

**Agenda**  
**December 16, 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 November 18, 2025 Board meeting minutes.
4. Consideration of the Cultural Programming Fund Treasurer's Report for November.
5. Consideration of the Library Fund Treasurer's Report for November.
6. Consideration of the Financial Report for November.
7. Consideration of the Director's Statistical Report for November.
8. Approval of Bills – Authorization of payment No. 913.
9. Approval of Disbursements for December Cultural Programming Fund.
10. Communications.
11. Old Business.
12. New Business
  - a. EXHIBIT A – APPROVAL OF ABLE LOCKSMITH QUOTE TO INSTALL LOCKS ON FOUR DOORS IN THE NEW EXPANSION AREA (\$1,920)
  - b. EXHIBIT B – APPROVAL OF POLARIS QUOTE TO ADDRESS LED LIGHTING AND ADD'L ELECTRICAL ISSUES IN THE LIBRARY (\$4,125)
  - c. EXHIBIT C – APPROVAL OF S.C.L.S. LIGHTPATH ORDER FOR 2026-27 INTERNET SERVICE (\$10,500)
  - d. DIRECTOR'S REPORT
  - e. DEPARTMENT HEAD REPORTS
  - f. PERSONNEL REPORT

13. Remarks from Guests (period for public expression).

14. Future Meeting Dates:

Tuesday, January 20, 2026 @ 6:00 PM  
Tuesday, February 17, 2026 @ 6:00 PM  
Tuesday, March 17, 2026 @ 6:00 PM

15. Executive Session.

16. Adjournment.

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE NORTH  
BABYLON PUBLIC LIBRARY HELD ON TUESDAY, NOVEMBER 18, 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, Miss Scharf, Administrative Assistant, and Ms. Giordano of Bond, Schoeneck & King, were present. Mr. Horowitz, Library Director, was absent with notice.

Nine guests arrived for the start of the meeting at 6:00 p.m.

At 6:01 p.m. Dana F., Robert Moses Middle School librarian, shared sentiments with the Board of Trustees regarding benefits of the online Sora program and frustration that it was discontinued for the North Babylon School District in January 2025.

At 6:03 p.m. Christine L., community member, shared sentiments with the Board of Trustees regarding personal life experience, gratitude for the new Reference area computers, and frustration with certain security practices in the Library.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to adopt the minutes of the October 21, 2025 Board 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 October.

On a motion by Mr. Hester, seconded by Ms. Atlas, it was unanimously agreed to accept the Library Fund Treasurer's Report for October.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to accept the Financial Report for October.

The Director's Statistical Report for October was noted.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to pay the bills on General Ledger Trial Balance No. 912.

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

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to approve the S.C.L.S. 2026 budget, as presented in Exhibit A.

The vote for the S.C.L.S. Board candidate who will represent the Town of Babylon and Islip for the term 1/7/2026-12/31/2028 was tabled for further review, as presented in Exhibit B.

The proposed Live-brary.com download costs for 2026 were reviewed by the Board of Trustees, as presented in Exhibit C.

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE NORTH  
BABYLON PUBLIC LIBRARY HELD ON TUESDAY, NOVEMBER 18, 2025**

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to approve the D&S quote to connect ductwork in the ceiling of the I.T. office to the HVAC system for \$2,200, as presented in Exhibit D.

The Director's Report was noted.

At the request of Ms. Hare, Mrs. Nicolazzi read highlights from the Director's Report regarding recent updates and improvements to the Library.

The Department Head Reports were noted.

On a motion by Mr. Hester, seconded by Mrs. DeBlasi, it was unanimously agreed to approve the November Personnel Report.

At 6:34 p.m. Don W., community member, asked how the online Sora program is funded.

At 6:35 p.m. Christine L., community member, shared additional sentiments with the Board of Trustees regarding positive feedback for the recent updates to the Library, further personal life experience, the significance of libraries as a public service, and the importance of early reading intervention for children and students.

On a motion by Mr. Hester, seconded by Mrs. Ziegler, it was unanimously agreed to adjourn to executive session at 6:38 p.m. to discuss matters relating to personnel.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf exited the executive session at 7:00 p.m.

At the Board of Trustees' request, Mrs. Nicolazzi and Miss Scharf re-entered the executive session at 8:02 p.m.

On a motion by Mrs. DeBlasi, seconded by Mr. Hester, it was unanimously agreed to adjourn from executive session at 8:03 p.m. and resume the regular business of the meeting.

The next regular meeting of the Board of Trustees will be held on December 16, 2025 at 6:00 p.m. in the Library.

On a motion by Ms. Atlas, seconded by Mrs. DeBlasi, it was unanimously agreed to adjourn the meeting at 8:04 p.m.

Respectfully submitted,

Ms. Laurie Atlas  
Secretary

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

Total available balance as reported at the end of preceding period \$ 11,147.57

**RECEIPTS DURING PERIOD**

<u>Source</u>	<u>Amount</u>	
Paint Night	\$ 494.00	
Train Tickets	\$ 205.00	
Aquarium Tickets	\$ 541.00	
Ceramic Lantern	\$ 240.00	
Ceramic Snowman	\$ 288.00	
Italian Sushi	\$ 85.00	
Gingerbread Kits	\$ 864.00	
Interest Earned	\$ 0.85	
	Total Receipts	<u>\$ 2,717.85</u>
	Total receipts including balance	<u>\$ 13,865.42</u>

**DISBURSEMENTS MADE DURING PERIOD**

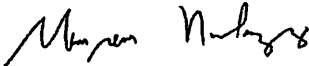
<u>Check No.</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount Paid</u>	
4110	S.C.L.S	LI Aquarium Tickets	\$ 2,650.00	
4111	Rosemarie Attard	Ceramic Autumn Gnome	\$ 240.00	
		Total Disbursements		<u>\$ 2,890.00</u>
		Cash balance as shown by records		<u>\$ 10,975.42</u>

**RECONCILIATION WITH BANK STATEMENT**

Bank statement balance at end of period	<u>\$ 8,258.42</u>
Less total outstanding checks	<u>\$ -</u>
Net balance in bank	<u>\$ 8,258.42</u>
Due from Library Fund	<u>\$ 2,717.00</u>

Total available balance	<u>\$ 10,975.42</u>
Total commitments	<u>\$ -</u>
Fund balance	<u>\$ 10,975.42</u>

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



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Treasurer, Cultural Programming Fund

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

M&T BANK - NOW Checking #0017110022060 Statement Balance		\$	436,275.52
Plus: Deposits in Transit	\$	141.13	
Less: Outstanding Checks		\$	(14,257.69)
Balance at End of Month		\$	422,158.96
M&T BANK - MMA #15005010003749 Statement Balance		\$	585,753.87
Capital One - MMA #7527401539 Statement Balance		\$	520,484.78
<b>Total</b>		<b>\$</b>	<b>1,528,397.61</b>
Beginning Balance:			
M&T BANK - Checking		\$	854,428.88
M&T BANK - MMA		\$	585,705.72
Capital One MMA		\$	519,971.69
Real Property Taxes	\$	-	
PILOT Funds: Payment in Lieu of Taxes	\$	-	
Fines	\$	50.05	
Interest Income	\$	621.65	
Lost Books Paid	\$	189.88	
Gifts and Donations	\$	-	
E-Rate	\$	-	
Copy Machine Revenue	\$	283.70	
Unclassified Revenue	\$	188.36	
State Aid	\$	-	
Due to CPF	\$	2,717.00	
Lost Books Paid Refund	\$	-	
	\$	-	
<b>Total Receipts</b>	<b>\$</b>	<b>4,050.64</b>	
Minus: Disbursements			
Accounts Payable 11/18/25		\$	275,246.36
Payroll 11/7/25		\$	59,624.20
Payroll 11/21/25		\$	100,888.76
		\$	-
<b>Total Disbursements</b>		<b>\$</b>	<b>435,759.32</b>
<b>Total Ending Balance</b>		<b>\$</b>	<b>1,528,397.61</b>

Outstanding Checks as of 11/30/2025	
Check No.	Amount
46041	60
46207	407.1
46224	1,110.00
46226	1,110.00
46281	100
46302	120
46310	250
46316	10.99
46319	250
46324	3,000.00
46327	490
46328	525.23
46333	4,571.79
46338	60
46339	350
154971486	1,842.58
<b>Total Outstanding Checks</b>	<b>\$ 14,257.69</b>

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

<b><u>REVENUES</u></b>	<b><u>20252026 BUDGET</u></b>	<b><u>YEAR-TO-DATE</u></b>
Real Property Taxes	3,322,400.00	1,384,340.19
PILOT Funds: Payment in Lieu of Taxes	4,500.00	-
Fines	8,000.00	232.65
Interest Income	2,000.00	3,131.21
Lost Books Paid	5,500.00	662.71
Gifts & Donations	8,000.00	-
E-Rate	5,000.00	-
Copy Machine Revenue	7,000.00	1,533.00
Unclassified Revenue	6,000.00	1,404.06
State Aid	8,800.00	8,766.90
Other State Aid	-	-
Appropriated Fund Balance	40,000.00	-
Prior Year Refund	-	-
	3,417,200.00	1,400,070.72
<b><u>CASH SUMMARY</u></b>		
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	1,400,070.72	<b><u>3,048,608.16</u></b>
<b><u>EXPENSES</u></b>		
Budgetary Expenditures	<b><u>1,466,118.06</u></b>	
	<b><u>1,466,118.06</u></b>	
		1,463,097.33
Dis. Ins. Withheld	171.92	
Federal Withholding		
State Withholding		
Social Secuirty - EE		
Retirement System Deductions	105.23	
Retirement System Contributions - ERSBACK		
Excess Retirement Contributions	26.58	
Social Security - ER		
CPF Exchange	2,717.00	
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		<b><u>1,528,397.61</u></b>

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

	<b>2025-26 BUDGET</b>	<b>EXPENSED</b>	<b>ENCUMBERED</b>	<b>BALANCE</b>
Professional Salaries	800,000.00	\$350,093.09	\$0.00	\$449,906.91
Clerical Salaries	725,000.00	\$217,003.74	\$0.00	\$507,996.26
Custodial/Maintenance Salaries	94,000.00	\$39,485.12	\$0.00	\$54,514.88
Technical Services Salaries	61,000.00	\$26,663.60	\$0.00	\$34,336.40
Library District Treasurer Salaries	2,900.00	\$1,734.59	\$0.00	\$1,165.41
Pages	47,350.00	\$12,381.94	\$0.00	\$34,968.06
Retirement	280,000.00	\$230,863.00	\$0.00	\$49,137.00
Social Security	117,000.00	\$47,366.67	\$0.00	\$69,633.33
Workmen's Compensation	17,000.00	\$0.00	\$0.00	\$17,000.00
Health Insurance	455,000.00	\$187,926.16	\$0.00	\$267,073.84
Vision Insurance	1,100.00	\$378.30	\$0.00	\$721.70
Disability Insurance	5,000.00	\$484.45	\$0.00	\$4,515.55
Dental/Life Insurance	21,550.00	\$4,488.92	\$0.00	\$17,061.08
Employee Assistance Plan	1,400.00	\$1,348.50	\$0.00	\$51.50
Books/Downloadable Books	200,000.00	\$15,225.30	\$288.32	\$184,486.38
DVD	20,000.00	\$4,601.32	\$113.96	\$15,284.72
Audio Recordings	4,000.00	\$55.45	\$0.00	\$3,944.55
Periodicals	14,500.00	\$11,860.42	\$0.00	\$2,639.58
Computer Software	10,000.00	\$3,007.00	\$0.00	\$6,993.00
Online Services	29,400.00	\$22,230.61	\$0.00	\$7,169.39
Misc Expenses	1,000.00	\$44.30	\$0.00	\$955.70
Printing and Publication	16,000.00	\$8,954.00	\$0.00	\$7,046.00
Library Programs	63,000.00	\$24,650.70	\$0.00	\$38,349.30
Postage	13,500.00	\$7,599.71	\$0.00	\$5,900.29
Telephone	9,000.00	\$2,098.27	\$0.00	\$6,901.73
Telecommunications	11,000.00	\$9,900.00	\$0.00	\$1,100.00
Electric	47,500.00	\$28,562.71	\$0.00	\$18,937.29
Gas	7,000.00	\$1,356.14	\$0.00	\$5,643.86
Water	1,000.00	\$466.08	\$0.00	\$533.92
Building Repair	15,000.00	\$7,167.40	\$4,856.00	\$2,976.60
Equipment Repair and Service Contracts	38,000.00	\$15,776.80	\$0.00	\$22,223.20
Trash Removal Service	2,300.00	\$350.85	\$0.00	\$1,949.15
Snow Removal Service	13,000.00	\$0.00	\$0.00	\$13,000.00
Security and Protective Services	67,000.00	\$28,650.20	\$0.00	\$38,349.80
Equipment	35,000.00	\$19,071.27	\$0.00	\$15,928.73
Circulation Control	20,000.00	\$9,958.95	\$0.00	\$10,041.05
SCLS Services Contract	45,000.00	\$0.00	\$0.00	\$45,000.00
Legal	14,000.00	\$21,408.50	\$0.00	(\$7,408.50)
Accounting Services	10,000.00	\$0.00	\$0.00	\$10,000.00
Other Professional Fees (UMS)	5,000.00	\$365.00	\$0.00	\$4,635.00
Fire Liability Comprehensive Insurance	20,200.00	\$23,202.64	\$0.00	(\$3,002.64)
General Supplies	46,000.00	\$25,486.85	\$4,733.90	\$15,779.25
Maintenance Supplies	5,000.00	\$1,266.70	\$282.53	\$3,450.77
Travel	3,000.00	\$412.06	\$0.00	\$2,587.94
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	2,200.00	\$5,740.00
Expansion Project	0.00	44,710.75	0.00	(\$44,710.75)
	<b>\$3,440,200.00</b>	<b>\$1,466,118.06</b>	<b>\$12,474.71</b>	<b>\$1,961,607.23</b>

**NORTH BABYLON PUBLIC LIBRARY**

**Statistical Report for November 2025**

**CIRCULATION STATISTICS**

	<b><u>This Year</u></b>	<b><u>Last Year</u></b>
Grand Total Materials (month)	<u>7,321</u>	<u>7,676</u>
Grand Total Materials (calendar year to date)	<u>88,478</u>	<u>87,599</u>
Total Videos and DVD's (month)	<u>1,313</u>	<u>1,436</u>
Total Videos and DVD's (calendar year to date)	<u>13,876</u>	<u>16,515</u>

**COLLECTION:**

	<b>Books</b>	<b>Audio</b>	<b>Video</b>	<b>PB Books</b>	<b>DVD</b>	<b>Pamphlets</b>	<b>Microfilms</b>	<b>Software</b>
Added	<u>94</u>	<u>1</u>	<u>0</u>	<u>4</u>	<u>29</u>	<u>0</u>	<u>0</u>	<u>22</u>
Total	<u>110,480</u>	<u>7,255</u>	<u>33</u>	<u>4,504</u>	<u>13,417</u>	<u>2,736</u>	<u>59</u>	<u>70</u>
GRAND TOTAL	<u>138,554</u>							

**BORROWER REGISTRATION:**

	<b><u>Last Month</u></b>	<b><u>This Month</u></b>
Adult	<u>8,938</u>	<u>8,982</u>
YA	<u>2,472</u>	<u>2,808</u>
Juvenile	<u>2,121</u>	<u>2,031</u>
TOTAL	<u>13,531</u>	<u>13,821</u>

**INTERLIBRARY LOAN:**

# of items received from other libraries for our patrons	<u>334</u>
# of items lent to other libraries for their patrons	<u>474</u>

**MISCELLANEOUS STATISTICS**

Adult Reference Questions	<u>950</u>	Juvenile Reference Questions	<u>191</u>
Adult Computer Use	<u>309</u>	Juvenile Computer Use	<u>28</u>
Downloads - Live-brary.com	<u>4,386</u>	Door Count	<u>~5,000</u>
Flipster	<u>177</u>	Scans	<u>375</u>
Kanopy	<u>86</u>		

## North Babylon Public Library

### Circulation Statistics

<b>ALL MATERIALS</b>							
	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
		<i>*Note : Library COVID closure, March 16- June 15, 2020</i>					
<b>January</b>	14,582	12,410	8,086	7,381	7,802	8,143	6,855
<b>February</b>	14,004	12,868	7,255	7,170	7,837	7,715	6,717
<b>March</b>	15,519	7,341	8,044	7,549	8,523	8,136	7,743
<b>April</b>	14,797		7,722	7,392	7,955	7,619	7,372
<b>May</b>	13,963		7,039	7,181	7,840	7,085	7,187
<b>June</b>	12,379	3,607	7,236	7,896	8,498	7,594	6,978
<b>July</b>	15,780	5,442	8,153	8,171	8,471	9,095	8,951
<b>August</b>	15,500	6,885	8,558	8,412	9,136	8,710	13,417
<b>September</b>	13,466	10,252	7,936	8,081	8,293	8,027	8,069
<b>October</b>	14,574	7,434	8,213	8,169	8,550	7,799	7,868
<b>November</b>	12,589	8,924	7,826	7,299	8,520	7,676	7321
<b>December</b>	11,466	7,837	7,300	7,007	8,337	7,213	
<b>TOTAL</b>	168,619	83,000	93,368	91,708	99,762	94,812	88,478
<b>VIDEOS &amp; DVDs</b>							
	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>January</b>	4,353	3,472	2,712	1,548	1,642	1,613	1,202
<b>February</b>	4,045	3,583	2,283	1,698	1,638	1,715	1,237
<b>March</b>	4,480	2,005	2,320	1,707	1,729	1,743	1,472
<b>April</b>	4,110		2,071	1,833	1,469	1,553	1,268
<b>May</b>	3,726		1,853	1,772	1,586	1,425	1,273
<b>June</b>	3,405	490	1,800	1,888	1,671	1,422	854
<b>July</b>	6,296	1,368	1,911	1,845	1,425	1,573	1,303
<b>August</b>	4,610	1,847	1,973	1,964	1,787	1,408	1,373
<b>September</b>	3,859	2,142	1,729	1,530	1,679	1,341	1,374
<b>October</b>	3,988	2,195	1,761	1,642	1,589	1,286	1,207
<b>November</b>	3,609	2,457	1,837	1,400	1,488	1436	1313
<b>December</b>	3,536	2,471	1,034	1,481	1,879	1,339	
<b>TOTAL</b>	50,017	22,030	23,284	20,308	19,582	17,854	13,876

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

<u>DATE</u>	<u>PROGRAM</u>	<u>AGE LEVEL</u>	<u>FUND</u>	<u>ATTENDANCE</u>
11/1/2025	Saturday Games	PreK - Grade 5 w Parent		None
11/3/2025	Career Counselor	Adult		0
11/3/2025	3D Minecrafter Creeper	Grades 1-5	L	11C, 10A
11/3/2025	Afterschool Gaming (popup drop in)	Teen		4
11/4/2025	Medicare Presentation and Counseling	Adult		7
11/4/2025	Chess Club	Grades: 1-5		3C, 3A
11/4/2025	Chess Buddies CSC	Teen		2
11/5/2025	Crochet Class	Adult	L	16
11/5/2025	Drop-In Surprise Craft	PreK - Grade 5		6C, 5A
11/5/2025	Hobbit Door Hang	Teen		0
11/6/2025	Learn to Be Tobacco Free	Adult		3
11/6/2025	Catching Colors: Orange	Ages: 18 mo - 4 yrs.		16C, 16A
11/7/2025	All Levels Yoga and Mobility Class	Adult	L	12
11/7/2025	Parent-Child Workshop	Ages 1-5 (Pre-K)	L	6C, 7A
11/7/2025	Game of Sticks	Grades 1-5	L	3C, 3A
11/8/2025	Family Story Time	Birth - Grade 5		18C, 24A
11/10/2025	Tots Night Out	Ages: 18 mo. - 5 yrs.	L	13C, 12A
11/12/2025	Shed the Meds	Adult	L	8
11/12/2025	Catholic Health Bus	Adult		10
11/12/2025	Preschool Story Time	Ages: 2 - 5 yrs.		17C, 14A
11/12/2025	Double Slime Time	Grades: 4 - 8	L	9C, 9A
11/12/2025	Double Slime Time	Tween	L	9
11/13/2025	Learn to Be Tobacco Free	Adult		4
11/13/2025	Drop-In Play Date	Ages: 1 - 5 yrs.		10C, 12A
11/13/2025	Sew With Miss Sew	Grades: 1 - 5	L	8C, 7A
11/13/2025	Fun With Play Doh	Ages: 3 - 9 years		10C, 10A
11/14/2025	All Levels Yoga and Mobility Class	Adult	L	13
11/14/2025	Parent-Child Workshop	Ages 1-5 (Pre-K)	L	10C, 8A
11/14/2025	Mad Science: Light... Color... Action	Grades: K - 5	L	19C, 20A
11/14/2025	Preschool Story Time	Ages: 2 - 5 yrs.		17C, 17A
11/15/2025	Career Counselor	Adult		0
11/15/2025	Sensory Story Time	Ages: 2 - 5	L	13C, 13A
11/15/2025	Art With Miss Laura	Grades: 2 - 5		9C, 6A
11/17/2025	Ceramic Turkey	Grades: 2 - 5	L	14C, 10A
11/17/2025	Gratitude and Gifts CSC	Teen		5
11/18/2025	Deep Stretch Yin Yoga	Adult	L	10
11/18/2025	Medicaid Enrollment Assistance	Adult		1
11/18/2025	Paint Night	Adult	L	24
11/18/2025	Just Baby & Me	Ages: Birth - 18 mo.		10C, 8A
11/19/2025	Crochet Class	Adult	L	13
11/19/2025	Preschool Story Time	Ages: 2 - 5 yrs.		18, 15A
11/19/2025	Lego Fun!	Grades: 1 - 5		11C, 8A
11/20/2025	Ceramic Leaf Lantern	Adult	L	22
11/20/2025	GRASP & ESL Assessments	Adult		1
11/20/2025	Drop-In Play Date	Ages: 1 - 5 yrs.		6C, 6A
11/20/2025	Imagination Station	PreK - Grade 5		5C, 5A
11/21/2025	All Levels Yoga and Mobility Class	Adult	L	12
11/21/2025	Parent-Child Workshop	Ages 1-5 (Pre-K)	L	9C, 8A
11/21/2025	Preschool Story Time	Ages: 2 - 5		17C, 16A
11/22/2025	Baby Start	Birth - 17 mo.	L	1C, 1A
11/22/2025	Family Yoga	Ages: 5 - 8 w Parent	L	4C, 3A
11/22/2025	Zumba Kids	Grades: K - 5	L	7C, 6A
11/23/2025	North Shore Flute Choir	Adult	L	24
11/24/2025	Van Gogh Inspired Sunflower Painting	Grades: K - 5	L	11C, 11A
11/24/2025	Afterschool Gaming (popup drop in)	Teen		2
11/25/2025	Book Discussion	Adult		5
11/25/2025	Deep Stretch Yin Yoga	Adult	L	11
11/25/2025	Sleepy Times Tales	Ages: 1 - 5 yrs.		3C, 4A

11/26/2025	Chess Club	Grades: 1-5		7C, 7A
11/26/2025	Chess Buddies CSC	Teen		2
11/28/2025	All Levels Yoga and Mobility Class	Adult	L	13
11/28/2025	Gingerbread House Kits	Adult		48
11/29/2025	Drop-In Games & Crafts	PreK - Grade 5 w Parent		10C, 10A
11/30/2025	Senior ID	Adult		
11/30/2025	Family Movie Time	All Ages		6C, 6A

# NQ BABYLON PUBLIC LIBRARY

Check Warrant Report For L - 19: 12/16/25 Cash Disbursements For Dates 12/16/2025 - 12/16/2025



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
46349	12/16/2025	602	A Time For Kids, Inc.		655.00
46350	12/16/2025	2334	**CONTINUED** AMAZON.COM SALES, INC.		0.00
46351	12/16/2025	2334	AMAZON.COM SALES, INC.	8676	2,141.06
46352	12/16/2025	752	American Library Assn.		805.00
46353	12/16/2025	2254	Angelina Lombardo		120.00
46354	12/16/2025	2318	Aqua Coolers, LLC		89.00
46355	12/16/2025	1885	AT&T		10.53
46356	12/16/2025	994	Bond, Schoeneck & King, PLLC		13,789.50
46357	12/16/2025	129	Brodart Co.	8689	1,270.49
46358	12/16/2025	42	Cengage Learning/Gale		387.87
46359	12/16/2025	1129	Chase Card Services		881.70
46360	12/16/2025	224	Cornell Cooperative Extension of Suffolk County		350.00
46361	12/16/2025	2101	Cradle of Aviation Museum		1,200.00
46362	12/16/2025	618	Cultural Programming Fund		2,717.00
46363	12/16/2025	2144	D&S Mechanical Services, Inc.	8690	2,200.00
46364	12/16/2025	39	Demco	8691	65.45
46365	12/16/2025	20	Dental Pay Plus, Inc		893.41
46366	12/16/2025	2322	Dianne Taggart		200.00
46367	12/16/2025	1586	Doris J. Benter		275.00
46368	12/16/2025	2038	Friends of Garvies Point		225.00
46369	12/16/2025	995	Giannini Landscaping		2,080.00
46370	12/16/2025	433	Industrial Appraisal Company		300.00
46371	12/16/2025	47	Ingram Library Services		74.39
46372	12/16/2025	2019	Island Elevator Inspection		1,471.50
46373	12/16/2025	2336	Italo Naccarato		300.00
46374	12/16/2025	1130	Joan Jewhurst		60.00
46375	12/16/2025	2165	Kanopy, Inc		114.00
46376	12/16/2025	132	KAPCO	8688	265.10
46377	12/16/2025	1867	Katharine Anne Reccardi		200.00
46378	12/16/2025	2244	Kimberly Ciano		240.00
46379	12/16/2025	2326	Konica Minolta Business Solutions, Inc.		512.62
46380	12/16/2025	2337	Krafty Hands Bay Shore		225.00
46381	12/16/2025	1868	Lands End Business Outfitters	8686	282.53
46382	12/16/2025	2230	Lauren Blum		185.00
46383	12/16/2025	284	LILRC		865.00
46384	12/16/2025	1803	Mad Science of Long Island		345.00
46385	12/16/2025	2339	Mary Hasel		350.00
46386	12/16/2025	1001	Maureen Nicolazzi		65.94
46387	12/16/2025	114	Midwest Tape, LLC		663.16
46388	12/16/2025	895	National Grid		822.61
46389	12/16/2025	2154	New York Hall of Science		750.00
46390	12/16/2025	1033	Newsday		375.92
46391	12/16/2025	2329	North Shore Flute Choir		160.00
46392	12/16/2025	2155	Pamela Trastelis		150.00
46393	12/16/2025	123	Postmaster		3,000.00
46394	12/16/2025	1753	Principal Life Insurance Co.		96.25

**NQ BABYLON PUBLIC LIBRARY****Check Warrant Report For L - 19: 12/16/25 Cash Disbursements For Dates 12/16/2025 - 12/16/2025**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
46395	12/16/2025	55	PSEGLI		543.52
46396	12/16/2025	2233	Quatela Chimeri PLLC		104.00
46397	12/16/2025	1474	Rosemarie Attard		460.00
46398	12/16/2025	2232	Securitas Security Services USA, Inc		4,768.19
46399	12/16/2025	829	Staples Contract & Commercial	*See Detail Report	658.57
46400	12/16/2025	300	Suffolk Cooperative Library System		1,250.00
46401	12/16/2025	2305	Susan Dick		295.00
46402	12/16/2025	1770	The Whaling Museum & Education Center		325.00
46403	12/16/2025	1419	Town of Babylon -		70.17
46404	12/16/2025	2297	Vanessa Holzhauser		360.00
46405	12/16/2025	549	Verizon		411.38

**Number of Transactions: 57****Warrant Total: 51,475.86****Vendor Portion: 51,475.86**

\*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  
December 2025**

DISBURSEMENTS MADE DURING PERIOD

<u>No.</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount Paid</u>
4112	Kathy Reccardi	Paint Night (11/18/25)	\$ 240.00
4113	Rosemarie Attard	Ceramic Lantern (11/20/25)	\$ 264.00
4114	Fanny Cakes	Gingerbread Houses	\$ 864.00
4115	Pamela Trastelis	Art w/ Pamela (12/4/25)	\$ 240.00
4116	Margaret O'Sullivan	Art w/ Pamela Refund	\$ 10.00
<u>Total disbursements</u>			\$ 1,618.00

Able Locksmith Inc.  
980 Sunrise Highway  
West Babylon, NY 11704  
6315877278  
Info@AbleLock.com  
www.AbleLock.com



## Estimate

**ADDRESS**

North Babylon Public Library  
815 Deer Park Ave.  
North Babylon, NY 11703

**SHIP TO**

North Babylon Public  
Library  
815 Deer Park Ave.  
North Babylon, NY 11703

**ESTIMATE # 11832****DATE 11/25/2025****EXPIRATION DATE 12/25/2025**

ACTIVITY	QTY	RATE	AMOUNT
<b>Misc.</b> Supply and Install New Dexter Storeroom Function IC Core Lever with Core Keyed - No Inside Button To Leave Open	4	480.00	1,920.00
SUBTOTAL			1,920.00
TAX			0.00
TOTAL			<b>\$1,920.00</b>

Accepted By

Accepted Date

LICENSED • INSURED • BONDED

# **POLARIS**

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**ELECTRICAL CONSTRUCTION CORP.**

124 S. Long Beach Road  
Rockville Centre, N.Y. 11570  
TEL: 516-442-0550  
FAX: 516-415-7687

November 25, 2025

North Babylon Library  
815 Deer Park Ave  
North Babylon, NY 11703

Polaris Electrical Construction Corp. is pleased to provide you with this proposal for North Babylon Library on the following scope of work. All work to be done in a timely and professional manner by union labor.

- Supply and replace 14 LED strips
- Supply and replace new adaptor plate to fit new wall
- Replace 1 (one) broken receptacle by copy machine
- Supply & install new 20 amp feed to bathroom exhaust fans

Total Lump Sum \$4,125.00 (Four Thousand One Hundred Twenty Five Dollars)

Respectfully,

*Michael Riglietti*



627 NORTH SUNRISE SERVICE ROAD, BELLPORT, NY 11713  
TEL: 631-286-1600 ■ FAX: 631-286-1647

## Lightpath Service Order

The below named library is opting-in to the SCLS coordinated order for DIA/SDWAN.

Service Provider: Lightpath

Service Term: 7/1/26-6/30/31.

Libraries may increase bandwidth at any time during the term of agreement.

**Library Name:** NORTH BABYLON PUBLIC LIBRARY

**Contact Name:** MAUREEN NICOLAZZI

**Contact Email:** MNICOLAZ@NORTHBABYLONPL.ORG

<u>Service Level</u>	<u>Annual Cost</u>
<input type="checkbox"/> Firewall Only	\$5,400
<input type="checkbox"/> 100 Mbps + SD-WAN	\$6,500
<input type="checkbox"/> 300 Mbps + SD-WAN	\$9,000
<input checked="" type="checkbox"/> 500 Mbps + SD-WAN	\$10,500
<input type="checkbox"/> 1 Gbps + SD-WAN	\$12,000
<input type="checkbox"/> 2 Gbps + SD-WAN	\$15,500

# Pricing Comparison:

Service	Current Cost		5-year Cost	LightPath	
	DIA - Annual	Firewall - One-time		DIA + SD-WAN - Annual	5-year Cost
Firewall Only	N/A	\$0	\$0	\$5,000	\$25,000
100Mbps	N/A	\$0	\$0	\$6,500	\$32,500
200Mbps	\$9,900	\$7,000	\$56,500	N/A	N/A
300Mbps	\$11,100	\$7,000	\$62,500	\$9,000	\$45,000
500Mbps	\$12,200	\$7,000	\$68,000	\$10,500	\$52,500
1Gbps	\$14,500	\$7,000	\$79,500	\$12,000	\$60,000
2Gbps	\$15,800	\$7,000	\$86,000	\$15,500	\$77,500

Report for the Board of Trustees  
November 18, 2025

**Communications**

Our accountant, Al Coster, will present the 2024/2025 financial report in January.

**Policy of the Month**

None at this time.

**Personnel**

The replacement for our Programming librarian has been placed on hold. I will continue to handle those duties. We will re-canvas in a few months. We have hired one of our part-time clerks to be the new full-time Circulation/Technical clerk.

One of our pages will be promoted to a part-time Circulation clerk in January.

We are planning to look for a substitute custodian. One of our part-time custodians is out on extended medical leave.

Our administrative assistant has resigned and we are starting the canvas process immediately for her replacement.

**Buildings and Grounds/Expansion Update**

We have received quotes to add new locks onto four closets in the new section of the Library. Please see Exhibit A for approval.

We have also received a quote for electrical updates needed in the Library. There are several connections that are old and outdated, resulting in problems for the public copiers and the ventilation system over the older bathrooms. There are several LED lights that need to be fixed in the book stacks. Please see Exhibit B for approval.

**Security and Vandalism**

A parent reported a theft from his daughter's handbag afterschool.

**Public Relations**

Our Teen librarian and Head of Circulation visited RMMS to assist more students with applying for library cards. 360 new library cards were processed during their visits.

They also represented the Library at the Literacy Night at RMMS.

**Requests for Purchase**

We are continuing to review needs in the Library.

New staff chairs were purchased for the Technical Services area. I expect to purchase additional chairs for other staff members next month.

Our internet service contract from SCLS expires in July 2026. SCLS recently held a workshop outlining the new 5 year contract. Our computer technician recommends approval of SCLS LightPath contract which would upgrade our service to 500Mbps + SD-WAN under the \$10,500 a year option. This would be an increase of only \$600 from what is currently spent per year, while giving us increased bandwidth and still providing

savings because the firewall is now included and not another additional expense. Please see Exhibit C for approval.

### **Unmet Needs**

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

- Continuing to review changes and enhancements to the Children's Room
- Adding a new Language collection (Languages other than English)
- Purchasing additional items for the Lending Library
- Reviewing requests from our suggestion box for upcoming purchases

### **Trustee Training**

None

### **Other Items of Interest**

Our flag was stuck on the outside flagpole. It would not move up or down. I contacted the Town of Babylon Public Works Department for assistance. They showed up within the hour and changed out the rope on the flagpole.

Vending machines were added in the front area of the Library.

Technical Services is continuing to prepare for the changes to our ordering and processing.

Our Technical Services librarian has been reviewing our orders and reserves to guarantee our patrons receive the materials in a timely fashion.

New staff chairs were purchased for the Technical Services area. I expect to purchase additional chairs for other staff members next month.

**Respectfully submitted,**

Maureen Nicolazzi, Librarian III

## Reference Department November 2025 Report

The crafts classes are always filled. Local authors (mother and daughter) Cheryl and Christie Leigh Babirad had a book signing and reading for their collaborative poetry book, Lilacs and Roses. Yoga continues to be popular. The North Shore Flute Choir presented a delightful concert for the community. They were originally scheduled to perform at the Grand Opening and were well worth the wait to hear. We sold over 48 gingerbread houses. The Health Bus was here this month and they were giving out free flu shots. The sheriffs returned for Shed the Meds. Friday movies returned this month. In the absence of a programming librarian, Laurie from the Board of Trustees is running the Book Discussion. Katrina and our social worker Katrina (#2) ran the first of our monthly pop-up, drop-in afterschool gaming programs, for the teens that will continue after school. Our community service programs included Chess Buddies and Gratitude and Gifts.

There were 12 log ins for our 100 Books before Graduation Program. We had 60 items of food donated by our teens for community service credit. It has been amazing the amount of food donations we have brought to the St. Paul's food pantry. My drop off right before Thanksgiving filled the entire back of my car with approximately 25 bags. Katrina posted 8 new videos on our YouTube channel. Our YouTube channel has received 931 views and its total subscribers are up to 71. Katrina and Kirsten continued to weed the adult fiction books. Katrina started preparing for the 2026 seed library by ordering the seeds and supplies needed. I am still weeding the Reference collection. I have also scheduled all of the adult programming for January and February and have started laying out the upcoming newsletter. Emily's Toy Drive and the Giving Tree are back. Emily's Drive collects toys to give to children in the local hospitals and the Ronald McDonald House. The Giving Tree includes scarves, hats and mittens that are collected for one of the churches for patrons in need.

The Adult displays included "Hallmark Movies" (DVD Display), Kindness week (Book Display) and "Thanksgiving" (Book Display). The two Teen book displays were "New Books and "Non-Fiction for Teens".

Respectfully submitted,

Maureen Nicolazzi



## **Children's Room, Monthly Report**

### **November, 2025**

Saturday Games program was held in the Children's Room on November 1st. Children of preschool age and up can enjoy a fun time with family and friends playing different games from morning until mid-afternoon.

Fans of Minecraft enjoyed the program Minecraft Creeper which was held on Monday, November 3 for children in grades three through five. Children used wooden blocks to design their own creeper picture, complete with frame, to take home.

Chess Club was held in the Children's Room on Tuesday, November 4 and Wednesday, November 26 for children in grades one through five. Children really enjoy playing each other, and also interacting with the teen volunteers when they need assistance, or someone to play.

Drop-In Surprise Craft was held on Wednesday, November 5 in the Children's Room. Children who are pre-kindergarten through fifth grade enjoy making various crafts during this fun, drop-in program.

Catching Colors: Orange program was held in the Children's Room on Thursday, November 6 for children eighteen months through four years. During the program little ones learned their colors with music, games, and activities.

Parent-Child Workshop series of programs began on Friday, November 7 with the topic "The Importance of Play." A parent educator from A Time For Kids was here and talked to the parents about how important play is for development. At each of the first four sessions of the series of workshops a parent-child educator was on hand to answer questions and talk about the session's topic. The educator had resources and printed information for the parents to take home as well. Children also enjoyed interacting with each other and playing with age-appropriate toys and puzzles. On Friday, November 14, Nutrition or, "Feeding Little Folks," was the topic and the parent educator from Cornell was on hand to discuss this topic and supplied printed information and resources, as well as a healthy snack. On November 21, the topic was "Understanding Toddlers," and once again a parent educator from Cornell supplied information and resources for attending parents. The series continued into December with "Pediatric Dentistry" (December 5) when a pediatric hygienist from Dental Smiles 4 Kids came to talk to parents about dental health challenges in little ones, and provided solutions for those challenges, as well as recommendations, written material, and a dental care kit in a backpack for the children to take home. On December 12, a Story Time, and a play time with a craft, was held.

On Friday, November 7 Game of Sticks program was held in the Children's Room for children in grades one through five. The program informed about, and covered stories of, the indigenous people of Long Island, explored artifacts, and cultural items. Children created a traditional native "sticks" game to take home. The program was presented by the CSH Whaling Museum.

Family Story Time was held in the Children's Room on Saturday, November 8 for children of preschool age through fifth grade and their families. During the program all attending had fun with activities, stories, songs and a craft.

Tots Night Out program was held in the Meeting Room on Monday, November 17 for children aged eighteen months through five years. During the program children participate in musical movement activities, stories and a craft.

Preschool Story Time programs were held in the Children's Room on Wednesdays, November 12, 19 and Fridays, November 14 and 21. Children aged two through five enjoyed stories, songs, activities and a craft.



Tweens program Double Slime Time was held in the Auditorium on Wednesday, November 12. Attending children in grades fourth through eighth had fun making two kinds of textured slime with a fall scent. The tweens also decorated the slime containers before taking it all home!

Drop-In Play Dates were held in the Children's Room on Thursdays, November 13 and 20th. During the programs children enjoyed play time with other little ones, and playing with age appropriate toys and puzzles. Parents enjoyed the social aspect of meeting other parents as well.

Sew With Miss Sue program was held on Thursday, November 13 in the Children's Room. During the program children had a lesson in learning how to sew by hand. The children made a cat pillow, which they sewed, stuffed, and decorated to take home. Children in grades one through five participated.

Play-Doh Fun program was held in the Children's Room (Story Telling Area) on Thursday, November 13 for children of ages three to nine. Children loved crafting things out of Play-Doh, and they took home their creations.

Mad Science-Lights, Color, Action program took place on Friday, November 14 in the Auditorium for children in grades kindergarten through fifth. During the program children participated in experiments to produce, and separate white light into colors. Children took home a device that demonstrated Newton's Color wheel invention.

Sensory Story Time was held in the Auditorium on Saturday, November 15 for children aged two through five. Attending children participated in the interactive stories, and then enjoyed sensory bins after the story-telling.

Art With Miss Laura: Andy Warhol program was held in the Meeting Room for children in grades second through fifth. During the program Librarian (and former Art Teacher) Laura Harper guided the children in the techniques and style of the featured artist to create their own inspired art piece to take home.

On Monday, November 17, Ceramic Happy Turkey program was held in the Auditorium for children in grades two-five. The children always enjoy painting a ceramic piece to take home.

Just Baby & Me program was held in the Children's Room for children newborn through eighteen months. Little ones and their adults participated in bouncy rhymes, classic nursery rhymes, puppets, finger-plays, an age-appropriate activity, and a free-play time with bubbles!



Lego Fun program was held in the Children's Room on Wednesday, November 19 for children in grades one through five;. Children love anything Legos, and their creativity is displayed in the Library's lobby showcase.

Imagination Station was held in the Children's Room on Thursday, November 20. Children of pre-school age through fifth grade had fun rummaging through the craft supplies to come up with something truly creative to make and take home.

On Saturday, November 22, Baby Start program was held in the Children's Room. Children Newborn through seventeen months participated in activities that included music, movement, fine and gross motor activities, and finger plays.

Family Yoga program was held in the Auditorium on Saturday November 22 for children aged five to eight and their adult(s). The program included practicing yoga poses, as well as yoga stories, games and songs. All are welcome, no matter the experience.

Zumba Kids program was held in the Auditorium on Saturday, November 22 for children in grades kindergarten through fifth. Children loved exercising to great music and having fun while keeping fit.

Van Gogh Sunflower Painting program was held in the Auditorium on Monday, November 24 for children in kindergarten through fifth grade. Children were guided through the painting process, step-by-step, and were happy to take home their own masterpiece.

On Tuesday, November 25 Sleepy Time Tales was held in the Children's Room for children aged one through five. Little ones enjoy bedtime stories, music, and a play time.

Drop-In Games and Crafts program was held in the Children's Room for children pre-kindergarten through fifth grade. From morning through mid-afternoon children and their adults could drop-in, play games together, and make crafts to take home.

Family Movie Time was held on Sunday, November 30 at 2:00 PM in the Auditorium. The featured movie was How To Train Your Dragon (2025).

Submitted by,

Elizabeth Arena,  
Head of Children's Services



**PERSONNEL REPORT  
DECEMBER 2025**

Elisha Charles, Library Page, release effective 1/4/2026

Elisha Charles, Library Clerk (part-time), appointment effective 1/5/2026 (\$24.58/hr.)

Catherine Scharf, Administrative Assistant, resignation effective 12/26/2025

Catherine Scharf, Administrative Assistant Call-in/Substitute, appointment effective 12/27/2025 (\$38.00/hr.)

Isaiah Serrano, Library page, appointment effective 12/10/2025 (\$16.50/hr.)

Isaiah Serrano, Library page, salary increase effective 1/1/2026 (17.00/hr.)

Rimsha Moiz, Library page, salary increase effective 1/1/2026 (\$17.00/hr.)

Meeghan Weidenmuller, Library Clerk (part-time), release effective 11/30/2025

Meeghan Weidenmuller, Library Clerk, appointment effective 12/1/2025 (\$44,575)