148	SCORE		100.00
46282	10/21/2025	1992	SCWA		237.49
46283	10/21/2025	2232	Securitas Security Services USA, Inc		6,443.50
46284	10/21/2025	1679	Solomon R Guggenheim Foundatio		500.00
46285	10/21/2025	829	Staples Contract & Commercial	*See Detail Report	579.81
46286	10/21/2025	300	Suffolk Cooperative Library System		365.00
46287	10/21/2025	1550	Suffolk County Vanderbilt Museum		425.00
46288	10/21/2025	2305	Susan Dick		60.00
46289	10/21/2025	1861	Tara Penske		300.00
46290	10/21/2025	2288	Town of Babylon		70.17
46291	10/21/2025	1506	Utica National Insurance Group		23,202.64
46292	10/21/2025	549	Verizon		418.59

Number of Transactions: 58

Warrant Total: 85,768.91

Vendor Portion: 85,768.91

Payroll Portion: 0.00

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$ _____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

Signature

Title

**TREASURER'S REPORT
CULTURAL PROGRAMMING FUND
October 2025**

DISBURSEMENTS MADE DURING PERIOD

<u>No.</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount Paid</u>
4107	Rosemarie Attard	Ceramic Pumpkin 9/11/25	\$ 288.00
4108	Kathy Reccardi	Paint Night 9/25/25	\$ 240.00
4109	Pamela Trastelis	Art w/ Pamela 10/9/25	\$ 240.00
<u>Total disbursements</u>			\$ 768.00



Long Island Children's Museum

INVOICE

INVOICE TO:

Date : 10/10/2025

TOTAL:

North Babylon Public
Library
Maureen Nicolazzi

USD: \$3,000

DESCRIPTION	UNIT PRICE	QTY	TOTAL
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TOTAL

\$1,500

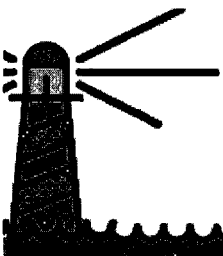




EXHIBIT B

North Babylon Public Library

North Babylon Public Library
Maureen Nicolazzi
815 Deer Park Avenue
North Babylon, NY 11703

Renewal Options (Please make any changes below.)

Pass Level: ☐ 2-Patrons: \$1500

of Passes: 2 x Dues: \$1,500 = Total: \$3,000

**Maximum Number of Passes is 3*

Please Indicate if you are purchasing a physical or print-on-demand pass:

☒ Physical ☐ Print-on-demand

Credit Card: ☐ Amex ☐ Discover ☐ MasterCard ☐ Visa

CC # _____

Expire: _____ **Sec. Code:** _____

Signature: _____

Pass Level: 2-Patrons (Per Visit)

Cost Per Pass: \$1,500

Total Dues: \$1,500

If the contact person has changed. Please update the information above.

LICM Museum Pass Renewal

September 11, 2025

Dear Maureen,

Long Island Children's Museum is open at full capacity! We look forward to welcoming back patrons from the North Babylon Public Library. By renewing today library patrons will receive free admission to Long Island Children's Museum and have access to our interactive and fun exhibits.

Library patrons do not have to reserve tickets online. Please ask patrons to bring the laminated pass to the Museum box office for admission tickets, or present their print-on-demand pass with their library card and photo ID.

Museum Hours for Library Patrons

Please visit licm.org/calendar for current business hours.

LICM Health and Safety Policy: licm.org/covid-19

Please make checks payable to Long Island Children's Museum and mail the renewal notice above to:

Long Island Children's Museum
Attn: Library Pass
11 Davis Avenue
Garden City, NY 11530

Please email membership@licm.org if you have any questions. Thank you!

Please note that the LICM Library Pass is an admission program only, it does not constitute a museum membership.

THANK YOU FOR YOUR CONTINUED SUPPORT OF LONG ISLAND CHILDREN'S MUSEUM!

For the most up to date schedule please visit licm.org or
sign up for our weekly newsletter at licm.org/email



627 NORTH SUNRISE SERVICE ROAD, P.O. BOX 9000, BELLPORT, NY 11713-9000
TEL: 631-286-1600 ■ FAX: 631-286-1647

October 1, 2025

To: Member Library Directors & Boards of Trustees
From: Kevin Verbesey
Re: SCLS Draft FY 2026 Budget

Enclosed with this memo is a **Draft SCLS 2026 Operating Budget** for your review and consideration. Included along with the draft budget is a cover memorandum explaining some of the income and expense lines and an estimated Member Support Chart.

As is SCLS practice, during the month of October we ask you to review the coming year's draft budget proposal and offer your comments and suggestions prior to us presenting a final budget version for a membership vote in November and December.

We will begin 2026 strengthened by another modest increase in State Aid. After a long period of stagnant State support for our cooperative services we saw a bump in aid for a second consecutive year in 2025. Unfortunately, large cuts in Federal funding, that will negatively impact New York State, will likely impact our own State support in 2026 and beyond. To what extent, it is too early to tell but we will be cautious in our fiscal planning for 2026, 2027, and beyond.

Our core services continue to grow and evolve. It has been a year of transition with a few key retirements and new staff taking on important roles at the organization. Our Lending Library and Sustainable Libraries Initiative are key areas of growth where we continue to see increases in partnerships, memberships, and program offerings. PALS managed the complex ILS for the vast majority of our member libraries while continuing the transition to the Vega Discovery platform. The Youth Services Department continues to be active advisors to the member libraries as well as oversee some of our most popular programs including the Performer's Showcase, Summer Tour, Battle of the Books, Authors Unlimited, and The Great Give Back. Providing training to library staff on a wide variety of topics remains a key priority of SCLS and something we will continue to prioritize moving forward.

In 2025 we enhanced our marketing, public relations, and advocacy work by bringing in new staff with needed expertise to help us improve our efforts in these important areas. We ran a very successful campaign on behalf of Federal Institute of Museums and Library Services funding that we hope will be a blueprint for future marketing/advocacy campaigns. In 2026 that

work will remain a focus. We have also been working to support the member libraries with coming into compliance with new ADA regulations related to the accessibility of online services. In 2026 we plan to find more robust ways to support the member libraries with providing the social services that are in such great demand from library users.

The largest program that we participate in with the member libraries is the downloadable media. It also remains our most challenging due to the cost of the service. We continue to look for potential modifications to the service to better control costs but the price of e-content continues to increase and the service continues to grow in popularity with Suffolk residents. We have been working with a committee of Member Library Directors to study the service during 2025 and are hopeful that some of the group's ideas and suggestions can be put in practice in 2026.

Our SCLS Gateway continues to be a valuable resource for member library staff and trustees and we remain dedicated to improving and expanding that site in 2026.

Operationally SCLS has important cost certainly as we are in the fourth of our five-year union contract and have already completed a number of anticipated staffing changes. We continue to save money with our work with sustainability and will have our new generator operational by year's end. We will be starting a new multi-year HVAC project to replace the aging system that has heated and cooled our space for almost twenty years.

We remain committed to continuing to provide our fifty-six member libraries with the depth and quality of services that they have come to expect from SCLS. Please review this proposal and contact me with any questions or concerns that you may have. I also welcome you to join us at one of our budget hearings that are listed below. We hope that this information will assist you in your decision-making and provide you with important data that you will need to manage your own library.

SCLS FY 2026 Budget Hearings:

Monday, October 20, 2025, 2:00 p.m.

Online, the Zoom link to attend is:

<https://us06web.zoom.us/j/87036553416?pwd=PLLvka3GeQXMq9fQNYgluQC4hm68te.1>

October, 24, 2025, 10:00 a.m.

Riverhead Free Library

East End Director's Meeting

Tuesday, November 4, 2025, 4:00 p.m.

Suffolk Cooperative Library System

Proposed SCLS 2026 Operating Budget

Notes on the Attached 2026 Budget:

FORMAT

You will note that the income (revenue) side of the SCLS Proposed Budget sheet is divided into three distinct sections; "Operational", "Central Library", and "Direct Offset." This is done to better reflect the nature of how SCLS and the partnership with our member libraries actually work.

The "Operational" section supports mainly our staff costs, facilities, supplies, utilities, professional services, insurance, and equipment.

The "Central Library Support" section highlights the area where our Central Library, Patchogue-Medford, supports our system-wide efforts.

The "Direct Offset" includes a number of large shared services and/or coordinated orders that we help maintain. One hundred percent of the income in the "Direct Offset" section is "pass through" and goes out to member libraries or vendors at the exact same levels as what comes in. Not a single cent of it "stays at SCLS."

We present the budget this way to make it easier for you to review what is happening at SCLS as it relates to our "operations" and the specific coordinated services and/or programs that we work with you on.

REVENUES

Operational

* *State Aid* (which includes *Local Sponsor Aid*, *Outreach*, *CLA*, *Institutional Library Aid*, and *Member Library Aid*) is being projected as flat from what was received in 2025. We received an increase in State support in 2024 and 2025 but with all the anticipated cuts in Federal funding we are concerned about the State's ability to support our work over the coming years.

* *Misc Grants* is revenue from an anticipated Construction Grant to assist with our HVAC project.

* *Interest* revenue has increased significantly due to higher rates in an investment vehicle that we are using and an improvement in the timing of New York State aid payments.

* *Rental* revenue is money we receive to rent space to the Long Island Library Resources Council and Eastern Suffolk BOCES.

* *Miscellaneous* is where we record revenue for Lending Library/Sled/Tech Van events and with the number of those events growing our revenue in this area is also growing. We are also merging the *Delivery Services*, *Mailing Overdue*, *Contributions*, and *Programs/Rooms* lines into the *Miscellaneous* line since the others were so small and decreasing.

* *Library Service Contract* is revenue SCLS receives to manage contracts with “unserved” school districts to allow their residents library access. This is decreasing because we plan to pay the libraries who service the contracts a higher percentage of the contract revenue in 2026.

* *Member Library Support* indicates the libraries’ contribution to our cooperative services. We are proposing an increase of 2.0% in 2026. SCLS recognizes the challenges that the member libraries face in preparing their own budget with the overall increase in costs they face and recognizing the constraints of the “tax-cap.” We want to be sure that the level of member support remains commensurate with those challenges and State mandates.

* *PALS Revenue* (Partnership of Automated Libraries in Suffolk) represents a direct reimbursement for SCLS staffing and services to the consortium. This amount is subject to adjustment during the PALS budget process. Fifty-two member libraries currently participate in the PALS consortium for an integrated library circulation/inventory management system. The PALS Executive Board and membership recently approved their FY 2026 budget so these estimates will be included in the final SCLS FY 2026 budget.

* As the *Sustainable Libraries Initiative* grows its memberships and revenue, they are also making larger contributions to SCLS to help fund more of their work. We see this part of our operations as a potential area for future growth and are committed to building a stronger and more active SLI moving forward.

Central Library (Patchogue-Medford)

* *Shared Services* reflects the contributions for non-fiction eBook content on the Countywide Downloads service on Live-brary.com, as well as funding they supply for other regional databases and services.

* *Homework Help* reflects the contribution for the Countywide Live Study Help service through Live-brary.com

Direct Offset

* *LLSA Member Libraries* is “State Aid” for the member libraries.

* *CLA/CBA Central Library* is “State Aid” for the Central Library.

* *Suffolk e-Resources* is not proposed to change in 2026. Over the past three years we had built in small increases to allow us to maintain the most popular databases as well as provide some flexibility in the collection’s development.

* *Coordinated Orders* is income for a variety of coordinated orders for all types of products and services that SCLS manages. Changes in this line are directly offset by expenditures.

* *Downloadable Media* income and expenses are still being discussed with the member libraries and the figure included in this draft budget is a “placeholder” at this time. The service continues to see strong growth. Between January-August of 2025 usage was up over 7.75% from last year.

* *Dedicated Library Aid (Grant)* is a new classification of State Aid that combines the former Family Literacy, Adult Literacy, and Institutional (Jail) aid grant program.

Transfer

* *Unappropriated Fund Balance* transfer of \$750,000 will be used to fund the SCLS share of phases one and two of our multi-phase HVAC replacement project. We are committed to doing this necessary work using reserve funds and grants so it has a minimal impact on the member libraries.

EXPENDITURES

* *Salaries* show an overall increase of 5.28%. This is due to contractually obligated staff salary increases and some newly created positions related to advocacy, lending library, and supporting the social services work of the libraries.

* *Retirement* expenses increase significantly due mostly to rate increases.

* *Health Insurance/Health Insurance Retirees* premiums are projected to increase moderately, due to plan cost increases and staffing changes. The NYSHIP plan sends regular cost estimates so if we receive new information before a final budget is presented, we will update our estimates to reflect NYSHIP’s guidance.

* *Sick and Vacation Payouts* are contractual obligations.

* *Insurance Incentive* are contractual obligations.

* *Professional Fees* includes attorney, internal/external auditors, some required periodic audit reports, and some HR fees.

* This year SCLS will be contributing \$125,000 towards the cost of the *Downloadable Media*. This represents an increase of almost 20% from 2025

* *Homework Help* costs are expected to decrease but we are still negotiating with the vendor with the hopes of lowering costs for next year.

* *CBA Materials/CLA/CBA Central Library/LLSA Member Libraries* are all "offset" or "pass through" lines that increase / decrease as State support changes. If State funding increases or decreases at a rate other than what we have projected these lines will change as well and balance with changes on the income side.

* *Downloadable Media* costs are still being discussed with the member libraries and the figure included in this draft budget should be considered as a "placeholder" at this time.

* *Coordinated Orders* are offset by the corresponding income line in the SCLS budget and are designed to maximize cost savings for participating member libraries.

* *Misc. Grants* are bullet aid and other legislative grants that SCLS passes through to the member libraries. The entire expense is offset on the revenue side of our budget. Since the amount received is so unpredictable and offsets completely in both revenue and expenditures it is listed as \$0 on the budget.

* *Telephone Voice* shows an increase due to the installation of a new phone system. The new system includes any needed replacement equipment over the life of the contract so while we are paying a higher monthly fee we expect those costs to be offset by lower replacements costs later in the contract.

* *Line of Credit Interest* is the cost of borrowing money to meet cash flow requirements while awaiting State Aid payments. We have not used this line of credit for many years and fully anticipate that we will not in 2026 as well.

* *Publicity and Printing* is work we do on advocacy and on publicizing member library services.

* *Lost in Transit* is reimbursements for items that are lost or damaged during the delivery process.

* *Maintenance – Office Equipment* includes costs for copiers, print management systems, and shipping department equipment.

* *Computer Services* includes a wide variety of services used by both SCLS and the member libraries.

* *Vehicle Operation and Maintenance* decreases due to saving on gas costs after our transition to electric vehicles.

* *Programs* are the cost of SCLS putting on workshops, seminars, and events for member library staff, administrators, and trustees.

* *Professional Development* is the cost of SCLS staff programs, classes, workshops, seminars, and conference attendance.

* *Gas and Electric* costs will stay mostly flat due to current estimates and the continued success of our commitment to sustainability.

* *Contract Services* includes things like the outsourced part of our delivery, the cleaning of our building, snow removal, lawn maintenance, and other operational costs. This line will increase due to contractual obligations. The increase in 2026 is due primarily to additional delivery costs

* *Insurance* costs are increasing reflective of current 2026 cost estimates.

* *Equipment Vehicle* decreases as we do not plan to purchase any vehicles in 2026.

* *Facility Renovations* includes money being budgeted for the first few phases of a multi-phase HVAC replacement project.

Summary

The draft FY 2026 SCLS Budget shows an operational revenue increase of 11.33% or \$853,306 of which \$750,000 is from an anticipated New York State Construction Grant.

Member Support in 2026 is projected to increase 2% or \$48,140.

This draft budget is still in development and we expect some meaningful changes may be made before a final proposed budget is approved by the SCLS Board, and sent to you for a vote, in early November.

Member Support Note

While overall member support would change 2% in 2026 some individual member libraries will see a change of a different amount based on the formula that we use to calculate these payments. Member Support is based on both the service population (which did not change this year) and the annual expenditures that a

library reports on their State Report (which can change each year.) For this budget/member support chart we are using the 2024 State Report figures. Please see the attached chart.

Budget Process

This is the first draft of the SCLS FY 2026 Budget. We welcome any comments, questions, or concerns that anyone may have about this draft budget. After further review, adjustment, and consideration of any input received from the member libraries SCLS will present a final proposed FY 2026 Budget for your consideration in early November and the budget vote will take place throughout both November and December.

We look forward to receiving your input on this draft budget and discussing it with you.

2026 BUDGET INCOME

	2024	2025	2026	2025 to 2026	2025 to 2026
SOURCE	Budget	Approved	Proposed	\$ Change	% Change
N. Y. State	2,941,535	2,986,503	2,997,427	10,924	0.37%
Local Services Support Aid	337,368	342,800	344,080	1,280	0.37%
Outreach	239,863	268,425	269,434	1,009	0.38%
SCLS: CLA	159,535	187,575	188,271	696	0.37%
Misc. Grants	0	0	750,000	750,000	0.00%
Interest	65,000	100,000	165,000	65,000	65.00%
Rental	59,000	60,000	62,000	2,000	3.33%
Delivery Service	1,500	1,600		(1,600)	-100.00%
Mailing Overdues	15,000	12,000		(12,000)	-100.00%
Miscellaneous	15,000	25,000	46,000	21,000	84.00%
Contributions	100	100		(100)	-100.00%
Programs/Rooms	12,000	12,000		(12,000)	-100.00%
Library Contract Service	162,000	315,000	281,000	(34,000)	-10.79%
Member Library Support	2,375,132	2,410,860	2,459,000	48,140	2.00%
PALS Admin. Fee	752,949	772,423	765,380	(7,043)	-0.91%
Sustainable Libraries Initiative	30,000	40,000	60,000	20,000	50.00%
Sub-Total (Operational)	7,165,982	7,534,286	8,387,592	853,306	11.33%
<i>Central Library support</i>					
Shared Services	53,000	53,000	53,000	0	0.00%
Homework Help	55,000	55,000	55,000	0	0.00%
Sub-Total (Central Library)	108,000	108,000	108,000	0	0.00%
<i>DIRECT OFFSET</i>					
LLSA Member Libraries	476,633	484,300	486,115	1,815	0.37%
Central Library Aid	379,235	380,825	382,246	1,421	0.37%
Suffolk E-Resources	793,141	816,935	816,935	0	0.00%
Coordinated Orders	1,300,000	1,000,000	1,300,000	300,000	30.00%
Downloadable Media	5,918,306	6,273,354	6,587,000	313,646	5.00%
SCLS: CBA	16,830	0	0	0	0.00%
Dedicated Library Aid (Jail/Lov	32,130	16,050	10,666	(5,384)	-33.55%
Misc. Grants	0	0	0	0	0.00%
Sub-Total (Direct Offset)	8,916,275	8,971,464	9,582,962	611,498	6.82%
Transfer from Unappropriated					
Fund Balance	125,000	0	750,000	750,000	0.00%
Sub-Total (Non-Operational)	125,000	-	750,000	750,000	0.00%
TOTAL INCOME	16,315,257	16,613,750	18,828,554	2,214,804	13.33%

2026 Budget Expenditures

ACCOUNT TITLE	2024	2025	2026	2025 to 2026	2025 to 2026
	Budget	Budget	Proposed	\$ Change	% Change
<u>SALARIES</u>					
LIBRARIAN	1,640,159	1,656,213	1,721,532	65,319	3.94%
STAFF - F/T	1,115,073	1,234,046	1,277,903	43,857	3.55%
SHIPPING & MAINTENANCE	140,036	264,098	284,756	20,658	7.82%
STAFF - P/T	266,714	192,879	239,652	46,773	24.25%
SUB-TOTAL (Salaries)	3,161,982	3,347,236	3,523,842	176,606	5.28%
<u>FIXED CHARGES & FRINGE BENEFITS</u>					
RETIREMENT	435,000	535,000	575,000	40,000	7.48%
SOCIAL SECURITY	237,000	251,000	262,000	11,000	4.38%
WORKER'S COMPENSATION	40,000	45,000	45,500	500	1.11%
UNEMPLOYMENT	1,000	500	500	0	0.00%
DISABILITY	5,500	5,500	5,500	0	0.00%
HEALTH INSURANCE	600,000	630,000	625,000	(5,000)	-0.79%
MEDICAL INS. RETIREES	550,000	550,000	575,000	25,000	4.55%
DENTAL	42,000	42,000	41,000	(1,000)	-2.38%
OPTICAL	6,000	5,000	5,000	0	0.00%
FLEX PLAN	500	500	1,000	500	100.00%
SICK & VAC. PAYOUTS	100,000	90,000	85,000	(5,000)	-5.56%
LONG TERM CARE INSURANCE	2,000	1,500	1,000	(500)	-33.33%
INSURANCE INCENTIVE	45,000	35,000	35,000	0	0.00%
EMPLOYEE ASSIST. PROGRAM	1,800	1,800	1,800	0	0.00%
SUB-TOTAL (Fixed & Fringe)	2,065,800	2,192,800	2,258,300	65,500	2.99%
<u>PROFESSIONAL FEES</u>	57,050	57,300	58,600	1,300	2.27%
SUB-TOTAL (Professional Fees)	57,050	57,300	58,600	1,300	2.27%
<u>LIBRARY MATERIALS</u>					
BOOKS	8,000	8,000	8,500	500	6.25%
DOWNLOADABLE MEDIA	105,000	105,000	125,000	20,000	19.05%
HOMEWORK HELP	306,000	332,000	325,000	(7,000)	-2.11%
SUB-TOTAL	419,000	445,000	458,500	13,500	3.03%
<u>DIRECT OFFSET</u>					
LLSA MEMBER LIBRARIES	476,633	484,300	486,115	1,815	0.37%
CLA CBA CNTRL LIBRARY	379,235	380,825	382,246	1,421	0.37%
SUFFOLK E-RESOURCES	793,141	816,935	816,935	0	0.00%
COORDINATED ORDERS	1,300,000	1,000,000	1,300,000	300,000	30.00%
DOWNLOADABLE MEDIA	5,918,306	6,273,354	6,587,000	313,646	5.00%
CBA MATERIALS	16,830	0	0	0	0.00%
DEDICATED LIBRARY AID	32,130	16,000	10,666	(5,334)	-33.34%
MISC. GRANTS	0	0	0	0	0.00%
SUB-TOTAL	8,916,275	8,971,414	9,582,962	611,548	6.82%

2026 Budget Expenditures

ACCOUNT TITLE	2024	2025	2026	2025 to 2026	2025 to 2026
	Budget	Budget	Proposed	\$ Change	% Change
<u>OPERATIONS</u>					
OFFICE & LIB. SUPPLIES	40,500	41,000	40,000	(1,000)	-2.44%
TELEPHONE VOICE	20,000	23,000	28,000	5,000	21.74%
ISP SERVICE	30,000	27,000	27,000	0	0.00%
Line of Credit INTEREST	100	100	100	0	0.00%
POSTAGE & FRGHT SCLS	15,000	15,000	22,500	7,500	50.00%
POSTAGE OVERDUES	9,000	7,500	0	(7,500)	-100.00%
PUBLICITY & PRINTING	30,000	30,000	34,000	4,000	13.33%
TRAVEL	23,500	25,500	22,000	(3,500)	-13.73%
LOST IN TRANSIT	8,000	7,000	7,000	0	0.00%
OVERDUE SUPPLIES	0	0	0	0	0.00%
MEMBERSHIP DUES	23,000	24,000	28,000	4,000	16.67%
MAINT. - OFFICE EQUIP.	15,000	14,400	14,000	(400)	-2.78%
COMPUTER SERVICES	263,000	284,100	312,500	28,400	10.00%
VEHICLE OPERATION	32,500	36,400	33,400	(3,000)	-8.24%
VEHICLE MAINTENANCE	20,000	15,000	12,000	(3,000)	-20.00%
SECURITY SERVICES	22,000	22,000	22,000	0	0.00%
TRUSTEE EXPENSE	2,000	3,500	3,500	0	0.00%
PROGRAMS	35,000	35,000	37,500	2,500	7.14%
PROF. DEVELOPMENT	52,500	49,500	50,000	500	1.01%
Misc	0	0	0	0	0.00%
SUB-TOTAL	641,100	660,000	693,500	33,500	5.08%
<u>BUILDING OPERATIONS</u>					
GAS	25,000	21,000	22,000	1,000	4.76%
ELECTRICITY	38,050	35,000	35,000	0	0.00%
WATER	1,200	2,000	1,000	(1,000)	-50.00%
SUPPLIES-JANITORIAL	2,500	2,500	2,000	(500)	-20.00%
CONTRACT SERVICES	452,800	462,000	512,800	50,800	11.00%
REPAIR - BLDG. & EQUIP.	50,000	50,000	50,000	0	0.00%
SUB-TOTAL	569,550	572,500	622,800	50,300	8.79%
<u>INSURANCE</u>	104,500	87,500	92,050	4,550	5.20%
<u>EQUIPMENT - NON CAPITAL</u>	5,000	5,000	4,000	(1,000)	-20.00%
<u>EQUIPMENT - CAPITAL</u>	35,000	35,000	34,000	(1,000)	-2.86%
<u>EQUIPMENT - VEHICLES</u>	65,000	65,000	0	(65,000)	-100.00%
<u>FACILITY RENOVATIONS</u>	275,000	175,000	1,500,000	1,325,000	757.14%
SUB-TOTAL	484,500	367,500	1,630,050	1,262,550	343.55%
TOTAL EXPENDITURES	16,315,257	16,613,750	18,828,554	2,214,804	13.33%

Proposed 2026 MEMBER LIBRARY SUPPORT @ 2.00% (OVERALL INCREASE)
BASED ON ANNUAL REPORT FINANCIALS: 2024

	ACT 2025 ML SUPP	PROP 2026 ML SUPP	\$ Change PROP 2026 FROM 2025 ACT	% Change PROP 2026 FROM 2025 ACT
AMAGANSETT	11,450	11,680	230	2.01%
AMITYVILLE	35,850	36,372	522	1.46%
BABYLON	19,570	21,054	1,484	7.58%
BAYPORT-BLUE POINT	26,626	25,558	(1,068)	-4.01%
BAY SHORE-BRIGHTWATERS	44,932	45,666	734	1.63%
BRENTWOOD	114,091	116,568	2,477	2.17%
BROOKHAVEN	12,098	12,539	441	3.65%
CENTER MORICHES	42,494	43,116	622	1.46%
CENTRAL ISLIP	51,510	51,078	(432)	-0.84%
COLD SPRING HARBOR	19,242	19,287	45	0.23%
COMMACK	32,234	32,887	653	2.03%
COMSEWOGUE	65,310	66,159	849	1.30%
CONNETQUOT	62,790	63,434	644	1.03%
COPIAGUE	44,569	45,582	1,013	2.27%
CUTCHOGUE-NEW SUFFOLK	12,122	11,819	(303)	-2.50%
DEER PARK	35,668	35,955	287	0.80%
EAST HAMPTON	34,535	36,449	1,914	5.54%
EAST ISLIP	39,165	40,303	1,138	2.91%
ELWOOD	19,282	19,811	529	2.74%
EMMA S CLARK	69,252	69,722	470	0.68%
FLOYD MEMORIAL	11,450	11,680	230	2.01%
HALF HOLLOW HILLS	77,485	79,942	2,457	3.17%
HAMPTON BAYS	25,555	25,716	161	0.63%
HAMPTON	11,450	11,680	230	2.01%
HARBORFIELDS	37,822	37,106	(716)	-1.89%
HAUPPAUGE	23,785	23,490	(295)	-1.24%
HUNTINGTON	69,285	71,110	1,825	2.63%
ISLIP	34,104	33,209	(895)	-2.62%
JOHN JERMAIN	18,724	19,714	990	5.29%
LINDENHURST	53,542	55,759	2,217	4.14%
LONGWOOD	90,699	91,931	1,232	1.36%
MASTICS-MORICHES-SHIRLEY	78,333	82,504	4,171	5.32%
MATTITUCK	11,450	12,114	664	5.80%
MIDDLE COUNTRY	124,526	127,884	3,358	2.70%
MONTAUK	11,450	11,680	230	2.01%
NORTH BABYLON	38,665	39,429	764	1.98%
NORTH SHORE	43,611	42,129	(1,482)	-3.40%
NORTHPORT-EAST NORTHPORT	75,931	76,996	1,065	1.40%
PATCHOGUE-MEDFORD	86,454	89,803	3,349	3.87%
PORT JEFFERSON	34,549	34,896	347	1.00%
QUOGUE	11,450	11,680	230	2.01%
RIVERHEAD	52,655	53,279	624	1.19%
ROGERS MEMORIAL	37,664	37,832	168	0.45%
SACHEM	120,503	122,146	1,643	1.36%
SAYVILLE	31,552	32,286	734	2.33%
SHELTER ISLAND	11,450	11,680	230	2.01%
SMITHTOWN	163,702	166,315	2,613	1.60%
SOUTH COUNTRY	29,677	30,570	893	3.01%
SOUTH HUNTINGTON	60,939	62,908	1,969	3.23%
SOUTHOLD	11,450	11,680	230	2.01%
WEST BABYLON	39,864	40,620	756	1.90%
WEST ISLIP	41,256	41,859	603	1.46%
WESTHAMPTON	27,127	28,171	1,044	3.85%
WYANDANCH	19,911	24,163	4,252	21.36%
TOTALS:	2,410,860	2,459,000	48,140	2.00%

Report for the Board of Trustees
October 21, 2025

Communications

Revised the current newsletter.

Purchasing a Board Suggestion Box for staff and patrons to communicate with the Board of Trustees.

Policy of the Month

Board of Trustees approved a new Harassment (Non-sexual) and Sexual Harassment Prevention Policy on 10/7. These policies replaced all similar policies in the Library's Policy Manual. The new policies are available on the Library's homepage under the *Library Information* section. Staff received copies of the policies by email.

Personnel

Stephanie Salvatore resigned her position as Librarian I, responsible for adult programming, effective 10/10/25. A list of eligible candidates has been requested from the Suffolk County Civil Service.

Buildings and Grounds/Expansion Update

The sprinkler leak has been repaired.

We are still waiting for a solution to fire alarm panel error.

Milcon fixed the swollen doors in the expansion.

A temporary fix was found for the damaged exterior wall panel.

Vent fan in the old staff/public bathrooms fixed.

We are waiting for more information about fixing the air system in the new office for the computer technician.

Security and Vandalism

Security guards have stepped back on several of the rules listed on the entrance sign.

No sports equipment is still in place after students were swinging hockey sticks/lacrosse sticks around in the Reference area.

Public Relations

See Unmet Needs

Requests for Purchase

The purchase of museum passes for the Long Island Children's Museum. The museum has revised the passes for Libraries, and they are now only available for 2 people per pass. The price of one pass is now \$1500. I am requesting that the Library purchases two to meet the high demand for this pass.

Unmet Needs

With the support of the Library's Board of Trustees we are beginning the process of addressing issues presented by the staff and patrons of the North Babylon Public Library:

Sexual Harassment Training for the Staff

Updating of the Children's Room

Purchasing new items/toys/puzzles for the Children's Room

Expanding Programming.

Sept/ Oct Children's/Tweens Programs: 28

Nov/ Dec Children's/Tweens Programs: 40

Reviewing the materials fees for adult programs

Purchasing new video games for circulation

Considering vending machines for the public in the front area of the Library

Reorganized the front entrance area of the Library (near the parking lot)

Purchasing additional items for the Lending Library

Trustee Training

None at this time.

Other Items of Interest

We are streamlining our Amazon orders through a business account setup through SCLS. This should reduce our credit card bill and be easier for bookkeeping purposes. Baker and Taylor, a library vendor for books and other materials is rumored to be closing in the beginning of 2026. B & T was very helpful for libraries since they offered processing services (cataloging, laminating and spine labels) Libraries are rushing to find new resources to order books from besides Amazon (no processing). SCLS has expressed concerns that libraries may need additional staff and have workflow issues. SCLS is planning webinars to present other options.

Respectfully submitted,

Maureen Nicolazzi, Librarian III

Reference Department September 2025 Report

Yoga continues to have steady attendance, and the patrons like Angelina and Kimberly very much. The Suffolk County Department of Labor has chosen to discontinue their monthly tabling after October's date. They are focusing on more in person programs at their offices. Our new Social Work Intern, Katrina started this month. She will be here Monday afternoons, Tuesday evenings and Friday afternoons. She has already been helping patrons with job and housing searches. Her focus will be on Adult and Teen assistance. The North Shore Flute Choir concert scheduled for October 5 has been rescheduled for November. This month we worked with the West Islip and Bay Shore - Brightwaters Library to provide an SAT class hosted at the Bay Shore - Brightwaters Library. Our community service programs included Chess Buddies and Bookmark Bonanza. The teens had a Drop In Craft where they made friendship bracelets. The tweens also created a Fall Canvas Pumpkin Tote bag.

There were 3 log ins for our 100 Books before Graduation Program. We had 20 items of food donated by our teens for community service credit. Katrina posted 7 new videos on our YouTube channel. Our YouTube channel received 1,458 views and its total subscribers are up by 5 to 67. The Sagtikos Manor and Town of Babylon pool passes are finished for the season. Katrina and Kirsten worked on weeding the adult fiction section. Katrina also moved the ED aids and Career books to make more space for the Young adult Manga and graphic novel collections. Katrina attended the Young Adult department heads meeting at SCLS this month. She also reached out to the school district to start the process of allowing the library's emails to reach student's school email accounts. Unfortunately it currently blocks any emails sent by the Library. Katrina also had 3 class visits with high school students who came and explored the library. Stephanie is leaving her position as the Adult programming librarian on October 10. Canvas letters have been sent out to fill the position. Laura Harper is the new part-time librarian, replacing Laurel on Wednesday and Friday nights. I was busy learning the billing and payroll process for the Library. I also updated and revamped the Library's newsletter. Liz and I were busy looking over ideas for reorganizing and updating the Children's room. We have started to order toys, puzzles and other items for the room. I purchased items for a fall decoration in the main entrance, Kate, one of our circulation clerks, arranged the items into a beautiful corner. Patrons have been stopping and taking selfies.

The Adult displays included "New Movies" (DVD Display), Banned Books Week (Book Display),

Hispanic Heritage Month (Book Display) and "Remembering Jane Goodall" (Book Display). The two Teen book displays were "Fall in Love" which featured romance books and "Schools You Wish You Went To" which featured books that take place in special schools.

Respectfully submitted,

Maureen Nicolazzi



September, 2025 Children's Room Monthly Report

A Drop-In Surprise Craft program was held on Thursday, September 4 for Children pre-kindergarten through fifth grade. During the program children made crafts to take home.

Preschool Story Times were held in the Children's Room on Fridays, September 5 and 26, Wednesdays, September 17 and 24. During the story times children enjoyed stories, activities, music and a craft.

Saturday Games program was held in the Children's Room on September 6. Children of preschool age through fifth grade and their families can enjoy a fun time together playing various games. Several games are placed out to accommodate various developmental levels and interests.

Bedtime Aromatherapy program was held in the Meeting Room on Monday, September 8 for children in kindergarten through fifth grade. Children learned how to make a soothing bedtime lotion and aromatic spray to take home. Participants also took home recipes so that they could continue to make the lotion and spray at home.

Chess Club was held in the Children's Room on Tuesdays, September 9 and 30th. During the programs children practice playing chess with each other, and receive guidance and playing tips from young adult volunteers (who receive community service for helping the children.)

Lego Fun program was held in the Children's Room on Wednesday, September 10. During the program, children created a Lego "scene" which they named/gave a title to on a place card, and then displayed in the Library's lobby showcase.

On Wednesday, September 10 Tweens Fall Canvas Pumpkin Tote program was held in the Meeting Room. Children in grades four through eight created a beautiful pumpkin tote using paint, foam paint, stencils, and glitter. The results were really something they could be proud to use.

Catching Colors-Brown program was held in the Children's Room on Thursday, September 11. During the program preschoolers, aged 18 months to four years, learned concepts through the use of color.

Family Story Time was held in the Children's Room on Saturday, September 13. Preschoolers, and children through grade five, and their families, enjoyed activities, music, stories, and a craft during the program.

On Saturday, September 13, local author Cheryl Williams celebrated the publishing of her new audio book A Lesson a Day: A Child's Way. During the reading, some of the children who helped Ms. Williams record her book, read their parts to the audience attending. It was a lovely, and totally enjoyable experience for all those who attended.





.Tots Night Out-Back to School program was held in the Meeting Room on Monday, September 18, for children aged eighteen months through age five. During the program children participated in musical activities, and enjoyed stories and a craft.

Just Baby & Me program was held in the Children's Room on Tuesday, September 16. Little ones from newborns through eighteen months enjoyed bouncy rhymes, classic nursery rhymes with puppets, and finger plays, music, and simple instruments, and a play-time with age appropriate toys, and bubbles.

Drop-in-Play Dates were held on Thursdays, September 18 and 25 in the Children's Room. During the programs children, aged one through five, played with age appropriate toys, listened to music, and enjoyed other children's company. The attending adults enjoyed the social aspect as well.

On Friday, September 19, Imagination Station program was held in the Children's Room. Our cart, filled with crafting materials, is designed to inspire children's imaginations to be creative, and make many a fun item to enjoy and take home.

Sensory Story Time program was held in the Meeting Room for children of ages two through five. During the program children enjoyed an interactive story time, with several sensory bins, and manipulatives they enjoyed after the story time.

Little Vampire Ceramic was a fun program held on Thursday, September 25, for children in grades second through fifth. Children had fun painting a ceramic vampire to take home for a Halloween decoration.

Baby Start program was held in the Meeting Room on Saturday, for children newborn through seventeen months. Our littlest patrons enjoyed music, movement, finger plays, and fine and gross motor activities during the program.

Paint Night—Cat With Fall Leaves program was held in the Adult Reference area for children in kindergarten through fifth grade. The children loved painting an adorable cat with autumn leaves floating down around him.

Submitted by,

Elizabeth Arena,
Head of Children's Services



PERSONNEL REPORT
OCTOBER 2025

Stephanie Salvatore, Librarian I, resignation effective 10/10/2025