

Brentwood Public Library
Board of Trustees Monthly Meeting Minutes
October 30, 2023

Present:

Mary Reid, President
Ellen Edelstein, Vice President
Francis Picart, Trustee
William Menendez, Trustee
Dorina Barksdale, Trustee

Absent with notice: None

Public Attendance:

Daniel Costa
Kris Schumacher

Thomas Tarantowicz, Director,
Xibe Solis, Assistant Director,
Matthew Morley, Business Manager

Also Present:

Sarah Gyimah, Library Attorney
Miranda Hatziangelou, Board Secretary
Tia Johnson, Office Assistant

I. Call to Order

The meeting was called to order at 5:29 pm by Board President Mary Reid.

II. Pledge of Allegiance, led by Francis Picart

III. Public Expression

The floor was opened to public expression. There was none.

IV. Approval of Agenda

Ellen Edelstein moved, Francis Picart seconded, to accept the agenda as presented. All in favor.

V. Approval of Minutes

Dorina Barksdale moved, William Menendez seconded, to accept the minutes of the September 28, 2023 meeting. All in favor.

VI. Correspondence

Library Director Thomas Tarantowicz announced that Ross Park will be reopening November 9th, Town supervisor Angie Carpenter would love to see a representative from the Brentwood Public Library. Library Director Thomas Tarantowicz discussed that Police Commissioner Rodney Harrison sent the Library a letter advising of heightened monitoring of religious centers in response to the current situation in Israel. Senator

Monica Martinez sent the Library a thank you letter for hosting her mobile office hours. Finally, Library Director Thomas Tarantowicz discussed the SCLA Annual Dinner where the Brentwood Public Library received a marketing award, which is a great honor for us, and thanked Kris Schumacher for nominating the library, as well as all the departments and staff that collaborated to earn this.

VII. Financial

- a) Francis Picart moved, William Menendez seconded, to accept the Financial Report for September 2023, as per review and recommendation of the Business Manager, Matthew Morley. All in favor
- b) Ellen Edelstein moved, Dorina Barksdale seconded, to accept the Collateral Reconciliation Report dated September 2023, as per review and recommendation of the Business Manager, Matthew Morley. All in favor.
- c) Bills for the month of October 2023 were audited by Francis Picart. Mr. Picart moved, Ellen Edelstein seconded, to approve the expenditures in the amount of \$762,950.59. All in favor.
- d) Personnel report:
 - a. William Menendez moved, Francis Picart seconded, to accept personnel changes as reported. All in favor.

VIII. Reports

- a. Board Members reported on meetings and library events attended. Ellen Edelstein attended the Chamber of Commerce board meeting and candidates' night, Sis. St Joseph's meeting, street renaming ceremony for Obdulio De Leon, Prayers for Israel event, BUFSD Audit Committee meeting ROBS Meeting, NCNW founders Day luncheon honoring Mrs. Reid, First Baptist Meet the Candidates zoom meeting, Brentwood teachers welcome back event, fire prevention open house, Food for Hope breakfast, LILTA Mural at La Placita ribbon cutting, Dr. Bonahue fund raiser, Presentation: Cultural Clues in the Neighborhood at Sisters of Joseph, Phil Ramos Latin Heritage awards, Islip Art Council, Concert at St. Patrick's Bay Shore. Dorina Barksdale attended the Town of Islip Housing Authority meeting and has been elected as vice chair, the NCNW Luncheon for Board President Mary Reid, the SCLS Dinner, the Community Garden Closing, and the Chamber of Commerce Meet the Candidates. Dorina Barksdale took a moment to express that she is very happy to be on the Board for Brentwood Public Library, that we have set a standard that she expects at all other boards and is honored to be there. William Menendez attended the Pronto Gala, Fire Department Open House, Islip Food for Hope Breakfast, and SCLA Dinner. Francis Picart attended Legislator Sammy Gonzalez's Hispanic Heritage Celebration, where he had the opportunity to speak with the keynote speaker Wanda Ortiz Rivera on her recent appointment as superintendent, the NCNW

Inc. award dinner honoring Board President Mary Reid, and discussed how very moving it is to see the breadth of Mrs. Mary Reid's contributions. Francis Picart also attended the NAACP meeting, completed the monthly audit of the bills for the Brentwood Public Library, attended the SCLA Dinner, the Meet the Candidates meeting via zoom. Board President Mary Reid thanked Francis Picart for bringing us all our NAACP information. Ellen Edelstein mentioned that there is a "Cabaret Convention: event featuring Mable Mercer similar to the John Coltrane foundation, where James Carnegie was an honoree. Board President Mary Reid mentioned that her nephew, Cameron, was on Saturday Night Live last week, and then discussed how wonderful the meeting was with the library staff last week following the NCNW award luncheon and how pleased she is that the awards are on display in the Library Atrium, that all those awards, she feels, belong to all the Library staff. Board President Mary Reid thanked Michael Buono, Head of Adult Reference and Publicity, for the Labor Day Banner his department created, and discussed how we have a wonderful library, that wherever she goes they say wonderful things about us. Board President Mary Reid further discussed that the Board needs to participate in annual training, but feels that all the things in which the Board has been participating are representative of Trustee Education. Ellen Edelstein mentioned that in the past we've invited the BUFSD Superintendent, and that we should invite the new interim Superintendent, Ms. Wanda Ortiz to meet our Board. Francis Picart was in agreement and also feels we should invite Dr. Bonohue, President of the SCCC as well. Board President Mary Reid mentioned that she is excited about all the greenery in the Library, and thanked Tia Johnson, Alana Jagnanan, Head of Circulation and Technical Processing, and Vilma Martinez, Custodial staff for keeping it so lovely, and she also thanked Library Director Thomas Tarantowicz for adding the yellow Unity Pole to the Library display, and asked if we could do a YA program where kids can make their own Unity Poles at the Brentwood Library before February.

- b. The Director's report was accepted. Library Director Thomas Tarantowicz attended the NCNW event honoring Board President Mary Reid, and said it was an honor and pleasure to attend and thanked Mrs. Mary Reid, it was well deserved. Library Director Thomas Tarantowicz attended the SCLA Annual Dinner where the Brentwood Public Library received the marketing award, where he also had an opportunity to speak with Dr. Bonohue and received an invitation to SCCC to discuss future collaborative efforts. Library Director Thomas Tarantowicz mentioned that his son got married this month, and it has been a very busy month, we are in the process of interviewing construction firms, we are having talks with the architect and Mr. Cullen, tomorrow we will email BUFSD Superintendent Wanda Ortiz and invite her to have coffee at the Library with us or attend a board meeting, as we had a solid relationship with former BUFSD Superintendent Richard Loeschner and we will make every effort to cultivate the same with Superintendent Wanda Ortiz.

- c. The Assistant Director's report was accepted. Assistant Library Director Xibe Escalante informed the Board that Adabelle Campos, Librarian II in Publicity, has given birth to her baby girl, Eliana Jade, congratulations to her and her husband. Assistant Library Director Xibe Escalante discussed that she has had a meeting with select staff last week to figure out how to best take advantage of the grant Senator Monica Martinez gave us from the Dormitory Authority for building a proper podcast room. Assistant Library Director Xibe Escalante attended the NCNW Luncheon honoring Board President Mary Reid, and said it was very beautiful, and also the Islip Town Supervisor's Food for Hope Breakfast, and mentioned that there will be a meeting tomorrow with the architect to discuss construction plans.
- d. The Business Manager's report was accepted. Business Manager Matthew Morley discussed that he and his department are preparing for the new year, wrapping up with the auditor who will be presenting at the next meeting and taking care of NYSLR business.
- e. The Library Attorney's report was deferred to executive session.

IX. Unfinished Business. There was none.

X. New Business.

New York State has mandated Trustee Training by the end of 2023, and to this end, the Brentwood Public Library has conducted visits to all Library departments prior and has met with their respective department heads, they review the Library's bills monthly, meet with the Library's accountant and auditor, and discuss their duties and meetings as representative of the Brentwood Public Library, all of which this can serve to fulfill the Trustee training requirement.

XI. Other

Board President Mary Reid wanted to mention and extend her thanks to Helen Moss who helped a fellow acquaintance who found herself in urgent need of assistance in completing her paperwork to receive her benefits, and in need of pantry items and help to get by until those benefits could be reinstated.

XII. Suggestion Box. Patron suggestions were read to the Board of Trustees by Assistant Library Director Xibe Escalante and included a note stating that the "Ladies here are awesome, they're a great team," a request for a text, email or call to notify patrons to renew their library card, a horror movie night, a chess club, Spanish lessons for teens and children, board games available in Children's upon request, that the craft program for wreaths was wonderful, can we please bring back some classic movies, and a question regarding the quiet study rooms.

XIII. Public Expression

Daniel Costa thanked the Board for allowing him to attend.

XIV. Date/Time of next board meeting

The next meeting of the Board of Trustees will take place on Monday, November 27, 2023, at 5:30 pm.

XV. Executive Session

Mary Reid moved to adjourn the meeting to Executive Session for legal matters and personnel matters at 6:29 pm. All in favor.

William Menendez moved to reconvene the meeting at 6:56 pm.

Dorina Barksdale mentioned that she wanted to thank William Menendez for all he does in the community. William Menendez mentioned that PRONTO always has food available in their pantry, even if someone hasn't signed up, they will help, and that the Knights of Columbus and Lion's club are hosting events to raise money for wheelchairs and hearing aids and specialty glasses for children.

XVI. Adjournment

There being no further business, William Menendez moved to adjourn the meeting at 6:56pm.

Respectfully submitted
Miranda Hatziangelou
Secretary to the Board
Tia Johnson
Office Assistant

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
M&T Peoples United Bank
#8834

11-704

Total available balance as reported at end of preceding period: \$37,463.38

Receipts during Month:

Real Propty T:	\$0.00	Suff Cty IDA	\$0.00
Book Fines	\$0.00	Vending machine	\$0.00
Video Fines	\$0.00	Printer Rev's	\$1,242.00
Book Bag Sale	\$0.00	Reference Copies	\$0.00
Lost Books	\$0.00	Photo Printing Rev	\$0.00
Lost Cards	\$0.00	Book Sales	\$0.00
Lost DVD	\$0.00	Rev Ck Fees	\$0.00
Interest Inc	\$0.00	PILOT/Levy	\$0.00
E-Rate Reimb	\$0.00	Refund bank fee	\$0.00
Attraction Tick	\$0.00		\$0.00
WIFI Fines/Rc	\$0.00	Unemployment Ins	\$0.00
Headphones	\$0.00	Wi-Fi Fines/Repl	\$0.00
Other revenue	\$0.00	Deposits-adult prgm	\$0.00
Fax Rev's	\$0.00	Retiree Checks	\$0.00
USB (flashdri	\$0.00	Trans from SBF	\$0.00
Gifts & Donatic	\$0.00	Health Insurance	\$0.00
Town IDA	\$0.00	Dental & Vision	\$0.00
State Aid	\$0.00	Voided Checks	\$0.00

Total Receipts per rev report	\$1,242.00
Reconciling items	
A/R	
Rev Adj	
Credit Card Fees	

Total Receipts and Opening Balance \$38,705.38

Disbursements made during Month:

To Checking Acct #xxx-xx751-8	\$0.00
Accounts Payable Checks	\$6,187.56
0	\$0.00

Total disbursements and charges: 6,187.56

Cash Balance as shown by records: **\$32,517.82**

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:	\$36,512.72
Less outstanding checks:	(\$3,994.90)
Add Deposit in transit	<u>\$0.00</u>

Net balance in bank: \$32,517.82

Total available balance: **\$32,517.82**

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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

Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
NYCB Operating account
NYCB xxxxxx5936

GL 11-0710

Total available balance as reported at end of preceding period: \$20,211.39

Receipts during Month:

Transfer from Discretionary	\$0.00	
Transfer from Savings	\$211,000.00	
Transfer from Payroll	\$0.00	
Interest	\$35.60	
Total Receipts		<u>\$211,035.60</u>
Total Receipts and Opening Balance		\$231,246.99

Disbursements made during Month:

Accounts Payable Checks	\$229,530.97	
Transfer to Capital	\$0.00	
Transfer to Payroll a/c	\$0.00	
Transfer to Grant a/c	\$0.00	
Transfer to Special Beq	\$0.00	

Total disbursements and charges: \$229,530.97

Cash Balance as shown by records: **\$1,716.02**

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:	\$94,774.03
Less outstanding checks: (see schedule)	\$93,058.01

Net balance in bank: \$1,716.02

Add:

Total available balance: **\$1,716.02**

Received by the board of trustees and
entered as part of the minutes of the
Board Meeting held on **11/27/2023**

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above cash balance is in
agreement with my bank
statement as reconciled.

Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
NYCB Payroll account
NYCB xxxxxx1618

GL 11-0711

Total available balance as reported at end of preceding period: **4,720.41**

Receipts during Month:

Transfer from a/c 110710	-	
Interest	18.70	
Transfer from a/c 110720	578,875.57	
Transfer from a/c 110712	-	
Total Receipts		<u>\$578,894.27</u>
Total Receipts and Opening Balance		<u>\$583,614.68</u>

Disbursements made during Month:
Accounts Payable Checks

Withdrawals transfers to initiate new a/c's	-	
Payroll #16	196,431.19	
Payroll #17	178,501.87	
Payroll #18	178,480.88	
Retirement	8,524.50	
403 b Deferred Comp	9,650.00	
Transfer to 110710	-	

Total disbursements and charges: \$571,588.44

Cash Balance as shown by records: **\$12,026.24**

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:		12,909.28
Less outstanding checks:		883.04
		-
		-
Net balance in bank:		\$12,026.24

Add:

Total available balance: **\$12,026.24**

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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

Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
 Treasurer's Monthly Report
 For The Period
 8/1/2023 TO 8/31/2023
NYCB Discretionary account
 NYCB xxxxxx1600

GL 11-0712

Total available balance as reported at end of preceding period: 2,909.01

Receipts during Month:

Transfer from a/c 110720	-	
Interest	1.12	

Total Receipts		<u>\$1.12</u>
Total Receipts and Opening Balance		\$2,910.13

Disbursements made during Month:

Accounts Payable Checks		\$487.39
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Transfer to P/R ac		\$0.00
Transfer to Gen'l 110710		\$0.00

Total disbursements and charges: \$487.39

Cash Balance as shown by records: \$2,422.74

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:		2,422.74
Less outstanding checks: (see schedule)		-

Net balance in bank:		2,422.74
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Add:

Total available balance: **\$2,422.74**

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY

Treasurer's Monthly Report

GL 11-0720

For The Period

8/1/2023 TO 8/31/2023

NYCB Saving account

NYCB xxxxxx1600

Total available balance as reported at end of preceding period:
0

720,707.52
-
720,707.52

Receipts during Month:

Real Prop Tax	626,746.67	Head Phones	10.00
Book Fines	6.00	Faxes	35.50
Video Fines	11.70	Printer Revs	648.90
SB Drive sale	-	Book bag sales	18.00
Lost Books	478.69	Interest	861.20
Lost Card	110.00	Health Insur	1,998.30
Lost Video	39.99	Dental & vision	934.44
Attraction Tkt	5,628.35	Bank fees	-
Lost WIFI hot	5.00	Transfer HSBC	-
LRC Other	2.00	State Aid	24,083.00
LF& C-Other	42.50		
	633,070.90		28,600.34

661,671.24
1,382,378.76

Total Receipts
Total Receipts and Opening Balance

\$0.00
1,382,378.76

Disbursements made during Month:
Accounts Payable Checks

Credit card fees	216.00
Refunds	-
Transfers to Chking	211,000.00
Transfers to P/R	578,875.57
Returned chk and bank fee	-

Total disbursements and charges:

\$790,091.57

Cash Balance as shown by records:

\$592,287.19

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:
Less outstanding checks: (see schedule)

592,193.33
-

Net balance in bank:

592,193.33

Add: 8/31 square in transit

93.86

Total available balance:

592,287.19

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
NYCB Capital Fund account
NYCB xxxxxx0850

GL 13-0702

Total available balance as reported at end of preceding period: **3441978.54**

Receipts during Month:

Transfer from a/c 110710	-	
Interest	1,462.99	
Total Receipts		<u>\$1,462.99</u>
Total Receipts and Opening Balance		\$3,443,441.53

Disbursements made during Month:		
Accounts Payable Checks	#	\$0.00
Withdrawals transfers to initiate new a/c's		\$0.00

Total disbursements and charges: \$0.00

Cash Balance as shown by records: **\$3,443,441.53**

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:		3,443,441.53
Less outstanding checks:		-

Net balance in bank: 3,443,441.53

Add: -

Total available balance: 3,443,441.53

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
NYCB Grant Fund account
NYCB xxxxxx0719

GL 12-0702

Total available balance as reported at end of preceding period:		19,004.19
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Receipts during Month:		
Transfer from a/c 110720	-	
Interest	8.13	
Total Receipts		8.13
Total Receipts and Opening Balance		19,012.32
<hr/>		
Disbursements made during Month:		
Accounts Payable Checks	\$6,000.00	-
Withdrawals transfers to initiate new a/c's	-	
<u>Total disbursements and charges:</u>		6,000.00
<u>Cash Balance as shown by records:</u>		13,012.32
<hr/>		
RECONCILIATION WITH BANK STATEMENT:		
Balance per bank statement at end of month:		19,012.32
Less outstanding checks: (see schedule)		6,000.00
Net balance in bank:		13,012.32
Add:		-
<u>Total available balance:</u>		13,012.32
<hr/>		

Received by the board of trustees and entered as part of the minutes of the Board Meeting held on **11/27/2023**

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

Eric M. Hofmeister
Treasurer

BRENTWOOD PUBLIC LIBRARY
Treasurer's Monthly Report
For The Period
8/1/2023 TO 8/31/2023
NYCB Special Bequest account
NYCB xxxxxx1121

GL 15-0705

Total available balance as reported at end of preceding period: 104,063.42

Receipts during Month:

Transfer from a/c 110710	-	
Interest	44.20	
Total Receipts		<u>44.20</u>
Total Receipts and Opening Balance		104,107.62

Disbursements made during Month:
Accounts Payable Checks

Withdrawals transfers to initiate new a/c's -

Total disbursements and charges: -

Cash Balance as shown by records: 104,107.62

RECONCILIATION WITH BANK STATEMENT:

Balance per bank statement at end of month:	104,107.62
Less outstanding checks: (see schedule)	-
0	-

Net balance in bank: 104,107.62

Add:

Total available balance: 104,107.62

Received by the board of trustees and
entered as part of the minutes of the
Board Meeting held on **11/27/2023**

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

Eric M. Hofmeister
Treasurer

Brentwood Public Library - General Fund

Revenues & Expenditures (unaudited)

	Month of October 2023		Fiscal Year-to-Date : July 1, 2023 to October 31, 2023			
	Actual	Percent	Actual	Budget	Difference	Percent
Revenue						
119801 · Local Public Funds	\$ 626,746.67	7.8%	\$ 2,898,375.80	\$ 8,020,960.00	\$ (5,122,584.20)	36.1%
119810 · Library Fines & Charges	\$ 699.12	100.0%	\$ 2,038.67	\$ -	\$ 2,038.67	100.0%
119821 · Other Receipts	\$ 2,366.20	9.5%	\$ 19,888.15	\$ 25,000.00	\$ (5,111.85)	79.6%
119831 · Federal & State Aid	\$ -	0.0%	\$ 24,083.00	\$ 25,000.00	\$ (917.00)	96.3%
119908 · Interest Income	\$ 1,555.76	100.0%	\$ 4,461.01	\$ -	\$ 4,461.01	100.0%
119916 · Gifts & Donations	\$ -	0.0%	\$ 230.00	\$ -	\$ 230.00	100.0%
Total Revenues	\$ 631,367.75	7.8%	\$ 2,949,076.63	\$ 8,070,960.00	\$ (5,121,883.37)	36.5%
Expenditures						
110140 · Salaries & Wages	\$ 381,170.69	8.3%	\$ 1,540,096.82	\$ 4,575,910.00	\$ (3,035,813.18)	33.7%
111900 · Employee Benefits	\$ 58,520.84	2.8%	\$ 312,812.40	\$ 2,060,050.00	\$ (1,747,237.60)	15.2%
113440 · Professional Fees	\$ 6,138.01	4.4%	\$ 24,337.04	\$ 141,000.00	\$ (116,662.96)	17.3%
113450 · Professional Development	\$ 2,450.50	7.2%	\$ 12,195.71	\$ 34,000.00	\$ (21,804.29)	35.9%
113900 · Library Programs & Activities						
112102 · History Programs	\$ 150.00	6.0%	\$ 300.00	\$ 2,500.00	\$ (2,200.00)	12.0%
112103 · Adult Program	\$ 3,744.00	7.5%	\$ 10,748.00	\$ 50,000.00	\$ (39,252.00)	21.5%
112104 · Juvenile Programs	\$ 935.00	4.7%	\$ 2,650.00	\$ 20,000.00	\$ (17,350.00)	13.3%
112105 · Young Adult Programs	\$ 550.00	3.7%	\$ 1,050.00	\$ 15,000.00	\$ (13,950.00)	7.0%
112106 · Career & Learning Programs	\$ 330.00	4.4%	\$ 330.00	\$ 7,500.00	\$ (7,170.00)	4.4%
112107 · Maker Space Programs	\$ -	0.0%	\$ 625.00	\$ -	\$ 625.00	100.0%
112111 · General Activities	\$ -	0.0%	\$ -	\$ 5,000.00	\$ (5,000.00)	0.0%
Total 113900 · Library Programs & Activities	\$ 5,709.00	5.7%	\$ 15,703.00	\$ 100,000.00	\$ (84,297.00)	15.7%
114001 · Library Collection & Materials						
114901 · General & All Patrons	\$ 7,875.10	4.9%	\$ 41,431.93	\$ 160,000.00	\$ (118,568.07)	25.9%
114903 · Adult & Reference	\$ 8,623.74	6.6%	\$ 47,053.41	\$ 130,000.00	\$ (82,946.59)	36.2%
114904 · Children	\$ 4,151.26	6.9%	\$ 20,484.32	\$ 60,000.00	\$ (39,515.68)	34.1%
114905 · Young Adult	\$ 2,129.36	7.1%	\$ 9,653.02	\$ 30,000.00	\$ (20,346.98)	32.2%
114906 · Career & Learning	\$ 1,492.20	7.5%	\$ 4,604.11	\$ 20,000.00	\$ (15,395.89)	23.0%
Total 114001 · Library Collection & Materials	\$ 24,271.66	6.1%	\$ 123,226.79	\$ 400,000.00	\$ (276,773.21)	30.8%
115000 · Library Operations	\$ 23,828.55	6.6%	\$ 187,162.82	\$ 360,000.00	\$ (172,837.18)	52.0%
117000 · Building Operations	\$ 51,249.28	12.8%	\$ 130,053.88	\$ 400,000.00	\$ (269,946.12)	32.5%
Total Expenditures	\$ 553,338.53	6.9%	\$ 2,345,588.46	\$ 8,070,960.00	\$ (5,725,371.54)	29.1%
Revenue in excess (deficit) of Expenditures	\$ 78,029.22	100.0%	\$ 603,488.17	\$ -	\$ 603,488.17	100.0%

**Brentwood Public Library
Collateralization of Deposits
10/31/2023**

<u>M&T Bank</u>	
<u>Checking & Demand Account(s)</u>	
General Fund #8834	\$ 28,348.04
Total Deposits held by M&T Bank	<u>\$ 28,348.04</u>
FDIC coverage of Checking & Demand Accounts	<u>\$ 28,348.04</u>
Deposits not insured by FDIC	\$ -

<u>BNY Mellon Bank</u>	
U.S. Treasuries (Bills, Notes, Bonds, etc.)	\$ -
State and Municipal Bonds	<u>-</u>
Total value of eligible securities under NY Gen Mun L § 10 (2015) held as collateral by Third Party Custodian	\$ -

<u>Compliance</u>	
Collateral assets to uninsured deposits ratio	N/A
Uninsured deposits in excess of collateral assets	\$ -
Collateral assets to uninsured deposits required ratio	102.00%
Collateral assets requirement	\$ -
Collateral shortfall of requirement	\$ -

**Brentwood Public Library
Collateralization of Deposits
10/31/2023**

<u>New York Community Bank</u>	
<u>Checking & Demand Account(s)</u>	
General Fund Accounts Payable #5936	\$ 67,623.94
General Fund Payroll #1618	13,227.31
General Fund Discretionary #1600	1,416.61
Grant Fund #0719	13,023.42
Capital Improvement Fund #0850	3,405,399.41
Special Bequest Fund #1121	104,194.65
<u>Timed & Savings Account(s)</u>	
General Fund Savings #1626	\$ 1,088,763.32
Total Deposits held by NYCB	<u>\$ 4,693,648.66</u>
FDIC coverage of Checking & Demand Accounts	\$ 250,000.00
FDIC coverage of Timed & Savings Account	<u>250,000.00</u>
Deposits not insured by FDIC	\$ 4,193,648.66

<u>Federal Home Loan Bank of New York</u>	
U.S. Treasuries (Bills, Notes, Bonds, etc.)	\$ 5,079,162.36
State and Municipal Bonds	<u>-</u>
Total value of eligible securities under NY Gen Mun L § 10 (2015) held as collateral by Third Party Custodian	\$ 5,079,162.36

<u>Compliance</u>	
Collateral assets to uninsured deposits ratio	121.12%
Collateral assets in excess of uninsured deposits	\$ 885,513.70
Collateral assets to uninsured deposits required ratio	102.00%
Collateral assets requirement	\$ 4,277,521.63
Collateral in excess of requirement	\$ 801,640.73

BRENTWOOD PUBLIC LIBRARY
Disbursements and Expenditures
November 2023

General Fund			
Payroll	11/10/2023	\$	198,609.43
Payroll	11/24/2023	\$	213,074.07
payroll		\$	-
Accounts Payable checks (M & T)		\$	6,287.93
Accounts Payable checks (NYCB)		\$	854,920.75
General Discretionary Fund (NYCB)		\$	202.76
Petty Cash		\$	-
Grant Fund			
Accounts Payable checks (NYCB)		\$	-
Capital Improvement Fund			
Accounts Payable checks (NYCB)		\$	1,588.39
Special Bequest Fund			
Accounts Payable checks (NYCB)		\$	-
		\$	<u>1,274,683.33</u>

BRENTWOOD PUBLIC LIBRARY-GENERAL FUND**Check register for the month of****November 2023**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
110704 · M&T Operating Acct #8834			
11/10/2023	10595	CAPITAL ONE BANK	-6,287.93
Total 110704 · M&T Operating Acct #8834			-6,287.93
110710 · NYCB A/P pkg #609904485936			
11/03/2023	1885	ADMIN PARTNERS, LLC.	-12.50
11/03/2023	1886	AMERICAN LIBRARY ASSOCIATION (MEMBER)	-162.00
11/03/2023	1887	CSEA Employee Benefit Fund	-11,630.65
11/03/2023	1888	CSEA LIFE INSURANCE	-401.10
11/03/2023	1889	CSEA, INCORPORATED	-2,430.01
11/03/2023	1890	DE LAGE LANDEN FINANCIAL SERVICES	-254.04
11/03/2023	1891	ISLAND ELEVATOR	-782.00
11/03/2023	1892	NYS EMPLOYEES HEALTH INS PENDING ACCT	-115,172.40
11/03/2023	1893	READY REFRESH BY NESTLE	-55.58
11/03/2023	1894	Suburban Exterminating Service, Inc.	-321.71
11/03/2023	1895	T-MOBILE - VOICE	-362.97
11/03/2023	1896	WINTERS BROS. HAULING OF LI, LLC	-508.01
11/03/2023	1897	OPTIMUM (1)	-1,098.14
11/03/2023	1898	PSEGLI - L	-11,553.97
11/03/2023	1899	PSEGLI - S	-14.18
11/10/2023	1901	FIREARMS TACTICS AND TRAINING, INC.	-1,000.00
11/13/2023	1902	IRONHEART ARTISANS	-165.00
11/20/2023	1903	A TIME FOR KIDS, INC.	-160.00
11/20/2023	1904	AMAZON CAPITAL SERVICES	-3,339.44
11/20/2023	1905	AMY VAIL	-250.00
11/20/2023	1906	BAKER & TAYLOR	-6,149.13
11/20/2023	1907	BRENTWOOD SCOUTS 371	-50.00
11/20/2023	1908	BRIANA ZASOWSKI	-44.54
11/20/2023	1909	BRODART CO.	-49.75
11/20/2023	1910	CDW-GOVERNMENT INC.	-1,750.69
11/20/2023	1911	CHARLES CORNETTA	-833.33
11/20/2023	1912	Creative Irrigation, Inc.	-145.00
11/20/2023	1913	DANIEL COSTA	-51.95
11/20/2023	1914	DATA SHREDDING SERVICE, INC.	-871.72
11/20/2023	1915	DAVID JAKIM	-200.00
11/20/2023	1916	EDEN BENNETT	-320.00
11/20/2023	1917	ERIC M. HOFMEISTER	-666.67
11/20/2023	1918	GARLAND FIRE SYSTEMS	-2,200.00
11/20/2023	1919	GLOBAL COMPLIANCE NETWORK, INC.	-1,400.00
11/20/2023	1920	GOVCONNECTION	-476.55
11/20/2023	1921	HOOPLA - MIDWEST	-598.21
11/20/2023	1922	INNOVATIVE USERS GROUP	-125.00
11/20/2023	1923	Janway Company USA, Inc.	-834.12
11/20/2023	1924	JOANNE OTTONE	-375.00
11/20/2023	1925	KONICA MINOLTA BUSINESS SOLUTIONS USA,	-1,460.40
11/20/2023	1926	KRISTEN BREWI	-162.00
11/20/2023	1927	Lakeshore Learning Materials	-129.16
11/20/2023	1928	LESLIE CORTEZ-MINERA	-100.00
11/20/2023	1929	LIZARDO ANTONIO SOTO	-900.00
11/20/2023	1930	MARIA'S MEXICAN COOKING LLC	-400.00
11/20/2023	1931	MCKULA INC.	-1,500.00
11/20/2023	1932	MICHAEL LABOMBARD	-275.00
11/20/2023	1933	MIDWEST TAPE	-2,815.48
11/20/2023	1934	MMJ ELECTRICAL, INC.	-998.55

BRENTWOOD PUBLIC LIBRARY-GENERAL FUND
Check register for the month of
November 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
11/20/2023	1935	MOLLIE SEBOR	-150.00
11/20/2023	1936	NATIONAL GRID (1)	-1,898.39
11/20/2023	1937	New York State And Local Retirement Sys	-522,101.00
11/20/2023	1938	NICOLE D. BROWN	-52.40
11/20/2023	1939	NICOLE J. CHRISTIAN	-115.00
11/20/2023	1940	PBXSTORE, INC.	-175.00
11/20/2023	1941	PITNEY BOWES PURCHASE POWER	-400.00
11/20/2023	1942	QUILL CORPORATION	-757.79
11/20/2023	1943	R&J GRAPHICS INC.	-11,485.00
11/20/2023	1944	ROBERT OTTONE	-300.00
11/20/2023	1945	ROBERT SCOTT	-754.00
11/20/2023	1946	S & S Worldwide, Inc.	-74.93
11/20/2023	1947	SARAH GUTMANN	-150.00
11/20/2023	1948	Suburban Exterminating Service, Inc.	-321.71
11/20/2023	1949	Suffolk Cooperative Library System	-5,570.65
11/20/2023	1950	THOMSON REUTERS WEST	-918.40
11/20/2023	1951	VOLZ & VIGLIOTTA PLLC	-2,750.00
11/20/2023	1952	W.B. MASON CO., INC.	-79.99
11/20/2023	1953	WOODS MENS & BOYS CLOTHING	-123.96
11/20/2023	1954	BRENTWOOD POSTMASTER	-4,855.93
11/20/2023	1955	CSEA Employee Benefit Fund	-11,544.39
11/20/2023	1956	CSEA LIFE INSURANCE	-403.40
11/20/2023	1957	CSEA, INCORPORATED	-2,387.02
11/20/2023	1958	NYS EMPLOYEES HEALTH INS PENDING ACCT	-111,995.84
Total 110710 · NYCB A/P ckg #609904485936			-854,920.75
110712 · NYCB Discretionary ckg #1600			
11/08/2023	2011	Costco Wholesale Membership	-202.76
Total 110712 · NYCB Discretionary ckg #1600			-202.76
TOTAL			-861,411.44

BRENTWOOD PUBLIC LIBRARY - CAPITAL FUND
Check register for the month of
As of November 30, 2023

<u>Date</u>	<u>Name</u>	<u>Num</u>	<u>Credit</u>
13-0702 · NYCB #0850 (NYCB acct #609904830850)			
11/20/2023	BEATTY HARVEY COCO ARCHITECTS, LLP	1508	1,588.39
	Total 13-0702 · NYCB #0850 (NYCB acct #609904830850)		1,588.39
TOTAL			1,588.39

PERSONNEL CHANGES

November 27, 2023

CORRECTION:

Ellen Covino, was incorrectly reported at the October 30, 2023 meeting as appointed to Librarian I (Children's Services), P/T, \$32.63/hr, effective October 23, 2023 after having resigned on September 30, 2023.

APPOINTMENTS:

Allison Fabrizio, Librarian I (Children's Services), P/T, \$32.63/hr, effective October 23, 2023

Adriana Reyes, Page, P/T, \$15.00/hr, effective November 13, 2023

Ashley H. Guevara Perez, Page, P/T, \$15.00/hr, effective November 13, 2023

RESIGNATIONS:

Matthew Bryan Cutler, Page, P/T, effective October 24, 2023



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

November 8, 2022

To: Member Library Directors;
Boards of Trustees
From: Kevin Verbesey
Re: **SCLS Proposed FY 2024 Budget**

Enclosed with this memo is the **Proposed SCLS FY 2024 Operating Budget** for your review and consideration.

At its meeting on November 8, 2023 the SCLS Board of Trustees approved the enclosed SCLS FY 2024 Operating Budget and authorized its submission for member library approval. In order for this proposal to take effect more than 2/3 of member libraries must vote to approve the proposed budget before December 29, 2023.

Attached to this memo are the final proposed SCLS FY 2024 Budget, a final proposed Member Support Chart, and your budget ballot. **Please print the ballot out and use it to record your library vote.**

To gain a full understanding of this proposed budget, and its impact on the member libraries, we ask that you review both this packet and the previously distributed “draft” budget packet that was dated October 4, 2023.

There have been some changes made from the “draft” budget that was distributed in October. The changes are based upon additional information and feedback that we have received subsequent to the “draft” budget being developed. The reasons behind each change are listed below.

Income

- 1) *Member Library Support* has been adjusted down to an overall 1% increase (from the 1.5% that was initially proposed) based on current projections and budgetary expectations.
- 2) *PALS Administrative Fee* has been increased to reflect the finalized PALS budget that was passed by consortium members in the last month.

Expenditures

- 1) *Salaries* overall decrease from the first draft. This is due primarily to expected staffing changes in Shipping departmentd.
- 2) *Retirement* and *Social Security* have been adjusted from the previous estimates based on new estimates and the updated adjustments in the salary lines.
- 3) *Medical Insurance Retirees* hve been adjusted up \$5,000 from the first draft.
- 4) *Security Services* have been increased by \$142 from the first draft.
- 5) *Electricity* has been adjusted down from the first draft based on newer cost estimates.
- 6) *Electricity* costs have been revised down from the first estimate based on current cost projections.
- 7) *Contract Services* have been increased by over \$90,000 from the first draft based upon an expected outsourcing of an additional delivery route beginning in 2024.
- 8) *Facility Renovations* have been adjusted down \$33,000 from the first draft as we received additional cost estimates on a generator project that we expect to complete in 2024.

The bottom line after these changes have been made is that **the overall SCLS 2024 Budget is projected to increase by 5.26% (\$815,262.)** The operations side will increase by 3.63% (\$251,240) and the Direct Offset side will increase by 6.29% (\$528,022.) Most of the increase is due to the additional spending on Downloadable Media.

Member Support, overall, will increase 1% (\$23,515) in 2024.

We are often asked why every library does not have the same percentage change in member support. Member library financial participation is determined by a formula that includes the library's service population and the library's expenditures for the prior year (2022.) If your library's disbursements (less capital expenditures and debt service – as defined in your New York State Annual Report) increased more than the County average then your contribution change will be greater than the average. The version that is enclosed with this memo is the final member support chart for 2024.

If possible, please address this issue at your next Board meeting and return the enclosed ballot to SCLS before December 29, 2023. Should you have any questions, please feel free to contact me.

Thank you for your continued support of our collaborative efforts.

2024 BUDGET REVENUE

	2022	2023	2024	2023 to 2024	2023 to 2024
SOURCE	Budget	Budget	Proposed	\$ Change	% Change
N. Y. State	2,656,409	2,883,774	2,941,535	57,761	2.00%
Local Services Support Aid	306,749	330,753	337,368	6,615	2.00%
Outreach	218,531	235,160	239,863	4,703	2.00%
SCLS: CLA	145,326	156,407	159,535	3,128	2.00%
Misc. Grants	242,000	0	0	0	0.00%
Interest	5,000	5,000	65,000	60,000	1200.00%
Rental	57,500	58,100	59,000	900	1.55%
Delivery Service	500	1,500	1,500	0	0.00%
Mailing Overdues	15,000	15,000	15,000	0	0.00%
Miscellaneous	10,000	10,000	15,000	5,000	50.00%
Contributions	100	100	100	0	0.00%
Programs/Rooms	5,000	6,000	12,000	6,000	100.00%
Library Contract Service	162,000	162,000	162,000	0	0.00%
Member Library Support	2,328,334	2,351,617	2,375,132	23,515	1.00%
PALS Admin. Fee	644,422	679,331	752,949	73,618	10.84%
Sustainable Libraries Initiative	0	20,000	30,000	10,000	50.00%
RFID Support	0	0	0	0	0.00%
Sub-Total (Operational)	6,796,871	6,914,742	7,165,982	251,240	3.63%
<i>Central Library support</i>					
Shared Services	12,000	12,000	53,000	41,000	341.67%
Homework Help	55,000	55,000	55,000	0	0.00%
Sub-Total (Central Library)	67,000	67,000	108,000	41,000	61.19%
<i>DIRECT OFFSET</i>					
LLSA Member Libraries	433,957	467,287	476,633	9,346	2.00%
CLA CBA Central Library	345,458	371,799	379,235	7,436	2.00%
Suffolk E-Resources	744,000	770,040	793,141	23,101	3.00%
Coordinated Orders	1,000,000	1,200,000	1,300,000	100,000	8.33%
Downloadable Media	5,193,680	5,531,127	5,918,306	387,179	7.00%
SCLS: CBA	15,484	16,500	16,830	330	2.00%
Dedicated Library Aid (Grants)	8,926	31,500	32,130	630	2.00%
Misc. Grants	0	0	0	0	0.00%
Sub-Total (Direct Offset)	7,741,505	8,388,253	8,916,275	528,022	6.29%
Transfer from Unappropriated					
Fund Balance	0	130,000	125,000	(5,000)	-3.85%
Sub-Total (Non-Operational)	-	130,000	125,000	(5,000)	-3.85%
TOTAL REVENUE	14,605,376	15,499,995	16,315,257	815,262	5.26%

2024 Budget Expenditures

ACCOUNT TITLE	2022	2023	2024	2023 to 2024	2023 to 2024
	Budget	Budget	Proposed	\$ Change	% Change
<i>SALARIES</i>					
LIBRARIANS	1,305,985	1,492,060	1,640,159	148,099	9.93%
CLERICAL	1,029,845	1,069,789	1,115,073	45,284	4.23%
Shipping & Maint.	376,835	365,357	266,714	(98,643)	-27.00%
SUBSTITUTES & HOURLY	175,813	167,266	140,036	(27,230)	-16.28%
SUB-TOTAL (Salaries)	2,888,478	3,094,472	3,161,982	67,510	2.18%
<i>FIXED CHARGES & FRINGE BENEFITS</i>					
RETIREMENT	400,000	400,000	435,000	35,000	8.75%
SOCIAL SECURITY	220,768	232,312	237,000	4,688	2.02%
WORKER'S COMP.	41,500	37,500	40,000	2,500	6.67%
UNEMPLOYMENT	1,000	1,000	1,000	0	0.00%
DISABILITY	5,000	5,000	5,500	500	10.00%
HEALTH INSURANCE	445,000	460,000	600,000	140,000	30.43%
MEDICAL INS. RETIREES	500,000	520,000	550,000	30,000	5.77%
DENTAL	42,000	38,000	42,000	4,000	10.53%
OPTICAL	4,500	4,500	6,000	1,500	33.33%
FLEX PLAN	500	500	500	0	0.00%
SICK & VAC. PAYOUTS	85,000	95,000	100,000	5,000	5.26%
LONG TERM CARE INS.	2,500	2,000	2,000	0	0.00%
INSURANCE INCENTIVE	26,000	42,000	45,000	3,000	7.14%
Empl. Assist. Program	2,000	1,800	1,800	0	0.00%
SUB-TOTAL (Fixed & Fringe)	1,775,768	1,839,612	2,065,800	226,188	12.30%
<i>PROFESSIONAL FEES</i>					
SUB-TOTAL (Professional Fees)	62,350	57,050	57,050	0	0.00%
<i>LIBRARY MATERIALS</i>					
BOOKS	2,500	10,000	8,000	(2,000)	-20.00%
DOWNLOADABLE MEDIA	100,000	105,000	105,000	0	0.00%
HOMEWORK HELP	366,000	306,000	306,000	0	0.00%
SUB-TOTAL	468,500	421,000	419,000	(2,000)	-0.48%
<i>DIRECT OFFSET</i>					
LLSA MEMBER LIBRARIES	433,957	467,287	476,633	9,346	2.00%
CLA CBA CNTRL LIBRARY	345,458	371,799	379,235	7,436	2.00%
SUFFOLK E-RESOURCES	744,000	770,040	793,141	23,101	3.00%
COORDINATED ORDERS	1,000,000	1,200,000	1,300,000	100,000	8.33%
DOWNLOADABLE MEDIA	5,193,680	5,531,127	5,918,306	387,179	7.00%
CBA MATERIALS	15,484	16,500	16,830	330	2.00%
Dedicated Library Aid	8,926	31,500	32,130	630	2.00%
Misc. Grants	-	0	0	0	0.00%
SUB-TOTAL	7,741,505	8,388,253	8,916,275	528,022	6.29%

2024 Budget Expenditures

ACCOUNT TITLE	2022	2023	2024	2023 to 2024	2023 to 2024
	Budget	Budget	Proposed	\$ Change	% Change
<i>OPERATIONS</i>					
OFFICE & LIB. SUPPLIES	44,500	40,500	40,500	0	0.00%
TELEPHONE VOICE	26,000	23,000	20,000	(3,000)	-13.04%
ISP SERVICE	60,000	35,000	30,000	(5,000)	-14.29%
Line of Credit INTEREST	100	100	100	0	0.00%
POSTAGE & FRGHT SCLS	12,500	15,000	15,000	0	0.00%
POSTAGE OVERDUES	12,000	9,000	9,000	0	0.00%
PUBLICITY & PRINTING	30,000	50,000	30,000	(20,000)	-40.00%
TRAVEL	20,500	23,500	23,500	0	0.00%
LOST IN TRANSIT	13,500	10,000	8,000	(2,000)	-20.00%
OVERDUE SUPPLIES	3,500	3,500	0	(3,500)	-100.00%
MEMBERSHIP DUES	25,000	25,000	23,000	(2,000)	-8.00%
MAINT. - OFFICE EQUIP.	18,050	16,000	15,000	(1,000)	-6.25%
COMPUTER SERVICES	260,500	261,500	263,000	1,500	0.57%
VEHICLE OPERATION	40,700	35,000	32,500	(2,500)	-7.14%
VEHICLE MAINTENANCE	12,000	17,500	20,000	2,500	14.29%
SECURITY SERVICES	21,500	21,858	22,000	142	0.65%
TRUSTEE EXPENSE	2,500	2,000	2,000	0	0.00%
PROGRAMS	59,500	51,300	35,000	(16,300)	-31.77%
PROF. DEVELOPMENT	35,500	37,000	52,500	15,500	41.89%
Misc	-	0	0	0	0.00%
SUB-TOTAL	697,850	676,758	641,100	(35,658)	-5.27%
<i>BUILDING OPERATIONS</i>					
GAS	21,000	31,000	25,000	(6,000)	-19.35%
ELECTRICITY	36,000	47,000	38,050	(8,950)	-19.04%
WATER	1,500	1,200	1,200	0	0.00%
SUPPLIES-JANITORIAL	2,500	2,000	2,500	500	25.00%
CONTRACT SERVICES	307,125	358,800	452,800	94,000	26.20%
REPAIR - BLDG. & EQUIP.	40,000	40,000	50,000	10,000	25.00%
SUB-TOTAL	408,125	480,000	569,550	89,550	18.66%
<i>INSURANCE</i>	77,800	77,850	104,500	26,650	34.23%
<i>EQUIPMENT - LENDING LIBRARY</i>	5,000	5,000	5,000	0	0.00%
<i>EQUIPMENT - SYSTEM</i>	55,000	45,000	35,000	(10,000)	-22.22%
<i>EQUIPMENT - VEHICLES</i>	275,000	65,000	65,000	0	0.00%
<i>FACILITY RENOVATIONS</i>	150,000	350,000	275,000	(75,000)	-21.43%
SUB-TOTAL	562,800	542,850	484,500	(58,350)	-10.75%
TOTAL EXPENDITURES	14,605,376	15,499,995	16,315,257	815,262	5.26%

Proposed 2024 MEMBER LIBRARY SUPPORT @ 1.00% (OVERALL INCREASE)

BASED ON ANNUAL REPORT FINANCIALS: 2022

	ACT 2023 ML SUPP	PROP 2024 ML SUPP	\$ Change PROP 2024 FROM 2023 ACT	% Change PROP 2024 FROM 2022 ACT
AMAGANSETT	11,168	11,280	112	1.00%
AMITYVILLE	33,869	34,939	1,070	3.16%
BABYLON	19,119	19,254	135	0.71%
BAYPORT-BLUE POINT	23,517	25,853	2,336	9.93%
BAY SHORE-BRIGHTWATERS	43,846	44,201	355	0.81%
BRENTWOOD	108,934	111,626	2,692	2.47%
BROOKHAVEN	11,444	11,567	123	1.07%
CENTER MORICHES	40,667	41,770	1,103	2.71%
CENTRAL ISLIP	50,211	50,480	269	0.54%
COLD SPRING HARBOR	19,082	18,928	(154)	-0.81%
COMMACK	31,696	31,703	7	0.02%
COMSEWOGUE	64,172	63,321	(851)	-1.33%
CONNETQUOT	61,929	62,972	1,043	1.68%
COPIAGUE	43,666	43,696	30	0.07%
CUTCHOGUE-NEW SUFFOLK	11,456	11,462	6	0.05%
DEER PARK	36,142	35,386	(756)	-2.09%
EAST HAMPTON	31,350	33,268	1,918	6.12%
EAST ISLIP	38,024	38,651	627	1.65%
ELWOOD	19,068	19,477	409	2.14%
EMMA S CLARK	66,706	66,752	46	0.07%
FLOYD MEMORIAL	11,168	11,280	112	1.00%
HALF HOLLOW HILLS	73,215	74,630	1,415	1.93%
HAMPTON BAYS	24,902	26,050	1,148	4.61%
HAMPTON	11,168	11,280	112	1.00%
HARBORFIELDS	37,215	37,247	32	0.09%
HAUPPAUGE	23,655	23,058	(597)	-2.52%
HUNTINGTON	69,643	69,302	(341)	-0.49%
ISLIP	32,230	33,549	1,319	4.09%
JOHN JERMAIN	16,710	16,771	61	0.37%
LINDENHURST	52,854	51,702	(1,152)	-2.18%
LONGWOOD	85,659	87,046	1,387	1.62%
MASTICS-MORICHES-SHIRLEY	85,263	78,750	(6,513)	-7.64%
MATTITUCK	11,168	11,841	673	6.03%
MIDDLE COUNTRY	122,483	125,339	2,856	2.33%
MONTAUK	11,168	11,280	112	1.00%
NORTH BABYLON	38,518	38,599	81	0.21%
NORTH SHORE	42,107	42,650	543	1.29%
NORTHPORT-EAST NORTHPORT	77,539	77,243	(296)	-0.38%
PATCHOGUE-MEDFORD	86,365	87,374	1,009	1.17%
PORT JEFFERSON	33,539	33,707	168	0.50%
QUOGUE	11,168	11,280	112	1.00%
RIVERHEAD	51,587	52,189	602	1.17%
ROGERS MEMORIAL	36,329	36,846	517	1.42%
SACHEM	116,145	118,460	2,315	1.99%
SAYVILLE	30,786	31,248	462	1.50%
SHELTER ISLAND	11,168	11,280	112	1.00%
SMITHTOWN	160,026	163,088	3,062	1.91%
SOUTH COUNTRY	29,733	30,153	420	1.41%
SOUTH HUNTINGTON	58,259	59,592	1,333	2.29%
SOUTHOLD	11,168	11,280	112	1.00%
WEST BABYLON	38,464	39,844	1,380	3.59%
WEST ISLIP	40,455	40,459	4	0.01%
WESTHAMPTON	25,265	26,133	868	3.44%
WYANDANCH	18,429	17,996	(433)	-2.35%
TOTALS:	2,351,617	2,375,132	23,515	1.00%

Professional and Community Experience: Ronald F. Devine, Jr.

For the past six years, I have served as the President of the Board of Trustees of the Bayport-Blue Point Public Library, and as a board member for over ten years. During my tenure, our library embarked upon a new library building project that involved the acquisition and renovation of a local convent owned by the Ursuline Sisters of Tildonk in Blue Point. I was very proud to be afforded the opportunity to shepherd this venture from the very beginning of the project to today's state-of-the-art, modern library.

In my professional career, for more than twenty years I served as the State Certified Assessor Advanced for both the Towns of Islip and Brookhaven, the two largest town assessing jurisdictions in New York State. Retiring as Assessor Emeritus, I continue to serve at a consulting and management level for both townships as well as additional municipalities and private sector clients. I continue to serve as President of the Suffolk County Assessor's Association for the past decade.

When not devoting my time to our library I also serve our Bayport-Blue Point community and Islip Town in various positions of leadership. These include Board of Directors for the Bayport-Blue Point Chamber of Commerce, Chairperson and Member of the Budget Advisory Committee for the BBP School District, Member of both the Bayport and Blue Point Civic Associations, committee member for Our Lady of the Snow Parish, and former Chairperson and current board member for the Town of Islip Housing Authority as well as the Town of Islip Community Development Fund. I also served as former chairperson of the Suffolk County Industrial Development Agency.

Although I appreciate the opportunity to lead or support a number of these fine organizations, I truly believe my participation and leadership of our Bayport-Blue Point library is the most rewarding.

If elected for the Board of Trustees position for the Suffolk County Library System, I pledge to devote my fullest efforts to the continuation of the very best services to each of our individual libraries throughout Suffolk County.

I believe my passion for libraries, my wide-ranging library trustee experience, and my professional and community experience can be an asset to our library system. It is an honor to be considered for this trustee position that will continue to provide our residents with the best possible library services. Libraries shape the future of all of us and I am excited to be part of this wonderful culture.

Joseph Loughren

Candidate for SCLS Board of Trustees – Islip Zone Representative



I want to sincerely thank you for considering my candidacy for the Islip representative seat on the SCLS Board of Trustees. As not to take up too much of your time, I will be succinct. That said, I welcome you to contact me directly at JWLoughren@gmail.com should you wish to discuss my interest in serving as your representative.

When I ran for the Sayville Library Board in 2012, I campaigned on the tenets of: **Experience, Dedication, Integrity**. In the years since, as a Trustee and Board President, I am confident that I have successfully offered the Sayville Library my experience, dedication, and integrity and that I have been able to make real and positive contributions to the library staff and community. I would truly welcome the opportunity to translate successes the Board and I have achieved at Sayville to the benefit of SCLS, an institution I have felt a connected to for over twenty-five years.

Experience.

In 1998, I left corporate finance to accept the position of Business Manager at Sachem Public Library, this allowed me work in an environment I had loved since I was a teen. After four years at Sachem, and another four years as the Business Manager at Mastics-Moriches-Shirley Community Library, my career shifted to higher education administration, where I served as the Finance Director for numerous areas at Stony Brook University. I am currently the Chief Financial Officer at Queens College. Transitioning to higher education left me wanting to continue making an impact in the library community. With that, I ran for the trustee vacancy at Sayville Library where I continue to serve today.

Dedication.

I genuinely enjoy contributing to the success we've enjoyed at Sayville Library. That said, I fully understand that serving as a trustee is a real responsibility. In my eleven+ years as a Library Trustee, my attendance has been impeccable and I fully engage in all matters brought to the Board. I am truly dedicated not only to Sayville Library and Suffolk County Libraries, but to the entire library industry.

Integrity.

Having worked in the public sector for over twenty-five years as an administrator and trustee, my integrity remains unquestioned. I realized early in my career that honest, hard-working public service was far more satisfying than my initial foray into the corporate finance arena.

Highlights:

- Eight years as a Suffolk County Library Business Manager,
- Eleven years as a Sayville Library Trustee, numerous years as President,
- Seventeen years as a higher education financial administrator,
- Current Chief Financial Officer of Queens College,
- MBA from Hofstra University, PhD in process (ABD) from Colorado State University